



Congleton Town Council

Historic Market Town

Chief Officer: **David McGifford** CiLCA

22nd September 2022

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

Dear Councillor,

You are summoned to attend a meeting of the Finance and Policy Committee to be held on **Thursday 29th September 2022** commencing at **6.00pm.**

- **The Public and Press are welcome to attend the meeting, please note** - There will be 15 minutes at each meeting to receive any questions from Members of the Public, either verbally or at the meeting, including those which have been received in writing 7 days prior to 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

Congleton
beartown
where friends are made

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

Tel: **01260 270350**

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



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 Previous Meetings (Enclosed)

To approve and sign the [minutes of the Finance & Policy Committee held on 9th June 2022.](#)

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

To review any outstanding actions from previous meetings.

5. Questions from Members of the Public

There will be 15 minutes at each meeting to receive any questions from Members of the Public, either verbally at the meeting including those which have been received in writing 7 days prior to the meeting.

6. Urgent Items

Members may raise urgent items related to this committee, but no discussion or decisions may be taken at the meeting.

7. Grant Approvals and Commitments (Enclosed)

To receive a statement showing the current position as at 31st July 2022.

8. New Applications for Financial Assistance (Enclosed Summary Report and 3 applications)

- **8.1 Grant Ref 06/2223 - Trinity Amateur Operatic Society**
- **8.2 Grant Ref 07/2223 - "Our Gang" - Congleton Scout & Guide Gang Show**
- **8.3 Grant Ref 08/2223 - Congleton Live Community Interest Company Ltd**

9. New Grant Activities Monitoring Forms (Enclosed 3 forms)

To receive the New Grant Activities Monitoring Forms from:

- **9.1 Congleton Community Projects**
- **9.2 The Symphonia Verbum Orchestra**
- **9.3 The Smile Group**

10. Management Accounts (Enclosed)

1. To receive the Management Accounts to 31st July 2022
2. To approve overbudget expenditure on lines:
 - 241-4041 Allotments Property Maintenance
 - 221-4009 Town Hall Protective Clothing
 - 280-4004 Streetscape Agency Staff
 - Insurance cost in all Cost Centres
3. To retrospectively approve the payment of £8,111.56 to Legal and General for Critical Illness Insurance.

11. Bank Reconciliation (Enclosed)

To receive and consider the bank reconciliation as at 31st July 2022.

12. Savings Account Balances (Enclosed)

To receive the Savings Account balances as at 31st July 2022.

13. List of Payments (Enclosed)

To receive and approve the Payments lists between 1st April and 31st July 2022.

To: Members of the Finance & Policy Committee

Cllrs: Robert Douglas (Chair) Russell Chadwick (Vice Chair)

Suzie Akers Smith, Duncan Amies, David Brown, Paul Duffy, George Hayes,
Denis Murphy, Jean Parry, James Smith

Ex-Officio: Cllr Margaret Gartside (Town Mayor); Cllr Rob Moreton (Deputy Mayor)

Ccs: Other members of the Council and Honorary Burgesses (3) for Information; Press (3)
Congleton Library, Congleton Information Centre.

CONGLETON TOWN COUNCIL

Minutes of the Finance and Policy Committee Meeting held on Thursday 9th June 2022

****Please note – These are draft minutes and will not be ratified until the next meeting of the Finance & Policy Committee**

For the papers discussed at the meeting, please see the [Meeting Agenda of the Finance and Policy Committee held on 9th June 2022.](#)

PRESENT Committee members:

Cllr Robert Douglas (Chair)
Cllr Jean Parry
Cllr James Smith
Cllr Paul Duffy
Cllr George Hayes
Cllr Margaret Gartside (Town Mayor – Ex Officio)

Non-Committee member: Cllr Suzy Firkin

Also present:

Congleton Town Council Officers:

- David McGifford (Chief Officer)
- Serena Van Schepdael (Responsible Financial Officer)
- 1 member of the public

1. Apologies

Members of each committee are respectfully reminded of the necessity to submit any apologies for absence in advance and to give a reason for non-attendance.

Apologies were received from:

Committee members:

Cllr Russell Chadwick (Vice Chair)
Cllr Suzie Akers Smith
Cllr Duncan Amies
Cllr David Brown
Cllr Denis Murphy
Cllr Rob Moreton (Deputy Mayor – Ex Officio)

2. Minutes of Previous Meetings

FAP/01/2223 RESOLVED to approve the [minutes of the Finance & Policy Committee held on 23rd March 2022.](#)

3. Declarations of Interest

Cllr George Hayes declared a non-pecuniary interest on any matters relating to Cheshire East Council and item 21. Cllr Robert Douglas declared a pecuniary interest in item 9.3. Cllr Paul Duffy declared a pecuniary interest in item 8.4. Cllr Suzy Firkin declared a non-pecuniary interest in item 8.1.

4. Outstanding Actions

An update to the Financial Regulations was discussed in item 18.

5. Questions from Members of the Public

There were no questions from members of the public.

6. Urgent Items

There were no urgent items raised at the meeting.

7. Grant Approvals and Commitments 2021/22

FAP/02/2223 RESOLVED to receive the statement showing carry forward balances from 2021-22 and the current position as at 1st April 2022.

8. New Applications for Financial Assistance

FAP/03/2223 RESOLVED to award the following grants:

- 8.1 Grant Ref 01/2223 Congleton Partnership – Approved for £250.
- 8.2 Grant Ref 02/2223 Congleton Harriers – Approved for £750.
- 8.3 Grant Ref 03/2223 Congleton Community Projects – Approved for £250.
- 8.4 Grant Ref 04/2223 Company Corner – Approved up to a maximum of £300, final amount delegated to Chief Officer and Responsible Financial Officer (RFO).
- 8.5 Grant Ref 05/2223 Congleton Heritage and Antiques Festival – Approved up to £500, delegated to Chief Officer and Responsible Financial Officer (RFO).

9. New Grant Activities Monitoring Forms

FAP/04/2223 RESOLVED to receive the New Grant Activities Monitoring Forms from:

- 9.1 Rotary Club of Congleton.
- 9.2 Congleton Harriers.
- 9.3 Mossley Old School Trust (Letter of Thanks).

10. Management Accounts

FAP/05/2223 RESOLVED to receive and approve Management Accounts as at 31st March 2022.

11. Bank Reconciliation

FAP/06/2223 RESOLVED to receive the bank reconciliation as at 31st March 2022.

12. Savings Account Balances

FAP/07/2223 RESOLVED to receive the Savings Account balances as at 31st March 2022.

13. List of Payments

FAP/08/2223 RESOLVED to receive and approve the Payments lists between 1st February and 31st March 2022.

14. Fixed Asset Register

FAP/09/2223 RESOLVED to receive the Fixed Asset Register as at 31st March 2022.

