



Congleton Town Council

Historic market town

Chief Officer: David McGifford

28th June 2018

To: **MEMBERS OF THE FINANCE & POLICY COMMITTEE**

Dear Councillor,

Finance and Policy Committee Meeting – Thursday 5th July 2018

You are requested to attend a meeting of the Finance and Policy Committee to be held in the Town Hall, High Street, Congleton on – **Thursday 5th July 2018** commencing at **7.00pm.**

The Public and Press are welcome to attend the meeting. There may be confidential items towards the end of the meeting which the law requires the Council to make a resolution to exclude the public and press.

Yours sincerely,

David McGifford
Chief Officer

AGENDA

1. Apologies for absence (Members are respectfully reminded of the necessity to submit any apology for absence in advance and to give a reason for non-attendance).
2. Minutes of Last Meeting (enclosed)
To approve the Minutes of the Meeting of the Committee held on 7th June 2018.
3. Declarations of Interest
Members are requested to declare both “pecuniary” and “non-pecuniary” interests as early in the meeting as they become known.
4. Outstanding Actions

None

Congleton
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where friends are made

Congleton Town Council, Town Hall, High Street, Congleton, Cheshire CW12 1BN

Tel: 01260 270350 Fax: 01260 280357

Email: info@congletontowncouncil.co.uk www.congleton-tc.gov.uk

5. Questions from Members of the Public

To receive any questions from Members of the Public including those received in writing 7 days prior to the meeting.

6. Grant Approvals and Commitments 2018-19 (enclosed)

To receive a statement showing the current position to May 2018.

7. New Applications for Financial Assistance (enclosed)

- **GR01/ 1819** - Supporting Well-Being and Nurturing Strength
- **GRO2/1819** – SOL Theatre School (re-submission)
- **GR04/ 1819** - Cheshire & Warrington Carers Trust

8. Management Accounts (enclosed)

To receive and consider the Management Accounts to 31st May 2018.

9. Bank Reconciliation (enclosed)

To receive and consider the bank reconciliation as at 31st May 2018.

10. Savings Account Balances (enclosed)

To receive and consider the Savings Account balances as at 31st May 2018.

11. List of Payments (enclosed)

To receive and consider the Payments Lists between 1st May 2018 – 31st May 2018.

To: Members of the Finance & Policy Committee

Cllrs:

G Edwards (Chairman), Mrs. J Parry (Vice Chairman)
Mrs D S Allen, J G Baggott, P Bates, R Boston,
Mrs S A Holland, Mrs A E Morrison, M A Walker and Mrs E Wardlaw

Ccs: Other members of the Council and Honorary Burgesses (5) for Information; Press (2)
Congleton Library, Congleton Tourist Information Centre.

CONGLETON TOWN COUNCIL

Minutes of the Meeting of the Finance & Policy Committee Held on Thursday 7th June 2018

PRESENT - Councillors

Committee Members

J G Baggott
R Boston
G R Edwards (**Chairman**)
Mrs. S A Holland (Deputy Town Mayor)
Mrs A E Morrison
Mrs J D Parry (**Vice Chairman**)
M A Walker

Non-Committee members

Cllr Mrs S Akers Smith (Town Mayor)
Cllr Mrs A M Martin

1. Apologies

Apologies for absence were received from Committee members Cllrs P Bates and Mrs E Wardlaw and non-committee members Cllrs D T Brown and G S Williams.

2. Minutes

FAP/01/1819 RESOLVED that the Minutes of the Meeting held on 22nd March 2018 be approved and signed by the chairman subject to the apologies given by Cllr Mrs A E Morrison are noted and minutes amended.

3. Declarations of Interest

Members are requested to declare both "pecuniary" and "non-pecuniary" interests as early in the meeting as they become known.

Cllr J G Baggott declared a non-pecuniary interest in matters relating to Cheshire East Council and a pecuniary interest for item 18 Shop Front Improvement Grants.

4. Outstanding Actions

There were no outstanding actions.

5. Questions from members of the Public

To receive 7 days prior to the meeting any questions from Members of the Public including those received in writing

There were no questions from members of the public

6. Grant Approvals and Commitments 2018-19

To receive a statement showing the current position.

FAP/02/1718 RESOLVED that the grant summary be received.

7. New Applications for Financial Assistance

FAP/03/1819 RESOLVED that the following grant be awarded:-

- **GR/03/1819** – Congleton Harriers £250

FAP/04/1819 RESOLVED that the following grants be deferred

- **GR01/1819** - Supporting Well-Being and Nurturing Strength
Action: Congleton Town Council officers to discuss with applicant the sustainability of the project.
- **GR02/1819 - SOL Theatre School**
Action: Deferred due to dates within application.

8. New Grant Activities Monitoring Forms

FAP/05/1819 RESOLVED that the following new Grant Activities Monitoring Forms be received:

- **Congleton Jazz and Blues - Original Grant ref GR 10/1718**
- **Congleton Museum – Original Grant ref GR 20/1718**
- **St Peter’s Church – Project Update Letter**

9. Management Accounts

FAP/06/1819 RESOLVED to receive and approve the management accounts to 31st March 2018.

10. Bank Reconciliation

FAP/07/1819 RESOLVED to receive and consider the bank reconciliation as at 30th April 2018.

11. List of Payments

FAP/08/1819 RESOLVED to receive and consider the Payments List between 1st February and 31st March 2018 and 1st April – 30th April 2018.

12. Asset Register

FAP/09/1819 RESOLVED to receive and approve the Asset Register for year ending 31st March 2018 and that the Constitution be updated accordingly.

13. New Privacy Policy for Congleton Town Council

To receive a report from the Town Centre and Marketing Manager to approve the Data Privacy Notice and include it within the Town Council Constitution.

FAP/10/1718 RESOLVED to note the Data Privacy Policy.

14. Amendment to Grant Application Forms and Policy

To receive a report from the Town Centre and Marketing Manager with regards to an amendment to Grant Application Forms and Policy.

FAP/11/1819 RESOLVED to receive the amendments to the Grant Application Forms and Policy

15. CCTV Policy and Signage

To receive a report and amendments regards to the CCTV Policy and signage.

FAP/12/1819 RESOLVED to receive the amendments to the CCTV Policy and signage and the Constitution be update accordingly.

16. Bowling Green Mower

To receive a report from the Streetscape Development Manager to approve a request purchase a new Bowling Green Mower.

FAP/13/1819 RESOLVED to approve expenditure up to £3735, subject to requesting a reduction in the asking price.

17. Insurance Review 2018-19

To receive a report from the Chief Officer with regards to the insurance review.

FAP/14/1819 RESOLVED to receive the Insurance review report.

18. Shop Front Improvement Grant

To receive a progress report from the Town Centre and Marketing Manager on the Shop Front Improvement Grant.

FAP/15/1819 RESOLVED to receive the report on the shop Front Grant Scheme and to extend the scheme to include the Hightown area.

