Hayfield Parish Council Logo

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To: The Members of Hayfield Parish Council 8th June 2022

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

1. **Declaration of members' interests**
2. **Minutes** - To confirm the minutes of the Finance Committee meeting of 18th May 2022

# Updates re Bank Accounts

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

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref.** | **Payee** | **Description** | **Net cost** | **VAT** | **Total** | **Provenance Authority** |
| BACS1090 | Payroll 1 | Wages | £659.45 |  | £659.45 | Contractual |
| BACS1091 | Payroll 2 | Wages (including underpayments) | £5,518.48 |  | £5,518.48 | Contractual |
| BACS1092 | Carham Garden Mntnce | Gardening Services | £456.00 |  | £456.00 | Contractual |
| BACS1093 | Wild About Gardens | Gardening Services | £888.00 |  | £888.00 | Contractual |
| BACS1094 | HMRC | PAYE | £3,102.73 |  | £3102.73 | Legal |
| BACS1095 | Hayfield Village Hall | Room Hire (Jubilee) | £360.00 |  | £360.00 | Minute 0322/18 |
| BACS1096 | C Wrigley | Dust Sheet | £9.24 | £1.85 | £11.09 | Finance Regs |
| BACS1097 | P Webb | Allotment Society Works Materials | £55.68 | £11.14 | £66.82 | Minute 0522/14 |
| BACS1098 | P Webb | Allotment Society Works Materials | £62.00 | £12.40 | £74.40 | Minute 0522/14 |
| BACS1099 | P Webb | Allotment Society Works Materials | £12.72 | £2.54 | £15.26 | Minute 0522/14 |
| BACS1100 | A Fox | Replacement Plants | £24.75 | £2.47 | £29.70 | Finance Regs |
| BACS1101 | Info Commissioner | GDPRS renewal fee | £40.00 |  | £40.00 | Legal |
| BACS1102 | G Turner Accountancy | Internal Audit Fee | £200.00 |  | £200.00 | Minute 0422/15 |
| BACS1103 | DG Ross | Summer Plants | £260.00 | £52.00 | £312.00 | Minute 0522/13 |
| BACS1104 | DG Ross | Summer Plants | £799.20 | £159.84 | £959.04 | Minute 0522/13 |
| BACS1105 | DG Ross | Summer Plants | £197.50 | £39.50 | £256.75 | Minute 0522/13 |
| BACS1106 | The Landlady | Memorial Garden Renovation | £2,500.00 |  | £2,500.00 | Minute 0422/16 |
| BACS1107 | L Bevins | Jubilee craft supplies | £24.58 | £4.92 | £29.50 | Minute 0322/18 |
| BACS1108 | L Bevins | Jubilee bunting | £65.87 |  | £65.87 | Minute 0322/18 |
| BACS1109 | L Bevins | Jubilee craft supplies | £11.25 | £2.25 | £13.50 | Minute 0322/18 |
| BACS1110 | L Bevins | Jubilee craft supplies | £32.86 |  | £32.86 | Minute 0322/18 |
| BACS1111 | AEM Barker | Play Sand (Little Hayfield) | £390.00 | £78.00 | £468.00 | Minute 0622/17 |
| BACS1112 | AEM Barker | Turf OSF | £190.00 |  | £190.00 | Finance Regs |
| BACS1113 | EDF Energy | Electricity | £10.61 | £0.53 | £11.14 | Contractual |
| BACS1114 | EDF Energy | Electricity | £29.41 | £1.47 | £30.88 | Contractual |
| BACS1115 | Wildaboutgardens | Jubilee Band | £200.00 |  | £200.00 | Minute 0322/18 |
| BACS1116 | Wildaboutgardens | Jubilee Pianist | £80.00 |  | £80.00 | Minute 0322/18 |
| BACS1117 | Wildaboutgardens | Plant feed | £35.00 |  | £35.00 | 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