

GREAT SANKEY PARISH COUNCIL

Finance Committee

Minutes of meeting: Tuesday 5th March 2024
Whittle Hall Community Centre

Chair: Cllr Price
Present: Cllr Watson
Cllr Pennington
Cllr Hussain
Cllr Cotter
Cllr Catlow

In Attendance: K Carter (Clerk)

1. To receive and approve any apologies for unavoidable absence.
There were no apologies.

2. To approve the minutes of previous meeting 6/2/2024.
The draft minutes were moved and accepted as a true record of the meeting and signed as such.

FINANCE/2024/20, RESOLVED:

To approve the minutes of the meeting held on 6th February 2024 as a true record.

3. To be informed of request from Your Housing to pay for legal costs re Brentnall Boat Park.

Your Housing have agreed in principle for the transfer of Brentnall Boat Park to GSPC, subject to contract, and without consideration. They have asked if the parish council would therefore meet the cost of the solicitors for the legal works for the transfer (£950). This was agreed. It was noted that this will start the process to draft the Heads of Terms agreement, the detail of which will be considered by full council.

FINANCE/2024/21, RECOMMENDED:

To undertake to pay Your Housing's solicitors fees for the transfer agreement for Brentnall Boat Park, £950 (Open Spaces Act 1906, s9).

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 following payments were scrutinised and approved.

Presented By	Description	Amount
Taylor Rose Limited	Sankey Station House – landlords solicitors fee	£474.00
Top Print	Artwork for Fun Day advertisement	£30.00
B&B Hygiene Ltd	Cleaning Supplies	£264.31
Viking	Stationery order	£201.94
Brentwood Moss	Bark Mulch	£135.60
Trade UK	Grounds Maintenance – Winter Work	£89.34
Ross Safety Wear	Work Wear	£2.02
A&B Services	Drains at Vicarage Community Park	£126.00
Woodend Nursery	Soil Conditioner and Manure	£42.00
P Watson	Chair's Allowance	£1000.00



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Brentwood Moss	Plants at VCP – Winter Work	£254.35
Brentwood Moss	Bark Mulch – Winter Work	£67.80
Brentwood Moss	Plants at VCP – Winter Work	£392.59
Cheshire Haybale	Haybale Hire Fun Day 24	£227.20
Brentwood Moss	Memorial Tree – VCP	£326.40
Equals Business Card	Top-up for staff cards	£415.61
B&B Hygiene Ltd	Cleaning Supplies	£334.14
Paul Brookes & Sons	Tarmac to path Rose Garden TP	£6000.00
	TOTAL	£13,408.30

FINANCE/2024/22, 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 January were also checked:

Novuna	02/01/2024	Electric Van	Lease	456.20
BT	02/01/2024	WIFI/Telephone	TP	98.17
BT	02/01/2024	WIFI/Telephone	WH-Office	117.48
BT	02/01/2024	WIFI/Telephone	BB	67.21
WBC	02/01/2024	December Business Rates	TP	87.00
WBC	02/01/2024	December Business Rates	HM	61.00
WBC	02/01/2024	December Business Rates	WH	62.00
WBC	02/01/2024	December Business Rates	BB	52.00
Lex Autolease	02/01/2024	Council Electric Van	Lease	851.98
Water Plus	02/01/2024	Water charges	HM	51.11
Water Plus	02/01/2024	Water charges	BB	77.88
Water Plus	02/01/2024	Water charges	WH	57.75
GCI Network	05/01/2024	e-mail hosting/microsoft office	Office	93.99
BT	08/01/2024	WIFI/Telephone	HM	67.21
Peninsula	11/01/2024	H&S Service	Office	200.93
Public Works Loans	19/01/2024	Loan repayment	Office	11666.94
SWALEC	19/01/2024	Electricity	TP	897.37
SWALEC	19/01/2024	Electricity	HL	222.88
Water Plus	22/01/2023	Water charges	HL	98.00
Water Plus	22/01/2023	Water charges	TP	67.71
WBC	30/01/2024	January Business Rates	TP	87.00
WBC	30/01/2024	January Business Rates	HM	61.00
WBC	30/01/2024	January Business Rates	WH	62.00
WBC	30/01/2024	January Business Rates	BB	52.00
BT	31/01/2024	WIFI/Telephone	HL	66.50
BT	31/01/2024	WIFI/Telephone	WH-Office	116.77
Utility Warehouse	31/01/2024	Mobile phones	Office	48.70



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

1. Benches for TP Rose Garden: 3 quotes had been obtained for a similar style of bench. The lowest option was agreed (£686 +VAT). It was noted that the existing benches on the recreation ground which have proved robust are from the same company (Broxap). Four benches to be purchased of differing colours.

FINANCE/2024/23, RECOMMENDED:

To purchase 4nr Roslin Seats from Broxap in different colours for the Rose Garden at Tim Parry Recreation Ground (Open Spaces Act 1906, s10)

2. Vehicle barrier TP: follow on from discussion at previous meeting: quotes previously considered were for an automated arm barrier but there were concerns about whether this would be robust enough in the park. A comparative quote for retractable bollards had been obtained. This is a more expensive option but allows pedestrian access to the centre whilst restricting vehicle access. The need for vehicle control was fully recognised; the park is being increasingly used with investment into the grounds and play equipment and with the initiative to start a community café and it is essential that the risk to members of the public from unauthorised vehicles driving up to the centre is minimised. It was agreed that the retractable bollards are the preferred option. Further quotes will be sought, within a budget of £10,500+VAT and the decision to be made via email.

FINANCE/2024/24, RECOMMENDED:

To agree a budget of £10,500 +VAT for a vehicle control bollard at the access road to Tim Parry Community Centre. 3 quotes to be obtained, final decision to be made via email (Open Spaces Act 1906, s10).

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.

Request: from the Royal Marines Association Corps of Drums for a donation towards a trip to Normandy for the 80th D-Day Celebrations. (follow up from February meeting). Further information had been provided by the group on membership and the benefit to Great Sankey residents which satisfies Financial Regulations. A donation of £100 was approved.

FINANCE/2024/25, RESOLVED:

To give a donation of £100 to the Royal Marines Association Corps of Drums towards a trip to Normandy for the 80th D-Day Celebrations (LGA 1972, s137).

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

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

FINANCE/2024/26, RESOLVED:

To accept the bank reconciliation and budget monitoring pages for January 2024 (Accounts and Audit Regulations 2015 reg 4).

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

The list of wages to be paid was considered and authorised. Total Employment Costs (including salaries, pensions & HMRC) were £18,114.40.



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FINANCE/2024/27, RESOLVED:

To authorise payment of wages and HMRC costs (£18,114.40 total) for March 2024 (LGA 1972 s112).