**Cllr G R Edwards
(Chairman)**

Congleton Town Grant Commitments 2018/19									
Permitted and S137									
Date Grant Approved	To	For	Section	Minute Reference	Approved EMR b/fwd £	Approved 18/19 £	Paid £	Outstanding	Date Paid
	Subsidised Use of Town Hall					3,500.00	771.80	2728.20	
14/09/2017	Marion School	Contribution to a Prayer garden	Gpoc	FAP/21/1718	250.00			250.00	
23/11/2017	CCCU	Support for Audit fees	Gpoc	FAP/35/1718	500.00		500.00		08/05/2018
15/02/2018	Congleton Pantomime	Support for 40th Anniversary	Gpoc	FAP/54/1718	250.00			250.00	
22/03/2018	Ruby's fund	Soft play room	Gpoc	FAP/66/1718	500.00			500.00	
22/03/2018	Congleton Library	Summer reading challenge	Gpoc	FAP/66/1718	100.00			100.00	
22/03/2018	Bromley Farm CC	Newsletter	Gpoc	FAP/66/1718	400.00			400.00	
22/03/2018	Cong Bath House & Physic garden	Equip for community events	Gpoc	FAP/66/1718	100.00			100.00	
22/03/2018	Friends of Congleton Park	Brass on the grass	Gpoc	FAP/66/1718	300.00			300.00	
22/03/2018	Congleton Museum	frontage improvements	Gpoc	FAP/66/1718	228.00		228.00		29/05/2018
22/03/2018	Congleton Carnival	Carnival 2018 (balance from EMR)	Gpoc	FAP/66/1718	1,290.00		445.00	845.00	
07/06/2018	Congleton Harriers	Congleton Half Marathon	Gpoc	FAP/03/1819		250.00		250.00	
								0.00	
								0.00	
								0.00	
								0.00	
								0.00	
								0.00	
								0.00	
								0.00	
								0.00	
								0.00	
Totals					3918.00	3750.00	1944.80	5723.20	
	EMR b/fwd		£3,918.00						
	Budget 18/19		£18,500.00						
	Total approved to date		£7,668.00		£56,833.00	Total Grant budget			
	Total money still available for grants		£14,750.00						

Congleton Town Grant Commitments										
Specific Budgets										
Date Grant Approved	To	For	Section	Minute Referen	EMR b/fwd	Budget	Approved 18/19	Paid £	Outstandi	Date Paid
01/04/2018	Congleton Museum	Notional rent	GpoC			4,500.00	4,500.00	4,500.00	0.00	01/04/2018
01/04/2018	Community Projects	Project support	GpoC			16,000.00	16,000.00	16,000.00	0.00	01/04/2018
01/04/2018	Congleton Patnership	Rent	GpoC			1,533.00	1,533.00	1,533.00	0.00	01/04/2018
01/04/2018	Citizens Advice Bureau	annual grant	GpoC			15,000.00	15,000.00	15,000.00	0.00	01/04/2018
01/04/2018	Royal British Legion	Remembrance Day Parade	GpoC			1,000.00	1,000.00		1,000.00	
01/04/2018	St Peter's Church	Church clock maintenance	PCA1957 s2			300.00	300.00		300.00	
Totals						38,333.00	38,333.00	37,033.00	1,300.00	
		Ear marked reserve b/fwd			£0					
		Budget 2018/19			£38,333					
		Total approved to date			£38,333					
		Total awaiting application			£0					

SUBMITTED MEETING:
7th June 2018.



Congleton Town Council Application for Financial Assistance



Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	GR01/1819
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1.1	Applicant(s):	Beverley Daniel Clare Foster Kirsty Halm
1.2	Representing:	Supporting Well-Being and Nurturing Strength
1.3	Email Address:	
1.4	Tel No.	
1.5	Project Title:	Community Counselling Service (Pilot scheme)
1.6	Project Objectives:	Provide a free/low cost counselling service to the community of Congleton that is flexible, accessible and available to all.
1.7	Brief Project Description:	Deliver one to one counselling in Congleton based on an assessment followed by an agreed number of sessions which would be regularly reviewed ensuring client's needs are met. We will continue to work closely with other local organisations i.e. Ruby's Fund, Carers Trust, Friends for Leisure and Cheshire Buddies for referrals. The service will run on a low cost premise based on clients ability to pay.
1.8	Details accounts/budgets	Counselling hourly rate of £25 per hour and room costs. We plan to use the community hubs to keep the room costs low and the service accessible.

Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	£4000
2.2	Total contribution sought:	£1000
2.3	What will the money be spent on?	Cost of counsellors time Indirect costs Room hire Marketing

2.4	Any ongoing costs:	No
2.5	Details of <i>confirmed</i> match funding include source Cash: In kind:	Cash £500 Received from Congleton 4 Congleton
2.6	Resources needed:	Room Paperwork
2.7	Estimated timescale of project from start to finish:	Six Months

Part 3: Potential Benefits / Outputs

3.1	What are the potential benefits/outputs to residents of Congleton	Residents can access a low cost/free counselling service at point of need enabling them to address any issues or difficulties with their mental health. Statistics show that if people can access counselling easily at point of need their outcomes are significantly improved. This in turn leads to stronger emotional resilience and increase their ability to strive. There is also the benefit of not being a statutory service so that clients can access without a referral from health workers or GP.
3.2	Are there similar services/projects provided in the area	We are aware that there are similar services, i.e. Visyon. Talking therapies, however we are also aware of the difficulty in accessing these services and the long waiting lists involved.

Part 4: Evaluation/Publicity

4.1	How will the project be evaluated and who will carry out the evaluation? ?	Through feedback forms from clients. Collection of data from information gathered. Evaluated by the Directors.
4.2	Describe how you will promote the Town Council in your project	Within all our marketing we will clearly display where the funding has come from. This information will also be added to our website. To all organisations and clients we work with it will be made clear where we received funding from.

Signature: K.Halm

Date: 16/3/18

GR01 - Swans CIC

Additional information for grant application GR01/1819 28.6.18

Dear David

Thank you for your time on Tuesday and for the clarification on the chronicle article.

We are a community interest company working across Cheshire East who have been in operation for approx 2 years, we deliver emotional resilience education, wellbeing workshops and counselling services to our community.

We are experienced counsellors and facilitators that have worked in various settings for the last 15 years, we are passionate about improving the emotional resilience and positive mental health of our community. We are very aware of cuts in services across the county and the strain this can cause, waiting lists for mental health services are getting longer. We are also very aware of the lack of affordable counselling services locally and have been approached by people over the last two years wanting to access counselling but unable to afford to, we deliver our services at as low a cost as we can and put funds back into the CIC to fund further services. We use local community hubs and buildings to enable ourselves and participants to build connections with these valuable services.

We have worked with various organisations over the last two years delivering counselling services - LOL foundation, Carers trust and Eaton Bank Academy, we are very excited to be starting a new counselling service with Rubys fund and are in talks with Congleton High to provide counselling to their students. We have been successful in securing some funding from Crewe town council to deliver a pilot community counselling service, this will enable us to deliver a low cost/free counselling service to the residents of Crewe and enable them to access a valuable service when they need it. We will gather the evidence to apply for further funding and prove there is a genuine need for the service.

We would desperately like to offer this service to the residents of Congleton, I have lived in Congleton all my life and know what a fantastic place it is to live and to be able to offer this to people locally would be fantastic.

If you would like us to provide any further information please contact us.

Thank you Clare Foster - SWaNS CIC

~~022099/15~~
022099/15
CIC 34

Community Interest Company Report

For official use
(Please leave blank)

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*Please
complete in
typescript, or
in bold black
capitals.*

Company Name in
full

Supporting Well-Being and Nurturing Strength

Company Number

10250839

Year Ending

June 2017

Please ensure the company name is consistent with the company name entered on the accounts.

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

(N.B. A Filing Fee of £15 is payable on this document. Please enclose a cheque or postal order payable to Companies House)

PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a description of how they have benefited the community.

Delivered one to one counselling to service users of the LOL Foundation through funding provided by Congleton 4 Congleton which benefited the community by enabling ex servicemen to reintegrate back in to the community after support with their mental health.

Peer mentor training within primary schools. Training year 5 students to become peer mentors supporting other pupils within their schools when necessary. Benefiting the community by creating awareness and responsibility within school children which they can take with them as they grow into adults as part of the community.

One to one counselling of children and young people with a local charity. Supporting young people working towards autonomy and becoming valued members of the community.

(If applicable, please just state "A social audit report covering these points is attached").

(Please continue on separate continuation sheet if necessary.)

**Supporting
Well-Being and
Nurturing
Strength CIC**

10250839

**Profit and Loss
Account**

	Actual Year to 30/06/2017
Revenue	
Projects	<u>11545</u>
Costs	
Wages	8967
Marketing	1231
Insurance	618
Supervision	285
NHI	139
Sundries	91
Total Costs	<u>11331</u>
Profit	<u>214</u>

For financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

15/4/18

K. HALM - Director

Balance Sheet
At 30/06/2017

Current Assets

Bank	3535
Debtors	3630

Total Current Assets	7165
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Current Liabilities

Projects	4103
Accrual	2362
PAYE/NI	486

Total Current Liabilities	6951
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Net Current Assets	214
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Retained Earnings	214
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For financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

15/4/18
K. HALM - Director

TUESDAY



A15 *A741SZN3* 17/04/2018 #6
COMPANIES HOUSE

PART 2 – CONSULTATION WITH STAKEHOLDERS – Please indicate who the company's stakeholders are; how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear.

