

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

To: The Members of Hayfield Parish Council 9th March 2023

You are summoned to attend the meeting of Hayfield Parish Council’s Finance Committee to be held at **5pm** on **Wednesday 15th March 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 9th February 2023

# Coronation – To consider funding requirements for an event

# Updates re Bank Accounts

1. **Financial Reports -** To consider the financial reports for March 2023 covering the period 1st to 28th February 2023
2. **Accounts for payment** -To authorise payments of the accounts as shown below

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref.** | **Payee** | **Description** | **Net cost** | **VAT** | **Total** | **Provenance Authority** |
| BACS1302 | Payroll One | Wages | £481.60 |  | £481.60 | Contractual |
| BACS1303 | Payroll Two | Wages | £1004.82 |  | £1004.82 | Contractual |
| BACS1304 | HMRC | PAYE | £361.78 |  | £361.78 | Legal |
| BACS1305 | Wildaboutgardens | Gardening Services | £606.25 |  | £606.25 | Contractual |
| BACS1306 | Carham Gdn Mntnce | Gardening Services | £425.00 |  | £425.00 | Contractual |
| BACS1307 | Senior building supplies | Building materials | £27.63 | £5.53 | £33.16 | Finance Regs |
| BACS1308 | EDF Energy | Electricity | £33.74 | £1.69 | £35.43 | Contractual |
| BACS1309 | AK Peartree Print | Newsletter Printing | £150.00 |  | £150.00 | Minute 0223/15 |
| BACS1310 | AEM Barker | Stationary | £7.46 | £1.49 | £8.95 | Finance Regs |
| BACS1311 | AEM Barker | Cork Roll (public noticeboard) | £76.66 | £15.33 | £91.99 | 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** |
| \*BACS1312 | PPPF | Subscription | £12.00 |  | £12.00 | Finance Regs |

\*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