

GREAT SANKEY PARISH COUNCIL

Finance Committee

Minutes of meeting: Tuesday 2nd January 2024
Whittle Hall Community Centre

Chair: Cllr Watson
Present: Cllr Cotter
Cllr Catlow

In Attendance: K Carter (Clerk)

1. **To receive and approve any apologies for unavoidable absence.**
Apologies were received from Cllr Price.
2. **To approve the minutes of previous meeting 5/12/2023.**
The draft minutes were moved and accepted as a true record of the meeting and signed as such.

FINANCE/2024/1, RESOLVED:

To approve the minutes of the meeting held on 5th December 2023 as a true record.

3. **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
Firecheck	Fire extinguisher service – HM	£30.00
A&B Services	Jet Drains at TP	£228.00
Mike Burgess	Lingley Green Tree Stump Art	£1,500.00
B&B Hygiene Ltd	Cleaning supplies	£350.25
Trade UK	Centre Maintenance – HM	£13.48
MKM	Centre Maintenance – ALL	£182.14
Travis Perkins	Grounds Maintenance – Approved WW	£38.76
Travis Perkins	Grounds Maintenance – Approved WW	£302.82
Ross	Safety Work wear - CMO	£124.74
Tom Taylor	Social media training – November	£300.00
Trade UK	Grounds Maintenance – Approved WW	£179.99
Trade UK	Centre Maintenance – WH	£2.84
Trade UK	Grounds Maintenance – Approved WW	£85.40
Comtec	EV charger and cabling for defibrillator	£1725.00
Ross Work Wear	Staff work wear	£16.68
Rise Associates	Project Mngt Sankey Station	£1200.00
WBC	Service Charge – HM	£382.89
Options	Pension admin fee	£250
MKM	Rotavator – Grounds	£122.94
Trade UK	Centre Maintenance – BB	£41.57
Equals Business Card	Top-up for staff cards	£803.27
Brentwood Moss	Native Hedge Mix – Approved WW	£120.00



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Brentwood Moss	Roses – Approved WW	£897.60
T & O Harrison	Greenwaste	£30.00
	TOTAL	£8,928.37

FINANCE/2024/2, 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 November were also checked:

Novuna	01/11/2023	Electric Van	Lease	456.20
BT	01/11/2023	WIFI/Telephone	TP	100.93
BT	01/11/2023	WIFI/Telephone	BB	67.21
Lex Autolease	01/11/2023	Council Electric Van	Lease	851.98
Water Plus	01/11/2023	Water charges	BB	77.88
Water Plus	01/11/2023	Water charges	WH	57.75
Water Plus	01/11/2023	Water charges	HM	51.11
Unpaid cheque Ethnic Yoga Group	01/11/2023			62.00
Unpaid bank charges	01/11/2023	bank charges	Office	6.00
Unpaid cheque Ethnic Yoga Group	01/11/2023			37.20
Unpaid bank charges	01/11/2023	bank charges	Office	6.00
BT	06/11/2023	WIFI/Telephone	HM	88.80
Water Plus	09/11/2023	Water charges	HL	94.01
GCI Network	10/11/2023	e-mail hosting/microsoft office	Office	93.99
Peninsula	13/11/2023	H&S Service	Office	200.93
Water Plus	28/11/2023	Water charges	TP	67.71
SWALEC	29/11/2023	Electricity	HM	770.91
SWALEC GAS	29/11/2024	Gas	WH	84.68
SWALEC GAS	29/11/2024	Gas	HM	176.26
SWALEC GAS	29/11/2024	Gas	BB	118.67
SWALEC GAS	29/11/2024	Gas	HL	83.31
BT	30/11/2023	WIFI/Telephone	Office	611.25
WBC	30/11/2023	November Business Rates	TP	87.00
WBC	30/11/2023	November Business Rates	HM	61.00
WBC	30/11/2023	November Business Rates	WH	62.00
WBC	30/11/2023	November Business Rates	BB	52.00
Utility Warehouse	30/11/2023	Mobile phones	Office	48.40
			TOTAL	£4475.18

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

Quote: for low-level fencing for the rose garden at Tim Parry Recreation Ground. 3 quotes were considered, and approval given to the lowest (previously used supplier).



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FINANCE/2024/3, RECOMMENDED:

To purchase safe-top mesh fencing for the rose garden from All Steel Fencing (£539.60 +VAT) (Open Spaces Act 1906, s10)

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

None received.

- 6. Budget 2023-24 – to scrutinise documentation, and when satisfied as to correctness to sign off financial reports and bank reconciliations for November.**

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

FINANCE/2024/4, RESOLVED:

To accept the bank reconciliation and budget monitoring pages for November 2023 (Accounts and Audit Regulations 2015 reg 4).

- 7. To authorise payment of wages, tax and ERNIC for December.**

The list of wages to be paid was considered and authorised. Total Employment Costs (including salaries, pensions & HMRC) were £18,074.57. This included the backdated pay award for key personnel from April 2023.

FINANCE/2024/5, RESOLVED:

To authorise payment of wages and HMRC costs (£18,074.57 total) for December 2023 (LGA 1972 s112).

