

GREAT SANKEY PARISH COUNCIL

Finance Committee

Minutes of meeting: Tuesday 1st August 2023
Whittle Hall Community Centre

Chair: Cllr Watson
Present: Cllr Clark Cllr Hussain
Cllr Pennington

In Attendance: K Carter (Clerk)

- 1. To receive and approve any apologies for unavoidable absence.**
Apologies were received from Cllrs Cotter and Price.
- 2. To approve the minutes of previous meeting 4/7/2023.**
The draft minutes were moved and accepted as a true record of the meeting and signed as such.

FINANCE/2023/64

RESOLVED: To approve the minutes of the meeting held on 4th July 2023 as a true record.

- 3. To receive a report on GNWA5 at Hood Lane Community Centre.**
Deferred until report received.
- 4. To be advised of outstanding items and produce an action plan for completion.**
 - a) EV charger for council vans. A standard domestic 8.4kW charger will suffice and can be located either on the side of the building or within the grounds compound.
 - b) cAED at Whittle Hall Community Centre. The options for getting power to the external cabinet need to be investigated which can be done at the same time as the electrics for the EV charger.

The council's electrician will be contacted as soon as possible; it is anticipated that it should be possible to have these in place or scheduled by the next Finance Committee meeting.

c) To obtain a quote for solar panels to be installed at other community centres. Hood Lane is not suitable because of the angle of the roof and the type of tile. Hood Manor is also not suitable because of the flat roof which leaves Tim Parry Community Centre. This would benefit greatly in terms of cost savings because of the level of use, particularly during the day. The company that installed the systems at Whittle Hall and Bewsey Barn will be contacted.

FINANCE/2023/65

RESOLVED: To obtain quotes for the installation of an EV charger and defibrillator at Whittle Hall Community Centre and for solar panels at Tim Parry Community Centre as soon as possible.

- 5. 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
EDR Landscape Mngt	Grounds Maintenance – final invoice	£1,687.50
Superstars	Summer Playscheme (6 weeks)	£3,900.00
GoAudits	1 year subscription	£230.40



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B&B Hygiene Ltd	Cleaning Supplies	£264.95
A&B Services	Jet Clear drains at WH	£114.00
Trade UK	Centre Maintenance	£24.95
Screwfix	Ground equip – 1t polybag	£41.94
J. Riley	Onsite IT support	£65.00
ComTec	Supply & installation of CCTV WH	£720.00
Wicksteed	Basket swing repairs, TP playground	£1711.48
Trade UK	Grounds Maintenance	£83.50
Rise Associates	Project Management – Sankey Station	£2400.00
Trade UK	Grounds Maintenance	£120.85
Ross Quality	Staff workwear	£72.00
Equals	Petty cash card top-up	£645.44
	TOTAL	£12,082.01

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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 June were also checked:

Novuna	01/06/2023	Electric Van	Lease	456.20
BT	01/06/2023	WIFI/Telephone	TP	97.92
BT	01/06/2023	WIFI/Telephone	BB	67.21
Water Plus	01/06/2023	Water charges	HM	29.59
Water Plus	01/06/2023	Water charges	WH	50.72
Water Plus	01/06/2023	Water charges	BB	125.03
Water Plus	01/06/2023	Water charges	HL	97.21
Water Plus	02/06/2023	Water charges	TP	2182.90
BT	06/06/2023	WIFI/Telephone	HM	90.07
GCI Network	05/05/2023	e-mail hosting/microsoft office	Office	93.34
Water Plus	07/06/2023	Water charges		237.94
SWALEC GAS	23/06/2023	Gas	HM	78.63
SWALEC GAS	23/06/2023	Gas	WH	54.21
SWALEC GAS	23/06/2023	Gas	BB	23.11
SWALEC GAS	23/06/2023	Gas	HL	36.57
SWALEC	26/06/2023	Electricity	TP	1430.61
SWALEC GAS	26/06/2023	Gas	TP	1535.57
SWALEC	29/06/2023	Electricity	HL	178.60
BT	30/06/2023	WIFI/Telephone	WH HALL	67.93
WBC	30/06/2023	June Business Rates	TP	87.00
WBC	30/06/2023	June Business Rates	HM	61.00
WBC	30/06/2023	June Business Rates	WH	62.00
WBC	30/06/2023	June Business Rates	BB	52.00
Utility Warehouse	30/06/2023	Mobile phones	Office	71.39



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

There were no quotes, but two are being sought:

- WBC had advised that GSPC needs to cut back overgrown trees/shrubs from Childs Wood Field which are overhanging the highway.
- For legal advice on the agreement for use by WHJFC for the Parish Playing Field

7. To consider requests for financial assistance; to decide if any donations are to be made or if requests should be recommended to full Council.

a) for the purchase and installation of 2 benches on Marina Avenue Park. WBC owns the park and, at residents' request, is undertaking various improvement works, including repairs to the play equipment, grounds management and hopefully the installation of a footpath. The Parish Council has been asked to consider funding two benches. A cost for these had been provided by WBC and was recommended for approval. Costs will be met from the Community Fund.

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RECOMMENDED: To fund the purchase and installation of 2 benches for Marina Avenue Park through WBC at a cost of £3000 +VAT (Open Spaces Act 1906 s10).

b) from a resident for funding towards a community defibrillator in Shipton Close. A Go Fund Me page has been set up to purchase a defibrillator on Shipton Close. The resident is willing to maintain the device and fund the costs for electricity for the cabinet and has requested a donation from the parish council. It was agreed to donate £200 towards the costs.

FINANCE/2023/68

RESOLVED: To donate £200 towards a community defibrillator being organised by a resident for Shipton Close (Public Health Act 1936 s234).

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

The budget monitoring sheets, and bank reconciliation were scrutinised, discussed and agreed. The Clerk will review the income from the centres which is a little lower than anticipated; check the amount of the electricity payments for Bewsey Barn & Whittle Hall Community Centres which may need to reduce following the installation of the solar panels; check locations of wildflower planting to ensure these have been carried out this year.

FINANCE/2023/69

RESOLVED: To accept the bank reconciliation and budget monitoring pages for June 2023 (Accounts and Audit Regulations 2015 reg 4).

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

The list of wages to be paid was considered and authorised. Total Employment Costs (including salaries, pensions & HMRC) were £17,600.44.

FINANCE/2023/70

RESOLVED: To authorise payment of wages and HMRC costs as listed for July 2023 (LGA 1972 s112).

