



Congleton Town Council

Historic market town

Chief Officer: David McGifford

3rd January 2019

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

Dear Councillor,

Finance and Policy Committee Meeting – Thursday 10th January 2019

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 10th January 2019** 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 29th November 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
beartown
where friends are made

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 November 2018.

7. New Applications for Financial Assistance

- **Grant ref GR10/1819 - Congleton Harriers**
- **Grant ref GR11/1819 - 230 (Congleton) Squadron RAF Air Cadets**
- **Grant ref GR12/1819 - Congleton Unplugged**
- **Grant ref GR13/1819 – Congleton U3A Road Cycling Group**

8. New Grant Activities Monitoring Forms

- None received

9. Management Accounts (enclosed)

To receive and consider the Management Accounts to November 2018

10. Bank Reconciliation (enclosed)

To receive and consider the bank reconciliation as at 30th November 2018

11. Savings Account Balances (enclosed)

To receive and consider the Savings Account balances as at 30th November 2018

12. List of Payments (enclosed)

To receive and consider the Payments lists between 1st – 30th November 2018

To: Members of the Finance & Policy Committee

Clirs:

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 29th November 2018**

Please note – These are draft minutes and will not be ratified until the next meeting of the Finance & Policy Committee on 10th January 2019

PRESENT - Councillors

Committee Members

Mrs D S Allen
J G Baggott
P Bates
R Boston
G R Edwards (**Chairman**)
Mrs. S A Holland (Deputy Town Mayor)
Mrs J D Parry
M A Walker
E Wardlaw

1. Apologies

Apologies for absence were received from Mrs S Akers Smith (Town Mayor) and non-Committee member Cllr G Williams.

2. Minutes

FAP/42/1819 RESOLVED that the Minutes of the Meeting held on 11th October 2018 be approved and signed by the Chairman.

3. Declarations of Interest

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

Cllrs J G Baggott, P Bates and E Wardlaw declared a non-pecuniary interest in any matters relating to Cheshire East Council.

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/43/1819 RESOLVED that the grant summary be received.

7. New Applications for Financial Assistance

FAP/44/1819 RESOLVED that:

- St Peter's Church be awarded £235 for servicing the clock.

8. New Grant Activities Monitoring Forms

FAP/45/1819 RESOLVED to receive the following Grant Activities Monitoring Forms:

- Congleton Pantomime

9. Letter of thanks from Congleton Rotary Club

FAP/46/1819 RESOLVED to receive a letter of thanks from Congleton Rotary Club for underwriting the bonfire event.

10. Management Accounts

FAP/47/1819 RESOLVED to receive and consider the Management Accounts to 31st October 2018.

11. Bank Reconciliation

FAP/48/1819 RESOLVED to receive and consider the Bank Reconciliation as at 31st October 2018.

12. Savings Account Balances

FAP/49/1819 RESOLVED to receive and consider the Savings Account Balances as at 31st October 2018.

13. List of Payments

FAP/50/1819 RESOLVED to receive and consider the Payments List between 1st to 31st October 2018.

14. Draft Budget and Precept 2019/20

FAP/51/1819 RESOLVED to recommend the Draft Budget and Precept 2019/20 be approved at the next meeting of the full council on 6th December 2018. The precept recommended is £884,152 which will be £86.21 per year per Band D property (18/19 was £836,153 and £84.09 per band D property not £81.93 as per the accompanying report.)

**Cllr G R Edwards
(Chairman)**

ITEM 6(a)

| Congleton Town Grant Commitments | | | | | | | | | | |
|----------------------------------|------------------------|-----------------------------------|------------|----------------|-----------|------------------|------------------|------------------|---------------|------------|
| Specific Budgets | | | | | | | | | | |
| Date Grant Approved | To | For | Section | Minute Referen | EMR b/fwd | Budget | Approved 18/19 | Paid £ | Outstandii | 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 Partnership | 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 | 91.00 | 909.00 | 26/10/2018 |
| 01/04/2018 | St Peter's Church | Church clock maintenance | PCA1957 s2 | | | 300.00 | 235.00 | 235.00 | 0.00 | 04/12/2018 |
| Totals | | | | | | 38,333.00 | 38,268.00 | 37,359.00 | 909.00 | |
| | | Ear marked reserve b/fwd | | | | £0 | | | | |
| | | Budget 2018/19 | | | | £38,333 | | | | |
| | | Total approved to date | | | | £38,268 | | | | |
| | | Total awaiting application | | | | £65 | | | | |

ITEM 6 (b)

| 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 | | |
| | Subsidised Use of Town Hall | | | | | 4,000.00 | 3515.30 | 484.70 | | | |
| 14/09/2017 | Marion School | Contribution to a Prayer garden | Gpoc | FAP/21/1718 | 250.00 | | 250.00 | 0.00 | 01/10/2018 | | |
| 23/11/2017 | CCCU | Support for Audit fees | Gpoc | FAP/35/1718 | 500.00 | | 500.00 | 0.00 | 08/05/2018 | | |
| 15/02/2018 | Congleton Pantomime | Support for 40th Anniversary | Gpoc | FAP/54/1718 | 250.00 | | 250.00 | 0.00 | 19/11/2018 | | |
| 22/03/2018 | Ruby's fund | Soft play room | Gpoc | FAP/66/1718 | 500.00 | | 500.00 | 0.00 | 11/07/2018 | | |
| 22/03/2018 | Congleton Library | Summer reading challenge | Gpoc | FAP/66/1718 | 100.00 | | 100.00 | 0.00 | 22/08/2018 | | |
| 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 | 0.00 | 19/07/2018 | | |
| 22/03/2018 | Friends of Congleton Park | Brass on the grass | Gpoc | FAP/66/1718 | 300.00 | | 120.00 | 180.00 | 14/06/2018 | | |
| 22/03/2018 | Congleton Museum | frontage improvements | Gpoc | FAP/66/1718 | 228.00 | | 228.00 | 0.00 | 29/05/2018 | | |
| 22/03/2018 | Congleton Carnival | Carnival 2018 (balance from EMR) | Gpoc | FAP/66/1718 | 1,290.00 | | 1290.00 | 0.00 | various | | |
| 07/06/2018 | Congleton Harriers | Congleton Half Marathon | Gpoc | FAP/03/1819 | | 250.00 | 250.00 | 0.00 | 07/08/2018 | | |
| 05/07/2018 | SWANS | Funding for counselling sessions | Gpoc | FAP/18/1819 | | 500.00 | | 500.00 | | | |
| 05/07/2018 | SOL Theatre School | Summer show support | Gpoc | FAP/18/1819 | | 500.00 | | 500.00 | | | |
| 13/09/2018 | CCCU | Membership CVSCE | Gpoc | FAP/25/1819 | | 45.00 | 45.00 | 0.00 | 02/10/2018 | | |
| 13/09/2018 | Jazz and Blues | Support for event | Gpoc | FAP/25/1819 | | 500.00 | 500.00 | 0.00 | 27/09/2018 | | |
| 13/09/2018 | Visyon | Support for booklet | Gpoc | FAP/25/1819 | | 250.00 | 250.00 | 0.00 | 28/09/2018 | | |
| 11/10/2018 | KEMS | Contribution to 700 years music | Gpoc | FAP/35/1819 | | 200.00 | 200.00 | 0.00 | 26/11/2018 | | |
| | | | | | | | | 0.00 | | | |
| Totals | | | | | 3918.00 | 6245.00 | 8098.30 | 2064.70 | | | |
| | EMR b/fwd | | | | | | | | | | |
| | Budget 18/19 | | | | | | | | | | |
| | Total approved to date | | | | | | | | | | |
| | Total money still available for grants | | | | | | | | | | |



SUBMITTED MEETING:
10th January 2019.

Congleton Town Council Application for Financial Assistance



Part 1: Applicant(s) and Project Details

| | |
|--|-----------|
| Application Reference Number (office use only) | GRI0/1819 |
|--|-----------|

| | | |
|-----|-----------------------------------|---|
| 1.1 | Applicant(s): | Phil Dawson |
| 1.2 | Representing: | Congleton Harriers www.congleton-harriers.co.uk |
| 1.3 | Email Address: | |
| 1.4 | Tel No. | |
| 1.5 | Project Title: | 32nd annual 'Cloud 9 Hill Race' 3rd March 2019 |
| 1.6 | Project Objectives: | <p>To promote running and health to the people of Congleton and the surrounding area not only club runners but adults of all ages, abilities and experience. To introduce occasional runners to off-road running as a healthier and safer alternative to road running. To recognise achievements and encourage participation we award prizes in all age categories both Male and Female.</p> <p>To use surplus funds to support local charities and not for profit groups.</p> |
| 1.7 | Brief Project Description: | <p>The unique and charismatic 'Cloud 9 Hill Race' is a very popular annual event attracting 350 plus runners every year and ranks highly on the Fell Runners Association calendar. It is one of the largest Fell races in the country taking in Bosley Cloud and the ancient Bridestones along the 9 mile route which starts and finishes in Congleton. Now in its 32nd year and more popular than ever we expect another large turnout.</p> <p>Each year an amount from every entry is donated to local charities.</p> |
| 1.8 | Details accounts/budgets | <p>The event is organised by the members of Congleton Harriers running club who give their time free to marshal, time keep, set up and provide refreshments for runners and spectators. The majority of our costs which we estimate in 2019 to be around £2,560.5 are covered by entry fees (see attached provisional budget). However, this is not guaranteed, inclement weather can reduce the number of entrants dramatically or even cause cancellation (as happened in the Foot & Mouth year). So, given this is the club's only fundraising event (out of the three we organise each year), and we also donate part of the proceeds to local charity, we are looking to secure support to cover a portion of the costs and ensure the race continues in the future.</p> <p>By maintaining low club subscriptions we feel confident we are able to attract more runners of all ages and from all walks of life thus providing a relatively inexpensive means of keeping fit and meeting other like minded people. We cater for beginners by ensuring club members accompany them on runs as well as offer transport should they wish to attend races.</p> |

Part 2: Cost Details / Resources / Timescale

| | | |
|-----|---|---|
| 2.1 | Total Cost of Project: | See attached provisional budget |
| 2.2 | Total contribution sought: | £350 To cover essential Medical costs |
| 2.3 | What will the money be spent on? | See attached provisional budget |
| 2.4 | Any ongoing costs: | Storage of signage, equipment, any stock items £100 per annum. Most of the main costs will be repeated each year except for signage which will likely be replaced every 3-4 years. |
| 2.5 | Details of confirmed match funding include source Cash: In kind: | None to date |
| 2.6 | Resources needed: | Financial support as requested. Plus any other publicity as may be offered in Town Council publications, Tourist office etc would be greatly appreciated. We aim to get as many local participants as possible. |
| 2.7 | Estimated timescale of project from start to finish: | Race one day obviously. But approximately 4 months in total. To include planning 3 months and completion / close off 1 month. |

Part 3: Potential Benefits / Outputs

| | | |
|-----|--|--|
| 3.1 | What are the potential benefits/outputs to residents of Congleton | Promotes Congleton as a place to live and set up business to a wider audience. Promotes running as a means to stay fit and healthy for all ages and abilities. Introduces local running clubs to the community and encourages membership. Promotes community participation in the organisation of events Provides support to local charities Promotes local businesses who get involved in the event. |
| 3.2 | Are there similar services/projects provided in the area | No other local events on the same day as far as we are aware and certainly nothing as unique or charismatic as the 'Cloud 9'. |

Part 4: Evaluation

| | | |
|-----|---|--|
| 4.1 | How will the project be evaluated? | A full profit and loss account will be prepared A formal post race review meeting will be held A press report will be written From direct emails and feedback that appears on the Fell Runners Association and Runners' World forums, and via various other publications. |
| 4.2 | Who will carry out the evaluation? | Congleton Harriers 'Cloud 9' race committee |

Signature: Phil Dawson

Date: 25th November 2018

Cloud Nine 2019 - Provisional Budgets.

