



LAVENHAM PARISH COUNCIL

Authority to Commit Resources

	Who can authorise	Limits
Contracts for Supply of all Goods and Services SFI 5.1	Public Supply Contracts regulations apply Tenders: to be approved by The Council before issue Award of Contract: The Council	Over £30,000.00
Contracts for Supply of all Goods and Services SFI 5.8	The Council, three quotes	£3,000.00 to £30,000.00. Best value must still be applied
Contracts for Supply of all Goods and Services SFI 5.9	The Council, strive three estimates	£1,000.00 to £3,000.00. Best value must still be applied
Variations of any kind to agreed Contracts	The Council	
Costs exceeding agreed Contract limits SFI 14.1	Report to the Council	If 5% above agreed contract
Additional external audit services SFI 11.1 (a) (v)	Was: The RFO Was: The RFO and Chair and Vice-Chair of the Council Deleted: No longer in NALC template	Up to £500.00 Over £500.00
Variations of any other kind to agreed Contracts	The Council	
Virements (ie changes to budgets which do not effect total budget)	Was: The RFO and Chair Was: The Council Deleted: Council does not do vire. Council does reforecasts	Up to £1500.00 Above £1500.00
Grants SFI 5.8	The Council	All

Sale of Tangible Fixed Assets	The Council	Was: All Now Above £500
Any other purchases not covered above	The RFO and Chair The Council	Up to £1500.00 Above £1500.00

Document control

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2024	Adopted at Full Council meeting 7 March 2024
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2026	Adopted at Full Council meeting 5 March 2026