

GREAT SANKEY PARISH COUNCIL

Finance Committee

Minutes of meeting: Tuesday 3rd May 2022
Whittle Hall Community Centre

Chairman: Cllr Price
Present: Cllr Clark
Cllr Watson
Cllr Hussain
Cllr Morley

In Attendance: K Carter

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

Apologies had been received from Cllr Jones.

2. To approve the minutes of previous meeting 5/4/2022.

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

***FINANCE/2022/28:** To approve the minutes of the meeting held on 5th April 2022 as a true record.*

3. To receive communication from EDR Landscapes regarding grass cutting on Council sites.

Correspondence had been received from EDR Landscapes Ltd to notify that the grass growth at several sites (Lingley Green, Vicarage Community Park, and Bewsey Barn Community Centre) is high at present. EDR will therefore undertake to increase the frequency of cuts from the contractually specified fortnight to weekly cuts for the time being at no extra cost to the Parish Council. Correspondence noted.

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

Spreadsheet of estimated costs to be sent with papers for May meeting for consideration by full council.

5. 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
Steve Mahon	Supply and fit new radiator – HL	£290.00
Paul Brookes	Tarmac carpark – BB	£14,880
Jack & Jill Preschool	Donation – farm visit	£100.00
J. Riley	Office Computers set-up and equipment	£2280.00
Canda Copying	Copier Hire – Parish Office	£94.80
Canda Copying	Copies – Parish Office	£69.25



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Elite Digital Systems	CCTV annual maintenance renewal	£527.92
Talk Action	Media Training Course Deputy Clerk	£279.00
B&B Hygiene Ltd	Cleaning Supplies	£253.23
Karen Curry	Face Painting – Fun Day	£100.00
WBC	Waste collection 22/23 – HM	£663.52
WBC	Waste collection 22/23 – BB	£663.52
WBC	Waste collection 22/23 – TP	£1181.44
WBC	Waste collection 22/23 – WH	£663.52
Viking	Office stationery	£350.76
L.Brereton	Reimbursement of eye test	£25.00
Rialtas	Booking system installation	£30.00
Top Print	Artwork for Jpeg dog show – social media	£30.00
Elite Digital Systems	CCTV software installation office p.c's	£90.00
B&B Hygiene	Cleaning Supplies	£304.21
EDR	Grounds Maintenance	£5257.70
AJ Landscapes Ltd	Grounds Maintenance	£1250.00
FairFX cards	Top-up of pre-paid cards	£634.54
Total		£27,509.93

FINANCE/2022/29: To authorise all payments listed above (under LGA 1976 s19 or LGA 1972 s15(5), s101, 111, 112, 133, 142 or 137).

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
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



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

Further quotes for insurance reinstatement costs on the community centres to be sought.

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

There were no requests.

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

The budget monitoring sheets, and bank reconciliation were scrutinised and agreed.

***FINANCE/2022/30:** To accept the bank reconciliation and budget monitoring pages for March 2022 (Accounts and Audit Regulations 2015 reg 3).*

- 9. To authorise payment of wages, tax and ERNIC for April.**

The list of wages to be paid was considered and authorised. Total Employment Costs (including salaries, pensions & HMRC) were £12,780.04.

***FINANCE/2022/31:** To authorise payment of wages and HMRC costs as listed for April 2022 (LGA 1972 s112).*