Receipts

| | | | |
|-------------------|----------------|---------|---------------------------------------|
| Race Entries | 3325.00 | 3325.00 | Race Entries (350 @ £9.50) |
| T Shirt Sales | 400.00 | 400.00 | Runners T shirt sales 50 @ £8} |
| | 75 | 75.00 | Sale of T shirts to members (15 @ £5) |
| Sponsorship | 375.00 | 250.00 | Potential Council Sponsorship |
| | | 100.00 | Potential Donation from Leek United |
| | | 25.00 | Potential Timothy Brown donation |
| Catering Receipts | 300.00 | 300.00 | Cakes receipts |
| | <u>4475.00</u> | | |

Expenditure

| | | | |
|---------------------------------|----------------|--------|-------------------------------------|
| Prizes | 563.00 | 150.00 | Prizes - Vouchers - Running bear |
| | | 180.00 | Prizes - Winners' Paintings |
| | | 198.00 | Bottles of wine (33 @ 6) |
| | | 35.00 | Prizes - Photos and frames |
| Jola Medical - Medical Services | 350.00 | 350.00 | |
| Congleton LC Hire | 325.00 | 325.00 | Leisure Centre hire |
| T Shirts Purchase | 357.50 | 357.50 | Cloud 9 T Shirts (65 @£5.50) |
| Catering Equipment | 150.00 | 150.00 | Tea Urn |
| Catering Supplies | 150.00 | 150.00 | Cloud 9 Catering Supplies |
| Sundry Expenditure | 585.00 | 5.00 | Paper Bags for pre-ordered T shirts |
| | | 40.00 | Printing |
| | | 50.00 | New bases for finish funnel |
| | | 40.00 | 20 new stakes to replace canes |
| | | 250.00 | New style |
| | | 200.00 | Chip timing |
| Photography | 45.00 | 45.00 | Bryan Dale photos |
| Post Race Survey | 35.00 | 35.00 | Post-Race Survey |
| | <u>2560.50</u> | | |

Surplus Generated

| | | | |
|--|----------------|--|--|
| | 1914.50 | | |
| Donation to Club Supported Charities - 3 x £100 | 300.00 | | |
| Donation to National Trust - £1 per Runner (275) | 275.00 | | |

Potential Addition to Club Funds

1339.50

SUBMITTED MEETING
10th January 2019.



Congleton Town Council
Application for Financial Assistance

Part 1: Applicant(s) and Project Details

| | |
|--|-----------|
| Application Reference Number (office use only) | GR11/1819 |
|--|-----------|

| | | |
|-----|----------------------------|---|
| 1.1 | Applicant(s): | MR PHIL BONNEY (Chairman) |
| 1.2 | Representing: | 230 (Congleton) SQN RAF Air Cadets |
| 1.3 | Email Address: | |
| 1.4 | Tel No. | |
| 1.5 | Project Title: | OPERATION NEW MINI BUS |
| 1.6 | Project Objectives: | To provide vital transport for all our cadets to achieve kayaking, Expeditions in Duke of Edinburgh awards. To ensure every cadet gets the cadet experience, in fulfilling their goals to give them qualification for their future life ahead |
| 1.7 | Brief Project Description: | Our SQN minibus is our life line for all cadets, it is eleven years old and is showing its age, it has broken down quite a few times and costing money to repair. To enable the future, and to give cadets to buy a brand new mini bus |
| 1.8 | Details accounts/budgets | attached |

Part 2: Cost Details / Resources / Timescale

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|-----|----------------------------------|-------------------|
| 2.1 | Total Cost of Project: | £20,000 |
| 2.2 | Total contribution sought: | Any kind Donation |
| 2.3 | What will the money be spent on? | new mini bus |

| | | |
|-----|--|--|
| 2.4 | Any ongoing costs: | none |
| 2.5 | Details of confirmed match funding include source Cash: In kind: | From the Sale of old minibus £5,000 Fund raising which all our Cadets are committed to £4,000 from this year and next year fund raising |
| 2.6 | Resources needed: | Continued Fund Raising by own Cadets to achieve an extra £11,000 towards project |
| 2.7 | Estimated timescale of project from start to finish: | Sept 2019 |

Part 3: Potential Benefits / Outputs

| | | |
|-----|---|---|
| 3.1 | What are the potential benefits/outputs to residents of Congleton | Cadets normally provide help in Congleton area with Marshalling with Marathon, Bonfire night, etc |
| 3.2 | Are there similar services/projects provided in the area | ? |

Part 4: Evaluation/Publicity

| | | |
|-----|---|--|
| 4.1 | How will the project be evaluated and who will carry out the evaluation? ? | |
| 4.2 | Describe how you will promote the Town Council in your project | Any Sponsorship Provided will have their logo in graphics on Rear doors of new mini, Media / Press |

Signature:

Date:

30/11/18

230 Sqn.

AGM 2018.

Annual accounts

| 230 (Completion) Squadron ATC | | Financial Statement | Year Ending | March '18 |
|-------------------------------|----------------------------------|---------------------|-------------|---|
| Date | Income | | Date | Expenditure |
| 01/04/2017 | Account Balances brought forward | | | |
| | RBS Current | 5,938.34 | | Dining in Night |
| | RBS Welfare | 1,080.06 | | BT |
| | RBS 100 Club | 2,973.03 | | Staffs, Wing Welfare & Sports Contribs. |
| | RBS Tuck Shop | 1,651.56 | | Sports (Leisure Centre Hire; Kayaking etc.) |
| | Britannia (Co-op) | 872.05 | | Insurance (Contents) |
| | Petty Cash | 33.28 | | Squadron Owned Vehicle (SOV) |
| | Total | 12,548.32 | | Confidence Course |
| | | | | Ceremonial Standard |
| | Income | | | Maint. Consumables |
| | Subscriptions | 4,870.00 | | IT Support |
| | Bag Packs | 601.00 | | Photocopier |
| | Gift Aid | 1,260.46 | | Hoodies & T.Shirts |
| | Tuck Shop | 70.31 | | Postage; Printing & Stationery |
| | '100' Club | 215.00 | | Modelling |
| | Grants/Donations | 4,341.06 | | Indoor Climbing |
| | Fund Raising, Various Activities | 648.79 | | Retirement Gifts |
| | Plant Sales | 1,176.38 | | Bibles |
| | Other | 830.57 | | Website |
| | | | | Cheshire East B.C. Lottery |
| | | | | Other |
| | Total Income | 14,013.57 | | |
| | Total | 26,561.89 | | Total Expenditure |
| | | | | 14,058.09 |
| | | | | Balance |
| | | | | 12,503.80 |
| | | | | |
| | | | 31/03/2018 | Account Balances carried forward |
| | | | | RBS Current |
| | | | | RBS Welfare |
| | | | | RBS 100 Club |
| | | | | RBS Tuck Shop |
| | | | | Britannia (Co-op) |
| | | | | Petty Cash |
| | | | | Total |
| | | | | 14,35 |
| | | | | 12,503.80 |

SUBMITTED MEETING:
10th January 2019.



Congleton Town Council Application for Financial Assistance



Part 1: Applicant(s) and Project Details

| | |
|--|-----------|
| Application Reference Number (office use only) | GR12/1819 |
|--|-----------|

| | | |
|-----|-----------------------------------|---|
| 1.1 | Applicant(s): | Vince Cutcliffe |
| 1.2 | Representing: | Congleton Unplugged |
| 1.3 | Email Address: | |
| 1.4 | Tel No. | |
| 1.5 | Project Title: | Congleton Unplugged |
| 1.6 | Project Objectives: | <ul style="list-style-type: none">- Create community spirit in Congleton.- Bring people into town at an otherwise quiet time of year.- Contribute toward sustainability of our town.- Provide a free music experience weekend. |
| 1.7 | Brief Project Description: | <ul style="list-style-type: none">- 15 free entry venues.- More than 40 performances.- Showcase events at Visyon and The Bath House.- Free gigs all weekend March 1, 2, 3.- Run by volunteers (in association with local professionals).- Contribute to town centre sustainability.- Put town on the Tourist map at a quiet time of year.- Expanded format to increase project offering. |
| 1.8 | Details accounts/budgets | Please see attached documents headed; <ul style="list-style-type: none">- SECTION 1.8 of CTC Application for Financial Assistance- Congleton Unplugged Accounts 2017 (also provided last year)- Congleton Unplugged Accounts 2018 (as at 5/12/2018)- Congleton Unplugged Finance Plan 2019 (as at Dec 5th 2018) |

Part 2: Cost Details / Resources / Timescale

| | | |
|-----|---|---|
| 2.1 | Total Cost of Project: | Total cost: £17250, promotion costs; £3600, ie this funding request, see attached doc "SECTION 2.1 of CTC Application for Financial Assistance" for detail. |
| 2.2 | Total contribution sought: | £500 - the same as requested last year |
| 2.3 | What will the money be spent on? | This funding will go towards programme cost which is approx £900. We have increased the size and content of the programme to reflect the increased project offering, we have therefore also increased advertising to gain more funding. We will also increase the print run and distribution to reflect the change in dimension of the project. |

| | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|---|-------|--|----------|------|------------------|------|--------|-------|--------------------------------|------|-------------|------|-----------------------|------|----------|--|--------------------------------|-------|-------------------------|------|---|-------|
| 2.4 | Any ongoing costs: | PLI and Web site costs are shared with Congleton Jazz and Blues where possible, these amount to approx £400 pa. Due to the increased workload of these projects, office space is being sought within the new Electric Picture House premises. This item expected to be order of £1200 p.a. (tbc). | | | | | | | | | | | | | | | | | | | | | | |
| 2.5 | Details of confirmed match funding include source <i>Cash:</i> <i>In kind:</i> | <table> <tr> <td>CASH;</td> <td></td> </tr> <tr> <td>Lamb Inn</td> <td>£300</td> </tr> <tr> <td>Beartown Brewery</td> <td>£250</td> </tr> <tr> <td>Venues</td> <td>£1300</td> </tr> <tr> <td>Anticipated from local funders</td> <td>£700</td> </tr> <tr> <td>Advertising</td> <td>£250</td> </tr> <tr> <td>Local private sponsor</td> <td>£150</td> </tr> <tr> <td>IN KIND:</td> <td></td> </tr> <tr> <td>AD Profile (exc manday effort)</td> <td>£1500</td> </tr> <tr> <td>MusicGofer (promo deal)</td> <td>£800</td> </tr> <tr> <td>Volunteer Effort 46 mandays @ £110 pmd)</td> <td>£4600</td> </tr> </table> | CASH; | | Lamb Inn | £300 | Beartown Brewery | £250 | Venues | £1300 | Anticipated from local funders | £700 | Advertising | £250 | Local private sponsor | £150 | IN KIND: | | AD Profile (exc manday effort) | £1500 | MusicGofer (promo deal) | £800 | Volunteer Effort 46 mandays @ £110 pmd) | £4600 |
| CASH; | | | | | | | | | | | | | | | | | | | | | | | | |
| Lamb Inn | £300 | | | | | | | | | | | | | | | | | | | | | | | |
| Beartown Brewery | £250 | | | | | | | | | | | | | | | | | | | | | | | |
| Venues | £1300 | | | | | | | | | | | | | | | | | | | | | | | |
| Anticipated from local funders | £700 | | | | | | | | | | | | | | | | | | | | | | | |
| Advertising | £250 | | | | | | | | | | | | | | | | | | | | | | | |
| Local private sponsor | £150 | | | | | | | | | | | | | | | | | | | | | | | |
| IN KIND: | | | | | | | | | | | | | | | | | | | | | | | | |
| AD Profile (exc manday effort) | £1500 | | | | | | | | | | | | | | | | | | | | | | | |
| MusicGofer (promo deal) | £800 | | | | | | | | | | | | | | | | | | | | | | | |
| Volunteer Effort 46 mandays @ £110 pmd) | £4600 | | | | | | | | | | | | | | | | | | | | | | | |
| 2.6 | Resources needed: | Promotional material (art and design work), advertising, leaflets, programmes, web site and social media content, IT, finance, project management and communication skills (with office space and supporting office equipment and storage). Access to and knowledge of local and regional artists/bands. Stage and sound equipment and providers thereof, professional sound engineers, willing and available local handymen/labour force, tea, biscuits, time, patience and resilience. | | | | | | | | | | | | | | | | | | | | | | |
| 2.7 | Estimated timescale of project from start to finish: | Start Date September 2018 End Date May 2019 | | | | | | | | | | | | | | | | | | | | | | |

Part 3: Potential Benefits / Outputs

| | | |
|-----|--|--|
| 3.1 | What are the potential benefits/outputs to residents of Congleton | <ul style="list-style-type: none"> - A free community spirited event, on March 1, 2 and 3 a weekend packed with over 40 free entry music events/gigs. - A town's people demonstrating its love of community spirit and the opportunity to experience their friends and town in a great light. - Showcase the town and the great venues of all kinds, maybe explore places they have not been to previously. - Experience a variety of mainly acoustic based music, all styles, pop, indie, folk, celtic and classical. |
| 3.2 | Are there similar services/projects provided in the area | Yes, Congleton Jazz and Blues (CJAB) which is run by the same group of volunteers, CJAB runs over the Saturday and Sunday of the August bank holiday weekend . |

Part 4: Evaluation/Publicity

| | | |
|-----|---|---|
| 4.1 | How will the project be evaluated and who will carry out the evaluation? | The organisers seek feedback via their website and social media. The team also solicit feedback from venues and musicians. Other sometimes adhoc feedback comes from a variety of groups including funders and advertisers and especially attendees either face to face, in writing, via social media or other means. |
| 4.2 | Describe how you will promote the Town Council in your project | The town council coat of arms and title will be billed prominently in the thanks to sponsors page of our event programme. |

Signature: Vince Cutcliffe

Date: 12th Dec 2018



Congleton Town Council

Application for Financial Assistance

SUBMITTED MEETING:
10th January 2019



Part 1: Applicant(s) and Project Details

| | |
|--|----------|
| Application Reference Number (office use only) | GRB/1819 |
|--|----------|

| | | |
|-----|-----------------------------------|---|
| 1.1 | Applicant(s): | Mr M P Irving |
| 1.2 | Representing: | Congleton U3A road cycling Group |
| 1.3 | Email Address: | |
| 1.4 | Tel No. | |
| 1.5 | Project Title: | U3A cycling jerseys |
| 1.6 | Project Objectives: | Congleton U3A road cycling group members are to be found cycling the roads and lanes in the Congleton area every week (see separate information sheet). The members do not have access to a 'Group jersey' and this project aims to redress that shortfall. The aim is to enhance the safety and visibility of Congleton U3A cycling group (The Group) by providing a customised cycling jersey in bold colours at an accessible price. The objective is to provide an attractive and standardised jersey for all group riders and to enable identification of group riders by way of establishing a club 'identity' on the road. |
| 1.7 | Brief Project Description: | The project furthers the objectives by raising the necessary funding to offset the significant cost per head of sourcing a cycling jersey with a customised design. |
| 1.8 | Details accounts/budgets | The U3A cycling group is a sub group of Congleton U3A (itself a member of the U3A Trust) and does not have accounts or budgets separate from the local U3A organisation. Members pay an annual subscription fee. A benefit of the annual fee is that members receive insurance cover (through the National U3A Trust) while cycling as part of the U3A cycling group. |

Part 2: Cost Details / Resources / Timescale

| | | |
|-----|-----------------------------------|---|
| 2.1 | Total Cost of Project: | The project is based on a 'worst case' estimate of £2800 + VAT (£3360). See the attached 'proposal'. |
| 2.2 | Total contribution sought: | The project currently has access to £400 comprised of money held exclusively for Group use by Congleton U3A and a promised donation from a Congleton based Company. A contribution of £400 is requested from Congleton Town |

NPI. 20.12.18.

| | | |
|-----|---|--|
| | | Council based on matched funding principles. |
| 2.3 | What will the money be spent on? | Exclusively on jersey purchase. No other costs are expected to be incurred |

| | | |
|-----|---|---|
| 2.4 | Any ongoing costs: | None |
| 2.5 | Details of confirmed match funding include source Cash: In kind: | The cycling group currently has £400 which is 'kickstarting' the project. These monies are available through a dedicated bequest to the Group and 'early adopter' sponsorship from one local Company. None |
| 2.6 | Resources needed: | None |
| 2.7 | Estimated timescale of project from start to finish: | It is expected the project will be complete within twelve months. |

Part 3: Potential Benefits / Outputs

| | | |
|-----|--|---|
| 3.1 | What are the potential benefits/outputs to residents of Congleton | By supporting this project Congleton residents would be helping to support the visibility and safety of Group cyclists participating in physical activity within the retired community in Congleton. Cycling is an activity consistent with Outcome 5 of the Cheshire East corporate objectives: 'helping people to live well and to live longer'. The sponsors of this project believe that cycling is an activity that promotes the physical and mental wellbeing of participants and contributes to reducing the financial burden of medical care on the residents of Congleton. |
| 3.2 | Are there similar services/projects provided in the area | We are not aware of any similar project in the area. |

Part 4: Evaluation/Publicity

MP1
20.12.18

| | | |
|-----|---|---|
| 4.1 | How will the project be evaluated and who will carry out the evaluation? | A project evaluation form can be completed and returned to the Town Council to the required timescale following completion of the project. Any donated monies unused at the conclusion of the project can be returned back to 'sponsors' as required. |
| 4.2 | Describe how you will promote the Town Council in your project | The project team are happy to coordinate with representatives of the Town Council regarding any publicity required by the Town Council (eg photo with the Town Mayor at the time of donation of monies and/or photograph with members of the cycling group wearing the new jersey). The applicant will acknowledge the support of the Town Council in any promotional material. If required sponsors logo's could be included in the jersey design (technical details of electronic logo files are not available from the supplier at this time but would be communicated at a later date). |

Signature: _____

Date: _____

20 Dec 2018

Congleton Town Council

Mike Irving

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

20 December 2018

CONGLETON TOWN COUNCIL - APPLICATION FOR A GRANT/FUNDING

Please find enclosed a completed application to Congleton Town Council from the Road Cycling Group of Congleton U3A. The application is for a grant of £400 towards the cost of a customized cycling jersey for the group members. As per the enclosed application the anticipated cost of the project is £3260. Applications are also being made to Congleton related Trusts. A gap analysis against the Grants and Funding Policy has been performed and a copy is enclosed

If you require any further information ahead of the next Grants/Funding meeting then please do not hesitate to contact me.

Best regards

20.12.18.

Mike Irving

GAP ANALYSIS OF U3A CYCLING GROUP APPLICATION AGAINST THE GRANTS & FUNDING POLICY
(CONGLETON TOWN COUNCIL)

1. An award of a grant must give direct benefit to all or some of the inhabitants of the Town, and the size of grant should be commensurate with the benefit delivered.

- Group members are themselves members of Congleton U3A and thus, largely, inhabitants of the Town.. The following is taken from the U3A website: Congleton U3A is a non-discriminatory organisation, principally for people in their 'third age' **not in full time work** and there is no age limit. Activities are aimed at mature people who wish to share in educational, recreational and creative activities and companionship. No qualifications are required or are given.

2. Grant forms will be scrutinized to ensure they meet the criteria set out in the Grants and Funding Policy, before being put forward for decision at the Finance and Policy Committee. Applications which do not meet the criteria will be rejected and returned.

- N/A

3. The Town Council as a body does not affiliate to any political party and legally cannot provide grant or support to any party political activity.

- The U3A cycling group is not a political party.

4. The Town Council does not affiliate to any religious group; however applications will be considered where there is a clear community wide benefit.

- The U3A cycling group is not a religious group

5. Request for grant aid will only be considered from the following categories of applicant:

A Congleton Town – based charity

An organisation serving the needs of the citizens of Congleton

Citizens of Congleton requesting grant aid with a project/event, which will be for the benefit of a wider group in Congleton.

A Congleton based club/association/organisation serving specific section of the community or the community as a whole.

- The cycling group falls under this category of applicant.

6. Applications will only be considered when made on a formal application form.

- N/A

MP1
20-12-18

7. Applicants will need to demonstrate how their activities or the particular project for which financial support is being sought, will benefit the residents of Congleton Town.

- Benefit will be derived from defraying the cost of a 'club cycling jersey'. The jersey will identify the group members with Congleton and as thus help promote a sense of community spirit within Congleton.

8. The Council will give priority to the projects/organisations which progress one or more of its corporate objectives.

- The activities of the cycling group identify with the following strategic outcome taken from the Cheshire East website.

- **Outcome 5 – People live well and for longer**

- Local people have healthy lifestyles and access to good cultural, leisure and recreational facilities. Care services focus on prevention, early intervention and physical and mental wellbeing

9. The Council will normally require details of the structure and funding of the organisation, and may request copies of budget/accounts and business plans.

- Application will comply as required.

10. The Council will require details of any project which is the subject of the application, including standards to be attained, costs, timescales and how the remainder of the funding will be provided.

- Application will comply as required.

11. The Council will normally only fund the up to a maximum of 50% of a project cost and priority will be given to requests for grants of £250 or less. Any request above £250 will require detailed justification for the project including matched funding as a prerequisite

- Application will comply as required.

12. Applicants will be required to state the amount of grant sought from the Council and provide details of other grants or awards applied for or gained, which must be disclosed in full.

- Application will comply as required.

13. Where projects cross financial years, the Council may "ring fence" an amount of grant. It will reserve the right to withdraw approval where a project does not look likely to go ahead within a 12 month period from the grant approval date.

- Applicant aims to complete the project within 12 months.

MPI

20-12-18

14. Payment will not normally be made until a project has been completed. Payments will then only normally be made against a formal receipt or invoice. Stage payments may be approved for larger projects.

- N/A

15. The Council will usually only consider requests for specific projects, not on-going or core costs. The exceptions to this will be "pump-priming" to help organisations get established or organisations which deliver a substantial part of the Council's priorities.

- Application is for a specific project.

