Hayfield Parish Council Logo

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To: The Members of Hayfield Parish Council 10th March 2022

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

# Updates re Bank Accounts

1. **Financial Reports -** To consider the financial reports for March 2022 covering the period 1st to 28th February 2022.
2. **Accounts for payment** To authorise payments of the accounts as shown below

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref.** | **Payee** | **Description** | **Net cost** | **VAT** | **Total** | **Provenance Authority** |
| BACS1031 | Payroll 1 | Wages | £498.00 |  | £498.00 | Contractual |
| BACS1032 | Payroll 2 | Wages | £1311.48 |  | £1311.48 | Contractual |
| BACS1033 | HMRC | PAYE | £621.56 |  | £621.56 | Legal |
| BACS1034 | Carham Gdn Mntnce | Gardening Services | £352.50 |  | £352.60 | Contractual |
| BACS1035 | Wildaboutgardens | Gardening Services | £600.00 |  | £600.00 | Contractual |
| BACS1036 | HPBC | Annual Commercial Waste Collections | £946.96 |  | £946.96 | Contractual |
| BACS1037 | DALC | Annual Subscription | £950.03 |  | £950.03 | Contractual |
| BACS1038 | Hayfield Civic Trust | Donation Pro Loco Competition | £250.00 |  | £250.00 | Minute 0322/11 |
| BACS1039 | Chapel Tool Hire | Plant Hire | £190.00 | £34.25 | £224.25 | Finance Regs |
| BACS1040 | Lantern Pike Pub. Hse. | Christmas Lights Refreshment LH | £60.00 |  | £60.00 | Minute 1021/15 |
| BACS1041 | EDF Energy | Electricity | £17.23 | £0.86 | £18.09 | Contractual |

**\* 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** |
| \*BACS1042 | PPPF | Annual Subscription | £12.00 |  | £12.00 | Contractual |

\*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