Hayfield Parish Council Logo

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To: The Members of Hayfield Parish Council 20th September 2022

You are summoned to attend the meeting of Hayfield Parish Council’s Finance Committee to be held at **5pm** on **Monday 26th September 2022** in the **Parish Council Offices, 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 17th August 2022

# Updates re Bank Accounts

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

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref.** | **Payee** | **Description** | **Net cost** | **VAT** | **Total** | **Provenance Authority** |
| BACS1156 | Payroll One | Wages | £448.00 |  | £448.00 | Contractual |
| BACS1157 | Payroll Two | Wages | £1150.79 |  | £1150.79 | Contractual |
| BACS1158 | HMRC | PAYE | £479.29 |  | £479.29 | Legal |
| BACS1159 | Wildaboutgardens | Gardening Services | £925.00 |  | £925.00 | Contractual |
| BACS1160 | Carham Gdn Mntnce | Gardening Services | £280.00 |  | £280.00 | Contractual |
| BACS1161 | Wildaboutgardens | ROSPA Playground repairs | £190.00 |  | £190.00 | Finance Regs |
| BACS1162 | AEM Barker | Fruit Pickers Community Orchard | £63.30 | £12.66 | £75.96 | Finance Regs |
| BACS1163 | AEM Barker | Ink Toner Cartridges | £252.32 | £50.47 | £302.79 | Finance Regs |
| BACS1164 | J Mellor | Drainage Work Valley Road | £1160.00 |  | £1160.00 | Minute 0822/14 |
| BACS1165 | Moss Electrical | Telephone Kiosk electric safety work | £350.00 |  | £350.00 | Minute 0822/16 |
| BACS1166 | Broxap | Dual waste recycling bin | £562.95 | £112.59 | £675.54 | Finance Regs (21/22 Budget) |
| BACS1167 | PKF Littlejohn | External Audit | £300.00 | £60.00 | £360.00 | Finance Regs |
| BACS1168 | EDF Energy | Electricity | £13.52 | £0.68 | £14.20 | 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** |
| BACS1169 | Tomlinson Parbans | Timber | £413.58 | £82.72 | £496.30 | Minute 0422/16 |

\*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