16. The Council may, where it appears to be a more cost effective or efficient use of resources, prefer to act in partnership with another organisation, or provide support "in kind", rather than provide grant assistance.

- N/A

17. An evaluation of the project must be provided once the project is complete to provide evidence that the benefits and outputs have been achieved. The evaluation form must be returned to the Council within 4 weeks of the completion of the project

- Applicant can comply.

18. The Council will advertise its Grant and Financial Assistance Scheme widely to ensure an equitable distribution of resources.

- N/A

19. The applicant will acknowledge the contribution made by the Council when arranging promotional activity or literature including press releases relating to the application.

- The group can most directly comply by the inclusion of a Council logo on the cycling jersey.

20. The applicant acknowledges and agrees that all decisions made by the Council for such a grant request are solely a matter for and at the discretion of the Council. The applicant will provide to the Council all such assistance as is reasonably necessary to enable the Council to comply with its requirements under the Freedom of Information Action.

- N/A

21. Whenever possible, grant applicants and the organisations they represent, should consider what options are available to support the wider community by volunteering for activities such as Congleton in Bloom, litter picking and other activities in the Town requiring volunteer support.

- Applicant cannot commit group members to volunteer but can commit to distribute information about volunteering opportunities within the group.

MP1
20.12.18

CONGLETON U3A CYCLING GROUP - A BRIEF RESUME.....

The U3A.... The University of the Third Age is an international movement founded in 1973 whose aims are the education and stimulation of mainly retired members of the community, ie those in their third 'age' of life. Each U3A has its own constitution and runs its affairs in accordance with the wishes of the local membership. All U3A's are charitable bodies, run by volunteers under the umbrella of the Third Age Trust and answerable to the Charities Commission.



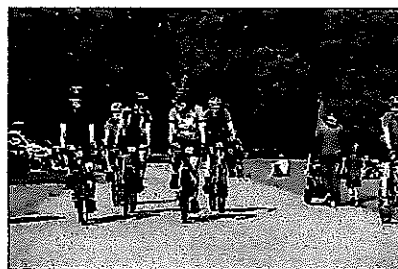
Congleton U3A formation.... local resident Elizabeth Hallam came up with the plan of starting a U3A in Congleton. She contacted various people and organisations in the town, raised funding to enable a steering committee to be formed and after a great deal of work and careful planning a first public meeting was held in the Town Hall on 9th September 1998. From then on, Congleton U3A has continued to grow and is now one of the largest groups in the country with around 1,400 members and over 100 different groups & activities on offer.

Congleton U3A Road Cycling Group... has up to 25 members that meet every Tuesday to ride c.25 miles and up to 20 members that meet every other Friday to ride c.50 miles (most of the Friday riders are also in the Tuesday Group). The Group are a hardy bunch that go out in most weathers for 52 weeks a year and a rough calculation would indicate that the group cover a combined total distance of at least 32,000 miles on their regular rides!! Cycling is mainly carried out on local lanes, back roads and cycle trails with a coffee/buffy or lunch stop enroute. Group Leader is Peter Leather and all members take it in turn to lead the rides.



Cycling Further Afield....some of the keener cycle members also go further afield including recent trips to the Alps, Pyrenees, Tenerife and Lands End to John O'Groats.

Charity Rides.....over recent years, the cycling group has regularly taken part in the 'Manchester 100' - a 100 mile Sportive in aid of The Christie Charity (over £3,000 was raised by Congleton U3A Cycling participants in September 2018)



Promotion/Safety Jerseys... as seen on the above photographs, the cycling group wear a range of apparel and the aim of this fund raising project is for the group to purchase matching cycling tops that are clearly visible to other road users and to promote Congleton as a cycling town.

NRL
20.12.18.

Congleton USA road cycling group jersey project -- financial calculations and assumptions

Aim: to defray the cost to members of a customised cycling jersey to £20 per head.

Assumptions:

- Cost of supply per head -- up to £70 + vat per head (worst case*).
- Number of jerseys required -- 40 (approx. 30 current members plus overage of 10~ to allow for club turnover)

Calculation:

Using the assumptions: 40 pax @ £70 + Vat = £2800 + vat (£3360 inc vat)

The project has access to £400

The project aims to recoup £20 per member (totalling £600 short term assuming ~ 30 group members purchase a jersey and up to a total of 40 members purchase longer term ie, £800)

The project therefore envisages income/secured funding approximately £1200 (£400 + 800)

The project currently has a potential shortfall of £2160 (£3360 - £1200).

*A separate piece of work is ongoing to identify potential providers of customised jerseys for the purposes of establishing price per item and whether price assumptions are vat inclusive or exclusive.

~Dependent on the actual monies raised through sponsorship the 'overage' could be adjusted to ensure balancing of the order quantity against the available finances.

Calculations and assumptions have been provided by the Project feasibility study group:

Jean Simmonds

Mike Irving

Dominic Toft

15 Dec 2018

MPI

20.12.18.

Congleton USA Road Cycling Group Promotion and Safety Jersey Project

Project Balance sheet

Basis:

Congleton USA is a part of the USA Trust and receives monies through an annual subscription fee. The Congleton USA organisation has a treasurer. The grant application form provides details of USA registered charity #. A copy of the accounts has been requested from the Treasurer but has not been received at the time of making the application. A copy of the accounts can be forwarded to the grant awarding body at a later date if still required.

The Congleton USA Road Cycling Group operates within the Congleton USA and does not raise any monies through separate subscription and therefore does not have a treasurer, nor produce a set of accounts. Money received for the project will be administered through the USA account.

The information provided below summarises the financial status of the project for use by the Grant Awarding body.

| Source | £ |
|---|----------------|
| Legacy from John Wall (specifically for use by the Congleton USA cycling Group and held by Congleton USA. | £331.76 |
| Promise of donation from Quantum Pharma Consultancy Ltd (UK Reg Company 8663226) | £68.24 |
| TOTAL | £400.00 |

Jean Simmons

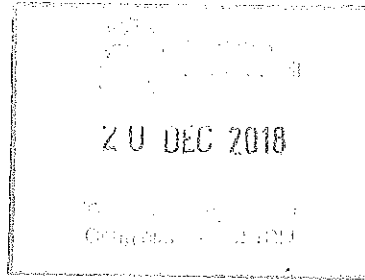
Dominic Toft

(on behalf of the Congleton USA Cycling Group project committee)

18 Dec 2018

HTC.
20.12.2018 .

U3A constitution



11. ACCOUNTS

The Executive Committee shall comply with their obligations under the Charities Act 1993 (or any statutory re-enactment or, modification of that Act) with regard to:

- (i) the keeping of accounting records for The U3A;
- (ii) the preparation of annual statements of account for The U3A;
- (iii) the independent examination of the statements of account of The U3A; and
- (iv) the transmission of the statements of account of The U3A to the Charity Commission.

20 Dec 2018.

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

| | | | |
|---------------------------------|---|-----------------|---------------------|
| COMMITTEE: | Finance and Policy Committee | | |
| MEETING DATE AND TIME | 10/01/19 7pm | LOCATION | Congleton Town Hall |
| REPORT FROM | Jackie Potts – Support Manager | | |
| AGENDA ITEM REPORT TITLE | 9 Management accounts for November 2018 | | |
| Background | Variance analysis of the Management Accounts for November 2018 to accompany the spreadsheet. | | |
| Updates | <p>These figures are for 8 months April to November 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 8 months show figures largely in line with the budget. 67% of expenditure would be expected to have been used if expenditure was regular monthly.</p> <p><u>Finance and Policy Committee</u></p> <p><u>Corporate Management</u></p> <p>Overall on slightly under budget</p> <ul style="list-style-type: none">• No expenditure to date on staff training• Subscriptions and Publications, and Insurance are full year costs.• Reception TIC is the full cost for the town council to fund winter hours as they act as the town council's reception.• The external audit invoice has been paid for the year.• One out of three internal audit invoices has been received <p><u>Democratic/Civic</u></p> <p>Overall on budget</p> <ul style="list-style-type: none">• The Mayor has received her full annual allowance• 2 out of the 3 Civic functions has taken place (Annual Council meeting, Civic Service)• The Civic Artefacts and Treasures budget was for the past mayors' badges which have been purchased. <p><u>Grants</u></p> <p>£12,755 is still available for grants. Most of the grants budget is paid in April to the Citizens' Advice Bureau; Congleton Partnership and Community Projects so the figures show 78% of the budget used.</p> <p><u>Community, Environment and Services Committee</u></p> <p>Slightly under budget.</p> <ul style="list-style-type: none">• Paddling pool slightly over budget• £730 has been spent on allotment maintenance.• CCTV invoice received for a full year. | | |

| | |
|---------------------------|--|
| | <ul style="list-style-type: none"> • First instalment for the PCSOs paid • Tourism expenditure includes the cost of purchasing and installing bunting in the town centre (£2053) • Streetscape are having to use agency staff to cover sickness. • Streetscape Insurance is a full year cost • Streetscape Horticultural supplies includes some purchases for outside work. • 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 slightly under budget so overall 61% of budget used.</p> <p><u>Personnel Committee</u></p> <p>Staffing costs on budget</p> |
| Decision Requested | To receive the Management Accounts for November 2018 |

ITEM 9 (b)

Congleton Town Council - Management Accounts -Nov 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) | 11,094 | 85,671 | 144,164 | 58,493 | 59% |
| Travel | 0 | 57 | 900 | 843 | 6% |
| Training / Conferences | 0 | 0 | 2,550 | 2,550 | 0% |
| Rent Payable | 1,163 | 9,300 | 13,950 | 4,650 | 67% |
| Reception - TIC | 3,276 | 3,276 | 3,124 | -152 | 105% |
| Miscellaneous Office Costs | 9 | 254 | 400 | 146 | 64% |
| Telephone/Fax/Internet | 71 | 483 | 1,300 | 817 | 37% |
| Postage | 110 | 1,184 | 2,900 | 1,716 | 41% |
| Stationery & Printing | 339 | 1,381 | 3,000 | 1,619 | 46% |
| Subscriptions & Publications | 108 | 3,066 | 3,130 | 64 | 98% |
| Insurance | 0 | 8,182 | 9,000 | 818 | 91% |
| Computer/IT Costs | 853 | 6,705 | 10,600 | 3,895 | 63% |
| Photocopy Charges | 0 | 1,074 | 3,000 | 1,926 | 36% |
| Recruitment Advertising | 0 | 0 | 500 | 500 | 0% |
| Other Advertising | 80 | 130 | 300 | 170 | 43% |
| Bank Charges | 76 | 616 | 1,000 | 384 | 62% |
| Audit Fees - External | 0 | 2,000 | 2,000 | 0 | 100% |
| Audit Fees - Internal | 430 | 430 | 1,260 | 830 | 34% |
| Accountancy Support | 0 | 2,176 | 4,200 | 2,024 | 52% |
| Legal & Professional fees | 0 | 35 | 3,000 | 2,965 | 1% |
| HR & H&S support | 0 | 2,524 | 4,500 | 1,976 | 56% |
| Central Overheads reallocated | -5,201 | -34,418 | -56,688 | -22,270 | 61% |
| Corporate Management:-Expenditure | 12,408 | 94,126 | 158,090 | 63,964 | 60% |
| Printing and Stationery recharges | 0 | | 0 | 0 | |
| Interest Receivable | -1,233 | -1,904 | -2,000 | -96 | 95% |
| Misc Income | | | 0 | 0 | #DIV/0! |
| Corporate Management :- Income | -1,233 | -1,904 | -2,000 | -96 | 95% |
| Net Expenditure over Income | 11,175 | 92,222 | 156,090 | 63,868 | 59% |
| 102 Democratic Rep'n & Mgmt/Civic | | | | | |
| Staff Costs (re-allocated) | 2,166 | 17,233 | 26,066 | 8,833 | 66% |
| Training / Conferences | 31 | 256 | 1,000 | 744 | 26% |
| Stationery & Printing | 20 | 120 | 500 | 380 | 24% |
| Marketing/Promotions | 47 | 215 | 918 | 703 | 23% |
| Council Newsletter | 0 | 2,583 | 5,335 | 2,752 | 48% |
| Council Website | 0 | 33 | 1,500 | 1,467 | 2% |
| Mayor's Allowance | 0 | 3,000 | 3,000 | 0 | 100% |
| Members Expenses | 0 | 0 | 200 | 200 | 0% |
| 700 Years of Mayoralty | 0 | 3,833 | 2,500 | -1,333 | 0% |
| 700 Years of Mayoralty - income | 0 | -2,189 | 0 | -2,189 | 0% |
| Civic Expenses | 896 | 3,553 | 5,000 | 1,447 | 71% |
| Civic Regalia | 0 | 1 | 250 | 249 | 0% |
| Hall & Room Hire | 761 | 3,575 | 5,500 | 1,925 | 65% |
| Civic Artefacts and Treasures | 0 | 1,414 | 1,500 | 86 | 94% |
| Central Overheads reallocated | 231 | 1,529 | 2,518 | 989 | 61% |
| Democratic Rep'n & Mgmt/Civic:-Expenditure | 4,152 | 35,156 | 55,787 | 16,253 | 63% |
| Grants | 200 | 44,578 | 56,833 | 12,255 | 78% |
| F&P Income - Expenditure Totals | 15,527 | 171,956 | 268,710 | 92,376 | 64% |