15. Unaudited Financial Statements

FAP/10/2223 RESOLVED to withdraw the item from the agenda and present to Council on 22nd June 2022.

16. Internal Audit Report

FAP/11/2223 RESOLVED to receive the final Internal Audit report for year ending 31st March 2022 and recommend to Council on 22nd June 2022 for approval.

17. Annual Governance and Accountability Return (AGAR)

FAP/12/2223 RESOLVED to withdraw the item from the agenda and present to Council on 22nd June 2022.

18. Update to Financial Regulations

FAP/13/2223 RESOLVED to accept the addition to the Financial Regulations and to recommend to Council for approval and adoption into the Constitution.

19. Staff Drug & Alcohol Testing Policy

FAP/14/2223 RESOLVED that after an initial discussion it was agreed to withdraw the report.

20. Approval of Invoices

FAP/15/2223 RESOLVED to approve payment of 2 invoices to The Police and Crime Commissioner for Cheshire for allocation of PCSOs, relating to the financial year 2021-2022. Payment to be made from budget line 4162-303, Crime Reduction, allocation of funds has been carried forward from 2021-2022 budgets.

- 20.1 Invoice 110720003697 £8,320 for Quarter 3 2021-2022.
- 20.2 Invoice 110720004301 £8,320 for Quarter 4 2021-2022.

21. Winter Gritting 2023/24

FAP/16/2223 RESOLVED to approve **Option A:** No action – Cheshire East Highways is responsible for gritting and the Town Council is not looking to finance additional gritting. Cllr George Hayes abstained from the vote on this item.

22. FAP/17/2223 RESOLVED to exclude members of the press and public from item 23 due to private staff process matters.

23. Cash Handling Policy

FAP/18/2223 RESOLVED to approve the draft Cash Handling Policy and to recommend to Council for approval and adoption into the Constitution.

**Cllr Robert Douglas
(Chair)**

July 2022											
Congleton Town Grant Commitments											
Specific Budgets											
Date Grant Approved	To	For	Grant Ref	Section	Minute Reference	EMR b/fwd	Budget	Approved by 22/23	Paid £	Outstanding £	Date Paid
01/04/2021	Congleton Museum	Notional rent		GpoC			4,500.00	4,500.00	1,500.00	3,000.00	As at 31 July 2022
01/04/2021	Community Projects	Project support		GpoC	CTC/68/2122		16,000.00	16,000.00	16,000.00	0.00	12th April 2022
01/04/2021	Congleton Partnership	Rent		GpoC			1,533.00	1,533.00	511.00	1,022.00	As at 31 July 2022
01/04/2021	Citizens Advice Bureau	Annual grant		GpoC			15,000.00	15,000.00	8,333.00	6,667.00	As at 31 July 2022
01/04/2021	St Peter's Church	Church clock maintenance		PCA1957 s2			300.00	0.00	0.00	0.00	
Totals						0.00	37,333.00	37,033.00	26,344.00	10,689.00	
	Ear marked reserve b/fwd			£0							
	Budget 2022/23			£37,333							
	Total approved to date			£37,033							
	Total awaiting application			£300							

July 2022											
Congleton Town Grant Commitments 2022/23											
		Permitted									
Date Grant Approved	To	For	Grant Ref	Section	Minute Reference	Approved EMR b/fwd £	Approved 22/23 £	Paid £	Withdrawn	Outstanding £	Date Paid
	Subsidised Use of Town Hall						4500.00	1,263.00		3237.00	
10/01/2019	230 Squadron Air Cadets	Contribution towards minibus		Gpoc	FAP/54/1819	500.00			500.00	0.00	
19/03/2020	Inner Trust CIC	Fund music workshops at Bromley farm		Gpoc	FAP/62/1920	1000.00				1000.00	
10/09/2020	The Symphonia Verbum Orchestra	Support for music in schools		Gpoc	FAP/14/2021	350.00		292.00	58.00	0.00	01/07/2022
28/01/2021	Smile Group	Cont to Walking with families project	GR13/2021	Gpoc	FAP/35/2021	1530.00		1,215.00	315.00	0.00	01/07/2022
10/06/2021	Congleton Bath House & Physic Gardens	Signs and Leaflet storage	GR01/2122	Gpoc	FAP/04/2122	150.00				150.00	
30/09/2021	Heath View Residents	Plants and materials	GR06/2122	Gpoc	FAP/27/2122	250.00				250.00	
23/03/2022	Congleton Live CIC Ltd	Congleton unplugged: Promotional	GR12/2122	Gpoc	FAP/64/2122	500.00		500.00		0.00	12/04/2022
23/03/2022	Parents/Guardians of Smallwood School	Years 6 leavers trip	GR13/2122	Gpoc	FAP/64/2122	500.00				500.00	
23/03/2022	Friends for Leisure	Back to bussines project	GR14/2122	Gpoc	FAP/64/2122	1000.00				1000.00	
23/03/2022	Congleton Pride	Towards acts for the event	GR15/2122	Gpoc	FAP/64/2122	500.00				500.00	
23/03/2022	Mossley Old School Trust	Replacement kitchen	GR16/2122	Gpoc	FAP/64/2122	1000.00				1000.00	
23/03/2022	Beartown Patchwork & Quilters	Hiring of equipmrnt for show	GR17/2122	Gpoc	FAP/64/2122	400.00				400.00	
09/06/2022	Congleton Partnership	Congleton inclusive play roundabout	GR01/2223	Gpoc	FAP/03/2223		250.00	250.00		0.00	24/06/2022
09/06/2022	Congleton Harriers	Medical cover: Half Marathon	GR02/2223	Gpoc	FAP/03/2223		750.00			750.00	
09/06/2022	Congleton Community Projects	Portable toilets: Food & Drink festival	GR03/2223	Gpoc	FAP/03/2223		250.00	240.00		10.00	01/07/2022
09/06/2022	Company Corner	New equipment/lunch/day trip	GR04/2223	Gpoc	FAP/03/2223		300.00			300.00	
09/06/2022	Congleton Heritage & Antiques Fair	Room hire/ Advertising/Website	GR05/2022	Gpoc	FAP/03/2223		500.00			500.00	
										0.00	
										0.00	
										0.00	
										0.00	
Totals						7680.00	6550.00	3760.00	873.00	9597.00	
						Start balance	Approved	Paid	Balance	Less Withdrwan	Balance
					EMR b/fwd	£ 7,680.00		£ 2,007.00	£ 5,673.00	873.00	4,800.00
					Budget 22/23				£ -		
					Community Grants 2022-23	£ 15,000.00	£ 2,050.00		£ 12,950.00		
					Community Grants 2022-23 Paid			£ 490.00			
					Subsidised use of Town Hall	£ 4,500.00		£ 1,263.00	£ 3,237.00		
					Total money still available for Community grants	£12,950.00					