The stakeholders were schools, Congleton 4 Congleton, the LOL Foundation and counselling clients.

Stakeholders were consulted through feedback forms and discussion.

Initially the work with the LOL Foundation was to be a well-being group, however, after discussions with LOL and their service users it was decided that a one to one counselling service would be more beneficial.

The other feedback that we have received did not leave us with any other changes to make.

(If applicable, please just state "A social audit report covering these points is attached").

PART 3 – DIRECTORS' REMUNERATION – if you have provided full details in your accounts you need not reproduce it here. Please clearly identify the information within the accounts and confirm that, "There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed" (See example with full notes). If no remuneration was received you must state that "no remuneration was received" below.

no remuneration was received

PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies. If this does not apply you must state that "no transfer of assets other than for full consideration has been made" below.

no transfer of assets other than for full consideration has been made

(Please continue on separate continuation sheet if necessary.)

PART 5 – SIGNATORY

The original report must be signed by a director or secretary of the company

Signed

Date

Office held (delete as appropriate) Director/Secretary

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Tel	
DX Number	DX Exchange

When you have completed and signed the form, please attach it to the accounts and send both forms by post to the Registrar of Companies at:

For companies registered in England and Wales: Companies House, Crown Way, Cardiff, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland: Companies House, 4th Floor, Edinburgh Quay 2, 139
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

For companies registered in Northern Ireland: Companies House, 2nd Floor, The Linenhall, 32-38
Linenhall Street, Belfast, BT2 8BG

The accounts and CIC34 **cannot** be filed online

(N.B. Please enclose a cheque for £15 payable to Companies House)



Congleton Town Council

Application for Financial Assistance

SUBMITTED MEETING:
5th July 2018.



Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	GR02/1819 1819
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1.1	Applicant(s):	Joanne Davies
1.2	Representing:	SOL Theatre School
1.3	Email Address:	
1.4	Tel No.	
1.5	Project Title:	SOL Theatre Summer School
1.6	Project Objectives:	<p style="text-align: center;">Statement of Intent</p> <ul style="list-style-type: none">• SOL Theatre School's intention is to train young people in performing and technical skills, relating to the production of a staged theatrical performance. As a direct result of this, young people will gain confidence, social skills, self reliance, communication skills and a sense of accomplishment which they can take forward in to their everyday lives.• SOL Theatre School will run a Summer School each year during the first two weeks of August, giving the young people of the area a focus and purpose other than being 'out on the streets' or left alone at home whilst parents go to work.• It is also the intention of SOL Theatre School to foster an interest in live performance thereby increasing the cultural life of the area.• The SOL Theatre School Summer School is open to all people between the age of 7 and 18 regardless of race, gender, religion, sexual orientation, physical/mental disability or offending background.
1.7	Brief Project Description:	Ten days (9.00 – 17.00) training and rehearsals from the 6 th to 18 th August 2018 finishing with two public performances of the proposed show 'Spamalot' on the 17 th and 18 th August 2018.
1.8	Details accounts/budgets	Please see attached expected expenditure/income sheet

Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	£19,352.44 estimated (see show budget sheet attached)
2.2	Total contribution sought:	£1,000.00
2.3	What will the money be spent on?	Last year the Town Council was kind enough to sponsor the 'T' –shirts having the Town Council Logo embroidered on the front that are presented to the children taking part in the summer school and which they keep as a memento. If the Council no longer wishes to have their logo on our T-shirts and would rather sponsor a child which the each of child is £350 for 1 and £600 for a family of 2, we would be very happy for the Council to do this and will remove the logo from our T-shirts.
2.4	Any ongoing costs:	Purchase of Show License, Music Hire and librettos. Advertising and promotional material. Theatre hire costumes etc.
2.5	Details of confirmed match funding include source Cash: In kind:	We have applied to a number of local organisations, like last year, but have not had any confirmed cash promised at this point of time. We estimate, based on present costing, that the professional team taking part in this exercise and giving their time voluntary would be in the region of £10,000.
2.6	Resources needed:	Rehearsal and performing stage venue, rehearsal materials – music, scores and orchestral arrangements. Sound, lighting, stage set and props. Voluntary people to protect the children under our Child Protection Policy plus a Cheshire East Council Approved Matron. A large number of people to make costumes, staging, props and manage the theatre.
2.7	Estimated timescale of project from start to finish:	Two weeks during the children's summer holiday starting on the 6th August 2018 from 9.00hrs to 17.00 hrs each week day and a member of the Council is more than welcome to come down to any of the rehearsals to see what we do.

Part 3: Potential Benefits / Outputs

3.1	What are the potential benefits/outputs to residents of Congleton	As stated in our constitution the children will benefit from being part of a happy and enjoyable team that we hope the parents will appreciate. Certainly the children do. The performance by the children on the two show evenings will enhance the cultural being of the town and make Congleton proud of the young people who take part. Also the 40 + people who give their time and commitment to such a good cause totally on a voluntary basis.
3.2	Are there similar services/projects provided in the area	Not to our knowledge.

Part 4: Evaluation

4.1	How will the project be evaluated?	SOL Theatre School members will evaluate each child's contribution to the project and are present with a certificate of attendance that they may use for future requirements. We have past members taking part in the stage version of 'Billy Eliot' in Manchester and appearing on television in the John Bishop show plus many take part in the local youth and senior operatic society productions within the Town. The main evaluation criteria is that the children tell their parents to arrange their family summer holidays around SOL Summer School so that they can take part.
4.2	Who will carry out the evaluation?	We invite a member from the Sponsoring Organizations. Also local dignitaries are invited who voice the opinion in many ways including congratulating letters and comments in the local paper, the <i>Congleton Chronicle</i> .

Signature: _____

Re-Dated 23rd June 2018

SOL Theatre School's Constitution, Child Protection Policy, Equal Opportunities Statement and Data Protection Policy can be viewed and printed from the web site www.soltheatreschool.co.uk

SOL Theatre accounts

November 2016 - November 2017

Current Year

Prior Year

Income & Expenses (including items already invested)

Income (Happy Days)

Fees (from participants)	£13,450.00	£12,820.00
Tickets (net of show fees)	£2,867.59	£2,607.90
Grants	£1,800.00	£1,700.00
Refreshments, programmes, raffle, adverts (net of expenses)	£1,843.80	£695.91
	<u>£19,961.39</u>	<u>£17,823.81</u>

Expenses (from Sunshine on Leith)

Hire of theatre	(£3,670.50)	(£3,590.00)
Costumes, props, staging for show	(£4,946.52)	(£3,171.76)
Expenses for team incl. band (petrol, food, clothing etc.)	(£4,579.00)	(£4,904.69)
DBS checks	£0.00	(£150.00)
Licence to perform show (Weinbergers)	(£2,747.27)	(£1,023.00)
Advertising incl. auditions (local papers/shows etc)	(£283.00)	(£268.77)
Insurance premium	(£291.43)	(£269.00)
Bank charges	£0.00	(£50.00)
Misc - incl SOL clothing etc.	(£2,834.72)	(£2,477.92)
	<u>(£19,352.44)</u>	<u>(£15,905.14)</u>

Net movement from Happy Days

£608.95

£1,918.67

Represented by:

Opening bank balance	12-Feb-16	£7,081.20
Net income above		£1,918.67
Closing bank balance	3-Nov-17	£8,999.87

Reviewed by : C.Carter (ACMA)

SUBMITTED MEETING:
5th JULY 2018.