| | Current Month Actual | Actual Year To Date | Current Annual Budget | Variance Annual Total | % of Budget |
|---|-------------------------|------------------------|--------------------------|--------------------------|----------------|
| <u>Community, Environment & Services</u> | | | | | |
| Paddling Pool | 638 | 24,376 | 24,071 | -305 | 101% |
| Propogation unit | 0 | 0 | 1,000 | 1,000 | 0% |
| Floral Displays | 0 | 9,106 | 12,000 | 2,894 | 76% |
| Allotments | 36 | 1,027 | 1,240 | 213 | 83% |
| Public Toilets | 366 | 4,906 | 9,400 | 4,494 | 52% |
| Public Realm CCTV | 0 | 9,633 | 10,500 | 867 | 92% |
| Congleton Partnership | 2,831 | 22,649 | 33,973 | 11,324 | 67% |
| Community Development | 7,605 | 44,854 | 65,323 | 20,469 | 69% |
| Crime Reduction | 0 | 5,547 | 47,672 | 42,125 | 12% |
| Christmas Fayre/lights | 4,788 | 2,063 | 20,000 | 17,937 | 10% |
| Neighbourhood Plan | 0 | 0 | 0 | 0 | 0% |
| Tourism | 185 | 4,158 | 5,000 | 842 | 83% |
| Youth and Young People | 15 | 530 | 2,000 | 1,470 | 27% |
| Luncheon Club | 357 | 4,070 | 11,000 | 6,930 | 37% |
| | 16,821 | 132,919 | 243,179 | 110,260 | 55% |
| <u>Streetscape</u> | | | | | |
| Staff Costs | 32,048 | 267,567 | 404,434 | 136,867 | 66% |
| Agency Staff | 1,900 | 10,636 | 6,000 | 4,636 | 177% |
| Training | 151 | 206 | 3,000 | 2,794 | 7% |
| Protective Clothing\H & Safety | 437 | 3,332 | 3,060 | 272 | 109% |
| Office rent | 256 | 2,045 | 3,067 | 1,022 | 67% |
| Cleaning Materials | 61 | 3,411 | 5,000 | 1,589 | 68% |
| Telephones | 63 | 445 | 700 | 255 | 64% |
| Insurance | 0 | 5,455 | 6,000 | 545 | 91% |
| Property maintenance | 12 | 720 | 1,020 | 300 | 71% |
| Horticultural etc Supplies | 5,535 | 19,531 | 18,000 | 1,531 | 109% |
| Winter Bedding | 0 | 1,000 | 1,000 | 0 | 100% |
| Vehicle maintenance/Serv etc | 598 | 5,328 | 10,000 | 4,672 | 53% |
| Vehicle fuel and oil | 1,689 | 7,798 | 15,000 | 7,202 | 52% |
| Vehicle rental charges | 2,956 | 29,298 | 42,000 | 12,702 | 70% |
| Street Cleansing | 18 | 1,836 | 3,000 | 1,164 | 61% |
| General expenditure | 213 | 2,769 | 3,000 | 231 | 92% |
| Central Overheads Reallocated | 3,584 | 23,720 | 39,068 | 15,348 | 61% |
| Rechargeable expenses | 95 | 1,153 | 0 | 1,153 | #DIV/0! |
| Streetscape Expenditure | 49,616 | 386,250 | 563,349 | 177,099 | 69% |
| Streetscape - Income | -30,559 | -244,469 | -366,702 | -122,233 | 67% |
| Streetscape - External work income | -2,888 | -12,544 | -15,000 | -2,456 | 84% |
| Streetscape - Misc Income | -295 | -1,166 | -900 | 266 | 130% |
| | -33,742 | -258,179 | -382,602 | -124,423 | 67% |
| Net Expenditure over Income | 15,874 | 128,071 | 180,747 | 52,676 | 71% |
| C,E &S Income - Net Expenditure Totals | 32,695 | 260,989 | 423,926 | 162,937 | 62% |
| <u>Town Hall</u> | | | | | |
| Town Hall - Expenditure | | 116,264 | 193,438 | -77,174 | 60% |
| Town Hall - Income | | -74,818 | -122,700 | 47,882 | 61% |
| Net Expenditure over Income | 0 | 41,446 | 70,738 | -29,292 | 59% |
| Total Net Expenditure | 0 | 474,391 | 763,374 | 226,021 | 62% |
| <u>Personnel</u> | | | | | |
| Staff Costs - Reallocated | 59,164 | 477,151 | 730,991 | 253,840 | 65% |

Reserves as at 30/11/18

| | |
|--------------------------------------|----------------|
| General Reserve | 190,754 |
| Capital Equipment Fund | 32,445 |
| Capital Contingency Fund | 231,571 |
| EMR Elections | 15,000 |
| 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 | 325 |
| 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 | 21,149 |
| EMR Cenotaph | 10,000 |
| EMR Rotary Bonfire | 5,000 |
| EMR In Bloom | 2,683 |
| EMR Christmas Lights | 7,573 |
| | <u>638,106</u> |

Bank Reconciliation Statement as at 30/11/2018
for Cashbook 1 - RBS Current/ Access Acct

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|--|-----------------------|------------------------------------|------------------|
| RBS Current Account 11411170 | 30/11/2018 | 392 | 73,271.99 |
| | | | <u>73,271.99</u> |
| <u>Unpresented Cheques (Minus)</u> | | <u>Amount</u> | |
| 21/11/2018 008706 Grant Cong Pantomime | | 250.00 | |
| 21/11/2018 008707 GW Britain in Bloom | | 290.00 | |
| 27/11/2018 008711 JEWSON | | 55.48 | |
| 29/11/2018 008712 DB Britain in Bloom | | 273.00 | |
| | | | <u>868.48</u> |
| | | | 72,403.51 |
| <u>Receipts not Banked/Cleared (Plus)</u> | | | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 72,403.51 |
| | | Balance per Cash Book is :- | 72,403.51 |
| | | Difference is :- | 0.00 |

Congleton Town Council - Savings account balances

Balances as at 30 11 18

| | |
|---|--------------|
| Balance per Business Reserve Account (10180876) | 708,932.60 |
| Cambridge and Counties 1 year fixed deposit | 150,000.00 |
| CCLA deposit | 150,000.00 |
| | <hr/> |
| | 1,008,932.60 |
| | <hr/> |

ITEM 12.

Congleton Town Council
RBS Current/I Access Acct

List of Payments made between 01/11/2018 and 30/11/2018

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Transaction Detail</u> |
|------------------|---------------------------|------------------|--------------------|-----------------------------------|
| 01/11/2018 | cheshire East Council | DD | 2,638.00 | Town Hall business rates |
| 01/11/2018 | Mkt toilet business rates | DD | 208.00 | Mkt St.toilet business rates |
| 01/11/2018 | PRISM | DD | 38.98 | 61713/9752/telephone call charges |
| 01/11/2018 | Grant - Carnival | 8694 | 1,359.00 | Grant - Carnival |
| 02/11/2018 | BACS P/L Pymnt Page 2028 | BACS Pymnt | 10,264.54 | BACS P/L Pymnt Page 2028 |
| 08/11/2018 | J Unsworth | 8695 | 216.76 | J Unsworth - xmas decorations |
| 08/11/2018 | Sweet pea | 8696 | 302.22 | Shop front grant |
| 09/11/2018 | WMS | DD | 822.01 | 1530109/9802/T Hall Gas |
| 09/11/2018 | PITNEY BOWES UK MAIL | DD | 113.44 | BF937526/9812/franking machine |
| 12/11/2018 | HMRC VAT | DD | 7,561.15 | HMRC VAT |
| 12/11/2018 | Petty cash | 8697 | 170.90 | Petty cash |
| 12/11/2018 | No4 Design Studio | 8698 | 500.00 | Shop front -grant |
| 14/11/2018 | DM Prinses Irene Brigade | 8699 | 974.45 | Prinses Irene Brigade meal |
| 15/11/2018 | QUARTIX | DD | 33.36 | 384699/9753/vehicle tracker |
| 15/11/2018 | WMS | DD | 2,128.28 | 1531823/9772/gas,electric |
| 15/11/2018 | RBS Bankline | DD | 59.10 | RBS Bankline - charges |
| 16/11/2018 | BACS P/L Pymnt Page 2034 | BACS Pymnt | 2,454.26 | BACS P/L Pymnt Page 2034 |
| 16/11/2018 | TOMTOM | DD | 118.80 | 7769123/9870/vehicle tracker |
| 16/11/2018 | RBS CREDIT CARD | DD | 353.93 | 03112018/9869/In bloom £162.50 |
| 16/11/2018 | Payroll Nov 18 | BACS | 58,397.09 | Payroll Nov 18 |
| 20/11/2018 | CHESHEAST | 8700 | 29.60 | 12112018/9863/hamper P Irene B |
| 20/11/2018 | CHESHEAST | 8701 | 3,931.20 | 44136145/9864/TIC reception costs |
| 20/11/2018 | CCTP | 8702 | 31.20 | 78/9865/transport ansa visit |
| 20/11/2018 | STRINGING | 8703 | 90.00 | 05112018/9866/paceboards xmas |
| 20/11/2018 | Petty cash | 8705 | 97.44 | Petty cash |
| 21/11/2018 | RBS bank chgs | DD | 16.93 | RBS bank chgs |
| 21/11/2018 | Grant Cong Pantomime | 8706 | 250.00 | Grant Cong Pantomime |
| 21/11/2018 | GW Britain in Bloom | 8707 | 290.00 | GW Britain in Bloom |
| 21/11/2018 | GRE NW in Bloom | 8708 | 173.30 | NW In Bloom event |
| 23/11/2018 | BACS P/L Pymnt Page 2036 | BACS Pymnt | 19,098.70 | BACS P/L Pymnt Page 2036 |
| 23/11/2018 | BACS P/L Pymnt Page 2042 | BACS Pymnt | 6,231.69 | BACS P/L Pymnt Page 2042 |
| 23/11/2018 | EE | DD | 76.01 | 01279676042/9868/mobile phones |
| 26/11/2018 | GRE Britain in Bloom | 8709 | 298.00 | Britain in Bloom event |
| 26/11/2018 | Grant KEMS | 8710 | 500.00 | Grant KEMS |
| 27/11/2018 | JEWSON | 8711 | 55.48 | 0767/00187924/9896/fencing |
| 28/11/2018 | Allpay - Plus Dane | BACS | 36.28 | Garage rental allotments |
| 29/11/2018 | DB Britain in Bloom | 8712 | 273.00 | Britain in Bloom |
| 30/11/2018 | Prism Bus Developments | DD | 1,023.18 | IT Support |
| 30/11/2018 | SUEZ | DD | 287.12 | 31299525/9813/waste collection |
| | Total | | 121,503.40 | |

