

GREAT SANKEY PARISH COUNCIL

Finance Committee

Minutes of meeting: Tuesday 4th August 2026
Whittle Hall Community Centre

Chair: Cllr S Pennington
Present: Cllr N Catlow
Cllr M Hussain
Cllr B Simpson
Cllr P Watson

In Attendance: K Carter (Clerk)

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

No apologies.

2. To approve the minutes of previous meeting 30/6/26.

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

FINANCE/2026/08/58: Resolved to approve the minutes of the meeting held on 30th June 2026 as a true record (LGA 1972 Sch 12 41(1)).

3. To consider authorised signatories.

Membership of the Finance Committee has changed and therefore bank signatories were reviewed. Cllrs Watson, Pennington and Simpson are already signatories although only Cllr Watson has online access; the others will contact the bank to register fully for internet banking. It was also agreed to replace Cllr Williams with Cllr Catlow as a signatory.

FINANCE/2026/08/59: Resolved to replace Cllr Williams with Cllr Catlow as a bank signatory for the council.

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 considered and approved.

Presented By	Description	Amount, £
Go Audits	Go Audits annual user x 4	1,382.40
Natasha Cubbins	Fairground Fun Day	13,992.00
Steve Mahon	Gas Safety Certificates	360.00
Trade UK	Centre Maintenance – TP	23.87
Amazon Business	Hanging Baskets	87.92
Amazon Business	Disposable gloves	68.99
Amazon Business	Samsung Galaxy Phone	118.98
B&B Hygiene Ltd	Cleaning supplies	475.11
Trade UK	Tap lever and washer	11.96
Trade UK	Titan Electric water timer	24.99
Trade UK	Hose clip and dirty water pump	46.48
Ross	PPE Apprentice	29.26
Amazon Business	Hose pipe connectors	17.03

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Tudor Environmental	Storage locker	178.96
Trade UK	Replacement taps – WH/HL/HM	79.98
Trade UK	Replacement tap – TP	62.99
Trade UK	Flush pipe and flush button – TP	8.92
Ross Safety Wear	Employee PPE	161.38
Ross Safety Wear	Employee PP	382.33
NWFE	Removal of maglocks and cabling for WH door fit	210.00
Amazon Business	Project Presentation Folders	29.22
Amazon Business	Disposable Gloves	68.99
Equals Card	Petty Cash top up	396.69
	Total	18,218.45

FINANCE/2026/08/60: 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 June were also checked:

Novuna	01/06/2026	Electric Van	Lease	456.20
WBC	01/06/2026	May Business Rates	TP	301.00
WBC	01/06/2026	May Business Rates	HM	214.00
WBC	01/06/2026	May Business Rates	BB	227.00
WBC	01/06/2026	May Business Rates	WH	191.00
Lex Autolease	01/06/2026	Council Electric Van	Lease	851.98
Water Plus	01/06/2026	Water charges	HM	45.60
Water Plus	01/06/2026	Water charges	WH	74.96
Water Plus	01/06/2026	Water charges	BB	122.98
BT	03/06/2026	WIFI/Telephone	HL/TP/BB/HM	426.30
Smart Pension Ltd	11/06/2026	Pension payment March	Wages	1518.04
Peninsula	12/05/2026	HR/H&S Services	HR	515.48
British Gas	15/06/2026	Gas	BB	81.57
British Gas	15/06/2026	Gas	WH	57.33
British Gas	15/06/2026	Electricity	HL	527.83
British Gas	15/06/2026	Gas	TP	87.15
British Gas	15/06/2026	Gas	HL	74.43
British Gas	15/06/2026	Electricity	WH	62.94
British Gas	15/06/2026	Electricity	BB	89.34
British Gas	15/06/2026	Electricity	HL	59.71
Global 4 Comms	15/06/2026	Office 365/email	Office	53.11
Water Plus	25/06/2026	Water charges	TP	81.80
Water Plus	25/06/2026	Water charges	HM	43.14
BT	29/06/2026	WIFI/Telephone	WH	279.22
SSE Energy	29/06/2026	Electricity	HL	1466.32
WBC	30/06/2026	June Business Rates	TP	301.00
WBC	30/06/2026	June Business Rates	HM	214.00
WBC	30/06/2026	June Business Rates	BB	227.00

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WBC	30/06/2026	June Business Rates	WH	191.00
Utility Warehouse	30/06/2026	Mobile phones	Office	94.87
Water Plus	30/06/2026	Water charges	HM	45.60
Water Plus	30/06/2026	Water charges	WH	74.96
Unity Trust Bank	30/06/2026	Manual Handling Fee	Office	5.20
Service Fee Charge	30/06/2026	Service Charge	Office	25.45
			TOTAL	£9087.51

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

CCTV – to replace broken system at Tim Parry Recreation Ground and install new at Penketh Business Park unit. 3 quotes had been obtained which were similar in cost. Grounds staff will need to dig the trench for the ducting to the two car park cameras for all quotes, but there are differences in the ongoing costs for the IT connection/app and supply of plant hire. It was agreed to engage company 3 subject to further discussion with the company and the council's IT support to ensure there are no additional requirements or hidden costs.

FINANCE/2026/08/61: Resolved to engage PSI Solutions to install CCTV at Tim Parry Recreation Ground and Penketh Business Park subject to clarification that there are no hidden costs or work required by council staff (Local Government & Rating Act 1997 s31).

Accounts software – the previous meeting had agreed that there were two options for appropriate accounts software, Scribe or Rialtas Omega. Quotes had been obtained for both, and it was agreed to obtain the Rialtas software to complement the Facilities Bookings that the council already has.

FINANCE/2026/08/62: Resolved to purchase Rialtas Omega accounts software for council use

6. To consider requests for financial assistance.

Chatty café – agreed free use of Tim Parry Community Centre on Friday lunchtimes.

FINANCE/2026/08/63: Resolved to allow free use of Tim Parry Community Centre for the Chatty Café booking (LG (Misc. Prov.) Act 1976 s19)

7. Budget 2026-7: to scrutinise documentation and when satisfied as to correctness to sign off financial reports and bank reconciliations for June.

FINANCE/2026/08/64: Resolved to accept the bank reconciliation and budget monitoring pages for June 2026 (Accounts and Audit Regulations 2015 reg 4).

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

The list of wages to be paid was considered and authorised. Total Employment Costs for July (including salaries, pensions & HMRC) were £30,567.97

FINANCE/2026/08/65: Resolved to authorise payment of wages and HMRC costs (£30,567.97 total) for July 2026 (LGA 1972 s112).