

GREAT SANKEY PARISH COUNCIL

Finance Committee

Minutes of meeting: Tuesday 31st January 2023
Whittle Hall Community Centre

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

In Attendance: L Brereton (Deputy Clerk)
Cllr P Warburton

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

Apologies were received from Cllr Price.

2. To approve the minutes of previous meeting 3/01/2023.

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

FINANCE/2023/8

RESOLVED: To approve the minutes of the meeting held on 3rd January 2023 as a true record.

3. To consider proposal to purchase and install a plaque to recognise community contribution for the Queen's Platinum Jubilee (Cllr Morley)

The committee supported the purchase of a bespoke plaque to recognise outstanding community contribution.

Cllr Morley is liaising with the owner of Stitch Station with regards to a suitable design, once agreed, the Parish Council will agree the wording and organise the installation.

It was proposed the maximum cost for the plaque should be £200.

FINANCE/2023/9

RECOMMENDED: To purchase a bespoke plaque to recognise outstanding community contribution (LGA 1972 s137).

4. To consider the proposal for the level of financial contribution towards the installation of a Pump Track (Cllr Warburton).

Cllr Warburton submitted a project proposal for the installation of a Pump Track on Dakota Park, this site has been identified by the Borough Council as a suitable location.

Cllr Warburton reported that Dave Cotterill at WBC has confirmed that match funding of up to £20k would be available for the Pump Track if the Parish Council confirms previous indicated support for £20k match funding for the project.



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The project will be advertised on WBC's CHEST system inviting companies to tender. Submitted designs from companies will then go to public consultation, which WBC will manage.

It was advised that a meeting should be arranged with the Parish Council and Dave Cotterill to formally agree the match funding, and to confirm the invoicing procedure once the work has been completed.

It was agreed that WBC will manage the project, pay the sub-contractors and invoice the Parish Council for 50% of the total cost.

Cllr Morley has forwarded a link to Cllr Warburton to apply to the National Lottery Awards for All; funding for up to £10k may possibly be available and PCC funding grants of up to £5k.

FINANCE/2023/10

RECOMMENDED: Match funding for WBC for the Pump Track to be installed on Dakota Park up to a maximum of £20k (LG (Misc. Prov.) Act 1976 s19).

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 following payments were scrutinised and approved.

Presented By	Description	Amount
The Design Project	Artwork for GSPC Newsletter	£600.00
WBC	Wildflowers 2022	£4680.48
WBC	Service Charge – Hood Manor	£382.89
Trade UK	Centre Maintenance – TP	£25.29
Wicksteed	Repair of wetpour – TP Playground	£24,107.76
Tom Taylor Company	Hosting of website	£2,200.00
B&B Hygiene Ltd	Cleaning supplies	£409.93
Inspired	Sankey Station Crowdfunder Film	£1,680.00
WBC	Traveller encampment clean up	£190.80
WBC	Grounds Maintenance Q4 – PPF	£854.21
Canda Copying Ltd	Office copier - copies	£88.44
Canda Copying	Office copier - rental	£94.80
Trade UK	Centre Maintenance – WH	£72.00
Abraxas	Printing of newsletter	£2995.00
Premier Heating	Repairs to HL & BB Boilers	£120.00
Mersey Lealets	Distribution of GSPC newsletter	£2,420.00
Trade UK	Centre Maintenance – PPF	£20.19
Cheshire Constabulary	PCSO Q3 Oct – Dec 2022	£8,320.00
EDR Landscape	Grounds Maintenance	£4,777.70
GMA	Consultancy fee tender drawings, Topographic Survey	£3,468.00
Comtec	Electrical repairs at WH & TP	£686.00



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Rise Associates	Sankey Station Project – January delivery	£2,400.00
AJ Landscapes	Grounds Maintenance	£1,300.00
Equals Business	Top-up of pre-paid card account for petty cash	£396.85
	Total	£44,310.34

FINANCE/2023/11

RESOLVED: 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 December were also checked:

BT	01/12/2022	WIFI/Telephone	HL	95.73
BT	01/12/2020	WIFI/Telephone	WH Office	122.16
Water Plus	01/12/2022	Water charges	HM	29.59
Water Plus	01/12/2022	Water charges	WH	29.18
Water Plus	01/12/2022	Water charges	BB	125.03
BT	01/12/2022	WIFI/Telephone	TP	103.34
BT	01/12/2022	WIFI/Telephone	BB	88.86
GCI Network Solutions	06/12/2022	e-mail hosting/microsoft office	Office	82.07
BT	07/12/2022	WIFI/Telephone	HM	96.14
SWALEC	16/12/2022	Electricity	HM	435.91
SWALEC	16/12/2022	Electricity	TP	550.63
SWALEC GAS	16/12/2022	Gas	TP	614.68
SWALEC	19/12/2022	Electricity	HL	168.07
Water Plus	22/12/2022	Water charges	HL	71.43
SWALEC GAS	23/12/2022	Gas	HM	215.43
SWALEC GAS	23/12/2022	Gas	WH	103.24
SWALEC GAS	23/12/2022	Gas	BB	23.11
SWALEC GAS	23/12/2022	Gas	HL	111.44
WBC	30/12/2022	Nov Business Rates	HM	141.00
WBC	30/12/2022	Nov Business Rates	TP	166.00
WBC	30/12/2022	Nov Business Rates	WH	119.00
WBC	30/12/2022	Nov Business Rates	BB	137.00
Utility Warehouse	30/12/2022	Phone charges	Office	81.40
Manual Handling Fee	31/12/2022	bank charges	Office	2.40
Service Charge	31/12/2022	bank charges	Office	57.00
			TOTAL	£3769.84

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

A quote was received from WBC for wildflowers for 2023-24. The quote to cover the previous locations was agreed.



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FINANCE/2023/12

RECOMMENDED: To accept WBC quote for wildflowers for 2023-24 at previous planted locations (Open Spaces Act 1906 s10).

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.**

No donation requests were received.

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

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

FINANCE/2023/13

RESOLVED: To accept the bank reconciliation and budget monitoring pages for December 2022 (Accounts and Audit Regulations 2015, Reg 4).

9. **Pursuant to section 1(2) of the Public Bodies (Admission to meetings) Act 1960 it is proposed that, because of the confidential nature of the business to be transacted, the public and Press leave the meeting during consideration of the following agenda items.**

No members of the public were present.

10. **To authorise payment of wages, tax and ERNIC for January.**

The list of wages to be paid was considered and authorised. Total Employment Costs (including salaries, pensions & HMRC) were £14,222.77.

FINANCE/2023/14

RESOLVED: To authorise payment of wages and HMRC costs as listed for January 2023 (LGA 1972 s112).

