

GREAT SANKEY PARISH COUNCIL

Finance Committee

Minutes of meeting: Tuesday 5th May 2026
Whittle Hall Community Centre

Chair: Cllr P Watson
Present: Cllr N Catlow
Cllr C Wren
Cllr B Simpson
Cllr M Hussain

In Attendance: K Carter (Clerk)

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

Cllr Pennington had informed the Chair that he would be unable to attend the meeting.

2. To approve the minutes of previous meeting 31/3/2026.

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

FINANCE/2026/05/34: Resolved to approve the minutes of the meeting held on 31st March 2026 as a true record (LGA 1972 Sch 12 41(1)).

3. Budget

3.1 Financial year 2025-26: to be advised of, and approve, end of year figures.

The year end bank reconciliations, budget monitoring, and centre income & expenditure had been provided to the committee. It was accepted that there was a surplus at the year end as income on the centres had been higher than predicted and some projects had been deferred until the new financial year. There was also some interest from the earmarked reserves account. The total surplus was £58,947.63.

FINANCE/2026/05/35: Resolved to accept the year end figures for 2025-26 and note the surplus of £58,947.63.

3.2 Financial year 2026-27: to review budget approved in January 2026 and propose amendments.

The 2026-27 budget includes monies for the Parish-funded PCSO role of £46,300. At the time the council set the budget in January 2026, Cheshire Constabulary was still conducting its review of PCSO provision. Since then, it has been confirmed that there is no longer an offer to parish councils to fund an additional PCSO which means that the allowance in the budget is not needed. The options for the council are to leave the budget as it stands and utilise the money for a project later in the year, assign the sum to an existing fund or earmarked reserve, or assign to a new project. It was decided to leave the budget as it stands for the moment and keep it under review during the year.

FINANCE/2026/05/36: Recommended to note that the allocated sum for the Parish-funded PCSO is no longer needed. To leave the budget as it stands and review throughout the financial year.

It was also noted that the road closure cost for the Remembrance Sunday event is likely to increase this year. The costs are shared with Penketh PC and have been around £600 each, but changes to the administrative process may impact this. The expenditure comes from the Community Fund which has a total budget of £5,000 for the year and therefore the potential increase should be manageable.

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3.3 To consider and recommend options for surplus funds.

As noted under item 3.1, there was a surplus of £58,947 in the financial year to the end of March 2026. It was agreed to move £40k to the general reserve to bring this reserve up to advised levels. The general reserve is currently held with WBC, and it was agreed to query the security of the fund, interest rates and access arrangements before committing further sums. If the committee is not satisfied with the answers, an alternative will be considered.

The remaining £8,947 will be moved to earmarked reserves.

FINANCE/2026/05/37: Recommended move £40,000 of the surplus from the financial year 2025-26 to the general reserve and to allocate the remaining £8,947 to earmarked reserves.

4. Investments: to review and decide on investment options on receipt of the precept for 2026-27.

Members were advised that the 2026-27 precept has not yet been received from WBC but there are options to move some of these funds into savings accounts for later in the year. The committee agreed to leave this with the Clerk to propose suitable terms and sums.

5. To review the terms of hire for Tim Parry Recreation Ground for football training.

Referred to full Council for consideration.

6. Parish Playing Field: to be advised of updated agreement with the Grounds Management Association.

The committee was advised that the Grounds Management Association (GMA) had been engaged in 2022 for the final part of the drainage project on the Parish Playing Field to carry out works supervision on behalf of the parish council. This stage has now been reached; the GMA confirmed it was still available for the supervision, but costs had risen slightly from £6021 to £6261. Since an initial site visit was planned for 1 May before the Finance Meeting and the increase was small and could be covered from the project budget, the Clerk had approved the additional cost. This was noted and accepted.

FINANCE/2026/05/38: Resolved to note the increase in the cost to £6261 for GMA support during the drainage installation on the Parish Playing Field.

7. Childs Wood Field: to be advised of additional costs for the feasibility study and decide how to address this.

WBC have been conducting desktop surveys on Childs Wood Field on behalf of the Parish Council with the grant from the UKSPF of £15,000. The reports are now completed and have been forwarded to GSPC for review. The budget has been overspent by £2,053.27 and it was agreed that this should be paid to WBC. The reports will be considered by the Parish Estates Committee; the Clerk noted that they are technical in nature, and it was suggested a Teams meeting could be set up with WBC and members of the Parish Estates Committee to understand these before any further decisions are made.

FINANCE/2026/05/39: Recommended to send payment of £2053.27 for the additional costs for the surveys on Childs Wood Field.