Congleton Town Council
Application for Financial Assistance



CONGLETON

05 JUN 2018

TOWN COUNCIL

Part 1: Applicant(s) and Project Details

GRO4/1819

Application Reference Number (office use only)	GRO4 /1819
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1.1	Applicant(s):	LISA Tydd
1.2	Representing:	Cheshire and Warrington Carers Trust
1.3	Email Address:	
1.4	Tel No.	
1.5	Project Title:	Congleton Carers Group
1.6	Project Objectives:	To provide regular support in Congleton for people providing regular care & support for an adult
1.7	Brief Project Description:	Provision of monthly support group for Carers of adults. meeting at New Life Church in Congleton. Information, help, advice and support available at group as well as providing Carers with a break.
1.8	Details accounts/budgets	Venue hire £30 x 7 (Sep - March 19) £30 toward activities / refreshments.

Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	£240.
2.2	Total contribution sought:	£240
2.3	What will the money be spent on?	venue hire, activities, refreshments.

2.4	Any ongoing costs:	CWCT will find Staff member to run sessions supported by volunteers.
2.5	Details of confirmed match funding include source Cash: In kind:	Volunteer in kind costs = £140.
2.6	Resources needed:	
2.7	Estimated timescale of project from start to finish:	Sep 2018 - March 2019.

Part 3: Potential Benefits / Outputs

3.1	What are the potential benefits/outputs to residents of Congleton	Provide an opportunity for us to raise awareness of our services to carers living in Congleton. Enable Congleton Carers to meet together for mutual friendship & support. Invite other local organisations to speak at sessions.
3.2	Are there similar services/projects provided in the area	We were previously funded to provide M's service and have regular members wanting to attend. We offer a similar group in Congleton for those caring for a child funded by Cheshire East Council.

Part 4: Evaluation/Publicity

4.1	How will the project be evaluated and who will carry out the evaluation?	Staff from CWCT will monitor & evaluate the project using statistics of attendance and feedback from Carers.
4.2	Describe how you will promote the Town Council in your project	Congleton Town Council will be promoted via our website and social media and any publicity material.

Signature: _____

Date: 1/6/18.

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy Committee		
MEETING DATE AND TIME	05/07/18 7pm	LOCATION	Congleton Town Hall
REPORT FROM	Jackie Potts – Support Manager		
AGENDA ITEM REPORT TITLE	8 Management accounts for May 2018		
Background	Variance analysis of the Management Accounts for May 2018 to accompany the spreadsheet.		
Updates	<p>These figures are for 2 months April to May 2018. See spreadsheet. Central overheads reallocated is an accounting mechanism to apportion the administrative costs over all the other cost centres containing staff, in line with the audit and accountancy regulation guidelines. The figures for these first 2 months show figures largely in line with the budget. 17% of expenditure would be expected to have been used.</p> <p><u>Finance and Policy Committee</u></p> <p><u>Corporate Management</u></p> <p>Overall on budget</p> <ul style="list-style-type: none"> • Subscriptions and Publications, and Insurance are full year costs. • Reception TIC is paid in October • Some quarterly expenditure has not yet been received (HR Support, Photocopying charges) • Auditing invoices still to be received. <p><u>Democratic/Civic</u></p> <p>Slightly over budget</p> <ul style="list-style-type: none"> • The Mayor has received her full annual allowance • 1 out of the 3 Civic functions has taken place (Annual Council meeting) <p><u>Grants</u></p> <p>£15,000 is still available for grants (these management accounts are to 31/05/18 so the £250 awarded at June's F&P meeting has not been taken into account)</p> <p><u>Community, Environment and Services Committee</u></p> <p>Slightly under budget.</p> <ul style="list-style-type: none"> • Paddling Pool only opened at the end of May. • £730 has been spent on allotment maintenance. • CCTV invoice hasn't been received yet • PCSO payment has not yet been agreed. • Streetscape Insurance is a full year cost • Streetscape General expenditure includes £390 works to the Bowling Green; £340 Storage cage for tools; £464 for remote control beacons. <p><u>Town Hall Committee</u></p> <p>Expenditure slightly under budget and income on budget so overall 14% of budget used.</p> <p><u>Personnel Committee</u></p> <p>Staffing costs on budget</p>		
Decision Requested	To receive the Management Accounts for May 2018		

Congleton Town Council - Management Accounts - May 2018

	Current Month Actual	Actual Year To Date	Current Annual Budget	Variance Annual Total	% of Budget
Finance and Policy					
101 Corporate Management					
Staff Costs (re-allocated)	11,433	22,867	144,164	121,297	16%
Travel	16	16	900	884	2%
Training / Conferences	0	0	2,550	2,550	0%
Rent Payable	1,163	2,325	13,950	11,625	17%
Reception - TIC	0	0	3,124	3,124	0%
Miscellaneous Office Costs	95	102	400	298	26%
Telephone/Fax/Internet	92	114	1,300	1,186	9%
Postage	213	371	2,900	2,529	13%
Stationery & Printing	186	268	3,000	2,732	9%
Subscriptions & Publications	22	2,331	3,130	799	74%
Insurance	6,176	8,182	9,000	818	91%
Computer/IT Costs	789	1,786	10,600	8,814	17%
Photocopy Charges	0	0	3,000	3,000	0%
Recruitment Advertising	0	0	500	500	0%
Other Advertising	0	50	300	250	17%
Bank Charges	54	133	1,000	867	13%
Audit Fees - External	0	0	2,000	2,000	0%
Audit Fees - Internal	0	0	1,260	1,260	0%
Accountancy Support	0	40	4,200	4,160	1%
Legal & Professional fees	35	35	3,000	2,965	1%
HR & H&S support	0	125	4,500	4,375	3%
Central Overheads reallocated	-6,895	-12,544	-56,688	-44,144	22%
Corporate Management:-Expenditure	13,379	26,201	158,090	131,889	17%
Printing and Stationary recharges	0		0	0	
Interest Receivable	-53	-82	-2,000	-1,918	4%
Misc Income			0	0	#DIV/0!
Corporate Management :- Income	-53	-82	-2,000	-1,918	4%
Net Expenditure over Income	13,326	26,119	156,090	129,971	17%
102 Democratic Rep'n & Mgmt/Civic					
Staff Costs (re-allocated)	2,121	4,242	26,066	21,824	16%
Training / Conferences	0	0	1,000	1,000	0%
Stationery & Printing	0	0	500	500	0%
Marketing/Promotions	0	96	918	822	10%
Council Newsletter	0	780	5,335	4,555	15%
Council Website	0	0	1,500	1,500	0%
Mayor's Allowance	3,000	3,000	3,000	0	100%
Members Expenses	0	0	200	200	0%
700 Years of Mayoralty	60	160	2,500	2,340	0%
Civic Expenses	1,059	1,086	5,000	3,914	22%
Civic Regalia	0	1	250	249	0%
Hall & Room Hire	333	982	5,500	4,518	18%
Civic Artefacts and Treasures	0	0	1,500	1,500	0%
Central Overheads reallocated	306	557	2,518	1,961	22%
Democratic Rep'n & Mgmt/Civic:-Expenditure	6,879	10,904	55,787	44,883	20%
Grants	41,833	41,833	56,833	15,000	74%
F&P Income - Expenditure Totals	62,038	78,856	268,710	189,854	29%

