

**MINUTES OF THE PART I FINANCE, AUDIT AND PERSONNEL MEETING
OF BIRCHWOOD TOWN COUNCIL, HELD AT
PARKERS FARM COMMUNITY CENTRE, DELENTY DRIVE, RISLEY
ON WEDNESDAY 16TH DECEMBER 2015**

Present: Councillor T. Hearldon in the Chair
Councillors Balding, Evans, Fitzsimmons and Spencer

Clerk – Mrs. F. McDonald
Deputy Clerk – Mrs. C Caddock
Business and Finance Officer - Mr. G. Crowe

Apologies: Councillors Allman, C. Bolton, J. Bolton, Bowden, M. Hearldon, Higgins and Nelson

364/2015 **APPROVAL OF MINUTES**

(a) **Part I matters considered at the Finance, Audit and Personnel Meeting held on 27th October 2015**

The BAFO asked Members to receive the Minutes and recommendations on the Part I matters considered at the Finance, Audit and Personnel Meeting held on 27th October 2015.

Councillor Fitzsimmons proposed, Councillor Spencer 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, 27th October 2015, be approved as an accurate record and signed by the Chair.

(b) **Part I matters considered at the Strategy and Finance Meeting held on Tuesday 24th November 2015**

The BAFO asked Members to receive the Minutes and recommendations on the Part I matters considered at the Strategy and Finance Meeting.

The BAFO stated that although Councillor C. Bolton was unable to attend tonight's meeting, he had requested two amendments be made to the Minutes.

Minute 331/2015 (a) - the fifth paragraph on page 185 will now read: "*Councillor C. Bolton stated that Birchwood was set up as a new town over 30 years ago. He had recently attended a meeting where a comment was made that Birchwood and its infrastructure could be faced with some challenges. Councillor Bolton asked Members what the Town Council can do, in partnership with other organisations, to ensure that Birchwood regenerates itself.*"

In addition the eighth paragraph on page 185 will read, "*Councillor Bolton added that he thinks that the document needs to set out specific markers and capture a core strategy now and that Officers should be given the time to work up options and see which are feasible in order to guide the new Council (following the 2016 elections).*"

Councillor Fitzsimmons proposed, Councillor Evans seconded and it was resolved that:

The Minutes of the Part I Strategy and Finance Meeting which took place on Tuesday, 24th November 2015, be approved as an accurate record, with the inclusion of the amendments detailed above, and signed by the Chair.

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.

Councillor Balding: Friends of Gorse Covert Mounds

Councillor T. Hearldon: Birchwood Carnival Committee

365/2015 **MATTERS RELATING TO THE NOVEMBER 2015 STRATEGY AND FINANCE MEETING**

The BAFO stated that Officers have been working on the draft strategy document and have made some preliminary suggestions towards enhancing the first draft document. Due to the short time between meetings, it has not yet been completed for circulation.

Councillor Balding stated that if Members can't see it, they can't agree it tonight.

The BAFO said that it needs some further enhancement to incorporate the points made at the Strategy and Finance meeting before being circulated.

Councillor Fitzsimmons stated that as all Councillors present tonight were at the Strategy and Finance meeting and know what additions/amendments have been requested to the document, then it can be agreed in principle.

The BAFO stated that, with Members approval, he would bring the updated draft to the January meeting for formal approval, but would circulate it as soon as possible for Members to consider before then.

Once Members agree the next draft, it can be published on our website as a consultation with our residents and we will welcome comments from them.

Members agreed to receive the next draft of the strategy document at the January 2016 meeting.

Action Officers to complete the changes to the strategy document and circulate it to Members as soon as possible, prior to the January meeting.

366/2015 **INCLUSION OF PREVIOUS PART II (FINANCE, AUDIT AND PERSONNEL) ITEMS IN PART I MINUTES**

The BAFO stated that as the Part II Minutes of the October Finance, Audit and Personnel meeting had been written so that they did not include any names of individuals or other specific information, he proposed that the content of the Minutes regarding Maintenance Team Resources and PCSOs can now be included in Part I Finance, following their approval.