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy		
MEETING DATE AND TIME	15 th September 2022 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer (RFO)		
AGENDA ITEM REPORT TITLE	8 New Applications for Financial Assistance		
Background	Cover report for Financial Assistance Applications. Current available balance for Financial Assistance application is £12,950, total of applications presented at this meeting is £4,500.		
Details	<p><u>8.1 Trinity Amateur Operatic Society</u> Charity Reference: 1113494 They have applied for a grant of £3,000 which is to cover the costs of sound and lighting services. Due to the amount requested, as per our Grant Criteria they have provided 3 quotes: Quote A: £2,900 plus £580 VAT - £3,480 Quote B: £2,150 Quote C : £5,290</p> <p>They have indicated that they do not have exact costings for the event this year, but have provided costs of previous events and have indicated that as this is a musical, it will be a similar costing to the Full Monty on the summary provided in item 8.1. I have notified the applicant that a full costing would support the application, but will present to the Finance and Policy committee with information provided. They have provided a current Income and Expenditure summary.</p> <p><u>8.2 “Our Gang” – Congleton Scout & Guide Gang Show</u> They have applied for a grant of £750 against a project cost of £25,000. The grant would cover a contribution to overall costs. They have provided a cover letter and a breakdown of production costs.</p> <p><u>8.3 Congleton Live Community Interest Company Ltd</u> Due to timing of the event and meeting, this is a retrospective application, the applicant is aware of that. They have applied for a grant of £750 towards a project cost of £7,374. The grant would cover promotional costs. They have provided a breakdown of costs and accounts. They have been awarded previous financial assistance, most recently in February 2022 £500, and July 2021 £450.</p>		
Decision Requested	To discuss, approve Financial Assistance applications.		



Congleton Town Council Application for Financial Assistance

Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	GR06/2223
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1.1	Applicant(s):	Niamh Brazier
1.2	Representing:	Trinity Amateur Operatic Society
1.3	Email Address:	[REDACTED]
1.4	Tel No.	[REDACTED]
1.5	Project Title:	'All Shook Up'
1.6	Project Objectives:	To put on a high quality production for the enjoyment and benefit of the local community. To provide an opportunity for our members to participate in and enjoy performing arts at an affordable cost.
1.7	Brief Project Description:	To put on a 5 night showing of 'All Shook Up' to entertain the local community and support the Daneside Theatre with their costs by way of hiring.
1.8	Details accounts/budgets	

Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	2019 Show cost: £16,500 2020 Show cost: £15,500
2.2	Total contribution sought:	£3000
2.3	What will the money be spent on?	The money will be spent to cover the costs of sound and lighting to ensure a high quality performance and also to help keep our subscription cost low for our members so everyone is able to participate. We currently have the lowest subscription cost for an adult musical society in Congleton and wish to remain this way so in these times of rising costs, no one is excluded from enjoying the arts.

2.4	Any ongoing costs:	Ongoing Rehearsal space costs: £1500
2.5	Details of <i>confirmed</i> match funding include source Cash: In kind:	N/A
2.6	Resources needed:	Cash support
2.7	Estimated timescale of project from start to finish:	Rehearsals commence in September/October 2022 and performances will be in April 2023

Part 3: Potential Benefits / Outputs

3.1	What are the potential benefits/outputs to residents of Congleton	Our shows give the local residents of Congleton an opportunity to attend a high quality amateur show, produced to a professional standard, on their doorstep. People are starting to get back to normal lives and are delighted to return to the theatre for entertainment and socialising with friends once again. The feedback from Congleton residents is always how much they enjoy attending the Daneside Theatre and how professional the shows are at an affordable cost and easy to access. By Trinity AOS putting on a show at the Daneside Theatre, this provides the theatre Trust with vital income, through hire costs and bar takings, to keep this excellent facility operating in our community.
3.2	Are there similar services/projects provided in the area	There is only one other adult musical society in Congleton who perform at a different time of year.

Part 4: Evaluation/Publicity

4.1	How will the project be evaluated and who will carry out the evaluation?	The project will be evaluated by Trinity's committee who will monitor and control the costs for the production to ensure we remain in budget.
4.2	Describe how you will promote the Town Council in your project	We will thank the Town Council for their donation and support in our programmes which are distributed on show nights. We will also promote the Town Council before each show on the projector at the theatre during the week of the show. If there are any upcoming Town Council events, we can also advertise these on the projections for all the audiences to see before each performance starts.

Signature: N Brazier

Date: 17/05/2022

NOTE: Personal details given on this form will be redacted for public purposes, but the office will keep a copy within its electronic and paper files for the purposes of processing the grant. If successful the information will be kept for six years in line with HMRC rules. Your details will not be used or shared for other purposes in line with Congleton Town Council's Privacy Policy and GDPR 2018.

Trinity Amateur Operatic Society

Income and Expenditure for the year ended 31 May 2022


	Receipts	Expenses	Profit/(loss)
	£	£	£
Show Receipts and Expenditure			
Comeback Cabaret	5,756.36	-3,585.16	2,171.20
Other shows	0.00	-465.00	-465.00
			0.00
			0.00
	5,756.36	-4,050.16	1,706.20

Other Income and Expenditure

Subscriptions	669.48		669.48
Fund raising events	631.58		631.58
Interest received	0.56		0.56
Insurance		570.46	-570.46
Subscriptions NODA		80.00	-80.00
Sundry		50.00	-50.00
	1,301.62	700.46	2,307.36

	Balances brought fwd	Balances carried fwd
	£	£
Cash in hand	1,661.80	1,019.89
NatWest current account	3,589.58	6,538.29
NatWest deposit account	2,319.53	2,320.09
	<u>7,570.91</u>	
Excess income over expenditure	2,307.36	
	<u>9,878.27</u>	<u>9,878.27</u>