	Current Month Actual	Actual Year To Date	Current Annual Budget	Variance Annual Total	% of Budget
<u>Community, Environment & Services</u>					
Paddling Pool	1,336	1,661	24,071	22,410	7%
Propogation unit	0	0	1,000	1,000	0%
Floral Displays	1,836	2,053	12,000	9,947	17%
Allotments	766	803	1,240	437	65%
Public Toilets	1,369	1,650	9,400	7,750	18%
Public Realm CCTV	0	133	10,500	10,367	1%
Congleton Partnership	2,831	5,662	33,973	28,311	17%
Community Development	5,475	10,646	65,323	54,677	16%
Police Community Support Officers	0	0	47,672	47,672	0%
Christmas Fayre/lights	0	0	20,000	20,000	0%
Neighbourhood Plan	0	0	0	0	#DIV/0!
Tourism	783	1,272	5,000	3,728	25%
Youth and Young People	257	307	2,000	1,693	15%
Luncheon Club	410	969	11,000	10,031	9%
	15,063	25,156	243,179	218,023	10%
<u>Streetscape</u>					
Staff Costs	31,119	62,312	404,434	342,122	15%
Agency Staff	0	0	6,000	6,000	0%
Training	0	55	3,000	2,945	2%
Protective Clothing\H & Safety	390	636	3,060	2,424	21%
Office rent	256	511	3,067	2,556	17%
Cleaning Materials	364	836	5,000	4,164	17%
Telephones	76	126	700	574	18%
Insurance	4,118	5,455	6,000	545	91%
Property maintenance	18	18	1,020	1,002	2%
Horticultural etc Supplies	190	1,073	18,000	16,927	6%
Winter Bedding	0	0	1,000	1,000	0%
Vehicle maintenance/Serv etc	1,452	2,676	10,000	7,324	27%
Vehicle fuel and oil	1,268	2,342	15,000	12,658	16%
Vehicle rental charges	6,484	9,679	42,000	32,321	23%
Street Cleansing	167	167	3,000	2,833	6%
General expenditure	504	1,952	3,000	1,048	65%
Central Overheads Reallocated	4,752	8,645	39,068	30,423	22%
Rechargeable expenses			0	0	#DIV/0!
Streetscape Expenditure	51,158	96,483	563,349	466,866	17%
Streetscape - Income	-30,559	-61,117	-366,702	-305,585	17%
Streetscape - External work income	-322	-322	-15,000	-14,678	2%
Streetscape - Misc Income		-150	-900	-750	17%
	-30,881	-61,589	-382,602	-321,013	16%
Net Expenditure over Income	20,277	34,894	180,747	145,853	19%
C,E &S Income - Net Expenditure Totals	35,340	60,050	423,926	363,876	14%
<u>Town Hall</u>					
Town Hall - Expenditure		29,908	193,438	-163,530	15%
Town Hall - Income		-20,156	-122,700	102,544	16%
Net Expenditure over Income	0	9,752	70,738	-60,986	14%
Total Net Expenditure	0	148,658	763,374	492,744	19%
<u>Personnel</u>					
Staff Costs - Reallocated	55,952	112,102	730,991	618,889	15%

Reserves as at 31/05/18

General Reserve	190,754
Capital Equipment Fund	40,159
Capital Contingency Fund	235,306
EMR Elections	15,000
EMR Carnival	6,210
EMR Crime Prevention/Traffic calming	3,779
EMR Ancient Treasures	3,000
EMR Website	2,651
EMR Training	1,747
EMR Streetscape	56,767
EMR Loan Repayments	500
EMR Toilets	24,012
EMR Play Areas	6,000
EMR Public Realm	9,189
EMR Legal Fees	5,292
EMR Tourism	9,169
EMR Congleton Neighbourhood Plan	22,152
EMR Cenotaph	10,000
EMR Rotary Bonfire	5,000
EMR In Bloom	3,000
EMR Christmas Lights	7,573
	<u>657,260</u>

Bank Reconciliation Statement as at: 31/05/2018 for Cash Book 1 RBS Current/I Access Acct

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
RBS High Interest A/c 11411162	31/07/2016	646	0.00
RBS Current Account 11411170	31/05/2018	302	160,855.97
			<u>160,855.97</u>
<u>Unpresented Cheques (Minus)</u>			<u>Amount</u>
22/05/2018 008593	Whitehursts Agricultural & Bui	44.39	
22/05/2018 008589	Mayor's annual allowance	3,000.00	
29/05/2018 008595	Cheshire East Council	200.00	
29/05/2018 008594	Cong Museum grant	228.00	
01/03/2018 008523	PCC cheshire	415.00	
26/03/2018 8538	Halo Hair	8.00	
29/03/2018 008547	Congleton RUFC	182.00	
			<u>4,077.39</u>
			156,778.58
<u>Receipts not Banked/Cleared (Plus)</u>			
			<u>0.00</u>
			156,778.58
		Balance per Cash Book is :-	156,778.58
		Difference is :-	0.00

Congleton Town Council - Savings account balances

Balances as at 31 05 18

Balance per Business Reserve Account (10180876)	608,590.87
Cambridge and Counties 1 year fixed deposit	150,000.00
CCLA deposit	150,000.00
	<hr/>
	908,590.87
	<hr/>

Congleton Town Council

RBS Current/I Access Acct

List of Payments made between 01/05/2018 and 31/05/2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
01/05/2018	Cheshire East BC	DD	2,638.00	Business rates TH
01/05/2018	Cheshire East BC	DD	208.00	Business rates Mkt st toilets
01/05/2018	Prism Business Developments Li	DD	38.40	61093/9051/Prism telephones
02/05/2018	BACS B/L Pymnt Page 1910	BACS Pymnt	10,386.01	BACS B/L Pymnt Page 1910
08/05/2018	Prism Business Developments Li	008587	235.26	88396/9141/extended warrantries PC's
08/05/2018	Legal & General Assurance Soci	008588	5,251.98	GRIK209/9134/annual ill health insurance
08/05/2018	Vibrant graphics (Carnival)	008585	228.00	Grant Carnival-Vibrant graphic
08/05/2018	CCCU (credit union)	008586	500.00	Grant CCCU (credit union)
10/05/2018	West Mercia Energy	dd	8.84	1477227/9098/P Pool electric
11/05/2018	BACS B/L Pymnt Page 1913	BACS Pymnt	6,006.73	BACS B/L Pymnt Page 1913
15/05/2018	West Mercia Energy	DD	2,218.36	1479151/9096/T H Gas/electric
15/05/2018	RBS bankline	DD	38.20	RBS bankline chgs
16/05/2018	ICO data protection fee	DD	35.00	ICO data protection fee
17/05/2018	RBS Credit Card	dD	60.00	030518/9188/Short Story prizes
17/05/2018	TomTom Telematics	Dd	117.42	7532272/9197/vehicle tracker
18/05/2018	Salaries May 18	DD	55,951.89	Salaries May 18
21/05/2018	West Mercia Energy	dd	1,711.60	1484004/9100/T H Gas/electric
21/05/2018	RBS chgs	DD	16.27	RBS chgs
22/05/2018	City Plumbing Supplies Holding	008590	21.92	1168AAX918/9171/pipework
22/05/2018	EE	008591	151.65	01272595002/9162/SS phones
22/05/2018	Gardening Through the Seasons	008592	730.00	150518/9179/Tree works HAAA
22/05/2018	Whitehursts Agricultural & Bui	008593	44.39	097244/9164/wood for planters
22/05/2018	Mayor's annual allowance	008589	3,000.00	Mayor's annual allowance
23/05/2018	EE	DD	26.29	V01491685616/9174/JM phone
25/05/2018	BACS B/L Pymnt Page 1922	BACS Pymnt	35,379.48	BACS B/L Pymnt Page 1922
25/05/2018	Prism Business Developments Li	Dd	946.98	88645/9223/I T Support
29/05/2018	Cheshire East Council	008595	200.00	41106109/9212/P/ship Youth
29/05/2018	Cong Museum grant	008594	228.00	Grant - Cong Museum
31/05/2018	Suez Recycling and Recovery UK	DD	287.12	31102182/9143/waste disposal
31/05/2018	Allpay - Plus Dane	DD	36.28	Allotment garage rental
Total Payments			126,702.07	