Members agreed with this proposal.

The BAFO asked Members to receive the Minutes and recommendations on the Part II matters considered at the Finance, Audit and Personnel Meeting held on 27th October 2015.

Councillor Fitzsimmons proposed, Councillor Spencer seconded and it was resolved that:

The Minutes of the Part II Finance, Audit and Personnel Meeting which took place on Tuesday, 27th October 2015, be approved as an accurate record and signed by the Chair.

Minutes 327/2015 and 328/2015 from Part II of the October Finance Audit and Personnel Meeting are therefore now reported (in italics) in Part I below.

Minute 329/2015 is not reproduced here as its only relevance is to the arrangement of the date, time and proposed content of the Strategy and Finance meeting that took place on 24th November 2015.

(327/2015) **MAINTENANCE TEAM RESOURCES**

The BAFO reported that interviews had now been completed following the recent job advertisement for additional temporary, part-time Maintenance Operatives.

The BAFO and Clerk proposed to Members that three additional part-time employees be recruited from the interviewees, two on two days per week and one on three days per week. All the interviewees were told what the potential working day options were and seemed happy to be employed on that basis.

The BAFO confirmed that the part-time employees would be offered specific working days on a fixed pattern, although they might be occasionally offered additional hours to cover for holidays or sick leave. As they are on fixed days, they can get another part-time job if they wish to.

Councillor Balding asked if there would be the opportunity for them to work full time at the Town Council in future.

The BAFO said that the strategy for future maintenance resources is one that needs to be discussed at the upcoming Strategy and Budget meeting in November. There are significant cost implications to be considered regarding wages, national insurance cost increases, pension auto-enrolment, etc.

A review of the pay rate for the two Senior Maintenance Officers, following the implementation of the Living Wage to the Maintenance Team Operatives is another item which will need to be considered at the November meeting. The review should embrace all employees within the organisation structure, as required within Standing Orders of the Council (No. 14).

Councillor Fitzsimmons suggested that if utilising the November meeting as a Strategy and Budget meeting is successful, with an early Town Council December meeting to formally ratify any proposals made at the November meeting; that it be formally noted during the next update of the Standing Orders that these meeting arrangements will be adopted for future years.

Members agreed with this suggestion.

(328/2015) **PCSOs**

The letter from Cheshire Constabulary regarding PCSO Strategy for 2016/2017 had been received earlier in the meeting during Part I (see Minute 323/2015).

367/2015 **PAYMENT OF ACCOUNTS**

Members were asked to consider and approve the payment of accounts schedule (see pages 219 and 220 below).

The BAFO stated that the main item is the approval of the £65,000 payment to Warrington Borough Council for the Town Council's contribution towards the first phases of the Birchwood Forest Park scheme (supply and installation of new play equipment and installation of new fitness equipment). This will be a cheque payment signed by two Members, to comply with our in-house audit restriction of £15,000 maximum that can be paid via the BACS payment system.

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

PROGRESS REPORTS ON CURRENT ISSUES

368/2015 **BIRCHWOOD YOUTH AND COMMUNITY CENTRE**

As Councillor Nelson was unable to attend tonight's meeting there was no new information to receive at tonight's meeting regarding the Birchwood Youth and Community Centre.

369/2015 **WEBSITE**

We are continuing to liaise with our website supplier regarding some further fine tuning of the upgraded website to enhance the visual presentation of the site to users.

Action Clerk's office to continue to liaise with the website provider regarding the above.

370/2015 **BROOK FOOTPATH FUNDING**

The BAFO stated that there has been little or no progress regarding this matter.

Councillor Balding suggested that a grant application could be made to WREN for the funding for the work that needs to be done, which he feels is not a large amount of money.