Approved on behalf of the Committee



 Treasurer

Trinity Amateur Operatic Society
Show Income and Expenses

	Comeback Cabaret		No Show		The Full Monty		100 Years of Musicals		Legally Blonde	
	£	£	£	£	£	£	£	£	£	£
Receipts										
Ticket sales		5,127.69		0.00		16,464.65		4,017.41		15,912.75
Less TIC commission		<u>22.80</u>		<u>0.00</u>		<u>406.76</u>		<u>71.94</u>		<u>309.72</u>
		5,104.89		0.00		16,057.89		3,945.47		15,603.03
Sponsors		0.00		0.00		0.00		150.00		0.00
Programme sponsors		150.00		0.00		0.00		0.00		0.00
Page sponsors		0.00		0.00		0.00		0.00		0.00
Raffles	364.96		0.00		410.00		215.00		435.00	
Less prizes	<u>0.00</u>		<u>0.00</u>		<u>0.00</u>		<u>0.00</u>		<u>0.00</u>	
		364.96		0.00		410.00		215.00		435.00
Programme sales		82.00		0.00		142.60		81.00		222.90
Ice creams	193.00		0.00		554.20		189.85		721.00	
Less purchases	<u>172.65</u>		<u>0.00</u>		<u>333.64</u>		<u>86.40</u>		<u>345.60</u>	
		20.35		0.00		220.56		103.45		375.40
Tea and coffee sales		34.16		0.00		100.10		23.00		109.00
Less Show week purchases							8.04	14.96		
Total show receipts		<u>5,756.36</u>		<u>0.00</u>		<u>16,931.15</u>		<u>4,509.88</u>		<u>16,745.33</u>
Expenses										
Advertising		104.66		0.00		181.73		60.00		241.73
Set build	0.00		0.00		576.54		0.00		1,572.99	
Set hire	0.00		0.00		0.00		0.00		0.00	
Props	<u>5.00</u>		<u>0.00</u>		<u>36.59</u>		<u>0.00</u>		<u>202.86</u>	
		5.00		0.00		613.13		0.00		1,775.85
Production Team		0.00		0.00		1,850.00		180.00		700.00
Orchestra		59.48		0.00		1,750.00		0.00		1,750.00
Rehearsal pianist		0.00		0.00		0.00		0.00		0.00
Assistant pianist		0.00		0.00		0.00		0.00		0.00
Costumes		51.14		0.00		343.78		0.00		1,000.00
Theatre hire		1,224.88		0.00		1,645.72		870.79		1,886.01
Sound and lighting		1,600.00		0.00		3,830.00		1,300.00		3,480.00
Royalties		0.00		0.00		3,847.30		0.00		4,027.01
Hire rehearsal rooms		540.00		0.00		1,230.00		870.00		1,380.00
Printing programmes		0.00		0.00		68.00		0.00		76.13
Printing posters, fliers, tickets		0.00		0.00		164.99		0.00		72.00
Guests drinks		0.00		0.00		29.30		0.00		8.60
Sundries		<u>0.00</u>		<u>0.00</u>		<u>19.99</u>		<u>53.40</u>		<u>79.68</u>
Total show expenses		<u>3,585.16</u>		<u>0.00</u>		<u>15,573.94</u>		<u>3,334.19</u>		<u>16,477.01</u>
Profit/ (Loss)		2,171.20		0.00		1,357.21		1,175.69		268.32



Congleton Town Council

Application for Financial Assistance

Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	GR07/2223
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1.1	Applicant(s):	Sue Taylor
1.2	Representing:	"Our Gang" - Congleton Scout & Guide Gang Show
1.3	Email Address:	[REDACTED]
1.4	Tel No.	[REDACTED]
1.5	Project Title:	Congleton Scout & Guide Gang Show 2022
1.6	Project Objectives:	To prepare, develop, rehearse and deliver the Scout & Guide Gang Show in Congleton for 2022. This involves a cast of over 120 young members identified in May and rehearsing from early September to deliver the show at the Daneside Theatre from 26 November - 3 December 2022
1.7	Brief Project Description:	<ul style="list-style-type: none">- a volunteer preparation period of 12 - 18 months, devising and planning show content, seeking funding, bookings- forming a cast of Scouts, Guides, Brownies & Cubs, Rangers & Explorers - about 120 in total supported by numerous adult volunteers- rehearsal period of 3 months- 7 full performances in the Daneside Theatre plus preview show
1.8	Details accounts/ budgets	2022 budget attached

Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	£25,000
2.2	Total contribution sought:	£750
2.3	What will the money be spent on?	Contribution to stage, lighting, sound and musical costs for dress rehearsals and performances in the Daneside Theatre. For example, this amount will cover the cost of two of the five musicians in the band required during the week of the show. Cost have increased significantly in 3 years and we need to bridge the gap between ticket sales and production costs

2.4	Any ongoing costs:	Insurance costs approx £900 for 2 years
2.5	<i>Details of confirmed match funding include source</i> Cash: £1900 <i>In kind:</i>	Reserves held in Our Gang bank account Grants confirmed from the Margaret Williamson Memorial Fund, Congleton Town Trust, Rotary Congleton, Congleton Young People's Trust Other grant applications made and further sponsorship will be sought from previous sponsors (mainly local businesses offering small but important sums) and new contacts
2.6	Resources needed:	Rehearsal rooms, theatre time for set up and dress rehearsals, stage lighting, backdrops and sound, choreographer, musical team and production costs
2.7	<i>Estimated timescale of project from start to finish:</i>	Planning begins about 18 months before each Show, so mid 2021 to completion in December 2022.

Part 3: Potential Benefits / Outputs

3.1	<i>What are the potential benefits/outputs to residents of Congleton</i>	The project involves all Scout and Guide groups within Congleton - both young people aged between 7 and 19 and many adult volunteers. The sustained sense of team work, the commitment needed by all involved and the pleasure that the final production brings to everyone are of enormous benefit. Family, friends and the wider community of Congleton enjoy the performances and recognise the commitment and effort that goes into the production. The Daneside Theatre is a wonderful community facility in which to hold Our Gang every two years. We had to postpone in 2021, making this current show for 2022 all the more special
3.2	<i>Are there similar services/ projects provided in the area</i>	Congleton Amateur Youth Theatre, Centre Stage and Congleton pantomime provide opportunities for young people to take part in stage productions.

Part 4: Evaluation/Publicity

4.1	<i>How will the project be evaluated and who will carry out the evaluation?</i>	Evaluation is ongoing throughout the planning and rehearsal period. After the Show week is completed a detailed review is carried out by the Congleton Scout & Guide Liaison committee. Comments and contributions are sought from cast members and volunteers.
4.2	<i>Describe how you will promote the Town Council in your project</i>	Support from Congleton Town Council is recognised on the website - www.congletongangshow.co.uk and in the Daneside Theatre foyer. The Town Council will be named in the Show programme which is sold to many of the approx 2000 people who come to see the Show

Signature: _____

Date: _____



6 June 2022

Finance & Policy Committee
Congleton Town Council

We have really appreciated the support of Congleton Town Council for "Our Gang", the Congleton Gang Show in recent years. Congleton Gang Show started in 1972 as part of the town's charter year anniversary celebrations. It takes place every two years and 2022 will be the 25th show since the original - coincidentally in another special Charter Year celebration for the town.

The cast of over 100 young people is drawn from Guiding and Scouting groups in Congleton and many of the performers have their first taste of appearing on a public stage with OUR GANG. The show gives them great experience and the chance to develop confidence through their hard work in the 3 month rehearsal period and consistency in performing at seven public performances at The Daneside Theatre.

