

Committee	FULL COUNCIL - FINANCE
Date	13 October 2025
Agenda Item	7e

Approval of Direct Debits for Courtaulds Financial Year 2025/26

The following are the Direct debits for the Financial Year 2025/26 to be approved by the Council and authorised by the Chairman and Deputy Chairman of Council

Business rates

Payments of Halstead Town Council Rate Demands will in future be made monthly by Direct Debit direct to Braintree District Council. For 2025-26 at Courtaulds this has been paid as a lump sum on demand, but in future years would be paid by direct debit for 10 months. The amount paid for this financial year is £1946.10

Gas and Electricity supply

The Supply of Gas & Electricity to Halstead Town Council premises are paid monthly by Direct Debit to Scottish Power. These have all increased during the year, but the increases have to some extent been alleviated by the Business Energy Relief scheme, and these increases were all foreseen when preparing the budget:

<u>Location</u>	<u>Service</u>	<u>Direct Debit Amount</u>
Courtaulds	Electricity Supply	£ 87.41 per month
Courtaulds	Gas Supply	£ 40.74 per month
Courtaulds	Water	£ 243.99 per month
Courtaulds	Broadband	£ 37.80 per month

Should there be a substantial increase to these amounts during the financial year, members will be notified and authorisation obtained before the payment is processed.

Recommendation: In order that we comply with our Audit requirements, HTC must agree to these Direct Debit payments, and the Chairman and Vice chairman, as authorised signatories for the Town Council, should sign to confirm that payment for these services will be paid by Direct Debit through our Current Account

Sarah Greateorex

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