The BAFO said that the application would have to be made by the owner of the land; i.e. the Borough Council. He added that there are other 'pots' of money that the Borough Council could apply to, but any application for funding in relation to improvements on their land has to be made by them and this would take Borough Council Officers' time; something that they do not appear to be willing or able to give at present.

The BAFO said that in the past the Town Council has offered to pay half of the costs, but the Borough will not fund the rest of the work. If the Town Council was to pay for all the work, the Borough would give permission for it to be done.

The BAFO added that the Borough Council had also undertaken to look at doing some work near the railway station end of the footpath to alleviate the 'cathedral effect'; this has not yet been done.

The BAFO said that this footpath and the Walled Garden will be mentioned later during the precept meeting as community issues.

Councillor Fitzsimmons said that the Borough Council budget has not yet been finalised and they have to make another £22 million in cuts this year; it could be that they have to wait to see if any funds are available for such work.

Councillor T. Hearldon asked if we could encourage the Borough Officers to apply to WREN for the funding.

Councillor Fitzsimmons said he would like to know why they won't apply to WREN.

The BAFO remarked that the Borough was successful in achieving WREN funding for the Forest Park project and he thinks that there may have to be some time elapsed before applications can be made for further grant funding from authorities for a particular area. The Brook Footpath comes under the same area as the Forest Park.

Action To continue liaising with the Borough Council regarding this matter.

371/2015 **BIRCHWOOD FOREST PARK RECREATION SCHEME**

- (a) The BAFO reported that a meeting had taken place with Angus Lord regarding future phases for the Forest Park Recreation scheme.

At the meeting with Mr. Lord the latest scheme drawings and budget estimate for the development of the refurbished MUGA and surrounding area, currently programmed for installation in the summer of 2016, was discussed.

It was indicated that a budget of approximately £75,000 would be sufficient to complete this important phase of the Forest Park redevelopment. This figure does not currently cover any cost for a lighting scheme. At present the Town Council has earmarked, £80,000 towards the scheme.

The scheme development/site regeneration is currently being considered to be undertaken by a Borough Council recommended specialist contractor, as this project is significantly different from a standard MUGA installation.

The Borough Council will put together some suggestions for future improvements to the skateboard park and BMX area at a later date.

- (b) The BAFO reiterated that we had received the invoice for £65,000 for the Town Council's contribution to the first phase of the Birchwood Forest Park Recreation Project (for the refurbishment of the play area and installation of fitness equipment near the Ranger Centre). This had been approved as part of the Accounts for Payment (see Minute 367/205 above) and a cheque would be signed tonight.
- (c) The BAFO had circulated to Members in their papers two option plans from Warrington Borough Council for the refurbishment of the Ranger Centre. He stated that there was a preferred option indicated by the Borough Council, which includes keeping a small kitchen area at the front of the building. The Borough will be putting this work out to tender in the next few weeks.

Members discussed the two options.

Councillor Balding said that the proposed new kitchen is smaller than what was previously there. He thinks that discussions about a community café should be had and resolved before any decision is finalised.

The BAFO stated that he understands that Angus Lord had already spoken to people who have expressed an interest in running a community café from the site.

Councillor Balding stated that he does not think the refurbishment should go ahead until the issue of the café has been decided.

Councillor Fitzsimmons stated that as the building is owned by the Borough, it is not really up to the Town Council to tell them they cannot go ahead. They are already aware of the community feedback there has been with regards to the desire for a café on the site.

Councillor T. Hearldon commented that a larger kitchen is not necessarily required to run a successful café. Mobile food vans only operate within a small space.

The BAFO stated that it is up to the Borough Council to decide whether it wishes to allow a 'friends' or community group to operate a café from the site, or whether they want a café to be run commercially (if at all).

Members took a vote as to whether or not they would support the Borough Council's preferred option for the refurbishment to the Ranger Centre on the Forest Park.

