

**MINUTES OF THE PART I FINANCE, AUDIT AND PERSONNEL MEETING OF  
BIRCHWOOD TOWN COUNCIL, HELD AT  
PARKERS FARM COMMUNITY CENTRE, DELENTY DRIVE, RISLEY  
ON TUESDAY 26<sup>TH</sup> SEPTEMBER 2017**

- Present:** Councillor Ellis in the Chair  
Councillors Atkin, Fitzsimmons, M. Hearldon, T. Hearldon, Nelson and Reeves  
  
Clerk – Mrs. F. McDonald  
Deputy Clerk – Mrs. C Caddock
- Apologies:** Councillors Allman, Bowden, Breslin, Evans and Linney  
Business and Finance Officer - Mr. G. Crowe

**Code of Conduct – Declaration of Interests**

The Chair reminded members of their responsibility to declare any personal interest or prejudicial interest which they have in any item of business on the agenda, no later than when the item is reached.

*Councillors Ellis and Nelson– the Youth & Community Centre Committee*

*Councillors Atkin, M. Hearldon and T. Hearldon – Birchwood Carnival Committee*

**Councillor Fitzsimmons proposed, Councillor Atkin seconded and it was resolved that:**

**The Minutes of the Part I Finance, Audit and Personnel Meeting of the Town Council which took place on Tuesday, 25<sup>th</sup> July 2017 be approved as an accurate record and signed by the Chair.**

224/17-18 **PAYMENT OF ACCOUNTS**

Members were asked to consider and approve the payment of accounts schedule (see pages 122 and 123 below).

Councillor Fitzsimmons **proposed** the Payment of Accounts be approved; Councillor Atkin **seconded** the proposal. This was **resolved** by those Members present.

**PROGRESS REPORTS ON CURRENT ISSUES**

225/17-18 **BIRCHWOOD YOUTH AND COMMUNITY CENTRE**

To note, for information, that it is 19 years since the Birchwood Youth and Community Centre was awarded Lottery grant funding. The current, general situation remains ongoing.

Birchwood Town Council owns the land on which the building is standing, entrance parking and the surrounding land and garden areas.

The Clerk stated that the BAFO had not been able to find any documentation relating to the ownership of the Youth and Community Centre, and it has not yet been established how long the Lottery can claim control over the centre.

The Clerk asked Councillor Nelson if the committee held any archived documents that might include this information.

Councillor Nelson did not think that she had any documents that included this information.

Councillor Fitzsimmons suggested contacting the Lottery Commission to ask how long a building remains their property if they have awarded a grant to fund its building.

**Action** Clerk's office to contact the Lottery Commission if no documents can be found.

226/17-18 **BIRCHWOOD BROOK FOOTPATH REGENERATION**

To note that a letter has been sent to Warrington Borough Council confirming that the reconstruction work has been completed on the Brook Footpath.

The final contract costs, at £34,665 plus VAT, are £783 less than the original quotation that was received in December 2016. Of this, £17,000 has been met by a grant from the Borough Council.

The Clerk stated that further tree work has started on the Brook Footpath. The work is being done in sections in order that it can be reviewed to see if it is meeting expectations.

The Clerk said that a tractor is also being used to cut back some overgrown shrubbery away from the path edges, opening it up further. She circulated some photographs to illustrate to Members some of the work that has already been done.

227/17-18 **BIRCHWOOD FOREST PARK – RECREATION SCHEME**

The Clerk reported that the Borough Council has submitted a bid to WREN for the installation of a pump track to replace/upgrade the current skateboard/BMX track. The bid should be presented to the next WREN board in the next couple of months.

The Clerk stated that funding for the refurbishment of the Rangers' Centre has been approved by WBC. The specifics of the refurbishment are yet to be determined.

In addition, a feasibility study is underway regarding the potential replacement of the Observation Tower in Risley Moss, which was recently vandalised. Since its original construction a lot of building regulations have changed which would need to be addressed in any new structure.