The production is achieved through the dedication and hard work of many volunteers, most of whom are also regular unit leaders with groups of Scouts, Guides, Brownies and Cubs, Explorers and Rangers in the town co-ordinating weekly meetings and provision of fun and adventurous activities. These volunteers provide the teams for wardrobe and costume, makeup, props, back stage team and front of house stewards, lighting, production, sound, dressing room staff and catering. It's a tremendous team effort that everyone is proud to be involved with.

We will, of course, be inviting the Town Mayor, Cllr Margaret Gartside to attend a performance of the show together with her consort or other guest. I will be in contact with Linda Minshull about this. Tickets are also available from the Ticket Secretary by emailing tickets@congletongangshow.co.uk or completing a form on the website.

Cheques can be made payable to Our Gang. In past years, we've enjoyed visits from the Town Mayor to a rehearsal to present a cheque and it would be great to have that opportunity again, providing good publicity for both Our Gang and Congleton Town Council. We can arrange for presentation to members of the cast, perhaps in September at one of the early rehearsals which take place at Dane Valley Scouts headquarters, Rope Walk, Congleton.

Please don't hesitate to contact me if I can provide any further information.

Yours sincerely

Sue Taylor
Grants & Sponsorship Coordinator
on behalf of Congleton Gang Show
www.congletongangshow.co.uk

Our Gang 2022**Main Production Expenditure Items - estimates**

Building Rental for rehearsals and Daneside Theatre	6000
--	------

Production Costs

Theatre production - sound, lighting, backdrops	4000
---	------

Musical production - production team, band, music, recording	4400
--	------

Misc production	700
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Other Costs

Advertising - posters, flyers, newspaper and website hosting	750
--	-----

Insurance	500
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Costumes - for cast of 100 - 120 members and minimum 20 items in show programme	3400
--	------

Cast Costs	3150
------------	------

FoH Expenditure - programmes, refreshments, raffle prizes	1450
---	------

Production Team expenses	400
--------------------------	-----

Miscellaneous expenses	250
------------------------	-----

25,000

All above estimates are based on expenditure for the 2019 Our Gang with % increase added because of anticipated quotes and final cost increases after 3 years



Congleton Town Council

Application for Financial Assistance

Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	GR08/2223
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1.1	<i>Applicant(s):</i>	Vince Cutcliffe
1.2	<i>Representing:</i>	Congleton Live Community Interest Company Ltd A not for profit company run by volunteers, giving the original CJAB team a formal organisational structure
1.3	<i>Email Address:</i>	[REDACTED]
1.4	<i>Tel No.</i>	[REDACTED]
1.5	<i>Project Title:</i>	Congleton Jazz and Blues Festival
1.6	<i>Project Objectives:</i>	The aim of this project is to contribute to the sustainability of the town centre, and to provide a boost to the community of people in Congleton.
1.7	<i>Brief Project Description:</i>	<p>A music festival which encourages people, locally and regionally, to come into the town and sample what is on offer.</p> <p>For this year 2022 we have planned 72 gigs in 21 venues, all styles of Jazz and Blues to cater for a wide audience and the Umbrella March along the High Street to kick the whole thing off. This is the biggest Jazz and Blues festival event we have ever planned, we think the townsfolk are ready for it.</p>

1.8 **Details
accounts/budgets**

In summary if the festival meets all its income targets it will break even. As always we need to be careful with costs, but we do need to upgrade some of our advertising banners and boards there is some expense in our budget here.
The key costs are promotion cost of £7,374 (TABLE1), against a planned/budgeted income of £7,400 (TABLE2), detail provided below.
Details of total project costs, £40,542 and how they are derived are given in the bottom table (TABLE 3)

TABLE 1 PROMOTION COSTS AS AT 4.7.2022					
Programmes	10000	£1,800		1	£1,800
A 5 Leaflets(see vc)	10000	£200		1	£200
A4 Leaflets	1000	£80		1	£80
Town Board posters		£60		1	£60
Chronicle Ad		£350		1	£350
Team Do/Bearman		£200		1	£200
FOCP/storage		£50		1	£50
Fullcolour posters	railway	£50		1	£50
FOOD FEST AD		£0		1	£0
Op Expenses 1				1	£1,070
Op Expenses 2				1	£638
PLI(Showtime)		£0		1	£0
DAZ ART		500		1	£500
BAND top ups		£888		1	£888
Street Level Distn		250		1	£250
Blues in Britain (1/2 page)		350		1	£350
Band accom/pa		£888		1	£888
		0		1	£0
PROMOTION COSTS	TOTAL				£7,374

TABLE 2 INCOME				
		PAID	DUE	TOT
MWMF				£100
Council Grant				£750
Venues		2000	1	£2,000
Inclosure Trust				£500
Town Trust				£300
Beartown		1000	1	£1,000
ADVERTS		0	1	£250
FFM		£600	1	£600
S BROWNE		£600	1	£600
EZE T		£600	1	£600
SAS Dan		350	1	£350
Hammond M		350	1	£350
		£5,500	£8	£7,400

SUMMARY OF ALL EXPENDITURE				
PROMOTION COSTS				£7,374
BAND COST				£15,168
TOTAL FINANCIAL COSTS				£22,542
VALUE IN KIND				
Accountancy				£2,000
Legal				£500
Design				£2,500
VOLUNTEER EFFORT	DAYS	DAY RATE		
	130	£100		£13,000
TOTAL COSTS TO PUT ON FESTIVAL				£40,542

Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	£7374.00
2.2	Total contribution sought:	£750.00
2.3	What will the money be spent on?	This vital contribution will go towards cost of promoting the festival.
2.4	Any ongoing costs:	<p><i>Website costs;</i> Hosting; £111.75 Domain Name; £18 <i>Office space;</i> Electric Picture House/office; £350 (Fees paid by local benefactor) <i>Insurance;</i> PLI has been budgetted from "Unplugged expenses"</p>
2.5	Details of confirmed match funding include source Cash: £2,000 In kind: £10,400	<p>CONFIRMED MATCH FUNDING IN CASH Grant Funds £500 Sponsors £2800 Ads £100 Total £3400.00 CONFIRMED MATCH FUNDING IN KIND 73.5 mandays donated effort so far; £7,450 of £13,000 (130 mandays) required. Accountancy Support £2000 + Legal Support £500 + Design Consultancy £2500 TOTAL £10,400</p>
2.6	Resources needed:	<ol style="list-style-type: none"> 1) Support for Umbrella March, and support for roadside promotion campaign. 2) Stewards for Community Stage at Bath House Physic Garden. 3) Production support for Community Stage
2.7	Estimated timescale of project from start to finish:	15 months.