Four Members voted in favour of the refurbishment of the centre. Councillor Balding voted against the refurbishment for the reasons stated above.

Action Clerk's office to contact the Borough Council regarding the above.

372/2015 **WILDFLOWERS/BULBS MEADOWS**

- (a) Members had received a report from Officers earlier in the meeting regarding the options for the planting of bulbs in some areas of Birchwood (see Minute 343/2015).
- (b) To note that a 'thank you' has been received from a resident in appreciation of the 2015/2016 wildflowers.

373/2015 **CHRISTMAS SHUTDOWN**

Members were reminded of the shutdown arrangements over the Christmas period. Office and maintenance operations will close on Thursday 24th December 2015 and will reopen on Monday 4th January 2016.

374/2015 **GENERAL ITEMS FOR REPORTING/NOTING**

The BAFO informed Members that the payment for the Town Council's PCSO Annual Contributions for April 2015 – March 2016, in the amount of £11,800.00, has been made. This is the final payment of the current three-year agreement with Cheshire Constabulary for the funding of PCSOs in Birchwood.

NEW FINANCE, AUDIT AND PERSONNEL ITEMS

375/2015 **BANK ACCOUNT RECONCILIATION**

To receive from the Business and Finance Officer the Town Council's Income and Expenditure Statements and Bank Reconciliation Schedules for the accounts period 1st April 2015 – 31st October 2015 and 1st April 2015 – 30th November 2015.

The payroll figure for September was £11,089.20, for October it was £10,593.13 and £10,212.99 for November.

After consideration by Members the schedules were signed by the Business and Finance Officer and the Chair.

376/2015 **GRANTS**

Birchwood Lions Club

The BAFO asked Members to consider a grant application from the Birchwood Lions Club to support the annual Remembrance Service. This application had been deferred for consideration as the November meeting was a Strategy and Finance meeting, not a 'normal' Town Council meeting.

The BAFO stated that Councillor C. Bolton had sent an email stating that he *'does not support giving a grant to the Lions as per their application; as discussed at the Strategy meeting, we should only give grants where they will help deliver our strategy.'*

Councillor Fitzsimmons disagreed and believes that the annual Remembrance Service is a benefit to the community and giving a grant towards the event would not go against our strategy.

Councillor Evans **proposed** that the Town Council awards a grant of £100 as has been given in previous years. This was **seconded** by Councillor Spencer and **agreed** by those Members present.

Action Clerk's office to contact Birchwood Lions regarding the grant award.

377/2015 **SOCIETY OF LOCAL COUNCIL CLERKS**

The BAFO asked Members to note the receipt of the annual renewal documents for the Clerk's membership to the SLCC (£235).

The Membership will be renewed.

378/2015 **GENERAL ITEMS FOR REPORTING / NOTING**

- (a) Received – Details of LGPS training on CARE, Pay and Final Pay and auto-enrolment.
- (b) Received – Confirmation that the Government will proceed with a proposed cap of £95,000 on public sector exit payments
- (c) Received from North West Employers briefing re: zero hours contracts.

Part I of the Finance Meeting concluded at 8.30pm.

There was no Part II Finance, Audit and Personnel Meeting this evening as all items were discussed/considered during Part I.

