

# GREAT SANKEY PARISH COUNCIL

## Finance Committee

Minutes of meeting: Tuesday 6<sup>th</sup> August 2024  
Whittle Hall Community Centre

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**Chair:** Cllr Williams  
**Present:** Cllr Watson  
Cllr Cotter  
Cllr Simpson

**In Attendance:** K. Carter (Clerk)

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

None.

**2. To approve the minutes of previous meeting 2/7/2024.**

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

**FINANCE/2024/64, RESOLVED:**

*To approve the minutes of the meeting held on 2<sup>nd</sup> July 2024 as a true record.*

**3. Brentnall Boat Park**

**- to be updated on councillor meeting 24/7/24 and next steps**

**- to consider engaging solicitor**

Councillors had raised several items to be clarified before the council could consider whether to take on ownership of the park from Your Housing. These were,

- Whether existing damage to the park and fencing would be put right prior to any transfer,
- Confirmation of the outer boundary and the responsibility for this,
- Clarification on the ownership of the trees and shrubs between the playground fence and the outer fence.

It was agreed that a meeting with Your Housing, Sankey South Councillors and the Chair and Vice-Chair would be arranged to discuss these queries. WBC will also be asked if they have information on the ownership of the trees.

Your Housing has stated that GSPC would need to do any appropriate searches on the land; it was agreed that this would be done after confirmation on the above if the transfer is to be progressed and a solicitor will be appointed at that time if necessary.

Members were also informed that the number of volunteers opening and closing the park has dropped and this is a concern for the future. Locking the park at night helps to reduce litter and damage to the park, as well as noise disturbance for nearby residents and it is therefore important that this can continue. It was further noted that GSPC does not have the capacity to take on the opening and closing 7 days a week and this may need further consideration.

**FINANCE/2024/65, RESOLVED:**

*To raise queries on Brentnall Boat Park with Your Housing; to seek confirmation on the outer boundary, trees and responsibilities for such and to conduct relevant searches on the land if council then wishes to progress with the transfer of the park (LGA 1972 s124).*

**4. To receive information from solicitor & CIC on Sankey Station lease negotiations.**

The solicitor had been in touch with Sankey Station CIC & the council regarding the leases for the station house with Arch Co. and for the ticket office with Network Rail. Additional sums are

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being requested from Network Rail which the solicitor is querying. The solicitor had also noted that there is a 5-year difference in lease length for the two sides of the building and queried whether the council was happy with that. It was agreed to ask what the potential implications are before discussing further.

It was noted that the solicitor and council has not yet received the lease documents for consideration. Once received these will need to be discussed by full council.

**5. To be updated on funding application to the Football Foundation for the drainage project on the Parish Playing Field.**

Work has been progressing on the application and the Football Foundation has confirmed that whilst the application will be postponed to a later funding cycle, it is still viable and a valuable site for development. The Advisory Group is awaiting revised costs from Talbot Landscapes, an update on the planning application and a revised timeframe before the application can be finalised.

**6. Tim Parry Recreation Ground updates**

- works compound on car park opposite Kintore Drive
- vehicle access from car park to community centre

The committee had previously considered installing automated barriers to prevent unauthorised access and parking near the children's play area. Staff had considered further how this would operate in practice and were unsure whether keypad access would resolve the issue as the code could be passed around easily. Rather than commit to a large expenditure of around £10k, it was suggested that the manual barrier is relocated to the start of the access road where it can be easily seen by drivers entering the car park. A short path can be installed by council staff to allow pedestrians access when the barrier is closed. It was proposed that this would be trialled at weekends with the barrier remaining closed when the café is operating to protect customers and public using the play area. The barrier will remain open during the week for centre customers, but if the access conditions are not adhered to, the barrier could be locked for specific customers. This proposal was agreed.

**FINANCE/2024/66, RESOLVED:**

*To move the manual arm barrier at Tim Parry Community Centre to the start of the access road to the centre. To lock it at weekends to protect the play area and as necessary mid-week if centre customers do not adhere to the restrictions signposted (LG (Misc. Prov.) Act 1976 s19).*

**7. To be informed of the 3-year budget forecast and upcoming/proposed projects.**

This was an information item to start discussions about future ideas and projects. Various suggestions have been made over the last few months; it was proposed that this is an ongoing discussion for the full council to consider and prioritise the long-term aims and plans for the council alongside financial factors. It was also mentioned that the council will need to look at external funding opportunities and encourage community involvement where appropriate for projects as this can open additional sources of funding.

