

GREAT SANKEY PARISH COUNCIL

Finance Committee

Minutes of meeting: Tuesday 31st March 2026
Whittle Hall Community Centre

Chair: Cllr B Simpson
Present: Cllr N Catlow
Cllr C Wren

In Attendance: K Carter (Clerk)

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

Apologies were received from Cllrs Pennington, Watson and Hussain. As both Cllrs Pennington and Watson were absent, a chair was elected from the members present for the duration of the meeting.

FINANCE/2026/04/27: Resolved to elect Cllr Simpson as chair for the duration of the Finance Committee meeting on 31-3-26.

2. To approve the minutes of previous meeting 3/2/26.

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

FINANCE/2026/04/28: Resolved to approve the minutes of the meeting held on 3rd February 2026 as a true record (LGA 1972 Sch 12 41(1)).

3. To consider specification for CCTV at Tim Parry Recreation Ground prior to obtaining quotes.

The existing CCTV system at Tim Parry Recreation Ground was installed in 2017 and is currently not working. The maintenance contract was discontinued several years ago. Members were informed of the current specification and areas of coverage, and it was suggested quotes are obtained based on these and on the expertise of companies approached.

4. To be updated on the Parish Playing Field Drainage Project

Football Foundation funding – the project has been started with the purchase of wildflowers and bee posts which will be planted following the completion of the drainage pipe installation to comply with Biodiversity Net Gain requirements.

Planning, Discharge of Conditions – the final condition, the Construction Management Plan, has been resubmitted to WBC. Initial indications are looking favourable as the online documentation suggests that the plan will be discharged and is awaiting final confirmation. Once this has been approved, a start date for the works can be agreed with the contractors.

5. To decide on terms of hire and fees for summer football training on Tim Parry Recreation Ground

In November 2025, the Parish Estates Committee agreed to allow Matthiola JFC to continue summer football training on Tim Parry Recreation Ground with terms and conditions to be decided. Members were provided with the previous terms of hire which were accepted with some additional terms, with fees to remain the same at £400 plus a damage deposit of £100.

FINANCE/2026/04/29: Recommended that the terms of hire for Tim Parry Recreation Ground be accepted with the following additions:

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- *Pitch marking – only authorised pitch marking paint to be used to prevent damage to the grass surface*
- *Pitches to be moved around regularly to prevent overuse of any one area of the ground*
- *Divots/holes – to be repaired or refilled at the end of each session to for the safety of other members of public*
- *Damage deposit - £100 returnable deposit to be paid at the beginning of the season. Any damage to the ground requiring Council intervention will forfeit either part, or all, of the deposit.*

*Fees to remain at £400 for use of the field for summer football training plus the damage deposit, payable in advance.
(Open Spaces Act 1906 s10)*

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

A list of payments to be made were tabled at the meeting. The following payments were considered and approved.

Presented By	Description	Amount, £
Go Audits	Upgrade to unlimited templates	£432.38
Go Audits	Starter 2 users	£1.24
Dot McKeown	Life's too short Donation	£148.97
Rachel Martin	Customer Refund	£400.00
Niche Environmental	Bee Posts PPF	£3204.00
Terrier Tools	STIHL Multi Battery	£272.74
Top Print	Artwork Fun day	£30.00
Cheshire Haybales	Haybales Fun Day	£341.80
Trade UK	Natural Cable Tie	£7.99
B&B Hygiene Ltd	Cleaning supplies	£347.29
CTM	Repair to ride on mower	£829.25
CTM	Hayter mower service	£165.82
CTM	Strimmer repair	£18.00
CTM	STHIL FSA135R service	£18.00
CTM	STIHL HS82 service	£102.63
CTM	Generator service	£83.87
CTM	STIHL HAS100 Sharpened blades	£36.00
Terrier Tools	STIHL Blade	£54.79
Amazon Business	Pesticide Applicator Log book	£11.63
Amazon Business	Whiteboard Pens	£9.69
Amazon Business	Whiteboard Eraser	£11.03
360 Landscape	2 tonne top soil -TP	£135.00
Moveable Wall	Annual service – moveable wall BB	£481.50
Trade UK	Lock for cupboard – TP	£4.69

