Hayfield Parish Council Logo

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To: The Members of Hayfield Parish Council 13th April 2023

You are summoned to attend the meeting of Hayfield Parish Council’s Finance Committee to be held at **5pm** on **Wednesday 19th April 2023** in the **Village Hall, Hayfield**

A.E.M.Barker

Andrew Barker, Clerk to the Council and Responsible Financial Officer

# AGENDA

1. **To receive apologies for absence.**

# Variations of order of business

# Declaration of members' interests

# Minutes – To Confirm the minutes of the Finance Committee meeting of 15th March 2023

# Updates re Bank Accounts

1. **Financial Reports -** To consider the financial reports for April 2023 covering the period 1st to 31st March 2023 and the Year End summary for 2022/23
2. **Accounts for payment** -To authorise payments of the accounts as shown below

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref.** | **Payee** | **Description** | **Net cost** | **VAT** | **Total** | **Provenance Authority** |
| BACS1313 | Payroll One | Wages | £719.50 |  | £719.50 | Contractual |
| BACS1314 | Payroll Two | Wages | £1005.02 |  | £1005.02 | Contractual |
| BACS1315 | HMRC | PAYE | £361.58 |  | £361.58 | Legal |
| BACS1316 | Wildaboutgardens | Gardening Services | £1030.75 |  | £1030.75 | Contractual |
| BACS1317 | Carham Gdn Mntnce | Gardening Services | £204.00 |  | £204.00 | Contractual |
| BACS1318 | AEM Barker | Annual Zoom subscription | £119.90 | £23.98 | £143.88 | Finance Regs |
| BACS1319 | AEM Barker | Power Tool Batteries | £133.32 | £26.66 | £159.98 | Finance Regs |
| BACS1320 | C Wrigley | Tool storage and Duct hose | £39.98 | £4.39 | £44.37 | Finance Regs |
| BACS1321 | C Wrigley | Tool accessories | £39.98 | £8.00 | £47.98 | Finance Regs |
| BACS1322 | C Wrigley | Rubbish transport box | £19.99 |  | £19.99 | Finance Regs |
| BACS1323 | HPBC | Annual Trade Waste Collection | £973.40 |  | £973.40 | Contractual |
| BACS1324 | Markovitz | Building Materials (51/00931491) | £121.73 | £24.35 | £146.08 | Minute 0223/13 |
| BACS1325 | Waterplus | Annual water charges | £198.98 |  | £198.98 | Legal |
| BACS1326 | Markovitz | Tools/Hardware | £26.85 | £5.37 | £32.22 | Finance Regs |
| BACS1327 | Chapel Tool Hire | Plant Hire | £256.20 | £48.81 | £305.01 | Minute 0223/13 |
| BACS1328 | Chapel Tool Hire | Plant Hire | £292.50 | £57.00 | £349.50 | Minute 0223/13 |
| BACS1329 | Chapel Tool Hire | Plant Hire | £97.00 | £19.40 | £116.40 | Minute 0223/13 |
| BACS1330 | EDF Energy | Electricity Supply | £12.64 | £0.63 | £13.27 | Contractual |
| BACS1331 | Senior Building Supplies | Building Materials | £466.14 | £93.23 | £559.37 | Minute 0223/13 |
| BACS1332 | Hi-Peak Internet | IT Services | £250.00 |  | £250.00 | Contractual |

**\* Provenance/Justification – ‘Contractual = existing contract legally obliged to pay, ‘Legal’ = Statutory requirement e.g., payment of taxes, ‘Finance Regs’ = the activity is in the budget and payment can be authorised by the Clerk and/or the Chair under the Parish Councils Financial Regulations, where there is a specific minuted decision then that will be displayed.**

1. **Short-notice expenditure** To authorise further payments arising since publication of the above list

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref.** | **Payee** | **Description** | **Net cost** | **VAT** | **Total** | **Provenance Authority** |
| \*BACS1333 | AEM Barker | Bunting (Coronation) | £104.20 | £20.80 | £125.00 | Minute 0423/14 |
| \*BACS1334 | AK Peartree Print | Coronation Flyer | £175.00 |  | £175.00 | Minute 0423/14 |

\*Any items here will have arisen since the publication of the meeting agenda

1. **Date of next meeting** - to confirm the date of the next Finance Committee meeting