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**Minutes of Hayfield Parish Council Finance Committee meeting held at 17.00hrs. on Wednesday 21st December 2022 at the Village Hall, Hayfield**

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

**F1222/01 To receive apologies for absence** – Cllr. J Underwood

**F1222/02 Variations of order of business** – Nil

**F1222/03 Declaration of members' interests** -Nil

**F1222/04 Minutes** – It was resolved to confirm the minutes of the Finance Committee meeting of 16th November 2022

**F1222/05 Community Orchard juice bottling** – It was resolved to approve cost of bottling Juice from the 2022 Apple Day (£162.00)

**F1222/06 ‘Christmas Light’ Payments to Bands** – It was resolved to authorise payments to Thornsett and Chapel bands £150.00 each for Christmas Lights performances

**F1222/07 Updates re Bank Accounts**

The current status of both accounts was noted

On 30th November 2022 bank reconciliation showed a balance of £131,589.11 in the council’s bank accounts

* Unity Trust Current - £58,420.63
* Unity Trust Instant - £73,168.48

**F1222/08 Financial Reports** – The December 2022 Financial Report covering the period 1st to 30th November 2022 was noted.

Cllr Goldthorpe verified all bank transactions against invoices for November 2022 and found them to be in order.

1st October 2e022 Opening Balance - £133,622.89

* November 2022 Receipts – £518.28 (£505.28 Bonfire night donations, £13.00 allotment deposit rent)
* November 2022 Expenditure - £5,066.19
* November 2022 VAT paid - £207.89

Balance at 30th November 2022 - £131,589.11

**F1222/09 & F1222/10 Accounts for payment** – It was resolved to authorise the following payments

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref.** | **Payee** | **Description** | **Net cost** | **VAT** | **Total** | **Provenance Authority** |
| BACS1203 | Payroll One | Wages | £690.38 |  | £690.38 | Contractual |
| BACS1204 | Payroll Two | Wages | £1802.64 |  | £1802.64 | Contractual |
| BACS1205 | HMRC | PAYE | £899.06 |  | £899.06 | Legal |
| BACS1206 | Wildaboutgardens | Gardening Services | £672.00 |  | £672.00 | Contractual |
| BACS1207 | Carham Gdn Mntnce | Gardening Services | £536.00 |  | £536.00 | Contractual |
| BACS1208 | Carham Gdn Mntnce | PROW Path Clearance | £48.00 |  | £48.00 | Contractual |
| BACS1209 | AEM Barker | LHAG lighting x 4 | £46.32 | £9.28 | £55.60 | Finance Regs |
| BACS1210 | AEM Barker | LHAG Lighting x 2 | £19.32 | £3.86 | £23.18 | Finance Regs |
| BACS1211 | AEM Barker | Replacement Lights (Xmas) | £139.95 | £27.99 | £167.94 | Finance Regs |
| BACS1212 | AEM Barker | Replacement Lights (Xmas) | £15.82 | £3.16 | £18.98 | Finance Regs |
| BACS1213 | AEM Barker | Replacement Lights (Xmas) | £86.30 | £17.26 | £103.56 | Finance Regs |
| BACS1214 | AEM Barker | Power Tool Battery | £49.95 | £9.99 | £59.94 | Finance Regs |
| BACS1215 | AEM Barker | Stationary | £79.48 | £15.90 | £95.38 | Finance Regs |
| BACS1216 | P B Skips | Skip Hire (Bonfire Clear Up) | £120.00 |  | £120.00 | Finance Regs |
| BACS1217 | AEM Barker | Annual Web/E-mail LCN subs | £95.95 | £19.19 | £115.14 | Contractual |
| BACS1218 | AEM Barker | LHAG Xmas Light replacements | £42.48 | £8.50 | £50.98 | Finance Regs |
| BACS1219 | AEM Barker | Replacement Xmas Model | £79.16 | £15.83 | £94.99 | Finance Regs |
| BACS1220 | Senior Building Supplies | Building material and hardware | £26.04 | £5.21 | £31.25 | Finance Regs |
| BACS1221 | Hayfield Village Hall | 2 x Xmas Trees | £69.00 |  | £69.00 | Finance Regs |
| BACS1222 | A Uprichard | Legal Fees HEC | £3,000.00 | £600.00 | £3600.00 | Minute 0920/20b |
| BACS1223 | EDF Energy | Electricity | £24.23 | £1.21 | £25.44 | Contractual |
| BACS1224 | High Peak Industries | Apple juice bottling | £162.00 |  | £162.00 | Minute F1222/05 |
| BACS1225 | Chapel Band | LHAG Xmas switch on | £150.00 |  | £150.00 | Minute F1222/06 |
| BACS1226 | Thornsett Band | Hayfield Xmas switch on | £150.00 |  | £150.00 | Minute F1222/06 |
| \*BACS1227 | Moss Electrical | War Memorial repair work | £375.00 |  | £375.00 | 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.**

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

**F1222/10 Date of next meeting** the date of the next meeting was proposed as Wednesday 18th December 2022

The meeting closed at 17-31 hrs.