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

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

**F1022/01 To receive apologies for absence** – Nil

**F1022/02 Variations of order of business** – Nil

**F1022/03 Declaration of members' interests** -Nil

**F1022/04 Minutes** – It was resolved to confirm the minutes of the Finance Committee meeting of 26th September 2022

**F1022/05 Updates re Bank Accounts**

The current status of both accounts was noted

On 30th September 2022 bank reconciliation showed a balance of £133,622.89 in the council’s bank accounts.

* Unity Trust Current - £65,474.41
* Unity Trust Instant - £68,148.48

**F1022/06 Financial Reports** – The August 2022 Financial Report covering the period 1st to 31st August 2022 and half yearly spend update were noted.

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

1st September 2022 Opening Balance - £112,548.79

* September 2022 Receipts – £28,062.91 (£27,900.00 2nd half annual precept and council tax support grant, £60.00 use of OSF, £102.91 bank interest)
* September 2022 Expenditure - £6,998.81
* September 2022 VAT paid - £329.61

Balance at 30th September 2022 - £133,622.89

**F1022/07 & F1022/08 Accounts for payment** – It was resolved to authorise the following payments

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref.** | **Payee** | **Description** | **Net cost** | **VAT** | **Total** | **Provenance Authority** |
| BACS1171 | Payroll One | Wages | £691.40 |  | £691.40 | Contractual |
| BACS1172 | Payroll Two | Wages | £948.36 |  | £948.36 | Contractual |
| BACS1173 | HMRC | PAYE | £332.89 |  | £332.89 | Legal |
| BACS1174 | Wildaboutgardens | Gardening Services | £1023.00 |  | £1023.00 | Contractual |
| BACS1175 | Carham Gdn Mntnce | Gardening Services | £400.00 |  | £400.00 | Contractual |
| BACS1176 | Hazel Accountancy | Payroll services | £15.00 |  | £15.00 | Contractual |
| BACS1177 | Hi-Peak Internet | IT Services | £120.00 |  | £120.00 | Contractual |
| BACS1178 | EDF Energy | Electricity | £15.74 | £0.79 | £16.53 | Contractual |
| BACS1179 | Senior Building | Building supplies | £52.74 | £10.55 | £63.29 | Finance Regs |
| BACS1180 | Stand up to racism | S137 Donation Film Weekend | £150.00 |  | £150.00 | Minute 1022/13 |
| BACS1181 | AEM Barker | Timber & Fittings (Mem Garden) | £61.30 | £12.26 | £73.56 | Minute 0422/16 |
| BACS1182 | AEM Barker | Display Boards | £104.00 | £20.80 | £124.80 | Finance Regs |
| \*BACS1183 | AEM Barker | Wood Stain and accessories | £77.71 | £15.54 | £93.25 | Minute 0422/16 |
| \*BACS1184 | DG Ross | Winter Plants | £849.00 | £169.80 | £1018.80 | Finance Regs |
| \*BACS1185 | HMRC | PAYE underpayment | £228.89 |  | £228.89 | Legal |

**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**

**F1022/09 Date of next meeting** the date of the next meeting was agreed as Wednesday 16th November 2022

The meeting closed at 17-27 hrs.