228/17-18 **BANKING**

- (a) The Clerk stated that Officers are looking at the Cambridgeshire Building Society Scheme as a third potential banking account. They set up a licenced bank two years ago, which attracted good media reports. The Cambridgeshire Building Society is owned by Cambridgeshire Pension Fund and Trinity College Cambridge University.
- (b) The Clerk said that Officers are continuing to explore additional alternative options to see if there are any other banking facilities that might offer appropriate deposit accounts.
- (c) The Clerk reported that we had received a 'round robin' email from a local Parish Clerk enquiring about bank accounts that other local Parishes use. The information they gather will be shared once it has been collated. No Parishes will be identified.

229/17-18 **BIRCHWOOD CARNIVAL**

- (a) The Clerk asked Members to note the discussion that took place regarding Birchwood Carnival during the Youth, Leisure and Environment Sub-committee Meeting that took place on 20th July 2017 (see Minute 147/17-18). These minutes have been circulated to Members in their papers.
- (b) Members noted that a Birchwood Carnival Committee meeting took place on Tuesday, 12th September 2017. The date of the carnival next year is 3<sup>rd</sup> June 2018.

- (c) The Clerk asked Members to consider the unaudited but current 2017 Carnival Funding:

Total Expenditure: £5,045.81 (includes Birchwood Town Council paying for the marquee and toilets (£1,337.05)).

Total Income: £6,044.00 (including grants\*)

\* £500.00 - Community Initiative

\* £4,000.00 – Birchwood Town Council

**£998.19 excess income over expenditure**

The Clerk asked Members to consider if the Council wished the resulting excess income to be returned into Council funds.

Following discussion it was **resolved** by those Members at the meeting that the Town Council did wish the portion of the grant awarded that had not been used to be returned to the Town Council.

**Action** Clerk's office to formally contact the Carnival Committee to request the return of the unused portion of the grant awarded (£998.19).

230/17-18 **ANNUAL ACCOUNTS – YEAR ENDING 31<sup>ST</sup> MARCH 2017**

- (a) The Clerk informed Members that we have received the audit report from the external auditor; which shows a clearance of the year end accounts to the end of March 2017 with no matters requiring attention. The audit clearance documentation has been circulated to Councillors via email and in hard copy at tonight's meeting. It has also been published on our website.

Members noted the receipt of the external auditor's signed report.

- (b) Members noted the receipt and payment of the invoice for the external audit in the amount of £800.00 plus VAT.
- (c) Members noted that the Notice of Conclusion of Audit relating to the public's right to inspect the accounting records for the accounts for the year ended 31st March 2017 is displayed on the Town Council's notice board as required. No one has requested to see hard copies of the accounts information to date. The information is also published on the Town Council's website.

231/17-18 **DATA PROTECTION**

- (a) Received – Information Commissioner's Office e-newsletter – September 2017.
- (b) Received – Notification that the annual Data Protection Registration for Birchwood Town Council is due for renewal on 16th October 2017 - £35 paid by direct debit.
- (c) Received – Survey re: Information Commissioner's Office fee structure.

The Clerk informed Members that the survey proposes potential changes to the fee structure, although this is not yet definite. If the changes were to go ahead, the Town Council would have to pay £50 per year, not £35 as we do currently.

## 232/17-18 CHRISTMAS TREES

The Clerk reported that we had received indicative costings, from the Borough Council, to supply, plant and light Xmas trees as follows:

*Supply and Plant a 6 -7 metre high tree inc. underground guys and integral irrigation system  
£3000.00 - £4000.00*

*Pre-planting soil analysis & a 2 year post - planting maintenance with defects liability agreement  
could be entered into with the tree supplier for an additional cost in the region of £1,200.00*

*The estimated cost for installing an electrical feeder pillar would be:*

*\* Cost for the installation of electrical supply for Christmas Tree including feeder pillar £1000  
+ vat , and would take approximately 4 weeks to install and connect.*

*\* Approximate cost of supply of LED Christmas Lights and transformers will be in the region of  
£500 + vat but this price is dependent on the quantity of lights required.(Colour of lights to be  
agreed)*

*\* Cost of installation and removal of Christmas Tree lights £250 + vat*

*Should the Council wish to employ someone to install the Christmas Lights they must have the  
relevant permit, public liability Insurances and be able to provide risk assessments etc. before  
work commences.*

*The energy that is being used would also need to be declared and paid for by the Town Council as  
well as collection of and storage of the Christmas Lights.*

Members discussed the costings and there was a difference of opinion regarding whether the  
Town Council should fund a Christmas Tree or not, at the prices quoted.