Payment of Accounts:		(DD - Direct Debit * - online payment submitted/approved by two Officers)			
Resolved: that the following payments be approved as the residual September/October accounts transactions of the Council since the Council meeting held on the 22nd September 2015					
Payee	Ref	Description	Net	VAT	Gross
Cheque payments					
Royal British Legion	CHQ	Grant - 2 x poppy wreaths for Remembrance Services	£ 100.00		£ 100.00
Gee Tee Bulb Company	CHQ	Bulbs for community bulb planting event	£ 81.49	£ 16.30	£ 97.79
Online payments					
Trade UK	DD	Various maintenance sundries	£ 70.17	£ 14.03	£ 84.20
SSE Southern Electric	DD	Gas - Parkers Farm	£ 183.42	£ 9.17	£ 192.59
Allstar Business	DD	Fuel	£ 9.09	£ 1.82	£ 10.91
Legal and General	DD	Ill Health Liability Insurance	£ 87.66		£ 87.66
September Wages	*	10 staff	£ 11,089.20		£ 11,089.20
Allstar Business	DD	Fuel	£ 16.73	£ 3.34	£ 20.07
Public Works Loan Board	DD	Repayment (PWLb ref: 310 07982)	£ 12,750.00		£ 12,750.00
Npower	DD	Electricity - Parkers Farm	£ 95.72	£ 4.79	£ 100.51
Financial Direct Fees	DD	FD online transactions	£ 33.80		£ 33.80
Allstar Business	DD	Fuel	£ 115.86	£ 23.17	£ 139.03
O2	DD	2 x mobile phones	£ 65.99	£ 13.20	£ 79.19
E.on	DD	Electricity - Locking Stumps MUGA	£ 8.65	£ 0.43	£ 9.08
Warrington Borough Council	DD	Business rates	£ 194.00		£ 194.00
Risley MOT & Truck Ltd	*	ND58 BZR - replace 2 front tyres	£ 140.60	£ 28.12	£ 168.72
G Crowe	*	Petty cash reimbursement	£ 200.00		£ 200.00
Regal Polythene Ltd	*	Refuse sacks and paper hand towels	£ 369.90	£ 73.98	£ 443.88
ADS Recycling Ltd	*	Bulky waste disposal (WM8105 & WM8085)	£ 600.00	£ 120.00	£ 720.00
Cheshire Pension Fund	*	(E'ee £471.66 E'er £1,458.61)	£ 1,930.27		£ 1,930.27
HM Revenue & Customs	*	(Tax £1,311.60 NI £1410.38)	£ 2,721.98		£ 2,721.98
RPS Health in Business Ltd	*	Staff health checks	£ 195.00	£ 39.00	£ 234.00
Allstar Business	DD	Fuel	£ 26.84	£ 5.36	£ 32.20
Telesis - phone charges	DD	Phone charges	£ 53.11	£ 10.62	£ 63.73
United Utilities	DD	Surface water and highway drainage	£ 65.52		£ 65.52
CopyriteSystems	DD	Photocopier charges	£ 50.47	£ 10.09	£ 60.56
Allstar Business	DD	Fuel	£ 62.50	£ 12.50	£ 75.00
Legal and General	DD	Ill Health Liability Insurance	£ 87.66		£ 87.66
