Hayfield Parish Council Logo

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To: The Members of Hayfield Parish Council 15th November 2022

You are summoned to attend the meeting of Hayfield Parish Council’s Finance Committee to be held at **5pm** on **Wednesday 21st December 2022** 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 16th November 2022

# Community Orchard juice bottling – Authorise cost of ‘bottling’ apple juice.

# ‘Christmas Lights’ Payment to Bands – To decide payment and authorise same for Chapel & Thornsett Bands

# Updates re Bank Accounts

1. **Financial Reports -** To consider the financial reports for November 2022 covering the period 1st to 31st October 2022
2. **Accounts for payment** -To authorise payments of the accounts as shown below

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref.** | **Payee** | **Description** | **Net cost** | **VAT** | **Total** | **Provenance Authority** |
| BACS1203 | Payroll One | Wages | £690.38 |  | £690.38 | Contractual |
| BACS1204 | Payroll Two | Wages | £1802.64 |  | £1802.64 | Contractual |
| BACS1205 | HMRC | PAYE | £899.06 |  | £899.06 | Legal |
| BACS1206 | Wildaboutgardens | Gardening Services | £672.00 |  | £672.00 | Contractual |
| BACS1207 | Carham Gdn Mntnce | Gardening Services | £536.00 |  | £536.00 | Contractual |
| BACS1208 | Carham Gdn Mntnce | PROW Path Clearance | £48.00 |  | £48.00 | Contractual |
| BACS1209 | AEM Barker | LHAG lighting x 4 | £46.32 | £9.28 | £55.60 | Finance Regs |
| BACS1210 | AEM Barker | LHAG Lighting x 2 | £19.32 | £3.86 | £23.18 | Finance Regs |
| BACS1211 | AEM Barker | Replacement Lights (Xmas) | £139.95 | £27.99 | £167.94 | Finance Regs |
| BACS1212 | AEM Barker | Replacement Lights (Xmas) | £15.82 | £3.16 | £18.98 | Finance Regs |
| BACS1213 | AEM Barker | Replacement Lights (Xmas) | £86.30 | £17.26 | £103.56 | Finance Regs |
| BACS1214 | AEM Barker | Power Tool Battery | £49.95 | £9.99 | £59.94 | Finance Regs |
| BACS1215 | AEM Barker | Stationary | £79.48 | £15.90 | £95.38 | Finance Regs |
| BACS1216 | P B Skips | Skip Hire (Bonfire Clear Up) | £120.00 |  | £120.00 | Finance Regs |
| BACS1217 | AEM Barker | Annual Web/E-mail LCN subs | £95.95 | £19.19 | £115.14 | Contractual |
| BACS1218 | AEM Barker | LHAG Xmas Light replacements | £42.48 | £8.50 | £50.98 | Finance Regs |
| BACS1219 | AEM Barker | Replacement Xmas Model | £79.16 | £15.83 | £94.99 | Finance Regs |
| BACS1220 | Senior Building Supplies | Building material and hardware | £26.04 | £5.21 | £31.25 | Finance Regs |
| BACS1221 | Hayfield Village Hall | 2 x Xmas Trees | £69.00 |  | £69.00 | Finance Regs |
| BACS1222 | A Uprichard | Legal Fees HEC | £3,000.00 | £600.00 | £3600.00 | Minute 0920/20b |
| BACS1223 | EDF Energy | Electricity | £24.23 | £1.21 | £25.44 | Contractual |
| BACS1224 | High Peak Industries | Apple juice bottling | £162.00 |  | £162.00 | Minute F1222/05 |
| BACS1225 | Chapel Band | LHAG Xmas switch on | TBC |  | TBC | Minute F1222/06 |
| BACS1226 | Thornsett Band | Hayfield Xmas switch on | TBC |  | TBC | Minute F1222/06 |

**\* 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** |
| \*BACS1227 | Moss Electrical | War Memorial Repair work | £375.00 |  | £375.00 | 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