Hayfield Parish Council Logo

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To: The Members of Hayfield Parish Council 5th May 2022

You are summoned to attend the meeting of Hayfield Parish Council’s Finance Committee to be held at **5pm** on **Wednesday 18th May 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 20th April 2022
3. **Parish Council Electricity Supply** - To consider alternative tariffs/suppliers giving consideration to resolution 0419/19 (declaration of Climate Emergency) and prepare a recommendation for the June 2022 Parish Council Meeting.

# Updates re Bank Accounts

1. **Financial Reports -** To consider the financial reports for May 2022 covering the period 1st to 30th April 2022 and pre audit year end account summary.
2. **Accounts for payment** To authorise payments of the accounts as shown below

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref.** | **Payee** | **Description** | **Net cost** | **VAT** | **Total** | **Provenance Authority** |
| BACS1063 | Payroll 1 | Wages | £498.25 |  | £498.25 | Contractual |
| BACS1064 | Payroll 2 | Wages | £1323.20 |  | £1323.20 | Contractual |
| BACS1065 | Carham Garden Mntnce | Gardening Services | £224.00 |  | £224.00 | Contractual |
| BACS1066 | Wild About Gardens | Gardening Services | £688.00 |  | £688.00 | Contractual |
| BACS1067 | AEM Barker | Tools | £87.49 | £17.49 | £104.98 | Finance Regs |
| BACS1068 | AEM Barker | Tools and Accessories | £146.78 | £29.36 | £176.14 | Finance Regs |
| BACS1069 | AEM Barker | MS Office Subscription | £49.99 | £10.00 | £59.99 | Finance Regs |
| BACS1070 | AEM Barker | Tool accessory | £12.21 | £2.44 | £14.65 | Finance Regs |
| BACS1071 | AEM Barker | Modelling Balloons (Jubilee) | £11.32 | £2.26 | £13.58 | Minute 0322/18 |
| BACS1072 | AEM Barker | Table Covers (Jubilee) | £39.44 | £11.83 | £47.32 | Minute 0322/18 |
| BACS1073 | AEM Barker | Bunting (Jubilee) | £68.97 | £22.99 | £68.97 | Minute 0322/18 |
| BACS1074 | AEM Barker | Masonry Paint | £19.97 | £3.99 | £23.96 | Finance Regs |
| BACS1075 | A Fox | Tree | £35.78 | £7.16 | £42.94 | Finance Regs |
| BACS1076 | S Ablett | Street Entertainer (Jubilee) | £225.00 |  | £225.00 | Minute 0322/18 |

**\* 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** |
| \*BACS1077 | HMRC | PAYE | £655.71 |  | £655.71 | Legal |
| \*BACS1078 | C Wrigley | Materials | £26.14 | £5.23 | £31.37 | Finance Regs |
| \*BACS1079 | EDF Energy | Electricity | £17.81 | £0.89 | £18.70 | Contractual |
| \*BACS1080 | HMRC | PAYE underpayment 09/21 | £401.39 |  | £401.39 | Legal |
| \*BACS1081 | Wildaboutgardens | Wall Repair (Skate park/cricket) | £450.00 |  | £450.00 | Finance Regs |
| \*BACS1082 | The Landlady | Memorial Garden (1st payment) | £4950,00 |  | £4950.00 | Minute 0422/16 |
| \*BACS1083 | The Landlady | Memorial Garden (Design) | £550.00 |  | £550.00 | Minute 0422/16 |
| \*BACS1084 | C Wrigley | Tool accessories | £18.78 | £3.76 | £22.54 | Finance Regs |
| \*BACS1085 | C Wrigley | Tool accessories | £5,82 | £1.17 | £6.99 | Finance Regs |
| \*BACS1086 | Hayfield Cricket Club | S137 Donation | £250.00 |  | £250.00 | Minute 0522/17 |
| \*BACS1087 | D G Ross | Tree replacement | £34.25 | £2.90 | £37.15 | Finance Regs |
| \*BACS1088 | BHIB Insurance | HPC Annual Insurance | £1508.90 |  | £1508.90 | Legal |
| \*BACS1089 | Hayfield Village Hall | Room Hire | £75.00 |  | £75.00 | 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