Hayfield Parish Council Logo

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To: The Members of Hayfield Parish Council 14th June 2023

You are summoned to attend the meeting of Hayfield Parish Council’s Finance Committee to be held at **5pm** on **Wednesday 21st June 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 17th May 2023

# Updates re Bank Accounts

1. **Financial Reports -** To consider the financial reports for June 2023 covering the period 1st to 31st May 2023
2. **Accounts for payment** -To authorise payments of the accounts as shown below

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref.** | **Payee** | **Description** | **Net cost** | **VAT** | **Total** | **Provenance Authority** |
| BACS1354 | Payroll One | Wages | £478.00 |  | £478.00 | Contractual |
| BACS1355 | Payroll Two | Wages | £1224.64 |  | £1224.64 | Contractual |
| BACS1356 | HMRC | PAYE | £509.76 |  | £509.76 | Legal |
| BACS1357 | Wildaboutgardens | Gardening Services | £1035.00 |  | £1035.00 | Contractual |
| BACS1358 | Carham Gdn Mntnce | Gardening Services | £467.50 |  | £467.50 | Contractual |
| BACS1359 | Hazel Accountancy | Payroll Services | £15.00 |  | £15.00 | Contractual |
| BACS1360 | G Turner Accountancy | Internal Audit | £200.00 |  | £200,00 | Minute 0423/12 |
| BACS1361 | EDF Energy | Electricity | £13.94 | £0.70 | £14.64 | Contractual |
| BACS1362 | Ryans DIY Cntre | Assorted Hardware | £48.90 | £9.78 | £58.68 | Finance Regs |
| BACS1363 | DG Ross | Summer Plants | £1377.35 | £275.47 | £1652.82 | Minute 0623/15 |
| BACS1364 | Hayfield Civic Trust | S137 Pro Loco | £250.00 |  | £250.00 | Minute 0623/11 |
| BACS1365 | AEM Barker | Jerry Cans | £30.82 | £6.17 | £36.99 | Finance Regs |
| BACS1366 | AEM Barker | Gardening product | £20.78 | £4.16 | £24.94 | Finance Regs |
| BACS1367 | AEM Barker | Gardening product | £24.17 | £6.04 | £30.21 | Finance Regs |
| BACS1368 | AEM Barker | Gardening product | £38.29 | £7.70 | £45.99 | Finance Regs |
| BACS1369 | AEM Barker | Irrigation parts | £7.49 | £1.50 | £8.99 | Finance Regs |
| BACS1370 | AEM Barker | Irrigation parts | £8.32 | £1.67 | £9.99 | Finance Regs |
| BACS1371 | AEM Barker | Irrigation parts | £4.83 | £0.97 | £5.80 | Finance Regs |

**\* 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** |
| \*BACS |  |  |  |  |  |  |

\*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