

Clerk's Pay – December 2025 (David Richards)

Normal pay for December 2025 (including HMRC tax)	£1,642.20
Additional hours worked in November 2025	£107.10
Employer NI (HMRC)	£199.85
Total	£1,949.15

Additional Hours claimed – 6 hours due to extra work in toilets (cleaning store, new racking, cleaning issues report and meeting with FDCS).

Last Month: November 2025 Payroll Run:

Clerk's pay - £1,313.80 (excluding tax)

Clerk's Tax - £328.40

Employer NI - £183.78

Total Staff Costs - £1,825.98