GREAT SANKEY PARISH COUNCIL
Finance Committee

Minutes of meeting: Tuesday 1st September 2026
Whittle Hall Community Centre

Chair: Cllr S Pennington
Present: Cllr N Catlow
Cllr B Simpson
Cllr P Watson
Cllr C Wren

In Attendance: K Carter (Clerk)

1. **To receive and approve any apologies for unavoidable absence.**
Apologies were received from Cllr Hussain.

2. **To approve the minutes of previous meeting 4/8/26.**
The draft minutes were moved and accepted as a true record of the meeting and signed as such.

***FINANCE/2026/09/66**: **Resolved** to approve the minutes of the meeting held on 4th August 2026 as a true record (LGA 1972 Sch 12 41(1).*

3. **To consider suggestion for card payments.**
The council currently accepts payment for hall hire by either cheque or bank transfer. Cash payments were discontinued in October 2023 because changes to the banking system made paying cash into the council's account increasingly difficult leading to cash being kept in the Parish Office for many months. A suggestion was made to acquire a card payment machine to provide an additional method of payment. A review of the number and type of payments over the last 12 months show that the majority (88%) of customers pay by bank transfer and 12% by cheque, with only one request made for card payment. Given that there would be a cost for the machine (either purchase or rental) along with transaction fees, it was agreed that the demand does not support the need for a card machine at this time. The situation will continue to be monitored and reviewed in the future if demand increases.

***FINANCE/2026/10/67**: **Resolved** to retain the current process for payments to the council via cheque or bank transfer and to review the need for a card machine if demand increases.*

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, £
The Landscape Academy	Staff Training	1132.80
Fisher German	Rent Unit June to Sept	3654.00
Fisher German	Service Charge Unit June to Sept	135.35
UBS	Baliff services	3660.00
John Riley	Laptop supply and set up	1795.00

T & O Harrison	Greenwaste	30.00
Viking Office UK	Office stationery	227.29
Tudor Environmental	STIHL Dynamic Ergo	60.74
Amazon Business	Samsung Galaxy Phone Case	11.94
K. Carter	Paid for grounds van repair	49.50
Ross Safety Wear	PPE Staff	26.26
Ross Safety Wear	PPE Staff	34.52
Trade UK	Padlock and chain	43.38
Trade UK	Padlock	33.89
Tudor	Trigger litter picker	53.59
Amazon Business	3 Drawers Filing cabinets	50.00
Trade UK	Toilet repairs TP/BB	43.32
Firecheck NW	Pat testing – TP	90.96
Firecheck NW	Pat testing – BB	78.00
Firecheck NW	Pat testing – HM	78.00
Firecheck NW	Pat testing – WH	152.88
PSI Solutions	CCTV Phase one installation	3,900.00
B&B Hygiene Ltd	Cleaning Supplies	328.01
Tudor Environmental	Secateurs and holster – grounds	80.11
Trade UK	Toilet repairs TP/BB	43.32
Trade UK	Retractable knife – Centre repairs	10.59
Ross Safety Wear	Grounds staff PPE	51.30
Ross Safety Wear	Grounds Staff PPE	59.10
GMA	PPF Drainage improvements	1139.52
Trade UK	Padlock	33.89
Firecheck NW Ltd	PAT testing – HL	78.00
Amazon Business	Dash Cam	58.99
Rialtas	Bookings & Accounts software	1698.00
Amazon Business	Spanners-wrenches	26.05
National Security Gates	Repairs	618.00
Steve Mahon	Toilet repairs, Hood Manor	360.00
Tom Taylor Company	Website hosting Dec 25 – Sep 26	1800.00
Tom Taylor Company	Website redesign Part 4	2200.00
Tom Taylor Company	Website redesign Part 5	6000.00
Equals cards	Account top-up	421.34
	TOTAL	**40,774.79**

FINANCE/2026/09/68: 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 July were also checked:

Novuna	01/07/2026	Electric Van	Lease	456.20
Lex Autolease	01/07/2026	Council Electric Van	Lease	851.98

Water Plus	01/07/2026	Water charges	BB	122.98
BT	06/07/2026	WIFI/Telephone	HL/TP/BB/HM	426.30
Smart Pension Ltd	10/07/2026	Pension payment April	Wages	1523.54
British Gas	13/07/2026	Gas	BB	14.25
British Gas	13/07/2026	Gas	TP	30.72
Peninsula	13/07/2026	HR/H&S Services	HR	515.48
Global 4	14/07/2026	Office 365/email	E-mail	64.21
British Gas	15/07/2026	Electricty	WH	185.90
British Gas	15/07/2026	Electricty	BB	97.62
British Gas	15/07/2026	Gas	HM	6.04
Public Works Loans	20/07/2026	Loan repayment	Office	11666.94
Water Plus	27/07/2026	Water charges	TP	81.16
Water Plus	27/07/2027	Water charges	HL	45.11
BT	28/07/2026	WIFI/Telephone	WH	283.10
WBC	30/07/2026	July Business Rates	TP	301.00
WBC	30/07/2026	July Business Rates	HM	214.00
WBC	30/07/2026	July Business Rates	WH	227.00
WBC	30/07/2026	July Business Rates	BB	191.00
Utility Warehouse	31/07/2026	Mobile phones	Office	94.87
Water Plus	31/07/2026	Water charges	HM	45.60
Water Plus	31/07/2026	Water charges	WH	74.96
Unity Trust	31/07/2026	Service Charge	Office	29.80
			TOTAL	**£17549.76**

5. To consider any quotes received and authorise or make recommendations to full Council where appropriate.
None.

6. To consider requests for financial assistance.
Request 1: from Families United who provide support to families with children & young adults with a variety of neuro diverse, sensory and life-threatening conditions. £100 donation approved in recognition of the much-needed service provided.

FINANCE/2026/09/69: Resolved *to give a donation of £100 to Families United***.**

Request 2: from Scout Leader at 10th Warrington West Scout Group for help towards an expedition for the Scout of the World Award. £100 donation approved in recognition of the development opportunity for scout leadership skills and ongoing benefit to young people in the parish.

FINANCE/2026/09/70: Resolved *to give a donation of £100 to a scout leader of 10th Warrington West Scout Group.*

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

FINANCE/2026/09/71*:* ***Resolved*** *to accept the bank reconciliation and budget monitoring pages for July 2026 (Accounts and Audit Regulations 2015 reg 4).*

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8. To authorise payment of wages, tax and ERNIC for August.
The list of wages to be paid was considered and authorised. Total Employment Costs for August (including salaries, pensions & HMRC) were £25,008.54

FINANCE/2026/09/72: Resolved *to authorise payment of wages and HMRC costs (£25,008.54 total) for August 2026 (LGA 1972 s112).*

9. Governance issues (P Watson)
Proposed and agreed to recommend that the Parish Council reviews the strategic aims of the council to focus objectives and aid in decision-making, with the initial work to be undertaken by the Finance Committee.

FINANCE/2026/09/73: Recommended *to review the strategic aims of the Parish Council via the Finance Committee.*