Acumen Wages	*	September payroll services	£ 32.90	£ 6.58	£ 39.48
ADS Recycling Ltd	DD	Bulky waste disposal (WM8127))		£ 72.00	£ 432.00
BDO LLP	*	External auditor fees re: annual return y/e March 2015	£ 835.00	£ 167.00	£ 1,002.00
JDH Business Services Ltd	*	Internal Audit 2014/2015	£ 476.00	£ 95.20	£ 571.20
October Wages	*	10 staff	£ 10,593.13		£ 10,593.13
Cllr T Heardon	*	Part Chair's allowance	£ 500.00		£ 500.00
Allstar Business	DD	Fuel	£ 79.12	£ 15.82	£ 94.94
Allstar Business	DD	Fuel	£ 60.95	£ 12.19	£ 73.14
O2	DD	2 x mobile phones	£ 73.52	£ 13.21	£ 86.73
Financial Direct Fees	DD	FD Online Transactions	£ 33.40		£ 33.40
Information Commissioner's Office	DD	Data protection annual fees	£ 35.00		£ 35.00
Npower	DD	Closing energy statement	£ 79.59	£ 3.98	£ 83.57
E-on	DD	Electricity - Locking Stumps MUGA	£ 8.51	£ 0.43	£ 8.94
Warrington Borough Council	DD	Business Rates	£ 194.00		£ 194.00
Pitchcare	*	2 x bunker soil rakes	£ 55.85	£ 11.17	£ 67.02
MC-ES Electrical Services Ltd	*	Investigate car park lighting column faults	£ 99.00	£ 19.80	£ 118.80
Matco Direct Ltd	*	Mat maintenance Sept 15 to March 16	£ 178.08	£ 35.62	£ 213.70
ADS Recycling Ltd	*	Bulky waste disposal (WM8148)	£ 240.00	£ 48.00	£ 288.00
Terrain Human Resources Ltd	*	H&S support package to November 2016	£ 1,500.00	£ 300.00	£ 1,800.00
Allstar Business	DD	Fuel	£ 85.37	£ 17.07	£ 102.44
United Utilities	DD	Surface water and highway drainage	£ 65.52		£ 65.52
Telesis	DD	Phone charges	£ 53.44	£ 10.69	£ 64.13
Allstar Business	*	Fuel	£ 21.36	£ 4.27	£ 25.63
Acumen Wages	*	October Payroll services	£ 35.05	£ 7.01	£ 42.06
Risley Mot & Truck	*	Fit reverse beepers to NH57 CZV	£ 123.04	£ 24.61	£ 147.65
Risley Mot & Truck -	*	ND58BZR - service & MOT and fit reverse beepers	£ 214.68	£ 34.94	£ 249.62
Risley Mot & Truck - ND09 VNL	*	ND09VNL - service & MOT and fit reverse beepers	£ 366.74	£ 63.35	£ 430.09
		and two new tyres			
ADS Recycling Ltd	*	Bulky waste disposal (WM8167)	£ 360.00	£ 72.00	£ 432.00
Cheshire Pension Fund	*	(E'ee £475.58 E'er £1,471.171)	£ 1,946.75		£ 1,946.75
HM Revenue & Customs	*	(Tax £1,236.60 NI £1,298.54)	£ 2,535.14		£ 2,535.14
PCC for Cheshire	*	PCSO annual contribution April 2015	£ 11,800.00		£ 11,800.00
Copyrite Digital - photocopying charges		Photocopying charges	£ 71.36	£ 14.27	£ 85.63

