

Action	Reason for decision	Alternative options considered	Cost	Authorised by	Date
Purchase of 6 x tall sanitiser units	Cleansing hands in various locations	NA	£1,470	SMT	24/06/2020
Supplier payments 29th June 2020	Monthly payments confirmed by PN + DV	NA	£54,646	Andy Watkin & Helen Ball	25/06/2020
Purchase of 4 x wall sanitiser units	Cleansing hands in various locations	NA	£260	SMT	10/07/2020
Supplier payments 17th July 2020	Monthly payments confirmed by PN + AM	NA	£57,396	Andy Watkin & Helen Ball	13/07/2020
Supplier payments 27th July 2020	Monthly payments confirmed by PG + KR	NA	£32,916	Andy Watkin & Helen Ball	17/07/2020
Top up imprest account	Tfr from current account	NA	£15,362	Andy Watkin & Gary Farmer	06/08/2020
Supplier payments 14th August 2020	Monthly payments confirmed by PN + DV	NA	£36,901	Andy Watkin & Gary Farmer	06/08/2020
Supplier payments 27th August 2020	Monthly payments confirmed by PN + KR	NA	£69,081	Andy Watkin & Helen Ball	21/08/2020