It was **resolved** to move this matter to a budget meeting for further consideration.

**Action** To put this matter on the agenda for the next budget meeting.

## 233/17-18 GENERAL ITEMS FOR REPORTING/NOTING

To note the invoice from Nationwide Marquee Hire for the hire of the main marquee and tables  
and chairs for the carnival has now been received and paid (£1,035.50 +VAT).

### NEW FINANCE, AUDIT AND PERSONNEL ITEMS

## 234/17-18 BANK ACCOUNT RECONCILIATION:

To receive from the Clerk the Town Council's Income and Expenditure Statements and Bank  
Reconciliation Schedules for the accounts period 1st April 2017 – 31st July 2017.

To receive from the Clerk the Town Council's Income and Expenditure Statements and Bank  
Reconciliation Schedules for the accounts period 1st April 2017 – 31st August 2017.

The payroll figure for July was £13,132.62 and £13,345.35 for August.

After consideration and approval by Members the schedules (previously checked by the BAFO)  
were signed by the Clerk and/or the Business and Finance Officer and the Chair.

## 235/17-18 UPGRADED PHOTOCOPIER

The Clerk asked Members to note that the Town Council has upgraded to a newer photocopier as we had come to the end of our previous lease. Quotes were sought from two different suppliers to compare market costs.

The new deal, continuing with the supplier we had our previous lease with, includes reduced quarterly rental costs and copying costs; achieving a saving of around £632 per annum. With a credit awarded of £500 for copying costs, savings will be around £1,132 in the first year and about £632 per year thereafter.

## 236/17-18 GRANTS/DONATIONS

- (a) Poppy wreaths – to ask Members to consider whether they wish to make a donation for the supply of two poppy wreaths, as the Town Council has in previous years. These would need to be ordered in early October to ensure arrival for the Remembrance Service. An amount of £100 has been agreed on during the last few years.

Councillor Fitzsimmons **proposed**, Councillor T. Hearldon **seconded** and it was **resolved** by those Members present that £100 be donated towards the ‘purchase’ of two poppy wreaths, as in previous years.

**Action** Clerk’s office to arrange for the ‘purchase’ of two poppy wreaths.

- (b) North West Air Ambulance – The Clerk informed Members that an enquiry has been received as to whether the Town Council would be able to make a donation to the North West Air Ambulance Charity from its 2017/2018 budget.

Members discussed the request and noted that the air ambulance is often seen in the skies over Birchwood and that in the past it has been called to local incidents. Members believe it to be an important resource which anyone could have need of.

Councillor Fitzsimmons **proposed** and Councillor M. Hearldon **seconded** that a pledge of £150 be made to the North West Air Ambulance Charity with the caveat that the Town Council receives a completed grant aid form from them. This was **resolved** by those Members present at the meeting.

**Action** Clerk’s office to contact the North West Air Ambulance Charity and send a grant aid application form for completion.

- (c) The Clerk informed Members that the Grant Aid application form can now be downloaded from our website.

## 237/17-18 GRASS CUTTING

The Clerk reported that the final grass cut the Town Council would be undertaking this year had been completed and that the mowers have been returned to the Borough Council.

The Clerk informed Members that the cost of undertaking the grass cutting this year, including staff time, fuel and insurance, was approximately £10,000.

The Clerk stated that the Borough Council has requested an indication of whether the Town Council wishes to undertake grass cutting during the 2018/2019 financial year.

Members briefly discussed the matter and said that in all probability they would like it to continue; however they asked that this be put on the agenda for a future budget meeting for further discussion and consideration.

