

GREAT SANKEY PARISH COUNCIL

Finance Committee

Minutes of meeting: Tuesday 4th October 2022
Whittle Hall Community Centre

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

In Attendance: L. Brereton

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

Apologies had been received from Cllr Price and Cllr Jones

2. To approve the minutes of previous meeting 6/9/2022.

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

FINANCE/2022/72: To approve the minutes of the meeting held on 6th September 2022 as a true record.

3. To receive report from External Auditor for the audited accounts, year ended 31 March 2022.

Report was received and noted.

4. To review and decide on specifications for solar PV installations at Whittle Hall and Bewsey Barn Community prior to written quotations being sought.

The Committee had previously sought independent energy solution advice from Aberla, who had given the Parish Council a solar panel specification for Bewsey Barn and Whittle Hall Community Centre.

Cllr Clarke has submitted a specification for a solar panel system that the Committee accepted and would like obtain three quotes from Solar Panel Companies.

FINANCE/2022/73: to accept and obtain quotes for revised solar panel specification for Bewsey Barn and Whittle Hall Community Centre (LG (Misc. Prov.) Act 1976 s19).

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

Presented By	Description	Amount
National Security Gates	Barrier gate – PPF	£2545.01
B&B Hygiene Ltd	Cleaning supplies	£122.81
WBC	PPF Grounds Maintenance Qtr 2	£854.21
WBC	HM Service Charge	£382.89
Impact Graphix	Replacement sign for Childs Wood	£67.80
Rise Associates	Project Management Sankey Station	£1200.00



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PKF	Annual Governance & Accountability Return 22	£1560.00
Grounds Mngt Association	Consultancy fee – drainage assessment PPF	£2182.80
MV Autocare	Repair to Parish Van	£250.00
RBL	Poppy Wreath Remembrance	£100.00
Equals Business	Top-up of pre-paid card account for petty cash	£309.00
EDR Landscape Mngt	Grounds Maintenance	£5140.40
AJ Landscapes Mngt	Grounds Maintenance	£1300.00
	Total	£16014.92

FINANCE/2022/74: 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	06/08/2022	WIFI/Telephone	HL	97.74
BT	06/08/2022	WIFI/Telephone	TP	104.42
BT	06/08/2022	WIFI/Telephone	WHOFFICE	122.16
BT	06/08/2022	WIFI/Telephone	BB	88.86
WBC	06/08/2022	Business Rates	WHHALL	89.40
WBC	06/08/2022	Business Rates	HM	141.00
WBC	06/08/2022	Business Rates	TP	166.00
WBC	06/08/2022	Business Rates	WH	119.00
Water Plus	06/08/2022	Water charges	BB	137.00
Water Plus	06/08/2022	Water charges	HM	29.59
Water Plus	06/08/2022	Water charges	WH	29.18
Water Plus	06/08/2022	Water charges	BB	141.19
BT	06/08/2022	WIFI/Telephone	HL	67.81
GCI Network Solutions	09/08/2022	e-mail hosting/microsoft office	HM	95.73
SWALEC GAS	22/08/2022	Gas	Office	82.06
SWALEC GAS	22/08/2022	Gas	TP	590.02
SWALEC GAS	22/08/2022	Gas	HM	41.02
SWALEC GAS	22/08/2022	Gas	WH	40.45
SWALEC GAS	22/08/2022	Gas	BB	23.11
GCI Network Solutions	25/08/2022	e-mail hosting/microsoft office	HL	29.07
BT	30/08/2022	WIFI/Telephone	Office	82.06
WBC	30/08/2022	Business Rates	HM	89.22
WBC	30/08/2022	Business Rates	HM	141.00
WBC	30/08/2022	Business Rates	TP	166.00
WBC	30/08/2022	Business Rates	WH	119.00
BT	30/08/2022	WIFI/Telephone	BB	137.00
BT	30/08/2022	WIFI/Telephone	BB	95.73
Utility Warehouse	30/08/2022	Phone charges	WHOFFICE	123.36
			Total	£3,304.18



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

Quote 1:

Design Project – production of artwork for annual GSPC Newsletter 2023 was accepted

FINANCE/2022/75: to accept Design Project quote of £600 artwork 2023 GSPC annual newsletter (LGA 1972 s142)

Quote 2:

Proposal received from Cllr Catlow to purchase 12 large poppies from RBL to display outside GSPC Community Centres and Vicarage Community Park was accepted.

FINANCE/2022/76: to purchase 12 large RBL poppies £5 each (LGA 1972 s137).

Quote 3:

Wicksteed's quote to remove and replace existing wetpour was accepted. The committee agreed that this was a health & safety issue and needs to be remedied.

FINANCE/2022/77: to accept Wicksteed quote to remove and replace existing wetpour £24,107.76 (LG (Misc. Prov.) Act 1976 s19).

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.

Request 1:

Popcats – community hire charge to run a regular weekly SEN session at a reduced rate for families who attend.

FINANCE/2022/78: to offer community hire rate to run weekly Popcats SEN class (LG (Misc. Prov.) Act 1976 s19(2)).

Request 2:

Old Air Base Residents Association – Donation request of £100 to assist with stationery, printing and refreshment costs for meetings to be held in 2023.

FINANCE/2022/79: to offer a financial contribution of £100 to assist with meeting costs for Old Air Base Residents Association meetings (LGA 1972 s137).

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

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

FINANCE/2022/80: To accept the bank reconciliation and budget monitoring pages for August 2022 (Accounts and Audit Regulations 2015 reg 3).



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9. To authorise payment of wages, tax and ERNIC for September 2022.

The list of wages to be paid was considered and authorised. Total Employment Costs (including salaries, pensions & HMRC) were £13,398.95

FINANCE/2022/81: To authorise payment of wages and HMRC costs as listed for September 2022 (LGA 1972 s112).

