

Council Offices, Dungeon Brow, Market Street, Hayfield, High Peak, SK22 2EP

Tel. 01663 744550. Email: [clerk@hayfield-pc.gov.uk](mailto:clerk@hayfield-pc.gov.uk)

**Minutes of Hayfield Parish Council Finance Committee meeting held at 17.00hrs. on Wednesday 19th January 2022 at the Village Hall, Hayfield**

**Present:** Cllrs. D Gouldthorpe (Chair), M Conway, D Gates, C Hughes & J Underwood

Plus, Parish Clerk A Barker,

**F0122/01 To receive apologies for absence** – Cllrs. T Ashton, E Lawson, & D Toft

**F0122/02 Variations of order of business** -Nil

**F0122/03 Declaration of members' interests** -Nil

**F0122/04 Minutes** – It was resolved to confirm the minutes of the Finance Committee meeting of 17th November 2022

**F0122/05 Training Course Authorisation** – It was resolved to authorise the cost of the attendance of Councillors Conway & Hughes on DALC training course – ‘Sustainability and Climate Change’ (£40 per delegate).

**F0122/06 Credit Card Application** – It was resolved to recommend to the February Hayfield Parish Council meeting that the Councill apply to Unity Trust Bank for a corporate multipay credit card.

**F0122/07 Updates re Bank Accounts**

The Clerk reported that the 31st of December 2021 bank reconciliation showed a balance of £126,751.07 in the council’s bank accounts.

Santander - £174.01

Unity Trust Current - £58,731.00

Unity Trust Instant - £67,846.06

**F1121/08 Financial Reports** – The Clerk presented the January 2022 Financial Report covering the period 1st to 31st December 2021, monthly bank reconciliation and third quarter annual spend predictor

1st December 2021 Opening Balance - £131,568.21

* December 2021 Receipts – £260.18 (£256.00 allotment rent, £4.18 bank interest)
* December 2021 Expenditure - £5,077.32
* December 2021 VAT paid - £164.48

Balance at 31st December 2021 - £126,751.07

**F0122/09 & F0122/10 Accounts for payment** – It was resolved to authorise the following payments

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref.** | **Payee** | **Description** | **Net cost** | **VAT** | **Total** | **Provenance**  **Authority** |
| BACS1004 | Payroll1 | Wages | £488.00 |  | £488.00 | Contractual |
| BACS1005 | Payroll 2 | Wages | £1311.48 |  | £1311.48 | Contractual |
| BACS1006 | HMRC | PAYE | £621.56 |  | £621.56 | Contractual |
| BACS1007 | Carham Gdn Mntnce | Gardening Services | £165.00 |  | £165.00 | Contractual |
| BACS1008 | Wildaboutgardens | Gardening Services | £390.00 |  | £390.00 | Contractual |
| BACS1009 | Hazel Accountancy | Payroll | £15.00 |  | £15.00 | Contractual |
| BACS1010 | AEM Barker | Tree Pruner | £28.77 | £5.76 | £34.53 | Minute 1121/21 |
| BACS1011 | AEM Barker | Tree Pruner | £28.77 | £5.76 | £34.53 | Minute 1121/21 |
| BACS1012 | AEM Barker | Stationary | £32.47 | £6.49 | £38.96 | Finance Regs |
| BACS1013 | EDF Energy | Electricity Supply | £34.72 | £1.74 | £36.46 | Contractual |
| \*BACS1014 | AEM Barker | Dropbox Ann. Subscription | £79.90 | £15.98 | £95.88 | 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.**

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

**F0122/11 Date of next meeting** the date of the next meeting was confirmed as Wednesday 16th February 2022

The meeting closed at 17-24 hrs.