**Action** To put this matter on the agenda for the next budget meeting.

#### 238/17-18 **FIRE STATION ROUNDABOUT**

The Clerk reported that as the roundabout adjacent to the fire station had started to require some attention, the team has removed all the old plants and strimmed it.

The Clerk circulated a proposal for new bulb planting, which has been approved by Warrington Borough Council. The plan includes a variety of, mostly spring, bulbs.

The Clerk said that the cost of these bulbs would be approximately £300 and asked if Members would consider approving this proposal and the purchase of the bulbs.

Members unanimously **resolved** that the bulbs could be purchased for planting on the roundabout.

#### 239/17-18 **PROPOSED MUSIC FESTIVAL**

The Clerk reported that Mr. Pete Pinnington has contacted the Town Council with a proposal to put on a music festival in Birchwood.

This item is in its very early stages and discussions need to be held with Mr. Pinnington, the Town Council and the Borough Council.

The Clerk said that there are lots of challenges with his preferred location, especially as it is more than likely to be a ticketed event; however, she asked if this is something that the Town Council would like to see going forward.

Following discussions, Members agreed that this is something that they would like to explore further.

Councillor Nelson stated that she would not be able to be involved with any meetings as she is on the Borough Council's Licensing Committee, which would probably need to be consulted at some point.

**Action** Clerk's office to continue to liaise with the various parties regarding the proposal.

#### 240/17-18 **GENERAL ITEMS FOR REPORTING/NOTING**

- (a) To note that some staff training has been booked (£1,605 +VAT in total):
  - 9th October – Banksman & Signage – all 8 Maintenance Staff
  - 10th October – Sharps & Needlesticks – all 8 Maintenance Staff
  - 12th October – Pole Pruner – 4 of the Maintenance Team
- (b) To note that the emergency light in the office hallway has been replaced and a double socket in the downstairs office has been replaced as both were faulty (the total cost of the work was £65.00 +VAT).

- (c) Received – Cheshire Pension Fund Employer Bulletin and details of Pension Surgeries for employees who would like to know more about their pension benefits. There will be a local drop in session on 8th November 2017, New Town House, Warrington, 8am to 5pm.
- (d) To note that the Clerk and Deputy Clerk will be undertaking HMRC webinar training re: ‘Expenses and Benefits for Employers’ on 25th September 2017.
- (e) Received – email re: a meeting held on 14th September between Councillors representing a number of Parish Councils to discuss the Local Plan Preferred Development Option document; BTC was not aware of the meeting. The proposal is for participating Parishes to engage a professional party to coordinate a response – at a cost of around £500 per Parish (or less if more participate).

At the July meeting Members discussed the Local Plan Preferred Development Option document and decided that as the plan does not directly affect or impact on Birchwood, the Town Council does not currently wish to make any comments (see Minute 164/17-18(i)).

Members discussed this matter again and **resolved** that the Town Council does not wish to be included in plans to pay towards retaining a professional party to put together a coordinated response regarding this matter (especially as this had already been done prior to the Town Council being ‘included’).

- (f) To note reports in the national press that the Co-operative Bank’s Chief Financial Officer, John Worth, is leaving the bank following the completion of a £700m restructuring. He will be replaced by Tom Wood, a Director of the bank.

The bank has raised £250m new equity from five existing hedge fund investors and £450m from bondholders swapping into equity.

The rescue package and restructuring means that bank has the ability to meet regulations on long-term capital requirements, avoid it being wound down and allow it to continue as a stand-alone lender.

#### 240/17-18 **BUDGET AND STRATEGY MEETING**

Following a discussion, Members **resolved** that the Budget and Strategy meeting would take place on 28<sup>th</sup> November 2017, in lieu of the ‘normal’ Town Council meeting.

#### 241/17-18 **FINANCE PART II**

To note that there were no Part II items on the agenda for consideration at tonight’s Finance, Audit and Personnel Meeting.

