Hayfield Parish Council Logo

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

You are summoned to attend the meeting of Hayfield Parish Council’s Finance Committee to be held at **5pm** on **Wednesday 20th September 2023** in the **Village Hall, Hayfield**

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 16th August 2023.

# Resolution 0723/15a Parish Council Banking Review – Following deferment by the full Parish Council to the Finance Committee decide on investment of Parish Council funds to maximise interest and ensure financial protection. To be discussed further after a further deferment from August 2023 Finance Meeting.

# Updates re Bank Accounts

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

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref.** | **Payee** | **Description** | **Net cost** | **VAT** | **Total** | **Provenance Authority** | **Checked** |
| BACS1408 | Wildaboutgardens | Garden Services | £650.00 |  | £650.00 | Contractual |  |
| BACS1409 | Charles Wrigley | Petrol | £21.15 |  | £21.15 | Contractual |  |
| BACS1410 | AEM Barker | Retainer Fee | £300.00 |  | £300.00 | Contractual |  |
| BACS1411 | Carham Garden Maintenance | Garden Services | £144.50 |  | £144.50 | Contractual |  |
| BACS1412 | Ryans DIY | Gardening Supplies | £114.98 | £22.99 | £137.97 | Finance Regs |  |
| BACS1413 | HPBC | Late Document Fee | £36.00 |  | £36.00 | Finance Regs |  |
| BACS1414 | Ryans DIY | Gardening Supplies | £112.85 | £22.57 | £135.42 | Finance Regs |  |
| BACS1415 | Charles Wrigley | Gardening Supplies | £28.89 | £5.78 | £34.67 | Finance Regs |  |
| BACS1416 | EDF | Electricity | £12.10 | £0.61 | £12.71 | Contractual |  |
| BACS1417 | Redmoor | Building Supplies | £90.17 |  | £90.17 | Finance Regs |  |
| BACS1418 | High Peak Borough Council | Contested Election Charge | £3,457.88 |  | £3,457.88 | Legal |  |
| BACS1419 | Heart Beat Community | Annual Cost | £135.00 | £27.00 | £162.00 | Contractual |  |
| BACS1420 | Payroll One | Wages | £747.00 |  | £747.00 | Contractual |  |
| BACS1421 | Payroll Two | Wages | £1,363.35 |  | £1,363.35 | Contractual |  |
| BACS1422 | HMRC | PAYE | £295.63 |  | £295.63 | Legal |  |

**\* 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

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

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref.** | **Payee** | **Description** | **Net cost** | **VAT** | **Total** | **Provenance Authority** | **Checked** |
| BACS1423 | Hi-Peak Internet | Domain Renewal | £90.00 |  | £90.00 | Contractual |  |
| BACS1424 | Pennine Fell Runners – Sue Richmond | Deposit payment | £50.00 |  | £50.00 | Finance Regs |  |
| BACS1425 | Hannah Mason | Parish Council Mobile Phone Contract | £8.00 |  | £8.00 | Finance Regs |  |
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1. **Date of next meeting** - to confirm the date of the next Finance Committee meeting.