Part 3: Potential Benefits / Outputs

3.1	<i>What are the potential benefits/outputs to residents of Congleton</i>	<p>1) An event accessible to all budgets.</p> <p>The event appeals to a wide cross section of the community whatever their circumstances. This offering is FREE ENTRY. We want a broad cross section of people to come into town and enjoy good value excellent entertainment.</p> <p>2) Community Spirit.</p> <p>The Town Centre location allows people to wander up and down High St and Lawton St and other locations close to town centre to sample music, bump into or meet friends, there is a buzz in town which feels like community spirit.</p> <p>The addition of the community stage increases and widens the age range of people we attract as we aim to make the event encourage older and younger people (and their carers/parents) to come in to town, we think this significantly increases the measure of community spirit.</p> <p>3) Sample the Town.</p> <p>The festival is an opportunity to see many venues/businesses in easy walking distance in a good light, for the benefit of a future visit at another time.</p> <p>4) A platform to discover music.</p> <p>An event that reflects an open accepting audience, an opportunity for young and older people to experience music that they may otherwise not have access to.</p> <p>5) An opportunity to showcase local talent alongside regional and nationally recognised artists.</p> <p>The festival programme gives local talent an opportunity to perform to a thriving and discerning</p>
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		<p>audience alongside experienced and recognised regional and national artists.</p> <p>It will also be an opportunity for our audience to listen a style or type of music they may not normally have experienced.</p> <p>6) Benefit local creative community groups such as artistic venues alongside local businesses.</p> <p>Alongside local hospitality and hostelry businesses, other ventures hold events as a way of broadening their audience. We offer sponsorship within the festival programme to local businesses as an opportunity for them to extend their network of consumers.</p> <p>7) Promote tourism to the town.</p> <p>Our web based networking signposts local venues and staycations for regional visitors to the event. The overall impact is to generate a boost to the local economy at an otherwise quiet time of year.</p> <p>8) Give Congleton a national identity.</p> <p>The event already generates interest via its presence on the internet both website and social media. This allows the event to gain interest beyond the town and local regions and across the UK.</p> <p>9) Provide a boost to community spirit.</p> <p>We reiterate our snetiments from 2021 notes, the festival will boost community spirit by offering a significant event in what has been a very challenging time for the people and businesses in town since March 2020.</p> <p>Overall the event will contribute towards a community spirit based around the town and what it has to offer. The event will impact both participating and non-participating venues.</p>
3.2	<i>Are there similar services/ projects provided in the area</i>	YES; the same team organises Congleton Unplugged, this runs at approximately the opposite end of the calendar year.

Part 4: Evaluation/Publicity

4.1	<i>How will the project be evaluated and who will carry out the evaluation?</i>	<p>FORMAL Feedback is sought from the Venues and Public/Attendees formally. The team writes to venues for feedback, for the public/attendees the website has a feedback panel which encourages people to make comment.</p> <p>ADHOC Both venues and public/attendees provide adhoc feedback which is included in any assessment.</p> <p>OTHER avenues include;</p> <p>Asking the local police for their feedback on how they view the event. Asking artists for their view on the event and its operation.</p> <p>The input from these assessments is managed informally and will determine any further action required.</p>
4.2	<i>Describe how you will promote the Town Council in your project</i>	<p>The Town Council is billed prominently as a supporter of the festival alongside the Town Trust and Inclosure Trust in the festival programme.</p> <p>The team will keep abreast of HMGGOV guidelines and advice with respect to COVID 19, we will continue to monitor for changes to lockdown measures that may impact the Festival. The team are working on special notes and measures we can use in publicity, that we may also hand on to venues and others to ensure anyone involved in working at or attending the festival is kept safe and aware as required.</p>

Signature: Vince Cutcliffe Date: 4.7.2022

NOTE: Personal details given on this form will be redacted for public purposes, but the office will keep a copy within its electronic and paper files for the purposes of processing the grant. If successful the information will be kept for six years in line with HMRC rules. Your details will not be used or shared for other purposes in line with Congleton Town Council's Privacy Policy and GDPR 2018.



CONGLETON LIVE COMMUNITY INTEREST COMPANY

Quarterly Management Accounts

Q1 2022 Q2 2022
 (Jan 01 - (Apr 01 - Half Year
 Mar 31) Jun 30) (Jan-Jun 22)

Sales	33	57	90
Ticket Sales	1893		1893
Sponsorship	1700		1700
Programme Advertising	1100	100	1200
Artist Subsidy Fund	100		100
Grant Income	1300	600	1900
Total Income	<u>6126</u>	<u>757</u>	<u>6883</u>
Promotional Costs	257		257
Band Costs	1150		1150
Venue Costs	200		200
Merchandise Costs	47		47
Programmes & Leaflets	1975		1975
Computer Software	119		119
Sundries	169		169
Advertising and Promotion	698		698
Legal and Professional Fees	13	15	28
Business Entertaining	40		40
Total Expenses	<u>4668</u>	<u>15</u>	<u>4683</u>
Surplus (Deficit)	<u>1458</u>	<u>742</u>	<u>2200</u>



Town Council Grant

Activities Monitoring Form

1. Contact Details

Organisation name:	Congleton Community projects		
Address:	1 st Floor, Spindle Mill, Spindle street, Congleton CW12 1QN		

2. Grant Information

Grant Reference Number:	GR03/2223		
Total project cost:	£250		

Receipts Attached? Yes <input type="checkbox"/> No <input type="checkbox"/>	Receipt Amount:	Invoice previously sent for £240	
Please list receipts below:			

3. Project Information

When did the project commence?	12/06/22		
Did you make a profit from the project? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			

Please explain what difference the project has made to your organisation/local people:

Congleton town currently has no public toilet provision and it was vital that we had this facility available for the many thousands of visitors attending the Food and Drink Festival. In previous years we have used the Town Hall and the toilets there were available and also the public toilets were open.

4. Promotion

Please send an electronic photograph of your project/activity. Is this attached? Yes ☐ No ☒

Do you give permission for these photographs to be used on the Council's web site and in newsletters?
(Please ensure that you seek permission for anybody photographed). Yes ☐ No ☐

Was the grant funding from Congleton Town Council acknowledged in any way? Yes ☐ No ☒

Please state how (i.e. on your website, event programme, tickets, etc)
A thank you letter for contributors to the event will be sent to the Chronicle

5. Feedback

What is your experience of using the Town Council Grant Scheme? Are there any comments or suggestions for improvements that you would like to make?
It was a straightforward application

How did you apply? Online ☒ Email ☐ Post ☐

Do you feel that you understood the process? Yes ☒ No ☐

Please rate the following elements:

	Excellent	Good	OK	Poor
Completing the application form		x		
Relevance of guidelines		x		
Length of the process from submitting an application to receiving notification		x		
Advice given from the Town Council Grants Team (if applicable)		x		



Town Council Grant

Activities Monitoring Form

1. Contact Details

Organisation name:	The Symphonia Verbum Orchestra
Address:	[REDACTED]

2. Grant Information

Grant Reference Number:	GR05/2021		
Total project cost:	£292.00		
Receipts Attached? <u>Yes</u> No	Receipt Amount:	£292.00	

Please list receipts below: Receipts were provided by email attachment.

