

GREAT SANKEY PARISH COUNCIL

Finance Committee

Minutes of meeting: Tuesday 5th April 2022
Whittle Hall Community Centre

Chairman: Cllr Watson
Present: Cllr Clark
Cllr Jones
Cllr Hussain

In Attendance: K Carter

1. To receive and approve any apologies for unavoidable absence.

There were no apologies.

2. To approve the minutes of previous meeting 1/3/2022.

The draft minutes were moved and accepted as a true record of the meeting and signed as such.

FINANCE/2022/19

RESOLVED: To approve the minutes of the meeting held on 1st March 2022 as a true record.

3. To receive report from the Grounds Review Working Group.

A spreadsheet had been circulated showing estimated costs for in-house grounds maintenance at Lingley Green, Vicarage Community Park, Bewsey Barn and Whittle Hall Community Centres and it was agreed to continue with the process. A full report is to be produced and presented at the May Finance and Parish Council meeting.

4. To consider additional information regarding the refurbishment of Brentnall Park and lease proposals.

At the last finance meeting a contribution to Your Housing to help with the refurbishment of the Brentnall Park equipment was discussed along with a proposal to pass responsibility to the Parish Council via a lease agreement. It is now clear that the lease proposal is a separate issue from the request for a contribution and will be discussed further in the future. Your Housing have spent £15K on new fencing and £50K on renovating the wet pour surfacing and play equipment and stated that any contribution from the Parish Council towards these costs would be appreciated. A proposal was made for a £2,500 contribution to the refurbishment and a vote taken. The vote was tied (Cllrs Watson & Hussain for; Cllrs Clark & Jones against) and a casting vote taken by the Chair in favour of the proposal.

FINANCE/2022/20

RESOLVED: To make a financial contribution of £2,500 to Your Housing towards the refurbishment costs of Brentnall Park (Open Spaces Act 1906, s10).

5. To receive reports from tree Inspections on Council land.

Members were advised that tree inspections had taken place and comprehensive reports received. No immediate action is required; some trees have been tagged for pruning or removal within programmed work which will take place in the autumn/winter.



GREAT SANKEY PARISH COUNCIL

Finance Committee

Minutes of meeting: Tuesday 5th April 2022
Whittle Hall Community Centre

6. To scrutinise financial expenditure arising since the last meeting, including payments by Direct Debit.

A list of payments to be made had been circulated prior to the meeting. The payments to be authorised were scrutinised and approved.

Presented By	Description	Amount
Comtec	Electrical work – BB	£755.00
Samrose	Replacement windows – BB	£6795.00
Top Print	Artwork Fun Day advertisement	£51.00
WBC	Footpath Cleansing – WH	£259.20
B&B Hygiene Ltd	Cleaning Supplies	£259.85
Trade Uk	Centre Maintenance – TP	£2.88
WBC	Chapelford Xmas Tree – new lights & elec. costs	£1656.00
WBC	Wildflowers 2021	£3600.00
Cheshire Constabulary	PCSO Charges Qtr 4 21-22	£8320.00
WBC	Service Charge – HM 04/22 – 06/22	£382.89
EDR Landscape Mngt	Grounds Maintenance	£4777.70
Traditions Sandwiches	Buffet Lunch – Staff training 7/4/22	£70.20
Impact Graphix	Banners for Fun Day	£852.00
Lally Tree Management	Tree inspections	£1176.00
FairFX cards	Top-up of pre-paid cards	£644.44
Chalc	Renewal of subscription	£1470.04
Andrew Jones Landscapes	Grounds Maintenance	£1250.00
	Total	£32,322.20

FINANCE/2022/21

RESOLVED: To authorise all payments listed above (under LGA 1976 s19 or LGA 1972 s15(5), s101, 111, 112, 133, 142 or 137).

The work to re-tarmac the car park at Bewsey Barn Community Centre is underway following approval at last month's meeting and is due to be finished this week. It was agreed that, subject to satisfactory completion, the invoice will be paid once received.

FINANCE/2022/22

RESOLVED: To authorise payment for the tarmac at Bewsey Barn Community Centre, subject to satisfactory completion and receipt of the invoice prior to the next Finance meeting (Local Govt. (Misc. Prov.) Act 1976 s19).