Linked to Cashbook 1

Entered Month 8
by user ST

| Supplier and Invoice Details | Invoice Date | Invoice No | Ledger | Amount Due | Discount | Amount Paid | Balance |
|--|--------------|------------|--------|------------|-------------|-----------------|---------|
| BESTCONNEX The Best Connection Group | | | | | | | |
| 2895485/9776/s scape temp Authorised: rb | 26/10/2018 | 2895485 | 1 | 570.08 | 0.00 | 570.08 | 0.00 |
| | | | | | <u>0.00</u> | <u>570.08</u> | |
| Above paid on 02/11/2018 by Online Payment Ref BESTCONNEX | | | | | | | |
| CHESHIRE Police & Crime Commissioner for Cheshire | | | | | | | |
| 9072024178/9777/PCSO funding Authorised: jp | 24/10/2018 | 9072024178 | 1 | 5,546.67 | 0.00 | 5,546.67 | 0.00 |
| | | | | | <u>0.00</u> | <u>5,546.67</u> | |
| Above paid on 02/11/2018 by Online Payment Ref CHESHIRE | | | | | | | |
| CTHEVENTS C T H Events & Parties | | | | | | | |
| 1689/9783/TC12332 Authorised: st | 01/10/2018 | 1689 | 1 | 174.72 | 0.00 | 174.72 | 0.00 |
| 1690/9781/TC12380 P/ship Authorised: ms | 02/10/2018 | 1690 | 1 | 576.00 | 0.00 | 576.00 | 0.00 |
| 1699/9782/TC12335 Authorised: ST | 10/10/2018 | 1699 | 1 | 111.36 | 0.00 | 111.36 | 0.00 |
| 1703/9780/Cheshire East Authorised: st | 17/10/2018 | 1703 | 1 | 1,288.80 | 0.00 | 1,288.80 | 0.00 |
| 1705/9784/TC12341 Authorised: st | 18/10/2018 | 1705 | 1 | 97.44 | 0.00 | 97.44 | 0.00 |
| | | | | | <u>0.00</u> | <u>2,248.32</u> | |
| Above paid on 02/11/2018 by Online Payment Ref CTHEVENTS | | | | | | | |
| KGLOACH K G Loach | | | | | | | |
| 37060/9788/bark, fertilizer et Authorised: rb | 11/10/2018 | 37060 | 1 | 322.80 | 0.00 | 322.80 | 0.00 |
| 37068/9789/compost, tools Authorised: rb | 11/10/2018 | 37068 | 1 | 375.02 | 0.00 | 375.02 | 0.00 |
| 37075/9786/fertilizer Authorised: rb | 12/10/2018 | 37075 | 1 | 119.99 | 0.00 | 119.99 | 0.00 |
| 37164/9787/compost & tools Authorised: rb | 24/10/2018 | 37164 | 1 | 189.45 | 0.00 | 189.45 | 0.00 |
| | | | | | <u>0.00</u> | <u>1,007.26</u> | |
| Above paid on 02/11/2018 by Online Payment Ref KGLOACH | | | | | | | |

List of Purchase Ledger Payments

Linked to Cashbook 1

Entered Month 8
by user ST

| Supplier and Invoice Details | Invoice Date | Invoice No | Ledger | Amount Due | Discount | Amount Paid | Balance |
|---|--------------|------------|--------|------------|-------------|------------------|---------|
| MAC MAC Tool & Plant Hire Ltd | | | | | | | |
| 472/9791/hydraulic fluid Authorised: rb | 29/10/2018 | 472 | 1 | 71.32 | 0.00 | 71.32 | 0.00 |
| 473/9790/recharge works Authorised: rb | 29/10/2018 | 473 | 1 | 42.00 | 0.00 | 42.00 | 0.00 |
| | | | | | 0.00 | 113.32 | |
| Above paid on 02/11/2018 by Online Payment Ref MAC | | | | | | | |
| SASREFRIGE SAS Refrigeration | | | | | | | |
| SI515/9792/repair ice machine Authorised: mjw | 12/10/2018 | SI515 | 1 | 96.00 | 0.00 | 96.00 | 0.00 |
| | | | | | 0.00 | 96.00 | |
| Above paid on 02/11/2018 by Online Payment Ref SASREFRIGE | | | | | | | |
| TALKECHEM Talke Chemical Company Limited | | | | | | | |
| 65681/9794/litter pickers Authorised: rb | 17/10/2018 | 65681 | 1 | 348.00 | 0.00 | 348.00 | 0.00 |
| 65683/9793/marker spray Authorised: rb | 22/10/2018 | 65683 | 1 | 41.16 | 0.00 | 41.16 | 0.00 |
| 65685/9795/bleach etc Authorised: rb | 22/10/2018 | 65685 | 1 | 215.93 | 0.00 | 215.93 | 0.00 |
| | | | | | 0.00 | 605.09 | |
| Above paid on 02/11/2018 by Online Payment Ref TALKECHEM | | | | | | | |
| THREADFAST Threadfast Engineers 1984 Ltd | | | | | | | |
| SIN098687/9797/cable ties/chain Authorised: rb | 30/10/2018 | SIN098687 | 1 | 21.60 | 0.00 | 21.60 | 0.00 |
| SIN098689/9796/bungee ropes Authorised: rb | 30/10/2018 | SIN098689 | 1 | 56.20 | 0.00 | 56.20 | 0.00 |
| | | | | | 0.00 | 77.80 | |
| Above paid on 02/11/2018 by Online Payment Ref THREADFAST | | | | | | | |
| Total Purchase Ledger Payments | | | | | 0.00 | 10,264.54 | |

List of Purchase Ledger Payments

Linked to Cashbook 1

Entered Month 7
by user ST

| Supplier and Invoice Details | Invoice Date | Invoice No | Ledger | Amount Due | Discount | Amount Paid | Balance |
|--|--------------|------------|--------|------------|-------------|---------------|---------|
| CHS Congleton High School | | | | | | | |
| 5102377/9805/P ship leaflets Authorised: ms | 31/10/2018 | 5102377 | 1 | 92.50 | 0.00 | 92.50 | 0.00 |
| 5102385/9804/shops posters Authorised: jm | 31/10/2018 | 5102385 | 1 | 12.00 | 0.00 | 12.00 | 0.00 |
| | | | | | 0.00 | 104.50 | |
| Above paid on 16/11/2018 by Online Payment Ref CHS | | | | | | | |
| CTHEVENTS C T H Events & Parties | | | | | | | |
| 721/9808/TC12421 Authorised: amw | 23/10/2018 | 1721 | 1 | 69.60 | 0.00 | 69.60 | 0.00 |
| 1722/9807/ASB meeting Authorised: jm | 24/10/2018 | 1722 | 1 | 17.40 | 0.00 | 17.40 | 0.00 |
| 1723/9806/Youth committee drin Authorised: lm | 31/10/2018 | 1723 | 1 | 24.60 | 0.00 | 24.60 | 0.00 |
| | | | | | 0.00 | 111.60 | |
| Above paid on 16/11/2018 by Online Payment Ref CTHEVENTS | | | | | | | |
| DCKB DCK Accounting Solutions Ltd | | | | | | | |
| TPC8283/9809/accounting servic Authorised: jp | 31/10/2018 | TPC8283 | 1 | 714.60 | 0.00 | 714.60 | 0.00 |
| | | | | | 0.00 | 714.60 | |
| Above paid on 16/11/2018 by Online Payment Ref DCKB | | | | | | | |
| ESE ESE Direct Ltd | | | | | | | |
| ESI1057435/9810/shelving racks Authorised: mjw | 22/10/2018 | ESI1057435 | 1 | 435.06 | 0.00 | 435.06 | 0.00 |
| | | | | | 0.00 | 435.06 | |
| Above paid on 16/11/2018 by Online Payment Ref ESE | | | | | | | |
| MAC MAC Tool & Plant Hire Ltd | | | | | | | |
| 1304/9811/chain saw chain Authorised: rb | 31/10/2018 | 1304 | 1 | 25.92 | 0.00 | 25.92 | 0.00 |
| | | | | | 0.00 | 25.92 | |
| Above paid on 16/11/2018 by Online Payment Ref MAC | | | | | | | |

Linked to Cashbook 1

Entered Month 7
by user ST

| Supplier and Invoice Details | Invoice Date | Invoice No | Ledger | Amount Due | Discount | Amount Paid | Balance |
|------------------------------|--------------|------------|--------|------------|----------|-------------|---------|
|------------------------------|--------------|------------|--------|------------|----------|-------------|---------|

TALKECHEM Talke Chemical Company Limited

| | | | | | | | |
|---|------------|-------|---|--------|------|--------|------|
| 65690/9815/street cleansing Authorised: rb | 30/10/2018 | 65690 | 1 | 307.68 | 0.00 | 307.68 | 0.00 |
|---|------------|-------|---|--------|------|--------|------|

| | |
|-------------|---------------|
| 0.00 | 307.68 |
|-------------|---------------|

Above paid on 16/11/2018 by Online Payment Ref TALKECHEM

THOMSON Thomson Planning Partnership Ltd

| | | | | | | | |
|--|------------|---------------|---|--------|------|--------|------|
| 39/012/AT/016/9814/consultancy Authorised: dm | 31/10/2018 | 39/012/AT/016 | 1 | 351.12 | 0.00 | 351.12 | 0.00 |
|--|------------|---------------|---|--------|------|--------|------|

| | |
|-------------|---------------|
| 0.00 | 351.12 |
|-------------|---------------|

Above paid on 16/11/2018 by Online Payment Ref THOMSON

TRAVIS Travis Perkins Trading Company Ltd

| | | | | | | | |
|--|------------|------------|---|------|------|------|------|
| 3640AFD086/9816/pipe bung Authorised: mjl | 30/10/2018 | 3640AFD086 | 1 | 6.28 | 0.00 | 6.28 | 0.00 |
|--|------------|------------|---|------|------|------|------|

| | |
|-------------|-------------|
| 0.00 | 6.28 |
|-------------|-------------|