3. Project Information

When did the project commence?		Tuesday 24 May 2022	
--------------------------------	--	---------------------	--

Did you make a profit from the project? Yes No

If yes, how will this be used?

Please explain how the grant money was used:

The grant was used entirely to pay the fees of the SVO's musicians who delivered the workshop as well as the purchase of some stationery supplies to support the delivery of the workshop.

Please explain what difference the project has made to your organisation/local people:

The workshop we provided for Smallwood School has enabled the SVO to extend its reach in the local area, expanding the awareness of local children of classical music and hopefully setting them on the path to a lifelong love of music and musical experiences.

Projects such as this enable cultural organisations like the SVO to ensure the sustainability of the classical music industry by inspiring the musicians and audiences of the future.

4. Promotion

Please send an electronic photograph of your project/activity. Is this attached? Yes No

Do you give permission for these photographs to be used on the Council's web site and in newsletters? (Please ensure that you seek permission for anybody photographed). Yes No

Was the grant funding from Congleton Town Council acknowledged in any way? Yes No

Please state how (i.e. on your website, event programme, tickets, etc)

Congleton Town Council have been acknowledged on social media, our website and in a concert programme, and Smallwood School were also made aware that the project had been subsidised by the Council.

5. Feedback

What is your experience of using the Town Council Grant Scheme? Are there any comments or suggestions for improvements that you would like to make?

We had no problems using the Grant Scheme. It was a shame that the project was delayed so long due to covid that we almost lost the grant award, but we are immensely grateful to the council for allowing us to make the claim anyway, although we didn't quite get the full amount of the grant that was awarded back in 2021.

How did you apply? Online Email Post

Do you feel that you understood the process? Yes No

Please rate the following elements:

	<u>Excellent</u>	Good	OK	Poor
Completing the application form				
Relevance of guidelines				
Length of the process from submitting an application to receiving notification				
Advice given from the Town Council Grants Team (if applicable)				



Town Council Grant

Activities Monitoring Form

1. Contact Details	
Organisation name:	Smile Group
Address:	<div style="background-color: black; width: 150px; height: 20px; margin-bottom: 5px;"></div> <div style="background-color: black; width: 110px; height: 20px; margin-bottom: 5px;"></div> <div style="background-color: black; width: 60px; height: 20px;"></div>
<div style="background-color: black; width: 60px; height: 20px;"></div>	

2. Grant Information			
Grant Reference Number:	13/2021		
Total project cost:	£1530		

Receipts Attached? Yes <input type="checkbox"/> No <input type="checkbox"/>	Receipt Amount:	1215
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Please list receipts below:

Discussed with Serena Vanschepdael – Invoices for Rubys Fund send in and time sheets with mileage for 19 weeks.

3. Project Information			
When did the project commence?	March 2021		

Did you make a profit from the project? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
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Smile Group supports families affected by perinatal mental illness (ante natal and postnatal depression/anxiety etc) and we quickly responded to COVID by moving online within a few days. We then moved to group walks and have slowly reintroduced support in Children Centres, due to Congleton Children's Centre having restrictions of 6 adults per session (2 of which are our facilitators) and with a significant demand we altered how we support families in Congleton.

Since August 2020 we started having walks around Congleton Park with between 4 and 10 mums with the babies / toddlers. This meant that people were able to still access the peer support at a social distance but also walking in the fresh air is beneficial for mental wellbeing.

It has been a difficult time for parents with new babies and we increased our support for them during this time. We were seeking funding to support this via the walks and our monthly Family Sessions at Ruby's Fund in Congleton. Our facilitators were able to continue offering support at the walks for those who weren't able to attend groups due to the limited numbers, in order to maintain safe Social Distancing. We have also regularly been seeing a couple of dads whilst on these walks.

Whilst we had family sessions prior to COVID due to extra cleaning and resources need there has been an increased cost for benefiting from the space available at Ruby's fund.

Please explain what difference the project has made to your organisation/local people:

When we were able to go back into the Children's Centre we slowly made the transition over from walks to Groups both running and then stopped the walks in Congleton Park, however as a result we did receive another grant in January 2022 which has enabled us to have these walks in Holmes Chapel on a fortnightly basis in order to enable families to have a choice on which they would rather. There is a still a lot of parents who are anxious about their babies getting ill and so they like the aspect of being outside in the fresh air.

This project has helped to bring families together to share their experiences with PNMH and seek support from our trained well-being practitioners. Recently we met someone who had been to the weekly walks and she shared how her and another mum now still go out 12 months on from the walks and meet up both with their babies and socially as they met each other, and whilst initially they had felt so isolated and lonely they now had each other and so going to other groups as easier as they had each other.

Our walks also help those that feel a group setting is a little overwhelming and would prefer to be outside and be able to chat whilst they walk.

We continued the monthly family sessions at Ruby's Fund in Congleton for the families we support from across Cheshire East. The children are invited to play in the soft play area free of charge due to the funding that we received. They can then access refreshments from the onsite Café, supporting another local Charity. Our staff are on hand for chats and advice and parents can enjoy a hot drink and somewhere to sit whilst the children play.

4. Promotion

Please send an electronic photograph of your project/activity. Is this attached? Yes ☐ No ☐

Do you give permission for these photographs to be used on the Council's web site and in newsletters? (Please ensure that you seek permission for anybody photographed). Yes ☐ No ☐

Was the grant funding from Congleton Town Council acknowledged in any way? Yes ☐ No ☐

Please state how (i.e. on your website, event programme, tickets, etc)
We will acknowledge the funding in our end of year accounts

Your Logo was/is published on our website [Become a partner - Smile Group](#)

5. Feedback

What is your experience of using the Town Council Grant Scheme? Are there any comments or suggestions for improvements that you would like to make?