**This part of the meeting concluded at 8.00 pm**

Payment of Accounts:						
Resolved: that the following payments be approved as some of the residual June and part July 2017 accounts						
Date	Ref	Payee	Description	Net	VAT	Gross
19.06.2017	DD	E-on	Electricity Locking Stumps MUGA	£ 8.02	£ 0.40	£ 8.42
21.06.2017	DD	Allstar Business -	Fuel	£ 156.18	£ 31.22	£ 187.40
22.06.2017	*	Zurich	LCAS Membership 2017/2018	£ 95.00	£ 19.00	£ 114.00
23.06.2017	DD	Waterplus	Water/wastewater	£ 67.24		£ 67.24
28.06.2017	CHQ	Samantha Hill	Hanging baskets & baskets for planters	£ 877.40		£ 877.40
28.06.2017	DD	Telesis	Phone charges	£ 53.17	£ 10.63	£ 63.80
28.06.2017	DD	Allstar Business	Fuel	£ 105.53	£ 21.09	£ 126.62
30.06.2017	DD	CopyriteSystems	Photocopying charges	£ 106.80	£ 21.36	£ 128.16
30.06.2017	*	G Crowe	Petty cash reimbursement	£ 200.00		£ 200.00
30.06.2017	*	Swift Loos	Re: grant B/w Carnival 2017 - portaloos	£ 350.00	£ 70.00	£ 420.00
30.06.2017	*	Your Housing Group	Grant towards the MUGA on Brock Rd	£ 2,200.00		£ 2,200.00
30.06.2017	*	Cheshire Pension Fund	(E'ee £722.31 E'er £2,402.58)	£ 3,124.89		£ 3,124.89
30.06.2017	*	HMRC	(Tax £1,463.80 NI £2,238.06)	£ 3,701.86		£ 3,701.86
30.06.2017	*	Police & Crime Commissioner for Cheshire	Part funding of a PCSO April 2017 - March 2018	£ 11,918.00		£ 11,918.00
30.06.2017		St Johns Ambulance	First Aid at Work - JJ and JW	£ 590.00	£ 118.00	£ 708.00
03.07.2017	DD	Waterplus	Water/wastewater services (4083868280)	£ 24.38		£ 24.38
03.07.2017	DD	Screwfix Direct (B&Q a/c)	Various - padlocks, brooms, sealant, compost, plant food, materials to repair notice boards, etc.	£ 107.37	£ 21.50	£ 128.87
03.07.2017	DD	O2	Ref a/c 04760571 mobile phones	£ 71.95	£ 8.39	£ 80.34
05.07.2017	DD	Allstar Business	Fuel	£ 70.43	£ 14.09	£ 84.52
06.07.2017	*	ESI	6 monthly emergency lighting & fire alarm system service	£ 215.00	£ 43.00	£ 258.00
06.07.2017	*	PDS Media Ltd	Printing of BTC newsletter - Summer 2017	£ 1,477.00	£ 295.40	£ 1,772.40
07.07.2017	*	July wages	Wages total this month (12 staff)	£ 13,132.62		£ 13,132.62
12.07.2017	DD	Waterplus	Water/wastewater services (May/June/July 4083867607)	£ 51.84		£ 51.84
12.07.2017	DD	Allstar Business	Fuel	£ 94.91	£ 18.98	£ 113.89
17.07.2017	DD	Financial Direct Fees	FD online charges	£ 41.40		£ 41.40
18.07.2017	DD	O2	Device Plan	£ 17.88	£ 3.57	£ 21.45
18.07.2017	DD	E-on	Electricity Locking Stumps MUGA	£ 7.17	£ 0.36	£ 7.53