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Cheshire Constabulary	PCSO Contribution Q4 Jan 26 – Mar 26	£11,025.00
WBC	Recycling bin collection April 26 – Mar 27	£717.60
WBC	Commercial Waste collection WH April 26 – Mar 27	£786.24
WBC	Commercial Waste collection TP April 26 – Mar 27	£635.44
WBC	Commercial Waste collection TP April 26 – Mar 27	£786.24
WBC	Commercial Waste collection BB April 26 – Mar 27	£786.24
Trade UK	Combi padlocks and insulation tape	£62.79
Amazon Business	Rose food	£30.16
Amazon Business	Whiteboard Cleaning Wipes	£4.85
MKM	Fexseal Drain Adaptor	£8.39
WBC	Serv Charge – Hood Manor Community Centre	£382.89
Amazon Business	Wheel Barrow inner tube	£10.91
Amazon Business	Screws and liquid glue – grounds	£15.29
B&B Hygiene Ltd	Cleaning supplies	£523.91
Canda Copying	Copier rental charge	£183.64
Canda Copying	Office copies	£94.80
Millhouse Training	Emergency First Aid Training Course	£168.00
Keep Britain Tidy	Green Flag Award Application – TP	£466.80
Amazon Business	Tyre and Inner tube valve	£10.99
Equals Card	Petty Cash top up	£1120.51
	Total	24,969.00

FINANCE/2026/04/30: Resolved to authorise all payments listed (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 February were also noted:

Novuna	02/02/2026	Electric Van	Lease	456.20
SSE Energy	02/02/2026	Gas	HM	596.78
Lex Autolease	02/01/2026	Council Electric Van	Lease	851.98
Water Plus	02/02/2026	Water charges	HM	45.60
Water Plus	02/02/2026	Water charges	WH	74.96
Water Plus	02/02/2026	Water charges	BB	122.98
BT	03/02/2026	WiFi/Telephone	HL/TP/BB/HM	396.49
SSE Energy	03/02/2026	Gas	BB	761.27
SSE Energy	03/02/2026	Gas	HL	655.43
SSE Energy	09/02/2026	Electricity	HL	50.55
SSE Energy	10/02/2026	Electricity	WH	1663.08
SSE Energy	10/02/2026	Electricity	HL	176.18
Peninsula	11/12/2025	H&S Service	H&S	200.93
SSE Energy	11/02/2026	Electricity	HL	201.04
Smart Pension Ltd	11/12/2025	Pension payment Nov/Dec	Wages	3481.16
Global 4 Comms	16/02/2026	Office 365/email	E-mail	58.55
SSE Energy	16/02/2026	Electricity	TP	89.11
SSE Energy	26/02/2026	Electricity	WH	298.45

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Water Plus	26/01/2026	Water charges	TP	72.49
BT	27/02/2026	WIFI/Telephone	WH	260.60
SSE Energy	27/02/2026	Gas	HM	118.06
Utility Warehouse	27/02/2026	Mobile phones	Office	56.38
Service Fee Charge	28/02/2026	Service Charge	Office	20.40
			TOTAL	£10,708.67

7. To consider quotes received and authorise or make recommendations to full Council.

Three quotes were provided for replacement tables and chairs (including trolley) for Bewsey Barn Community Centre. The replacements have been allowed for within the Facilities Investment budget for the year. The two lowest quotes were comparable, and it was agreed to purchase from Strictly Tables and Chairs who have supplied the Council previously.

FINANCE/2026/04/31: Resolved to purchase 32nr replacement folding chairs, including trolley, and up to 10 replacement folding tables from Strictly Tables and Chairs at a maximum cost of £3,211.02 (LG (Misc. Prov.) Act 1976 s19)

8. To consider requests for financial assistance.

No requests for consideration.

9. Budget 2025-26: to scrutinise documentation and when satisfied as to correctness to sign off financial reports and bank reconciliations for February 2026.

The bank reconciliation and budget monitoring pages had been circulated ahead of the meeting and were considered before accepting. It was noted that the increase in hall hire fees implemented in November 2025 had reduced the subsidy required from the council to operate the centres. At the end of February, this subsidy was around £60k for the five centres. This is within the level of £75k set by the council and it was agreed that there was therefore no need to implement a further increase in hall hire fees at this time, but it will be kept under review.

FINANCE/2026/04/32: Resolved to accept the bank reconciliation and budget monitoring pages for February 2026 (Accounts and Audit Regulations 2015 reg 4).

10. To authorise payment of wages, tax and ERNIC for March 2026

The list of wages to be paid was considered and authorised. Total Employment Costs (including salaries, pensions & HMRC) were £22,709.63

FINANCE/2026/04/33: Resolved to authorise payment of wages and HMRC costs (£22,709.63 total) for March 2026 (LGA 1972 s112).