

## HUNTON PARISH COUNCIL

### Financial standing orders

1. No contract for goods or services exceeding £500\* shall be entered into without written quotations being first obtained and without express authority of the council, except for any works being required as a matter of emergency to protect or make safe the property of the council.
2. No contract for goods or services of a value exceeding £6400 shall be entered into without the clerk first obtaining sealed tenders, which will be ruled invalid if they indicate before opening the identity of the tenderer in any way, without the express authority of the council.
3. When written quotations or sealed tenders are sought, at least three companies / individuals will be invited to quote / tender, unless the council expressly agrees that the nature of goods or services, or availability of contractors makes that unnecessary. Only the lowest quotation or tender for acquisitions, or the highest for disposals will be accepted without the express consent of the council.

\*Amount amended at meeting held 15.01.2025 by majority vote.

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## **Financial standing orders**

4. Individual councillors are permitted to agree spending up to £100 outside of parish council meetings to attend to matters of urgent maintenance or other unplanned expenditure.

4a. Prior to authorising such spend individual councillors are required to seek the views and agreement of at least two other councillors.

4b. Any spend as above will be considered at the next parish council meeting for formal approval.

4c. In the event it is not agreed the individual councillor will be personally liable for the spend.

Reviewed, amended and agreed at Annual meeting held 28<sup>th</sup> May 2025