Payments of Account since 19th July 2017

Date	Ref	Payee	Description	Net	VAT	Gross
19.07.2017	DD	Allstar business	Fuel (office vans, mowers and equipment)	£ 92.08	£ 18.41	£ 110.49
21.07.2017	*	Acumen	July payroll services	£ 25.50	£ 5.10	£ 30.60
21.07.2017	*	Ultimate Invoice Finance	Stationery	£ 49.85	£ 9.97	£ 59.82
21.07.2017	*	Cheshire Pension Fund	(E'ee £683.54 E'er £2264.22)	£ 2,947.76		£ 2,947.76
21.07.2017	*	HMRC	Tax £1,512.20 NI £2,056.43)	£ 3,568.63		£ 3,568.63
24.07.2017	DD	United Utilities	Water and wastewater services	£ 67.24		£ 67.24
25.07.2017	DD	EMAP Business	Annual subscription renewal to LGC	£ 224.10		£ 224.10
26.07.2017	DD	Telesis	Phone charges	£ 54.50	£ 10.90	£ 65.40
26.07.2017	DD	Allstar business	Fuel (office vans, mowers and equipment)	£ 169.13	£ 33.82	£ 202.95
28.07.2017	CHQ	Post Office Ltd	Vehicle Tax - NH57 CZV	£ 240.00		£ 240.00
31.07.2017	DD	CopyriteSystems	Photocopying charges	£ 61.23	£ 12.25	£ 73.48
31.07.2017	DD	CopyriteSystems	Photocopying charges	£ 144.92	£ 28.98	£ 173.90
01.08.2017	DD	Waterplus	Water/wastewater services (4083868280) (2x£24.38)	£ 48.76		£ 48.76
02.08.2017	DD	Allstar - fuel	Fuel (office vans, mowers and equipment)	£ 157.32	£ 31.46	£ 188.78
02.08.2017	DD	O2	Ref a/c 04760571 mobile phones	£ 124.45	£ 8.39	£ 132.84
04.08.2017	*	David Webster & Sons	Final payment ref: Brook Footpath works	£ 34,665.00	£ 6,933.00	£ 41,598.00
04.08.2017	*	Elite Industrial Supplies	PPE and workwear	£ 235.78	£ 47.15	£ 282.93
04.08.2017	*	G Crowe	Reimbursements - Aug petty cash (£200) & annual renewal of Knowhow Cloud account (£79)	£ 279.00		£ 279.00
04.08.2017	*	Regal polythene	Refuse sacks (30 boxes) and paper hand towels	£ 361.38	£ 72.28	£ 433.66
07.08.2017	*	August wages	12 staff	£ 13,345.35		£13,345.35
09.08.2017	DD	Allstar	Fuel (office vans, mowers and equipment)	£ 58.66	£ 11.73	£ 70.39
14.08.2017	DD	Waterplus	Water/wastewater services (4083867607)	£ 17.28		£ 17.28
15.08.2017	DD	O2	Device Plan	£ 17.88	£ 3.57	£ 21.45
15.08.2017	DD	Financial Direct Fees	FD online charges	£ 39.60		£ 39.60
16.08.2017	DD	Allstar	Fuel (office vans, mowers and equipment)	£ 62.44	£ 12.49	£ 74.93
16.08.2017	*	Acumen	Payroll Services (August)	£ 40.50	£ 8.10	£ 48.60
16.08.2017	*	Uniqwin	Alarm activation callout	£ 64.50	£ 12.90	£ 77.40
16.08.2017	*	Nationwide Marquee Hire	Grant re: Birchwood Carnival 2017 (hire of marquee/tables/chairs)	£ 1,035.50	£ 207.10	£ 1,242.60
18.08.2017	DD	E-on	Electricity, Locking Stumps MUGA	£ 7.79	£ 0.39	£ 8.18
23.08.2017	DD	Allstar	Fuel (office vans, mowers and equipment)	£ 182.14	£ 36.41	£ 218.55
24.08.2017	DD	Waterplus	Water/wastewater services (4032774195)	£ 67.24		£ 67.24
25.08.2017	DD	Telesis	Phone charges	£ 52.79	£ 10.56	£ 63.35
25.08.2017	*	CMUK - Visual Safety Ltd	First aid restock supplies	£ 59.25	£ 11.85	£ 71.10
25.08.2017	*	Risley MOT & Truck	MOT and service PO51 WLE	£ 141.50	£ 20.30	£ 161.80
25.08.2017	*	St John Ambulance	2 day First Aid at Work requalification (SJ)	£ 210.00	£ 42.00	£ 252.00
25.08.2017	*	Cheshire Pension Fund	(E'ee £654.68 E'er £2,302.68)	£ 2,957.36		£ 2,957.36
25.08.2017	*	HMRC	Tax £1,625.60 NI £2,106.99)	£ 3,732.59		£ 3,732.59
29.08.2017	CHQ	Post Office Ltd	PO51 WLE - vehicle licence	£ 240.00		£ 240.00
30.08.2017	DD	Allstar	Fuel (office vans, mowers and equipment)	£ 81.57	£ 16.31	£ 97.88
31.08.2017	DD	Copyrite Digital	Photocopying services	£ 124.76	£ 24.95	£ 149.71
31.08.2017	DD	O2	Ref a/c 04760571 mobile phones	£ 42.56	£ 8.51	£ 51.07
01.09.2017	DD	Screwfix Direct Ltd	Plant food and kitchen cleaner	£ 14.12	£ 2.82	£ 16.94
04.09.2017	DD	SE Gas Limited	Gas - Parkers Farm	£ 124.02	£ 6.20	£ 130.22
04.09.2017	DD	Hydro-Electric	Electricity - Parkers Farm	£ 141.54	£ 7.07	£ 148.61
04.09.2017	DD	Legal and General	Ill Health Liability Insurance (July & Aug - 2 x £76.95)	£ 153.90		£ 153.90
06.09.2017	*	Arco	Safety boots for PT	£ 45.00	£ 9.00	£ 54.00
06.09.2017	DD	Allstar	Fuel	£ 52.87	£ 10.56	£ 63.43
06.09.2017	*	Risley MOT & Truck	2 x tyres for ND09 VNL	£ 163.35	£ 32.67	£ 196.02
07.09.2017	*	September wages	12 staff	£ 13,362.62		£13,362.62
11.09.2017	DD	Public Works Loan Board	PWLB Ref: 310 07982	£ 11,990.00		£ 11,990.00
12.09.2017	DD	Waterplus	Water/wastewater services (4083867607)	£ 17.28		£ 17.28
13.09.2017	DD	Allstar	Fuel (office vans, mowers and equipment)	£ 114.86	£ 22.97	£ 137.83
13.09.2017	*	C Caddock	Contribution to glasses (VDU work)	£ 106.06	£ 6.44	£ 112.50
			Plus various other recurring direct debits yet to be shown on bank statement / monthly invoices yet to be received			

