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**Minutes of Hayfield Parish Council Finance Committee meeting held at 17.00hrs. on Wednesday 20th April 2022 at the Village Hall, Hayfield**

**Present:** Cllrs. D Gouldthorpe (Chair), T Ashton, C Hughes, E Lawson, & J Wilson

Plus, Parish Clerk A Barker,

**F0422/01 To receive apologies for absence** – Cllrs M Conway, D Gates, D Toft & J Underwood

**F0422/02 Variations of order of business** -Nil

**F0422/03 Declaration of members' interests** -Nil

**F042/04 Minutes** – It was resolved to confirm the minutes of the Finance Committee meeting of 16th March 2022

**F0422/05 Village ‘Clean Up- - Hall Hire** - I was resolved to authorise payment for the hire of St Matthews Church Hall to facilitate the village ‘clean up’.

**F0422/06 Updates re Bank Accounts**

The Clerk reported that the Parish Council Santander bank account was now closed with funds transferred

The Clerk reported that the 31st March2022 bank reconciliation showed a balance of £113,495.28

in the council’s bank accounts.

* Santander - £174.01
* Unity Trust Current - £45,334.37
* Unity Trust Instant - £67,986.90

**F0422/07 Financial Reports** – The Clerk presented the April 2022 Financial Report covering the period 1st to 31st March 2022 and a pre audit year end account summary for 2021/22.

It was agreed that future summary highlight underspends as well as overspends

1st March 2022 Opening Balance - £118,431.25

* March 2022 Receipts – £1,076.84 (Village Hall £1,000.00 donation for Jubilee celebrations, £40.00 allotment rents & £36.84 ban interest)
* March 2022 Expenditure - £6,012.81
* March 2022 VAT paid - £45.10

Balance at 31st March 2022 - £113,495.28

**F0422/08 & F0422/09 Accounts for payment** – It was resolved to authorise the following payments

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref.** | **Payee** | **Description** | **Net cost** | **VAT** | **Total** | **Provenance** |
| BACS1048 | AEM Barker | Reciprocating saw & blades | £127.75 | £25.54 | £153.29 | Finance Regs |
| BACS1050 | Payroll 1 | Wages | £538.00 |  | £538.00 | Contractual |
| BACS1051 | Payroll 2 | Wages | £1594.26 |  | £1594.26 | Contractual |
| BACS1052 | HMRC | PAYE | £851.29 |  | £851.29 | Legal |
| BACS1053 | Carham Garden Mntnce. | Gardening services | £450.00 |  | £450.00 | Contractual |
| BACS1054 | Wild About Gardens | Gardening Services | £327.50 |  | £327.50 | Contractual |
| BACS1055 | PNFS | Annual Subscription | £22.50 |  | £22.50 | Contractual |
| BACS1056 | AK Peartree Print | Jubilee Leaflets | £140.00 |  | £140.00 | Minute 0322/18 |
| BACS1057 | Waterplus | Annual Water supply/waste | £130.11 |  | £130.11 | Contractual |
| BACS1058 | AEM Barker | Impact Driver | £49.96 | £9.99 | £59.95 | Finance Regs |
| BACS1059 | Bankswood Tree Care | Tree felling & Crown lift | £1,400 | £280.00 | £1680.00 | Minute 1221/12 |
| BACS1060 | C Wrigley | Grass Seed | £10.98 |  | £10.98 | Finance Regs |
| BACS1061 | St Matthews Church | Hall Hire | £10.00 |  | £10.00 | Minute F0422/05 |
| \*BACS1062 | Senior Building Supplies | Building materials | £133.43 | £26.69 | £160.12 | 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.**

**\*Any items here will have arisen since the publication of the meeting agenda**

**F0422/10 Date of next meeting** the date of the next meeting was confirmed as Wednesday 18th May 2022

The meeting closed at 17-20 hrs.