**8. 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
Woodend Nursery	Three Compost	£15.00

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Woodend Nursery	Four Compost	£20.00
Radio Warrington	Fun Day Compere	£450.00
Karen Schofield	Reimbursement for keys at TP CC	£31.00
Terrier Tools	Grounds Maintenance – Tools	£8.23
Woodend Nursery	Bags of peat	£81.60
Woodend Nursery	Top soil/peat – repairs to PPF	£81.00
Rainbow Therapies	Customer refund for cancelled booking	£600.00
T&O Harrison	Greenwaste	£30.00
Woodend Nursery	Top soil peat – repairs to PPF	£24.00
B&B Hygiene Ltd	Cleaning Supplies	£329.12
Ross Safety Wear	Work Safety Wear	£70.52
Cheshire Turf Machinery	Mower repair/new blades	£84.00
Rise Associates	Sankey Station – Submitting a funding bid	£1,200.00
Trade UK	Grounds Maintenance – tools	£137.98
St Johns Ambulance	First aid cover for Fun Day 24	£370.08
B&B Hygiene Ltd	Cleaning supplies	£489.13
WBC	PPF Maintenance Charge Q1 24/25	£959.45
Dave Gillespie	Photography of Fun Day 24	£75.00
Trade UK	Grounds Maintenance – site upkeep	£157.58
Myerscough College	Level 2 Horticulture	£300.00
Impact Graphix & Signs	No vehicle sign – TP Rec	£50.40
All Steel Fencing	Gate for Hood Lane	£846.00
CHALC	Councillor Induction – Lynas	£25.00
Equals Business Card	Top-up for staff cards	£709.99
Woodend Nursery	Topsoil	£19.20
	<b>TOTAL</b>	<b>£7,164.28</b>

**FINANCE/2024/67, 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	03/06/2024	Electric Van	Lease	456.20
BT	03/06/2024	WIFI/Telephone	TP	105.98
BT	03/06/2024	WIFI/Telephone	BB	73.28
SSE Energy	03/06/2024	GAS	HM	218.04
SSE Energy	03/06/2024	GAS	WH	130.45
SSE Energy	03/06/2024	GAS	BB	204.88
SSE Energy	03/06/2024	GAS	HL	103.07
Lex Autolease	03/06/2024	Council Electric Van	Lease	851.98
Water Plus	03/06/2024	Water charges	HM	51.11
Water Plus	03/06/2024	Water charges	BB	77.88
Water Plus	03/06/2024	Water charges	WH	80.38
BT	05/06/2024	WIFI/Telephone	Office	214.12
GCI Network	07/06/2024	Office 365/email	Office	93.99



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Peninsula	17/05/2024	H&S Service	H&S	200.93
Water Plus	20/06/2024	Water charges	HL	115.74
Water Plus	20/06/2024	Water charges	TP	80.64
Utility Warehouse	28/06/2024	Mobile phones	Office	53.40
Manual Handling Charges	28/06/2024	Bank Charges	Office	8.70
Service Fee Charge	31/03/2024	Service Charge	Office	73.50
			<b>TOTAL</b>	<b>£3194.27</b>

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

One quote had been received from WBC for the purchase and installation of the Christmas tree at Chapelford, which is the most central, suitable location within Great Sankey. Estimates for a 25' tree and fencing are £1562.38 +VAT; the cost for the lights is anticipated in the region of £350+VAT. Total costs are within budget, and it was agreed to recommend the purchase to full council.

**FINANCE/2024/67, RECOMMENDED:**

*To purchase a 25' Christmas tree from WBC to be installed at the junction of Moran Drive and Boston Boulevard in Chapelford (LGA 1972 s44).*

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

No requests.

**11. Budget 2024-25 – to scrutinise documentation and when satisfied as to correctness to sign off financial reports and bank reconciliations for June.**

The bank reconciliation and budget monitoring pages for June were considered and accepted. Checks on financial transactions were carried out prior to the meeting by Cllrs Williams and Cotter.

**FINANCE/2024/68, RESOLVED:**

*To accept the bank reconciliation and budget monitoring pages for June 2024 (Accounts and Audit Regulations 2015 reg 4).*

**12. 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 £26,783.85.

**FINANCE/2024/69, RESOLVED:**

*To authorise payment of wages and HMRC costs (£26,783.85 total) for July 2024 (LGA 1972 s112).*