Hayfield Parish Council Logo

Council Offices, Dungeon Brow, Market Street, Hayfield, High Peak, SK22 2EP Tel. 01663 744550. Email: [clerk@hayfield-pc.gov.uk](mailto:clerk@hayfield-pc.gov.uk)

To: The Members of Hayfield Parish Council 11 April 2024

You are summoned to attend the meeting of Hayfield Parish Council’s Finance Committee to be held at **5pm** on **Wednesday 17th April 2024.**

Hannah Mason, 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 Wednesday 20th March 2024.

# Updates re Bank Accounts.

1. **Financial Reports -** To consider the financial reports for March 2024 covering the period 1st to 31st March 2024.
2. **Accounts for payment** -To authorise payments of the accounts as shown below.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref.** | **Payee** | **Description** | **Net cost** | **VAT** | **Total** | **Provenance Authority** |
| BACS1517 | Payroll One | Wage 1 | £1,336.44 |  | £1,336.44 | Contractual |
| BACS1518 | Payroll Two | Wage 2 | £579.88 |  | £579.88 | Contractual |
| BACS1519 | HMRC | PAYE | £242.89 |  | £242.89 | Legal |
| BACS1520 | Wildaboutgardens | Gardening Services | £190.00 |  | £190.00 | Contractual |
| BACS1521 | Carham Gardening Services | Gardening Services | £280.00 |  | £280.00 | Contractual |
| BACS1522 | C.Wrigley | Mileage | £21.60 |  | £21.60 | Contractual |
| BACS1523 | HRMason | Office Mobile Phone Contract | £8.63 |  | £8.63 | Contractual |
| BACS1524 | C Wrigley | Maintenance Supplies | £29.11 |  | £29.11 | Finance Regs |
| BACS1525 | HPBC | Waste Collection | £1,002.61 |  | £1,002.61 | Legal |
| BACS1526 | DALC | Allotment Training | £40.00 |  | £40.00 | Finance Regs |
| BACS1527 | DALC | Budget & Precept Training | £10.00 |  | £10.00 | Finance Regs |
| BACS1528 | C Wrigley | Yellow Paint - Step | £8.96 | £1.79 | £10.75 | Finance Regs |
| BACS1529 | C Wrigley | Grinder Flange Angle Wrench | £3.32 | £0.67 | £3.99 | Finance Regs |
| BACS1530 | C Wrigley | Pegs for Football Nets | £11.66 | £2.33 | £13.99 | Finance Regs |
| BACS1531 | EDF | Electricity | £100.77 | £4.54 | £105.31 | Contractual |
| BACS1532 | AEM Barker | Adobe | £16.64 | £3.33 | £19.97 | Subscription |

**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.
2. **Direct Debit Payments** – Direct Debit payments to come out of the Hayfield Parish Council bank in April 2024.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **Payee** | **Description** | **Net cost** | **VAT** | **Total** | **Provenance Authority** |
| DD5 | NEST Pension | Employee Pension | £214.72 |  | £214.72 | Contractual |
| DD6 | TalkTalk | Broadband | £77.41 |  | £77.41 | Contractual |

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