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8. To scrutinise and approve 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, £
Terrier Tools	Stihl AP 500 Battery	£382.80
The Tom Taylor	Website Redesign part 3	£6000.00
Strictly Tables & Chairs	Folding Chair/ Trolley and tables	£2529.66
J Riley	Labour laptop full rebuild/setup	£485.00
Woodend Nursery	X6 soil conditioner	£43.20
Brentwood Moss	Forest bark 1 tonne	£61.20
Ross Safety Wear	X 2 pairs staff boots	£142.34
Amazon Business	HP 14 inch laptop – office	£484.98
Rialtas	Bookings software renewal	£360.00
CHALC	Membership renewal	£1631.80
Wicksteed	Turnstile replacement – TP	£3279.60
Rospa	Annual inspection TP and Vicarage park	£213.60
Landscape Academy	Cable avoidance training course	£209.40
Trade UK	Silicone cleaner/silicone	£32.57
NWFE	Mags locks refitted door WH	£282.00
Connexus	Health Surveillance Day	£450.00
Amazon Business	Car phone Holder 2026	£26.67
Meadowmania	Wildflower seeds	£530.98
MKM	Large rotavator	£126.90
Amazon Business	Steroplast Trauma Wound	£10.34
Amazon Business	Stihl Strimmer Head	£24.48
Amazon Business	Tuff Cut Scissors – First aid	£4.99
Amazon Business	Tactical Tourniquet Bandage	£18.99
Trade UK	WH Centre Maintenance	£74.24
Trade UK	HM/BB Centre Maintenance	£29.66
Amazon Business	Bleed save first aid	£11.99
Ross	Insulated safety glove	£19.44
GGM Group	Amazon Profihopper hire	£1074.00
B&B Hygiene Ltd	Cleaning Supplies	£147.69
Brentwood Moss	Plants	£296.38
BT Skip Hire	Skips for garden waste GSPC sites	£690.00
Amazon Business	Henry Hoover repairs	£14.48
Amazon Business	Suction phone holder replacement	£5.99
Amazon Business	Henry Hoover and bags	£179.88
Equals Card	Petty Cash top up	£418.39
	TOTAL	£38313.21

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FINANCE/2026/05/40: 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 March were also noted:

Novuna	02/03/2026	Electric Van	Lease	456.20
WBC	02/03/2026	December Business Rates	HM	235.00
WBC	02/03/2026	December Business Rates	WH	147.00
WBC	02/03/2026	December Business Rates	BB	125.00
Lex Autolease	02/03/2026	Council Electric Van	Lease	851.98
Water Plus	02/03/2026	Water charges	HM	45.60
Water Plus	02/03/2026	Water charges	WH	74.96
Water Plus	02/03/2026	Water charges	BB	122.98
SSE Energy	03/03/2026	Gas	WH	948.32
SSE Energy	03/03/2026	Gas	HM	384.34
SSE Energy	03/03/2026	Gas	HL	356.82
SSE Energy	03/03/2026	Gas	BB	746.88
BT	04/03/2026	WIFI/Telephone	HL/TP/BB/HM	396.49
Peninsula	11/03/2026	H&S Service	H&S	200.93
Smart Pension Ltd	12/03/2026	Pension payment Jan	Wages	1518.97
Global 4 Comms	16/03/2026	Office 365/email	E-mail	52.45
Peninsula	19/03/2026	Set up to Bright HR	HR	314.55
Water Plus	26/03/2026	Water charges	TP	66.21
Water Plus	26/03/2026	Water charges	HL	47.36
BT	27/02/2026	WIFI/Telephone	WH	268.39
WBC	30/03/2026	January Business Rates	HM	235.00
WBC	30/03/2026	January Business Rates	WH	147.00
WBC	30/03/2026	January Business Rates	BB	125.00
Utility Warehouse	31/03/2026	Mobile phones	Office	108.75
Water Plus	31/03/2026	Water charges	HM	45.60
Water Plus	31/03/2026	Water charges	WH	74.96
Manual Handling Charges	31/12/2025	Bank Charges	Office	6.30
Service Fee Charge	31/03/2026	Service Charge	Office	24.70
			TOTAL	£8127.74

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

The council has reached the end of the 3-year agreement with Zurich Insurance. Costs had been provided for continued cover for either 1 or 3 years. The 3-year agreement was accepted.

FINANCE/2026/05/41: Resolved to accept the 3-year agreement from Zurich Insurance, £11,260.99 pa.

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10. To consider requests for financial assistance.
None.

11. To authorise payment of wages, tax and ERNIC for April.
The list of wages to be paid was considered and authorised. Total Employment Costs for April (including salaries, pensions & HMRC) were £29,429.27

FINANCE/2026/05/42: Resolved to authorise payment of wages and HMRC costs (£29,429.27 total) for April 2026 (LGA 1972 s112).