Ledger : 1

Month : 2

Linked to Cash Book : 1

Invoice Date	Invoice No	Supplier Name and Invoice Details	Authorized Ref	Amount Due	Discount Taken	Amount Paid	Invoice Balance
Supplier : Talke Chemical Company Limited			TALKECHEM				
03/04/2018	65450	65450/9114/floor cleaning bar		58.45	0.00	58.45	0.00
04/04/2018	65445	65445/9113/toilet rolls		309.50	0.00	309.50	0.00
04/04/2018	65454	65454/9116/re-charge s/s works		193.68	0.00	193.68	0.00
04/04/2018	65455	65455/9115/outside S/S works		63.00	0.00	63.00	0.00
17/04/2018	65468	65468/9092/toilet rolls TH		134.82	0.00	134.82	0.00
				0.00		759.45	
			Above paid on : 02/05/2018		BACS No TALKECHEM		
Supplier : Threadfast Engineers 1984 Ltd			THREADFAST				
18/04/2018	SIN096115	SIN096115/9120/disc for grinde		45.54	0.00	45.54	0.00
18/04/2018	SIN096127	SIN096127/9121/screws, bolts e		21.60	0.00	21.60	0.00
18/04/2018	SIN096139	SIN096139/9119/socket sets		31.90	0.00	31.90	0.00
24/04/2018	SIN09612	SIN09612/9118/keys		6.00	0.00	6.00	0.00
27/04/2018	SIN096304	SIN096304/9117/Makita battery		104.40	0.00	104.40	0.00
				0.00		209.44	
			Above paid on : 02/05/2018		BACS No THREADFAS		
Supplier : Vibrant Graphics Ltd			VIBRANT				
05/04/2018	028751	028751/9094/Bear Necessities		780.00	0.00	780.00	0.00
				0.00		780.00	
			Above paid on : 02/05/2018		BACS No VIBRANT		
Supplier : Visyon Ltd			VISION				
01/04/2018	17117	17117/9122/p/shp mentoring		200.00	0.00	200.00	0.00
				0.00		200.00	
			Above paid on : 02/05/2018		BACS No VISION		
Supplier : Wallasey Panel Beaters			WALLASEY				
26/04/2018	WPBM178724	WPBM178724/9123/van repairs		177.10	0.00	177.10	0.00
26/04/2018	WPBM178725	WPBM178725/9124/van repairs		306.09	0.00	306.09	0.00
26/04/2018	WPBM178726	WPBM178726/9125/van repairs		388.11	0.00	388.11	0.00
				0.00		871.30	
			Above paid on : 02/05/2018		BACS No WALLASEY		
PAYMENT TOTALS				0.00		10,386.01	

Ledger : 1

Month : 2

Linked to Cash Book : 1

Invoice Date	Invoice No	Supplier Name and Invoice Details	Authorized Ref	Amount Due	Discount Taken	Amount Paid	Invoice Balance
					0.00	22.50	
				Above paid on : 02/05/2018		BACS No JAYDEE	
		Supplier : Landscape Supply Company	LANDSCAPE				
05/04/2018	75213	75213/9085/PPE		123.43	0.00	123.43	0.00
12/04/2018	75298	75298/9107/Tow rope, grease gu		128.95	0.00	128.95	0.00
13/04/2018	75336	75336/9084/barrier tape etc		68.40	0.00	68.40	0.00
25/04/2018	75608	75608/9106/S/Scape PPE		99.28	0.00	99.28	0.00
					0.00	420.06	
				Above paid on : 02/05/2018		BACS No LANDSCAPE	
		Supplier : Otis Ltd	OTIS				
01/04/2018	01306495	01306495/9087/Lift contract		522.90	0.00	522.90	0.00
					0.00	522.90	
				Above paid on : 02/05/2018		BACS No OTIS	
		Supplier : Reaseheath Collage	REASEHEATH				
06/04/2018	000042159	000042159/9111/Re-take exam		55.00	0.00	55.00	0.00
					0.00	55.00	
				Above paid on : 02/05/2018		BACS No REASEHEATH	
		Supplier : Silvermaze Ltd	SILVERMAZE				
11/04/2018	21904	21904/9089/Update town map		48.00	0.00	48.00	0.00
					0.00	48.00	
				Above paid on : 02/05/2018		BACS No SILVERMAZE	
		Supplier : Society of Local Council Clerks	SLCC				
16/04/2018	160418	160418/9090/membership		364.00	0.00	364.00	0.00
					0.00	364.00	
				Above paid on : 02/05/2018		BACS No SLCC	
		Supplier : St John's Community Centre	ST				
30/04/2018	201804	201804/9112/Luncheon Club		178.50	0.00	178.50	0.00
					0.00	178.50	
				Above paid on : 02/05/2018		BACS No ST	

Ledger : 1

Month : 2

Linked to Cash Book : 1

Invoice Date	Invoice No	Supplier Name and Invoice Details	Authorized Ref	Amount Due	Discount Taken	Amount Paid	Invoice Balance
					0.00	375.00	
					Above paid on : 02/05/2018		BACS No CVS
		Supplier : D P Sportswear Ltd	DPSHORTS				
16/04/2018	4224	4224/9079/polo shirts		156.96	0.00	156.96	0.00
					0.00	156.96	
					Above paid on : 02/05/2018		BACS No DPSHORTS
		Supplier : Four Oaks Nurseries Ltd	FOUR				
25/04/2018	83571	83571/9103/hose pipe p/pool		142.15	0.00	142.15	0.00
					0.00	142.15	
					Above paid on : 02/05/2018		BACS No FOUR
		Supplier : G-Force Communications Ltd	G-FORCE				
23/04/2018	7894	7894/9104/de-install trackers		480.00	0.00	480.00	0.00
					0.00	480.00	
					Above paid on : 02/05/2018		BACS No G-FORCE
		Supplier : Gartec Limited	GARTEC				
20/04/2018	S005533	S005533/9081/lift service cont		415.36	0.00	415.36	0.00
					0.00	415.36	
					Above paid on : 02/05/2018		BACS No GARTEC
		Supplier : Glasdon UK Ltd	GLASDON				
26/04/2018	749928	749928/9105/tespa banding		96.76	0.00	96.76	0.00
					0.00	96.76	
					Above paid on : 02/05/2018		BACS No GLASDON
		Supplier : Heatons Office Supplies Ltd	HEATONS				
23/04/2018	SINV10283466	SINV10283466/9082/stationery		74.96	0.00	74.96	0.00
					0.00	74.96	
					Above paid on : 02/05/2018		BACS No HEATONS
		Supplier : JAYDEE LIVING LTD	JAYDEE				
18/04/2018	17630	17630/9083/Green bin		22.50	0.00	22.50	0.00

Ledger : 1

Month : 2

Linked to Cash Book : 1

Invoice Date	Invoice No	Supplier Name and Invoice Details	Authorized Ref	Amount Due	Discount Taken	Amount Paid	Invoice Balance
					0.00	150.00	
				Above paid on : 02/05/2018		BACS No CATMEDIA	
		Supplier : Cavern Protective Clothing	CAVERN				
09/04/2018	18243	18243/9067/S/scape PPE		65.40	0.00	65.40	0.00
17/04/2018	18246	18246/9068/S/scape PPE		61.20	0.00	61.20	0.00
					0.00	126.60	
				Above paid on : 02/05/2018		BACS No CAVERN	
		Supplier : Cheshire Community Action	CCA				
01/04/2018	010418	010418/9070/annual membership		100.00	0.00	100.00	0.00
					0.00	100.00	
				Above paid on : 02/05/2018		BACS No CCA	
		Supplier : Cheshire Electrical Supplies Ltd	CHESHELECT				
11/04/2018	596-016749	596-016749/9102/light bulb		3.62	0.00	3.62	0.00
					0.00	3.62	
				Above paid on : 02/05/2018		BACS No CHESHELECT	
		Supplier : Heads Congleton Limited	CHRONICLE				
04/04/2018	109824	109824/9076/700 words comp		120.00	0.00	120.00	0.00
05/04/2018	109835	109835/9074/Annual Town Mtg		60.00	0.00	60.00	0.00
05/04/2018	109856	109856/9077/Spring Brides ad		120.00	0.00	120.00	0.00
19/04/2018	110050	110050/9075/Triathlon advert		120.00	0.00	120.00	0.00
					0.00	420.00	
				Above paid on : 02/05/2018		BACS No CHRONICLE	
		Supplier : Chubb Fire & Security Ltd	CHUBB				
26/04/2018	6805934	6805934/9073/annual contract		296.64	0.00	296.64	0.00
					0.00	296.64	
				Above paid on : 02/05/2018		BACS No CHUBB	
		Supplier : CVS Cheshire East	CVS				
01/04/2018	1429	1429/9078/CVSCE renewal		375.00	0.00	375.00	0.00