Payments of Account since 1st November 2015

Payee	Ref	Description	Net	VAT	Gross
Post Office Ltd	CHQ	Vehicle tax ND58 BZR	£ 225.00		£ 225.00
Post Office Ltd	CHQ	Vehicle tax ND09 VNL	£ 225.00		£ 225.00
Allstar Business - fuel	DD	Fuel	£ 21.67	£ 4.33	£ 26.00
Legal and General	DD	Ill health insurance	£ 153.18		£ 153.18
Duttons Mowerworld	*	Stihl Safety Helmet System (JB)	£ 32.00		£ 32.00
Ultimate Invoice Finance Ltd (Biz Plus)	*	Stationery	£ 93.76	£ 18.75	£ 112.51
Mr. G Crowe	*	Petty cash reimbursement	£ 200.00		£ 200.00
MC-ES Electrical Services Ltd	*	Repair to car park lighting timer	£ 191.00	£ 38.20	£ 229.20
November Wages		10 Staff	£ 10,212.99		£ 10,212.99
Mrs T Buxton (aka Cllr T Hearldon)	*	Part Chair's allowance	£ 500.00		£ 500.00
Allstar Business	DD	Fuel	£ 119.41	£ 23.88	£ 143.29
United Utilities (a/c 4083867607)	DD	Water	£ 30.33		£ 30.33
Financial Direct Fees	DD	FD online transactions	£ 35.60		£ 35.60
O2	DD	2 x mobile phones	£ 82.92	£ 13.17	£ 96.09
Allstar Business	DD	Fuel	£ 88.53	£ 17.70	£ 106.23
E-on	DD	Electricity Locking Stumps MUGA	£ 9.13	£ 0.46	£ 9.59
Warrington Borough Council	DD	Business rates	£ 194.00		£ 194.00
United Utilities	DD	Surface water and highway drainage	£ 65.52		£ 65.52
Acumen Wages	*	November payroll services	£ 35.05	£ 7.01	£ 42.06
Duttons Mowerworld	*	Oil for machinery	£ 44.26	£ 8.84	£ 53.10
Duttons Mowerworld	*	3 x Stihl Safety Helmet Systems (JM, PT, AW)	£ 96.00		£ 96.00
Housbys	*	Bedding plants for planters	£ 86.40	£ 17.28	£ 103.68
ADS Recycling	*	Bulky waste disposal WM8190 & WM8205	£ 720.00	£ 144.00	£ 864.00
Duttons Mowerworld	*	Stihl pole pruner & long reach cutter	£ 968.00	£ 193.60	£ 1,161.60
Telesis	DD	Phone charges	£ 51.41	£ 10.28	£ 61.69
Allstar Business	DD	Fuel for machinery	£ 4.36	£ 0.87	£ 5.23
BNP Parabis	DD	Photocopier lease 26/11/2015 - 25/02/2016	£ 408.00	£ 81.60	£ 489.60
CopyriteSystems	*	Photocopying charges	£ 54.05	£ 10.81	£ 64.86
Duttons Mowerworld	*	Stihl wing nut	£ 3.99	£ 0.80	£ 4.79
Risley MOT & Truck	*	Replace rear view mirror ND09VNL	£ 40.13	£ 8.03	£ 48.16
Risley MOT & Truck	*	Repair side door handle ND58BZR	£ 58.00	£ 11.60	£ 69.60
Elite Industrial Supplies	*	PPE and workwear (inc. complete set for 3 new staff)	£ 401.85	£ 80.36	£ 482.21
Cheshire Pension Fund	*	(E'ee £473.89 E'er £1,465.74)	£ 1,939.63		£ 1,939.63
HM Revenue & Customs	*	(Tax £1,126.60 NI £1,172.12)	£ 2,298.72		£ 2,298.72

Payments of accounts presented for approval at the December 2015 Meeting

Payee	Description	Net	VAT	Gross
Arco	2 x safety workboots	£ 99.38	£ 19.88	£ 119.26
Arco	4 x safety workboots, 1 x trousers, 8 pairs driving gloves	tbc		
Allstar Business	Fuel	£ 60.30	£ 12.05	£ 72.35
Allstar Business	Fuel	£ 110.92	£ 22.18	£ 133.10
Elite Industrial	1 x breathable waterproof trousers (KA)	£ 10.52	£ 2.10	£ 12.62
SSE Southern Electric - Gas	Gas Parkers Farm (14 Aug 15 - 17 Nov 15)	£ 251.71	£ 12.58	£ 264.29
Elite Industrial Supplies	2 x cargo pants - workwear (JM)	tbc		
CopyriteSystems	Photocopying charges	£ 71.50	£ 14.30	£ 85.80
United Utilities (a/c 4083868280)	Water charges	£ 35.05		£ 35.05
Legal and General	Ill health insurance	£ 92.34		£ 92.34
Warrington Borough Council	Business rates	£ 194.00		£ 194.00
United Utilities	Surface water and highway drainage	£ 65.52		£ 65.52
Acumen Wages	December payroll services	tbc		
Allstar Business	Fuel	£ 21.36	£ 4.27	£ 25.63
Trade UK (B&Q)	2 x large loppers, compost, bulbs, fence stain	£ 84.75	£ 16.95	£ 101.70
Warrington Borough Council	Contribution to Forest Park play area refurbishment/fitness equipment	£ 65,000.00		£ 65,000.00
Plus various other recurring direct debits yet to be shown on bank statement / monthly invoices yet to be received				

Items marked * have been / will be paid online by Officers (not direct debits)