Above paid on 16/11/2018 by Online Payment Ref TRAVIS

URC United Reformed Church

| | | | | | | | |
|---|------------|----------|---|--------|------|--------|------|
| 30102018/9817/luncheon club Authorised: dm | 30/10/2018 | 30102018 | 1 | 397.50 | 0.00 | 397.50 | 0.00 |
|---|------------|----------|---|--------|------|--------|------|

| | |
|-------------|---------------|
| 0.00 | 397.50 |
|-------------|---------------|

Above paid on 16/11/2018 by Online Payment Ref URC

Total Purchase Ledger Payments

| | |
|-------------|-----------------|
| 0.00 | 2,454.26 |
|-------------|-----------------|

List of Purchase Ledger Payments

Linked to Cashbook 1

Entered Month 8
by user ST

| Supplier and Invoice Details | Invoice Date | Invoice No | Ledger | Amount Due | Discount | Amount Paid | Balance |
|--|--------------|------------|--------|------------|-------------|---------------|---------|
| ACORN Acorn Occupational Health Ltd | | | | | | | |
| 24641/9818/health assessment Authorised: rb | 13/11/2018 | 24641 | 1 | 181.20 | 0.00 | 181.20 | 0.00 |
| | | | | | <u>0.00</u> | <u>181.20</u> | |

Above paid on 23/11/2018 by Online Payment Ref ACORN

| | | | | | | | |
|---|------------|---------|---|--------|-------------|-----------------|------|
| BESTCONNEX The Best Connection Group | | | | | | | |
| 2879287/9819/s scape temp Authorised: rb | 28/09/2018 | 2879287 | 1 | 570.08 | 0.00 | 570.08 | 0.00 |
| 2899447/9820/s scape temp Authorised: rb | 02/11/2018 | 2899447 | 1 | 570.08 | 0.00 | 570.08 | 0.00 |
| 2903449/9821/s scape temp Authorised: rb | 09/11/2018 | 2903449 | 1 | 446.15 | 0.00 | 446.15 | 0.00 |
| 2907575/9822/s scape temp Authorised: rb | 16/11/2018 | 2907575 | 1 | 123.94 | 0.00 | 123.94 | 0.00 |
| | | | | | <u>0.00</u> | <u>1,710.25</u> | |

Above paid on 23/11/2018 by Online Payment Ref BESTCONNEX

| | | | | | | | |
|--|------------|----------|---|-------|-------------|--------------|------|
| BOOTH Chris Booth | | | | | | | |
| 11112018/9823/remembrance soun Authorised: jm | 11/11/2018 | 11112018 | 1 | 65.00 | 0.00 | 65.00 | 0.00 |
| | | | | | <u>0.00</u> | <u>65.00</u> | |

Above paid on 23/11/2018 by Online Payment Ref BOOTH

| | | | | | | | |
|--|------------|-------|---|--------|-------------|---------------|------|
| CAVERN Cavern Protective Clothing | | | | | | | |
| 18371/9824/s scape PPE Authorised: rb | 17/10/2018 | 18371 | 1 | 138.60 | 0.00 | 138.60 | 0.00 |
| 18390/9825/s scape PPE Authorised: rb | 12/11/2018 | 18390 | 1 | 96.00 | 0.00 | 96.00 | 0.00 |
| | | | | | <u>0.00</u> | <u>234.60</u> | |

Above paid on 23/11/2018 by Online Payment Ref CAVERN

| | | | | | | | |
|--|------------|-----------|---|-------|-------------|--------------|------|
| CHESHELECT Cheshire Electrical Supplies Ltd | | | | | | | |
| 596029237/9826/heat bulb Authorised: rb | 01/11/2018 | 596029237 | 1 | 28.81 | 0.00 | 28.81 | 0.00 |
| | | | | | <u>0.00</u> | <u>28.81</u> | |

Above paid on 23/11/2018 by Online Payment Ref CHESHELECT

List of Purchase Ledger Payments

Linked to Cashbook 1

Entered Month 8
by user ST

| Supplier and Invoice Details | Invoice Date | Invoice No | Ledger | Amount Due | Discount | Amount Paid | Balance |
|---|--------------|------------|--------|------------|-------------|---------------|---------|
| CHRONICLE Heads Congleton Limited | | | | | | | |
| 112666/9831/xmas advert Authorised: jm | 08/11/2018 | 112666 | 1 | 132.00 | 0.00 | 132.00 | 0.00 |
| 112704/9830/xmas advert Authorised: jm | 15/11/2018 | 112704 | 1 | 96.00 | 0.00 | 96.00 | 0.00 |
| 112708/9829/protest advert Authorised: jm | 15/11/2018 | 112708 | 1 | 96.00 | 0.00 | 96.00 | 0.00 |
| | | | | | 0.00 | 324.00 | |

Above paid on 23/11/2018 by Online Payment Ref CHRONICLE

| | | | | | | | |
|---|------------|---------|---|--------|-------------|-----------------|------|
| CHUBB Chubb Fire & Security Ltd | | | | | | | |
| 7212583/9828/annual contract Authorised: mjw | 17/10/2018 | 7212583 | 1 | 829.87 | 0.00 | 829.87 | 0.00 |
| 7231232/9827/security system w Authorised: mjw | 27/10/2018 | 7231232 | 1 | 288.00 | 0.00 | 288.00 | 0.00 |
| | | | | | 0.00 | 1,117.87 | |

Above paid on 23/11/2018 by Online Payment Ref CHUBB

| | | | | | | | |
|--|------------|------|---|--------|-------------|---------------|------|
| CTHEVENTS C T H Events & Parties | | | | | | | |
| 1724/9832/in bloom breakfast Authorised: rb | 02/11/2018 | 1724 | 1 | 88.80 | 0.00 | 88.80 | 0.00 |
| 1725/9833/Partnership Authorised: jm | 06/11/2018 | 1725 | 1 | 20.88 | 0.00 | 20.88 | 0.00 |
| 1726/9834/highways Authorised: st | 07/11/2018 | 1726 | 1 | 87.00 | 0.00 | 87.00 | 0.00 |
| 1733/9835/UNISON Authorised: st | 13/11/2018 | 1733 | 1 | 43.50 | 0.00 | 43.50 | 0.00 |
| 1734/9836/in bloom thank eveni Authorised: jm | 13/11/2018 | 1734 | 1 | 282.00 | 0.00 | 282.00 | 0.00 |
| 1735/9837/Highways Authorised: st | 14/11/2018 | 1735 | 1 | 87.00 | 0.00 | 87.00 | 0.00 |
| | | | | | 0.00 | 609.18 | |

Above paid on 23/11/2018 by Online Payment Ref CTHEVENTS

List of Purchase Ledger Payments

Linked to Cashbook 1

Entered Month 8
by user ST

| Supplier and Invoice Details | Invoice Date | Invoice No | Ledger | Amount Due | Discount | Amount Paid | Balance |
|--|--------------|------------|--------|------------|-------------|-----------------|---------|
| FOUR Four Oaks Nurseries Ltd | | | | | | | |
| <i>87815/9843/tulip bulbs</i> | 11/10/2018 | 87815 | 1 | 17.40 | 0.00 | 17.40 | 0.00 |
| Authorised: rb | | | | | | | |
| <i>88151/9841/winter bedding</i> | 06/11/2018 | 88151 | 1 | 5,987.98 | 0.00 | 5,987.98 | 0.00 |
| Authorised: rb | | | | | | | |
| <i>88197/9842/dot plants</i> | 09/11/2018 | 88197 | 1 | 193.78 | 0.00 | 193.78 | 0.00 |
| Authorised: rb | | | | | | | |
| | | | | | 0.00 | 6,199.16 | |

Above paid on 23/11/2018 by Online Payment Ref FOUR

| | | | | | | | |
|---|------------|----------|---|--------|-------------|---------------|------|
| HEATONS Heatons Office Supplies Ltd | | | | | | | |
| <i>10313765/9844/nov stationary</i> | 12/11/2018 | 10313765 | 1 | 135.26 | 0.00 | 135.26 | 0.00 |
| Authorised: mh | | | | | | | |
| | | | | | 0.00 | 135.26 | |

Above paid on 23/11/2018 by Online Payment Ref HEATONS

| | | | | | | | |
|---|------------|------|---|--------|-------------|---------------|------|
| MAC MAC Tool & Plant Hire Ltd | | | | | | | |
| <i>1380/9845/2 stroke oil</i> | 08/11/2018 | 1380 | 1 | 105.60 | 0.00 | 105.60 | 0.00 |
| Authorised: rb | | | | | | | |
| | | | | | 0.00 | 105.60 | |

Above paid on 23/11/2018 by Online Payment Ref MAC

| | | | | | | | |
|--------------------------------------|------------|---------|---|--------|-------------|---------------|------|
| MAS MAS Seeds Ltd | | | | | | | |
| <i>1000757/9846/wildflower seeds</i> | 31/10/2018 | 1000757 | 1 | 335.00 | 0.00 | 335.00 | 0.00 |
| Authorised: rb | | | | | | | |
| | | | | | 0.00 | 335.00 | |

Above paid on 23/11/2018 by Online Payment Ref MAS

| | | | | | | | |
|---|------------|--------|---|-------|-------------|--------------|------|
| MAXIGIENE Maxigiene Enviromental Services Ltd | | | | | | | |
| <i>22883C/9847/legionella monitor</i> | 12/11/2018 | 22883C | 1 | 45.00 | 0.00 | 45.00 | 0.00 |
| Authorised: rb | | | | | | | |
| | | | | | 0.00 | 45.00 | |

Above paid on 23/11/2018 by Online Payment Ref MAXIGIENE

List of Purchase Ledger Payments

Linked to Cashbook 1

Entered Month 8
by user ST

| Supplier and Invoice Details | Invoice Date | Invoice No | Ledger | Amount Due | Discount | Amount Paid | Balance |
|------------------------------|--------------|------------|--------|------------|----------|-------------|---------|
| MOORE R.J.& J. Moore | | | | | | | |
| 92/9848/99 xmas trees | 13/11/2018 | 92 | 1 | 1,534.50 | 0.00 | 1,534.50 | 0.00 |
| Authorised: jm | | | | | | | |
| | | | | | 0.00 | 1,534.50 | |

Above paid on 23/11/2018 by Online Payment Ref MOORE

| | | | | | | | |
|--|------------|--------|---|-------|------|-------|------|
| NORTHRODE North Rode Timber Co. Ltd | | | | | | | |
| 160064/9849/xmas decs | 01/10/2018 | 160064 | 1 | 16.98 | 0.00 | 16.98 | 0.00 |
| Authorised: rb | | | | | | | |
| 160234/9850/coded lock | 16/10/2018 | 160234 | 1 | 65.64 | 0.00 | 65.64 | 0.00 |
| Authorised: mjw | | | | | | | |
| | | | | | 0.00 | 82.62 | |

Above paid on 23/11/2018 by Online Payment Ref NORTHRODE

| | | | | | | | |
|--|------------|----------|---|--------|------|--------|------|
| PORTERS Porters Service Station Ltd | | | | | | | |
| 31102018/9851/vehicle fuel | 31/10/2018 | 31102018 | 1 | 998.57 | 0.00 | 998.57 | 0.00 |
| Authorised: rb | | | | | | | |
| | | | | | 0.00 | 998.57 | |

