

Committee	COUNCIL MEETING
Date	12th November 2018
Agenda Item	7d

Approval of new Direct Debit for Financial Year 2018/19

The following is a new Direct debit for the Financial Year 2018/19 to be approved by the Council and authorised by the Chairman and Deputy Chairman.

Franking machine

HTC recently had to replace its ageing franking machine. This is a digital machine, which gives us a cheaper postage rate. It was decided to enter into a rental agreement including service, rather than buying a new machine. This is a fixed term lease for 6 years, and there will be no increase in payments over the lease period.

Payments for the lease of the franking machine are made to Pitney Bowes Finance Ltd at £54 per quarter plus VAT.

Recommendation: that HTC agrees this Direct Debit payment.



Sarah Greateorex
Town Clerk