

# GREAT SANKEY PARISH COUNCIL

## Finance Committee

Minutes of meeting: Tuesday 2<sup>nd</sup> August 2022  
Whittle Hall Community Centre

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**Chairman:** Cllr Watson  
**Present:** Cllr Hussain  
Cllr Pennington

**In Attendance:** K Carter

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

Apologies had been received from Cllrs Jones and Morley.

**2. To approve the minutes of previous meeting 5/7/2022.**

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

***FINANCE/2022/52:** To approve the minutes of the meeting held on 5<sup>th</sup> July 2022 as a true record.*

A question was asked about the direct debit in May for the gas supply at Tim Parry Community Centre as this was a large amount (£1927.11). Officers will look at this in more detail to ascertain the timeframe this covers and whether it is an estimated bill. Some sites have smart meters; these will be checked, and a request made for smart meters at the remaining sites. In the meantime, readings will be taken monthly and sent to Swalec.

***FINANCE/2022/53:** To investigate which council sites have smart meters and arrange installation at the remaining sites. To take monthly meter readings in the meantime and submit to Swalec.*

**3. To receive an update on the Fairy Wood project.**

An update had been sent by Cllr King. The fairy houses have now been completed and should be installed at the end of August. Leaflets will be produced and posted locally, and it is hoped there will be an official launch date in September. Costs are within budget (£400 assigned to the project). A request may be made in the future for a new bench; this will need to be brought separately to the Finance Committee.

**4. 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
Kelly Harrison	Whittle Hall Tots group donation	£100.00
Carl Mullin	Diesel – reimbursement	£157.01
Impact Graphix	Sign for Children's play area – VCP	£231.12
Impact Graphix	Clean up after your dog sign – PPF	£36.00

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B&B Hygiene Ltd	Cleaning Supplies	£204.72
Winwick Road Skip Hire	Skip Hire – Parish Playing field	£150.00
Shawfield Linemarking	Line marking – WH	£696.00
Shawfield Linemarking	Line marking – BB	£576.00
Shawfield Linemarking	Line marking – TP	£1,176.00
Elite Digital Systems	CCTV – repairs	£2031.60
Trade Uk	Maintenance sundries & padlock for PPF	£97.69
Enforcement Bailiffs	Removal of unauthorised encampment PPF	£5,820.00
Rise Associates	July project management fee, Sankey Station	£2,400.00
Rialtas Business Solutions	Bookings Software – annual fee	£241.20
EDR	July grounds maintenance (LG, BB, WH, VCP)	£4,777.70
Equals Business	Top-up of pre-paid card account for petty cash	£434.77
	<b>Total</b>	<b>£19,129.81</b>

**FINANCE/2022/54:** 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 June were also checked and approved:

BT	01/06/2022	WIFI/Telephone	TP	109.30
BT	01/06/2022	WIFI/Telephone	BB	91.27
Water Plus	01/06/2022	Water charges	HM	41.43
Water Plus	01/06/2022	Water charges	WH	29.18
Water Plus	01/06/2022	Water charges	BB	141.19
Water Plus	01/06/2022	Water charges	HL	59.16
BT	06/06/2022	WIFI/Telephone	HM	96.37
GCI Network Solutions	23/06/2022			164.14
SWALEC	24/06/2022	Electricity	HM	568.89
SWALEC	24/06/2022	Electricity	TP	841.62
SWALEC GAS	27/06/2022	Gas	HM	97.13
SWALEC GAS	27/06/2022	Gas	WH	62.81
SWALEC GAS	27/06/2022	Gas	BB	23.11
SWALEC GAS	27/06/2022	Gas	HL	45.25
BT	30/06/2022	WIFI/Telephone	WH-Hall	88.86
WBC	30/06/2022	May Business Rates	HM	141.00
WBC	30/06/2022	May Business Rates	TP	166.00
WBC	30/06/2022	May Business Rates	WH	119.00
WBC	30/06/2022	May Business Rates	BB	137.00
Utility Warehouse	30/06/2022	Phone charges	Office	115.70
			<b>Total</b>	<b>£3138.41</b>



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

Noted that advice and quotes will be sought for securing the Parish Playing Field against further unauthorised encampments.

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

No requests.

**7. Budget 2022-23 – to scrutinise documentation, and when satisfied as to correctness to sign off financial reports and bank reconciliations for June.**

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

**FINANCE/2022/55:** *To accept the bank reconciliation and budget monitoring pages for June 2022 (Accounts and Audit Regulations 2015 reg 3).*

**8. To authorise payment of wages, tax and ERNIC for July.**

The list of wages to be paid was considered and authorised. Total Employment Costs (including salaries, pensions & HMRC) were £13,118.26.

**FINANCE/2022/56:** *To authorise payment of wages and HMRC costs as listed for July 2022 (LGA 1972 s112).*