The following direct debits on the Council's account during February were also checked and approved:

BT	01/02/2022	WIFI/Telephone	TP	93.84
BT	01/02/2022	WIFI/Telephone	WH-HALL	80.88
Water Plus	01/02/2022	Water charges	HM	41.43



GREAT SANKEY PARISH COUNCIL

Finance Committee

Minutes of meeting: Tuesday 5th April 2022
Whittle Hall Community Centre

Water Plus	01/02/2022	Water charges	WH	29.18
Water Plus	01/02/2022	Water charges	BB	141.19
KCOM Group plc	04/02/2022	e-mail hosting/microsoft office	Office	77.50
BT	07/02/2022	WIFI/Telephone	HM	86.88
PUBLIC WORKS LOAN	14/02/2022	Loan repayment	Loan	2490.00
SWALEC	14/02/2022	Electricity	WH	610.58
SWALEC	14/02/2022	Electricity	BB	170.71
SWALEC GAS	21/02/2022	Gas	HM	118.12
SWALEC	21/02/2022	Electricity	TP	281.35
SWALEC GAS	21/02/2022	Gas	HL	96.78
SWALEC GAS	21/02/2022	Gas	TP	768.20
WBC	28/02/2022	January Business Rates	TP	113.00
WBC	28/02/2022	January Business Rates	HM	96.00
WBC	28/02/2022	January Business Rates	BB	93.00
Utility Warehouse	28/02/2022	Phone charges	Office	115.40
			Total	£5504.04

7. To consider any quotes received and authorise or make recommendations to full Council where appropriate.

The Council's insurer has advised that reinstatement valuations for the community centres are obtained for insurance purposes as it has been some time since the buildings were valued. One quote has been received, additional will be sought before a decision is made.

8. To consider requests for financial assistance; to decide if any donations are to be made or if requests should be recommended to full Council.

Request 1: for donation towards costs for farm visits to Jack & Jill Preschool - £100 approved.

FINANCE/2022/23

RESOLVED: To give £100 to Jack & Jill Preschool towards costs for a farm visit (LGA 1972, s137).

Request 2: for donation to 2 Scouts towards costs for the World Scout Jamboree in 2023. The council is unable to give donations to individuals and instead it was agreed to offer a free stall at Sankey Fun Day to help with their fund-raising efforts.

FINANCE/2022/24

RESOLVED: To offer a free stall at Sankey Fun Day to help with fundraising efforts for 2 Scouts to attend the World Scout Jamboree 2023.

9. Budget 2021-22 – to scrutinise documentation, and when satisfied as to correctness to sign off financial reports and bank reconciliations for February.

The budget monitoring sheets, and bank reconciliation were scrutinised and agreed. The Clerk was thanked for prudent financial management during the year.



GREAT SANKEY PARISH COUNCIL

Finance Committee

Minutes of meeting: Tuesday 5th April 2022
Whittle Hall Community Centre

FINANCE/2022/25

RESOLVED: To accept the bank reconciliation and budget monitoring pages for February 2022 (Accounts and Audit Regulations 2015 reg 3).

10. To consider end of year balances including any surplus/deficit and review earmarked reserves.

Members had been advised at the last meeting that there would be an underspend for the 2021-22 budget, mostly because of the impact of the pandemic. The community centres remained closed at the start of the year so expenditure on wages, maintenance and utilities has been lower than allowed for. Additionally, some planned work such as floor renovation and website upgrades did not take place. The unspent amount, current levels in earmarked reserves and plans for further capital spend over the next couple of years were discussed and it was agreed to retain these as earmarked reserves for the following projects: renovation of Tim Parry play area & installation of new play equipment on Vicarage Community Park, Parish Playing Field drainage, solar panels for Bewsey Barn Community Centre, council van, Sankey Station, equipment for grounds maintenance.

FINANCE/2022/26

RESOLVED: To combine surplus funds from 2021-22 with remaining earmarked reserves and allocate the following projects: renovation of Tim Parry play area & installation of new play equipment on Vicarage Community Park, Parish Playing Field drainage, solar panels for Bewsey Barn Community Centre, council van, Sankey Station, equipment for grounds maintenance.

11. To authorise payment of wages, tax and ERNIC for March.

The list of wages to be paid was considered and authorised. Total Employment Costs (including salaries, pensions & HMRC) were £16,618.40.

FINANCE/2022/27

RESOLVED: To authorise payment of wages and HMRC costs as listed for March 2022 (LGA 1972 s112).