Above paid on 23/11/2018 by Online Payment Ref PORTERS

| | | | | | | | |
|-----------------------------|------------|-------|---|--------|------|--------|------|
| SPIRAL Spiral Colour | | | | | | | |
| 31155/9852/5 xmas banners | 12/11/2018 | 31155 | 1 | 262.80 | 0.00 | 262.80 | 0.00 |
| Authorised: mh | | | | | | | |
| | | | | | 0.00 | 262.80 | |

Above paid on 23/11/2018 by Online Payment Ref SPIRAL

| | | | | | | | |
|--------------------------------------|------------|---------|---|--------|------|--------|------|
| ST St John's Community Centre | | | | | | | |
| 201807/9853/july lunch club | 13/11/2018 | 201807 | 1 | 184.50 | 0.00 | 184.50 | 0.00 |
| Authorised: dm | | | | | | | |
| 201809A/9854/Oct lunch club | 13/11/2018 | 201809A | 1 | 172.50 | 0.00 | 172.50 | 0.00 |
| Authorised: dm | | | | | | | |
| | | | | | 0.00 | 357.00 | |

Above paid on 23/11/2018 by Online Payment Ref ST

List of Purchase Ledger Payments

Linked to Cashbook 1

Entered Month 8
by user ST

| Supplier and Invoice Details | Invoice Date | Invoice No | Ledger | Amount Due | Discount | Amount Paid | Balance |
|---|--------------|------------|--------|------------|-------------|-----------------|------------------|
| TALKECHEM Talke Chemical Company Limited | | | | | | | |
| 65700/9856/bleach etc Authorised: rb | 08/11/2018 | 65700 | 1 | 151.85 | 0.00 | 151.85 | 0.00 |
| 65707/9855/T Hall cleaning sto Authorised: rb | 14/11/2018 | 65707 | 1 | 197.29 | 0.00 | 197.29 | 0.00 |
| | | | | | 0.00 | 349.14 | |
| Above paid on 23/11/2018 by Online Payment Ref TALKECHEM | | | | | | | |
| THREADFAST Threadfast Engineers 1984 Ltd | | | | | | | |
| SIN098758/9859/cable ties Authorised: rb | 06/11/2018 | SIN098758 | 1 | 25.20 | 0.00 | 25.20 | 0.00 |
| SIN098820/9857/lock,pliers Authorised: rb | 09/11/2018 | SIN098820 | 1 | 84.16 | 0.00 | 84.16 | 0.00 |
| SIN098898/9858/crowbar Authorised: rb | 19/11/2018 | SIN098898 | 1 | 30.00 | 0.00 | 30.00 | 0.00 |
| | | | | | 0.00 | 139.36 | |
| Above paid on 23/11/2018 by Online Payment Ref THREADFAST | | | | | | | |
| VIBRANT Vibrant Graphics Ltd | | | | | | | |
| 029104/9860/In Bloom calendar Authorised: mh | 07/11/2018 | 029104 | 1 | 324.00 | 0.00 | 324.00 | 0.00 |
| | | | | | 0.00 | 324.00 | |
| Above paid on 23/11/2018 by Online Payment Ref VIBRANT | | | | | | | |
| VISION Visyon Ltd | | | | | | | |
| 17186/9861/water recharge pool Authorised: rb | 14/11/2018 | 17186 | 1 | 531.93 | 0.00 | 531.93 | 0.00 |
| | | | | | 0.00 | 531.93 | |
| Above paid on 23/11/2018 by Online Payment Ref VISION | | | | | | | |
| WESTWALLAS West Wallasey Contract Hire | | | | | | | |
| WAL233976/9862/lease vehicles Authorised: rb | 09/11/2018 | WAL233976 | 1 | 3,427.85 | 0.00 | 3,427.85 | 0.00 |
| | | | | | 0.00 | 3,427.85 | |
| Above paid on 23/11/2018 by Online Payment Ref WESTWALLAS | | | | | | | |
| Total Purchase Ledger Payments | | | | | | 0.00 | 19,098.70 |

Linked to Cashbook 1

Entered Month 8
by user ST

| Supplier and Invoice Details | Invoice Date | Invoice No | Ledger | Amount Due | Discount | Amount Paid | Balance |
|--|--------------|------------|--------|------------|-------------|-----------------|---------|
| ADPROFILE A D Profile Ltd | | | | | | | |
| 1250/9876/xmas printing Authorised: jm | 21/11/2018 | 1250 | 1 | 590.00 | 0.00 | 590.00 | 0.00 |
| 1251/9875/shop local leaflet Authorised: jm | 21/11/2018 | 1251 | 1 | 1,290.00 | 0.00 | 1,290.00 | 0.00 |
| | | | | | 0.00 | 1,880.00 | |
| Above paid on 23/11/2018 by Online Payment Ref ADPROFILE | | | | | | | |
| BROXAP Broxap Ltd | | | | | | | |
| 239415/9877/litter bin key Authorised: rb | 26/11/2018 | 239415 | 1 | 21.00 | 0.00 | 21.00 | 0.00 |
| | | | | | 0.00 | 21.00 | |
| Above paid on 23/11/2018 by Online Payment Ref BROXAP | | | | | | | |
| CTHEVENTS C T H Events & Parties | | | | | | | |
| 1736/9878/cheshire east tea Authorised: amw | 15/11/2018 | 1736 | 1 | 205.80 | 0.00 | 205.80 | 0.00 |
| 1745/9879/cheshire east Authorised: amw | 21/11/2018 | 1745 | 1 | 223.44 | 0.00 | 223.44 | 0.00 |
| | | | | | 0.00 | 429.24 | |
| Above paid on 23/11/2018 by Online Payment Ref CTHEVENTS | | | | | | | |
| GUEST Mr A Guest | | | | | | | |
| 26112018/9880/Hurdy Gurdy Authorised: jm | 26/11/2018 | 26112018 | 1 | 175.00 | 0.00 | 175.00 | 0.00 |
| | | | | | 0.00 | 175.00 | |
| Above paid on 23/11/2018 by Online Payment Ref GUEST | | | | | | | |
| HAYMAN Hayman Mechanical Services Ltd | | | | | | | |
| 17852/9882/Boiler repairs Authorised: mw | 21/11/2018 | 17852 | 1 | 220.10 | 0.00 | 220.10 | 0.00 |
| | | | | | 0.00 | 220.10 | |
| Above paid on 23/11/2018 by Online Payment Ref HAYMAN | | | | | | | |

List of Purchase Ledger Payments

Linked to Cashbook 1

Entered Month 8
by user ST

| Supplier and Invoice Details | Invoice Date | Invoice No | Ledger | Amount Due | Discount | Amount Paid | Balance |
|--|--------------|------------|--------|------------|----------|-------------|-----------------|
| HIPSWING Hipswing Entertainments Ltd | | | | | | | |
| 7806/9881/xmas stage Authorised: jm | 11/10/2018 | 7806 | 1 | 1,326.00 | 0.00 | 1,326.00 | 0.00 |
| | | | | | | 0.00 | 1,326.00 |
| Above paid on 23/11/2018 by Online Payment Ref HIPSWING | | | | | | | |
| KGLOACH K G Loach | | | | | | | |
| 37314/9887/spades Authorised: rb | 13/11/2018 | 37314 | 1 | 35.98 | 0.00 | 35.98 | 0.00 |
| | | | | | | 0.00 | 35.98 |
| Above paid on 23/11/2018 by Online Payment Ref KGLOACH | | | | | | | |
| LANDSCAPE Landscape Supply Company | | | | | | | |
| 78560/9884/hand wipes Authorised: rb | 28/08/2018 | 78560 | 1 | 73.23 | 0.00 | 73.23 | 0.00 |
| 79797/9885/safety gloves Authorised: rb | 30/10/2018 | 79797 | 1 | 78.66 | 0.00 | 78.66 | 0.00 |
| 80298/9883/s scape supplies Authorised: rb | 22/11/2018 | 80298 | 1 | 184.56 | 0.00 | 184.56 | 0.00 |
| | | | | | | 0.00 | 336.45 |
| Above paid on 23/11/2018 by Online Payment Ref LANDSCAPE | | | | | | | |
| LEAFLET The Leaflet Team | | | | | | | |
| TKD0768/9886/shop local leafle Authorised: jm | 07/11/2018 | TKD0768 | 1 | 425.00 | 0.00 | 425.00 | 0.00 |
| | | | | | | 0.00 | 425.00 |
| Above paid on 23/11/2018 by Online Payment Ref LEAFLET | | | | | | | |
| NEWTONE Mr Eric Newton | | | | | | | |
| 60/9888/xmas entertainment Authorised: jm | 24/11/2018 | 60 | 1 | 50.00 | 0.00 | 50.00 | 0.00 |
| | | | | | | 0.00 | 50.00 |
| Above paid on 23/11/2018 by Online Payment Ref NEWTONE | | | | | | | |

List of Purchase Ledger Payments

Linked to Cashbook 1

Entered Month 8
by user ST

| Supplier and Invoice Details | Invoice Date | Invoice No | Ledger | Amount Due | Discount | Amount Paid | Balance |
|---|--------------|------------|--------|------------|-------------|---------------|-----------------|
| NWPLANT Northwest Plant Agri Ltd | | | | | | | |
| 101755/9889/repairs to toro mo Authorised: rb | 31/10/2018 | 101755 | 1 | 643.08 | 0.00 | 643.08 | 0.00 |
| | | | | | 0.00 | 643.08 | |
| Above paid on 23/11/2018 by Online Payment Ref NWPLANT | | | | | | | |
| RODE Rode Hall Silver Band | | | | | | | |
| 000013/9890/xmas entertainment Authorised: jm | 19/11/2018 | 000013 | 1 | 150.00 | 0.00 | 150.00 | 0.00 |
| | | | | | 0.00 | 150.00 | |
| Above paid on 23/11/2018 by Online Payment Ref RODE | | | | | | | |
| RUBYS Ruby's Fund | | | | | | | |
| 0364/9893/xmas entertainment Authorised: jm | 05/11/2018 | 0364 | 1 | 200.00 | 0.00 | 200.00 | 0.00 |
| | | | | | 0.00 | 200.00 | |
| Above paid on 23/11/2018 by Online Payment Ref RUBYS | | | | | | | |
| SPIRAL Spiral Colour | | | | | | | |
| 31248/9891/xmas banner Authorised: mh | 26/11/2018 | 31248 | 1 | 186.00 | 0.00 | 186.00 | 0.00 |
| 31249/9892/xmas banners Authorised: mh | 26/11/2018 | 31249 | 1 | 135.60 | 0.00 | 135.60 | 0.00 |
| | | | | | 0.00 | 321.60 | |
| Above paid on 23/11/2018 by Online Payment Ref SPIRAL | | | | | | | |
| THREADFAST Threadfast Engineers 1984 Ltd | | | | | | | |
| 098933/9894/screws Authorised: rb | 20/11/2018 | 098933 | 1 | 3.84 | 0.00 | 3.84 | 0.00 |
| 098934/9895/2 x locks Authorised: rb | 20/11/2018 | 098934 | 1 | 14.40 | 0.00 | 14.40 | 0.00 |
| | | | | | 0.00 | 18.24 | |
| Above paid on 23/11/2018 by Online Payment Ref THREADFAST | | | | | | | |
| Total Purchase Ledger Payments | | | | | | 0.00 | 6,231.69 |