Hayfield Parish Council Logo

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**DRAFT – Minutes of Hayfield Parish Council Finance Committee meeting held at 1700hrs on Wednesday 21st August 2024 at the Village Hall, Hayfield.**

**Present:** Cllr D.Gouldthorpe (In The Chair), M.Conway, T.Ashton and K.Dalkin

**Also Present:** H.Mason HPC Clerk.

**F0824/01 To receive apologies for absence –** Nil.

# F0824/02 Variations of order of business – Nil.

# F0824/03 Declaration of members' interests – Nil.

# F0824/04 Meeting Minutes – The minutes of the Finance Committee meeting of Wednesday 17th July 2024 were confirmed

# F0824/05 Updates re Bank Accounts – Clerk gave an update on how the bank accounts stand. Summary of Hayfield Parish Council bank accounts:

**1st July 2024 Opening Balances:**

* Unity Trust Current - £9,946.50
* Unity Trust Instant - £148,230.01
* July 2024 Receipts – £36.00
* July 2024 Expenditure - £10,216.64
* July 2024 VAT paid - £80.09

**Bank Balances on 31st July 2024:**

* Unity Trust Current - £12,801.86
* Unity Trust Instant – £135,230.01

Total on 31st July 2024 - £148,031.87

**F0824/06** **Financial Reports –** The Financial Report was presented to the council for July 2024 covering the period 1st to 31st July 2024.

**F0824/07 To Review the Energy Provider for the HPC Office -** It was approved to change Energy Provider to Valda.

**F0824/08** **Accounts for payment** –All payments of the accounts below were authorised.

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| --- | --- | --- | --- | --- | --- | --- |
| **Ref.** | **Payee** | **Description** | **Net cost** | **VAT** | **Total** | **Provenance Authority** |
| BACS1597 | Payroll One | Wage 1 | £1,597.04 |  | £1,597.04 | Contractual |
| BACS1598 | Payroll Two | Wage 2 | £1,074.22 |  | £1,074.22 | Contractual |
| BACS1599 | HMRC | PAYE | £449.50 |  | £449.50 | Legal |
| BACS1600 | Wildaboutgardens | Gardening Services | £581.00 |  | £581.00 | Contractual |
| BACS1601 | Carham Gardening Services | Gardening Services | £665.00 |  | £665.00 | Contractual |
| BACS1602 | HR Mason | Office Mobile Phone Contract | £8.63 |  | £8.63 | Contractual |
| BACS1603 | C.Wrigley | Mileage | £47.25 |  | £47.25 | Contractual |
| BACS1604 | EDF | Electricity | £47.19 | £2.36 | £49.55 | Contractual |
| BACS1605 | Village Hall | Room Hire | £127.50 |  | £127.50 | Contractual |
| BACS1606 | Parish Online | Website Services | £420.00 | £84.00 | £504.00 | Minute 0724/12 |
| BACS1607 | Grass Mats LTD | Grass Mats for Table Tennis | £46.50 | £9.30 | £55.80 | Finance Regs |
| BACS1608 | Outdoor Play Solutions | Packaging for delivery | £33.60 |  | £33.60 | Finance Regs |
| BACS1609 | Redmoor | Maintenance Materials | £78.82 | £15.77 | £94.59 | Finance Regs |
| BACS1610 | High Peak Borough Council | Commercial waste fee | £36.00 |  | £36.00 | Legal |
| BACS1611 | Hayfield Allotment Society | Grant Donation for Summer Show | £70.00 |  | £70.00 | Sec 137 / Minute 0824/14 |
| BACS1612 | Carham Gardening Services | DoE Participants equipment | £48.00 |  | £48.00 | 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.**

**F0824/09 Short-notice expenditure** – All short-notice payment on the accounts below were authorised.

**F0825/10 Direct Debit Payments** – All Direct Debit payments below were approved.

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| --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **Payee** | **Description** | **Net cost** | **VAT** | **Total** | **Provenance Authority** |
| DD13 | NEST Pension | Employee Pension | £268.40 |  | £268.40 | Contractual |
| DD14 | TalkTalk | Broadband | £64.51 | £12.90 | £77.41 | Contractual |

**F0824/11 Date of next meeting** – The date for the next Finance meeting was confirmed for Wednesday 18th September.

**Meeting Ended at 17:15.**