Ledger : 1

Month : 2

Linked to Cash Book : 1

Invoice Date	Invoice No	Supplier Name and Invoice Details	Authorized Ref	Amount Due	Discount Taken	Amount Paid	Invoice Balance
Supplier : A D Profile Ltd			ADPROFILE				
18/04/2018	1133	1133/9061/Congleton leaflet		1,285.00	0.00	1,285.00	0.00
					0.00	1,285.00	
			Above paid on :	02/05/2018		BACS No ADPROFILE	
Supplier : Ansa Environmental Services			ANSA				
27/03/2018	531013457	531013457/9062/HR & HS service		150.00	0.00	150.00	0.00
					0.00	150.00	
			Above paid on :	02/05/2018		BACS No ANSA	
Supplier : Birch Pest Control			BIRCH				
18/04/2018	011626	011626/9063/service visit		80.00	0.00	80.00	0.00
					0.00	80.00	
			Above paid on :	02/05/2018		BACS No BIRCH	
Supplier : Bomford Office Products Ltd			BOMFORD				
19/04/2018	77115	77115/9064/stationery		22.87	0.00	22.87	0.00
					0.00	22.87	
			Above paid on :	02/05/2018		BACS No BOMFORD	
Supplier : Cheshire Association of Local Councils			CALC				
12/03/2018	120318	120318/9069/affiliation fee		1,470.04	0.00	1,470.04	0.00
					0.00	1,470.04	
			Above paid on :	02/05/2018		BACS No CALC	
Supplier : Cannon Hygiene Ltd			CANNON				
01/04/2018	CN19671245	CN19671245/9066/disposal unit		73.94	0.00	73.94	0.00
01/04/2018	CN19671246	CN19671246/9065/hygiene unit		34.96	0.00	34.96	0.00
					0.00	108.90	
			Above paid on :	02/05/2018		BACS No CANNON	
Supplier : Cat Social Media			CATMEDIA				
29/04/2018	0509	0509/9101/P/ship website		150.00	0.00	150.00	0.00

List of Purchase Ledger BACS Payments

		Ledger : 1	Month : 2	Linked to Cash Book : 1			
Invoice Date	Invoice No	Supplier Name and Invoice Details	Authorized Ref	Amount Due	Discount Taken	Amount Paid	Invoice Balance
					0.00	21.90	
				Above paid on : 11/05/2018		BACS No LAC	
		Supplier : Angela Lilley Photography	LILLEY				
30/04/2018	47	47/9136/triathlon pictures		150.00	0.00	150.00	0.00
					0.00	150.00	
				Above paid on : 11/05/2018		BACS No LILLEY	
		Supplier : Sustrans Ltd	SUSTRANS				
29/03/2018	180758	180758/9142/feasibility P/ship		1,200.00	0.00	1,200.00	0.00
					0.00	1,200.00	
				Above paid on : 11/05/2018		BACS No SUSTRANS	
		Supplier : Talke Chemical Company Limited	TALKECHEM				
23/04/2018	65481	65481/9144/public toilet stock		49.69	0.00	49.69	0.00
26/04/2018	65483	65483/9145/remote control beac		556.80	0.00	556.80	0.00
26/04/2018	65484	65484/9146/Green bin bags		384.00	0.00	384.00	0.00
30/04/2018	65485	65485/9147/AD Blue x 5		73.80	0.00	73.80	0.00
					0.00	1,064.29	
				Above paid on : 11/05/2018		BACS No TALKECHEM	
		Supplier : Threadfast Engineers 1984 Ltd	THREADFAST				
27/04/2018	SIN096323	SIN096323/9148/tools		84.23	0.00	84.23	0.00
					0.00	84.23	
				Above paid on : 11/05/2018		BACS No THREADFAS	
				PAYMENT TOTALS	0.00	6,006.73	

Ledger : 1

Month : 2

Linked to Cash Book : 1

Invoice Date	Invoice No	Supplier Name and Invoice Details	Authorized Ref	Amount Due	Discount Taken	Amount Paid	Invoice Balance
Supplier : Bancroft Amenities Ltd			BANCROFT				
27/03/2018	13072	13072/9126/Bowling Green works		468.00	0.00	468.00	0.00
					0.00	468.00	
Above paid on : 11/05/2018						BACS No BANCROFT	
Supplier : Congleton High School			CHS				
30/04/2018	5102287	5102287/9132/Mayors ball ticke		68.85	0.00	68.85	0.00
30/04/2018	5102288	5102288/9131/P/ship lettersofw		48.50	0.00	48.50	0.00
30/04/2018	5102289	5102289/9130/Annual Reports		95.60	0.00	95.60	0.00
30/04/2018	5102290	5102290/9129/S scape leaflets		52.20	0.00	52.20	0.00
					0.00	265.15	
Above paid on : 11/05/2018						BACS No CHS	
Supplier : Chubb Fire & Security Ltd			CHUBB				
21/03/2018	6875331	6875331/9127/service chrg CCTV		50.40	0.00	50.40	0.00
06/04/2018	6892879	6892879/9128/batteries for ala		150.05	0.00	150.05	0.00
					0.00	200.45	
Above paid on : 11/05/2018						BACS No CHUBB	
Supplier : DCK Accounting Solutions Ltd			DCKB				
30/04/2018	TPC8000	TPC8000/9133/2018 year end		1,488.54	0.00	1,488.54	0.00
					0.00	1,488.54	
Above paid on : 11/05/2018						BACS No DCKB	
Supplier : K G Loach			KGLOACH				
19/04/2018	34728	34728/9137/lawn sand		126.28	0.00	126.28	0.00
19/04/2018	34729	34729/9138/compost etc		396.24	0.00	396.24	0.00
26/04/2018	34896	34896/9139/Hoe, weeder		53.38	0.00	53.38	0.00
30/04/2018	34939	34939/9140/compost etc		488.27	0.00	488.27	0.00
					0.00	1,064.17	
Above paid on : 11/05/2018						BACS No KGLOACH	
Supplier : LAC Autoparts			LAC				
23/04/2018	5734031	5734031/9135/tape		21.90	0.00	21.90	0.00

List of Purchase Ledger BACS Payments

Ledger : 1

Month : 2

Linked to Cash Book : 1

Invoice Date	Invoice No	Supplier Name and Invoice Details	Authorized Ref	Amount Due	Discount Taken	Amount Paid	Invoice Balance
					0.00	15,672.55	
				Above paid on :	25/05/2018	BACS No	ZURICHMUN
				PAYMENT TOTALS	0.00	35,379.48	

Ledger : 1

Month : 2

Linked to Cash Book : 1

Invoice Date	Invoice No	Supplier Name and Invoice Details	Authorized Ref	Amount Due	Discount Taken	Amount Paid	Invoice Balance
					0.00	541.86	
				Above paid on : 25/05/2018		BACS No THOMSON	
		Supplier : Threadfast Engineers 1984 Ltd	THREADFAST				
08/05/2018	SIN096409	SIN096409/9194/Makita battaery		87.00	0.00	87.00	0.00
08/05/2018	SIN096428	SIN096428/9195/grip glue & scr		1.44	0.00	1.44	0.00
					0.00	88.44	
				Above paid on : 25/05/2018		BACS No THREADFAS	
		Supplier : Travis Perkins Trading Company Ltd	TRAVIS				
09/05/2018	3640AET135	3640AET135/9196/postcrete		6.76	0.00	6.76	0.00
					0.00	6.76	
				Above paid on : 25/05/2018		BACS No TRAVIS	
		Supplier : United Reformed Church	URC				
30/04/2018	300418	300418/9165/luncheon club		381.00	0.00	381.00	0.00
					0.00	381.00	
				Above paid on : 25/05/2018		BACS No URC	
		Supplier : West Wallasey Contract Hire	WESTWALLAS				
17/04/2018	WAL230963	WAL230963/9166/lease vans		3,427.85	0.00	3,427.85	0.00
10/05/2018	WAL231238	WAL231238/9198/lease vans		3,427.85	0.00	3,427.85	0.00
11/05/2018	WALM179251	WALM179251/9206/sign writing		413.40	0.00	413.40	0.00
11/05/2018	WALM179252	WALM179252/9204/sign writing		546.00	0.00	546.00	0.00
11/05/2018	WALM179253	WALM179253/9205/sign writing		546.00	0.00	546.00	0.00
11/05/2018	WALM179254	WALM179254/9200/sign writing		546.00	0.00	546.00	0.00
11/05/2018	WALM179255	WALM179255/9203/sign writing		546.00	0.00	546.00	0.00
11/05/2018	WALM179256	WALM179256/9202/sign writing		546.00	0.00	546.00	0.00
11/05/2018	WALM179257	WALM179257/9199/sign writing		546.00	0.00	546.00	0.00
11/05/2018	WALM179258	WALM179258/9201/sign writing		546.00	0.00	546.00	0.00
					0.00	11,091.10	
				Above paid on : 25/05/2018		BACS No WESTWALL	
		Supplier : Zurich Municiple	ZURICHMUN				
14/05/2018	31756027	31756027/9208/S Scape		15,672.55	0.00	15,672.55	0.00