Payments of accounts presented for approval at the September 2017 Meeting

Date	Ref	Payee	Description	Net	VAT	Gross
all tbc	DD	Legal and General	Ill health insurance (October 2017)	£ 76.95		£ 76.95
	*	HMRC	Tax £1,xxxx NI £xxxx)	tbc		
	*	Cheshire Pension Fund	(E'ee £xxx E'er £2,xxx)	tbc		
	DD	Telesis	Phone charges	tbc		
	DD	Allstar business	Fuel (office vans, mowers and equipment)	£ 48.79	£ 9.75	£ 58.54
	DD	O2	Ref a/c 04760571 mobile phones	£ 42.05	£ 8.41	£ 50.46
	DD	CopyriteSystems	Photocopying charges	£ 25.58	£ 5.12	£ 30.70
	DD	United Utilities	Water and wastewater services	£ 17.45		£ 17.45
	DD	United Utilities	Water and wastewater services	£ 24.38		£ 24.38
	DD	United Utilities	Water and wastewater services	£ 67.24		£ 67.24
	*	Acumen	September payroll services	tbc		123
	*	McLennan	Replace faulty double socket and emergency light	£ 65.00	£ 13.00	£ 78.00
	*	Millhouse Training	Training - Banksman & Signage, Pole Pruner and Needles & Sha	£ 1,605.00	£ 321.00	£ 1,926.00
	DD	Financial Direct Fees	FD online charges	tbc		
	DD	E-on	Electricity - Locking Stumps multi-use games area	£ 7.93	£ 0.40	£ 8.33
	DD	CopyriteSystems	Photocopying charges	£ 43.61	£ 8.72	£ 52.33