Invoice Date		Invoice No	Supplier Name and Invoice Details	Authorized Ref	Amount Due	Discount Taken	Amount Paid	Invoice Balance
30/04/2018		369	369/9183/hydraulic pipe mower		166.69	0.00	166.69	0.00
17/05/2018		372	372/9184/beacon & mower repair		93.62	0.00	93.62	0.00
					0.00		410.67	
					Above paid on : 25/05/2018		BACS No MAC	
Supplier : Maxigiene Enviromental Services Ltd				MAXIGIENE				
02/05/2018		22285C	22285C/9185/legionella testing		45.00	0.00	45.00	0.00
					0.00		45.00	
					Above paid on : 25/05/2018		BACS No MAXIGIENE	
Supplier : Moonscape Media Ltd				MOONSCAPE				
14/05/2018		18661	18661/9186/1/8 page advert		216.00	0.00	216.00	0.00
					0.00		216.00	
					Above paid on : 25/05/2018		BACS No MOONSCAPE	
Supplier : North Rode Timber Co. Ltd				NORTHRODE				
09/04/2018		157913	157913/9209/P Pool bench		117.18	0.00	117.18	0.00
20/04/2018		158106	158106/9210/P Pool bench		142.49	0.00	142.49	0.00
					0.00		259.67	
					Above paid on : 25/05/2018		BACS No NORTHRODE	
Supplier : Porters Service Station Ltd				PORTERS				
30/04/2018		300418	300418/9163/S S Van fuel		1,288.90	0.00	1,288.90	0.00
					0.00		1,288.90	
					Above paid on : 25/05/2018		BACS No PORTERS	
Supplier : Talke Chemical Company Limited				TALKECHEM				
04/05/2018		65488	65488/9192/gas storage cage		408.00	0.00	408.00	0.00
10/05/2018		65495	65495/9190/public toilet stock		274.54	0.00	274.54	0.00
10/05/2018		65506	65506/9189/T H provisions		54.86	0.00	54.86	0.00
16/05/2018		65507	65507/9191/bin sacks		354.00	0.00	354.00	0.00
					0.00		1,091.40	
					Above paid on : 25/05/2018		BACS No TALKECHEM	
Supplier : Thomson Planning Partnership Ltd				THOMSON				
01/05/2018		36/012/AT/016	36/012/AT/016/9193/consultancy		541.86	0.00	541.86	0.00

Invoice Date		Invoice No	Supplier Name and Invoice Details	Authorized Ref	Amount Due	Discount Taken	Amount Paid	Invoice Balance
				Ledger : 1	Month : 2	Linked to Cash Book : 1		
						0.00	1,247.70	
					Above paid on : 25/05/2018		BACS No CTHEVENTS	
Supplier : CVS Cheshire East				CVS				
01/05/2018	1526		1526/9172/P Ship membership		45.00	0.00	45.00	0.00
						0.00	45.00	
					Above paid on : 25/05/2018		BACS No CVS	
Supplier : Filmbank Distribution Ltd				FILMBANK				
18/05/2018	06192854		06192854/9175/P Ship dementia		99.60	0.00	99.60	0.00
						0.00	99.60	
					Above paid on : 25/05/2018		BACS No FILMBANK	
Supplier : Four Oaks Nurseries Ltd				FOUR				
03/05/2018	83917		83917/9176/cheshire stone		95.70	0.00	95.70	0.00
						0.00	95.70	
					Above paid on : 25/05/2018		BACS No FOUR	
Supplier : Glasdon UK Ltd				GLASDON				
05/05/2018	750532		750532/9178/bln liners		82.38	0.00	82.38	0.00
						0.00	82.38	
					Above paid on : 25/05/2018		BACS No GLASDON	
Supplier : Hulme Scaffolding Ltd				HULME				
04/05/2018	1323		1323/9180/Bridestones window		1,320.00	0.00	1,320.00	0.00
						0.00	1,320.00	
					Above paid on : 25/05/2018		BACS No HULME	
Supplier : Landscape Supply Company				LANDSCAPE				
14/05/2018	76008		76008/9181/visors & shields		95.00	0.00	95.00	0.00
						0.00	95.00	
					Above paid on : 25/05/2018		BACS No LANDSCAPE	
Supplier : MAC Tool & Plant Hire Ltd				MAC				
30/04/2018	363		363/9182/repair mower AJ13		150.36	0.00	150.36	0.00

Ledger : 1			Month : 2		Linked to Cash Book : 1		
Invoice Date	Invoice No	Supplier Name and Invoice Details	Authorized Ref	Amount Due	Discount Taken	Amount Paid	Invoice Balance
Supplier : Angel Springs Ltd			ANGEL				
30/04/2018	4287457	4287457/9149/bottled water		43.02	0.00	43.02	0.00
					0.00	43.02	
				Above paid on : 25/05/2018		BACS No ANGEL	
Supplier : Bomford Office Products Ltd			BOMFORD				
22/05/2018	77542	77542/9207/stationery items		66.61	0.00	66.61	0.00
					0.00	66.61	
				Above paid on : 25/05/2018		BACS No BOMFORD	
Supplier : Cavern Protective Clothing			CAVERN				
01/05/2018	18253	18253/9169/S Scape PPE		96.00	0.00	96.00	0.00
03/05/2018	18259	18259/9168/P Pool polo shirts		180.00	0.00	180.00	0.00
08/05/2018	18263	18263/9167/Safety boots		50.40	0.00	50.40	0.00
					0.00	326.40	
				Above paid on : 25/05/2018		BACS No CAVERN	
Supplier : Chubb Fire & Security Ltd			CHUBB				
10/05/2018	6953977	6953977/9170/Fire safety contr		864.72	0.00	864.72	0.00
					0.00	864.72	
				Above paid on : 25/05/2018		BACS No CHUBB	
Supplier : C T H Events & Parties			CTHEVENTS				
05/04/2018	1518	1518/9150/Strat plan mtg		89.28	0.00	89.28	0.00
09/04/2018	1519	1519/9151/Y C meeting		23.28	0.00	23.28	0.00
10/04/2018	1520	1520/9152/TC12119		43.50	0.00	43.50	0.00
11/04/2018	1521	1521/9153/TC12119		87.00	0.00	87.00	0.00
12/04/2018	1522	1522/9154/Strat working mtg		111.60	0.00	111.60	0.00
13/04/2018	1523	1523/9155/TC12121		191.40	0.00	191.40	0.00
17/04/2018	1524	1524/9156/P/ship		17.40	0.00	17.40	0.00
17/04/2018	1525	1525/9157/P Ship		27.84	0.00	27.84	0.00
23/04/2018	1526	1526/9158/N Plan mtg		17.40	0.00	17.40	0.00
25/04/2018	1527	1527/9159/TC12126		139.20	0.00	139.20	0.00
26/04/2018	1528	1528/9160/TC12128		403.20	0.00	403.20	0.00
26/04/2018	1529	1529/9161/Town meeting		96.60	0.00	96.60	0.00