Due to using other town council grant schemes we had presumed that we would get the funding and then spend against it and then report on this, however CTC you do the project first and have to spend out and then you can claim back at the end. This caused us some confusion but now we know we can be better prepared in order to improve ourselves for the future

How did you apply? Online ☒ Email ☐ Post ☐

Do you feel that you understood the process? Yes ☐ No ☐

Please rate the following elements:

	Excellent	Good	OK	Poor
Completing the application form		x		
Relevance of guidelines	x			
Length of the process from submitting an application to receiving notification			x	
Advice given from the Town Council Grants Team (if applicable)		x		

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy		
MEETING DATE AND TIME	15 th September 2022 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer (RFO)		
AGENDA ITEM REPORT TITLE	10 Management Accounts		
Background	Variance analysis for the period 1 st April to 31 st July 2022 to accompany the attached spreadsheets in Appendix 10.1.		
Updates	<p>These figures cover the financial period 1st April to 31st July 2022 (Months 1 to 4), which represents 33.3% of the budget. Any budget lines that are <u>over budget</u> will be in bold, a request to note this is made in the decision requested.</p> <p>Please see summary sheet (Appendix 10.1) for explanations of variances, below are additional comments for noting:</p> <p><u>Finance and Policy Committee</u> Committee budgets stand at 38.9% expenditure and 50.7% income received.</p> <p><u>101-Corporate Management</u> 36.6% expenditure spend and 50.7% Income received.</p> <p>4025- Insurance- Both the annual insurance from Zurich (year 3 or 3) has been paid in full and the Ill Health Liability through Legal and General has been paid, I am requesting that the Finance and Policy Committee retrospectively approve the payment to Legal and General (Appendix 10.2) of £8,111.56, payment for this was required to be made by 5th August 2022.</p> <p><u>102-Democratic/Civic</u> 34.3% expenditure spend</p> <p><u>107-Grants</u> £12,950 remains available for Financial Assistance Applications.</p> <p><u>Community and Environment Committee</u> Committee budgets stand at 14.3% expenditure</p> <p><u>241- Allotments</u> <u>Over budget</u>: Emergency spending was required for urgent tree work/care, total expenditure of £4,000, this is being presented to Council on 29th September 2022 to approve continued spends on this budget line for the remainder of the financial year. A request in this report is being made for the Finance and Policy committee to note the overspend on line 241-4041 Property Maintenance.</p>		

Town Hall, Assets and Services Committee

201-Paddling Pool

£25,801 has been paid for resurfacing of the pool, this was budgeted for and has Capital Funds availability to cover the costs.

The Pool opened in May 2022 and closed on 4th September 2022. Further costings will be presented in the November meeting.

221-Town Hall

34.5% expenditure spend and 34.6% income received.

4009-Protective Clothing is **over budget** at 102.8%

4025- Insurance has been paid in full for the year and stands at 100.8%

4040- Maintenance Contracts is at 60.2% due to start of year servicing and contract renewal payments due.

4041-Property Maintenance: 48.9% the annual electrical certificate service has been completed

4068- Licences: PPL/PRS Music licence has been paid for the year this stands at 80.2% spent.

Grand Hall income is currently at 45.4%, Bridgestones 20.9% and Spencer Suite 40% (which is partly due to the contribution from Citizens Advice Bureau Grant (CAB) for room hire)

225-Congleton Information Centre

Expenditure is 37.7% and income 51.2%. First half of the Cheshire East Council (CEC) agreement has been paid to date.

Streetscape:

Expenditure is 37.4% and income 54.3%.

4004- Agency Staff- **Over budget** at 134.7%, requirement to cover staff sickness.

4025-Insurance at 100.8% paid in full for the year.

4048-Vehicle Fuel and Oil currently at 51.4%, mainly due to recent increase in fuel prices, we also have an additional sweeper vehicle.

4049-Vehicle Leasing is at 55.4% the budget did not include the sweeper hire charges (set prior to the agreement) taking into account the original lease costs the budget would be at 32%.

4050-Street Cleaning- Over budget, this is being present to Council on 29th September 2022 to approve continued spend. Over budget due to fly-tipping costs.

2 quarters of CEC agreement has been received to date.

Capital

Capital is shown to enable the management accounts to balance to the budget figure. No loan payments made to date.

Staffing Costs

Currently at 32.2%, when taking the 3% budgeted pay award into account it would be showing as 33.1% which is on target.

Decision Requested	<ol style="list-style-type: none"> 1. To receive the Management Accounts to 31st July 2022 2. To approve overbudget expenditure on lines: <ul style="list-style-type: none"> ○ 241-4041 Allotments Property Maintenance ○ 221-4009 Town Hall Protective Clothing ○ 280-4004 Streetscape Agency Staff ○ Insurance in all cost centres 3. To retrospectively approve the payment of £8,11.56 to Legal and General for Ill Health Liability.
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Appendix 10.1

Congleton Town Council
Management Accounts 2022-23
Jul-22
Page 1/3

Month	4							
Percentage	33.3%							
		ANNUAL BUDGET	BUDGET TO M4	Actual Spend to M4	£ VARIANCE AT M4	% Of Budget spent @ M4	Variance %	NOTES
Finance and Policy Committee								
101	Corp Management							
	Staff Costs (re-allocated)	171,273	57,091	54,707	2,384	31.9%	1.4%	
	Travel	500	167	0	167	0.0%	33.3%	
	Training / Conferences	3,000	1,000	44	956	1.5%	31.8%	
	Rent Payable	17,017	5,672	5,672	0	33.3%	0.0%	
	Miscellaneous Office Costs	1,660	553	616	- 63	37.1%	-3.8%	
	Telephone/Fax/Internet	1,083	361	754	- 393	69.6%	-36.3%	Increases after budget setting & low budget for this line
	Postage	3,077	1,026	75	951	2.4%	30.9%	
	Stationery & Printing	2,900	967	1,308	- 341	45.1%	-11.8%	Dependent on requirements
	Subscriptions & Publications	4,200	1,400	1,526	- 126	36.3%	-3.0%	
	Insurance	11,200	3,733	11,285	- 7,552	100.8%	-67.5%	All insurance now paid for the full year
	Computer/IT Costs	13,130	4,377	6,341	- 1,964	48.3%	-15.0%	Increases after budget setting & low budget for this line
	Photocopy Charges	1,500	500	431	69	28.7%	4.6%	
	Recruitment Advertising	500	167	124	43	24.8%	8.5%	
	Other Advertising	300	100	0	100	0.0%	33.3%	
	Bank Charges	1,240	413	388	25	31.3%	2.0%	
	Audit Fees - External	2,000	667	0	667	0.0%	33.3%	
	Audit Fees - Internal	1,760	587	460	127	26.1%	7.2%	
	Accountancy Support	5,000	1,667	2,574	- 907	51.5%	-18.2%	End of year account costs and 1st quarter payroll
	Legal & Professional fees	4,000	1,333	3,087	- 1,754	77.2%	-43.9%	See Tfr from EMR
	HR & H&S support	4,500	1,500	1,891	- 391	42.0%	-8.7%	
	Tfr From EMR	0	0	-2,480	2,480	#DIV/0!	#DIV/0!	Biodiversity Legal Fees CTC/60/2122
	Central Overheads reallocated	-63,881	-21,294	-20,805	- 489	32.6%	0.7%	
	Corporate Management:-Expenditure	185,959	61,986	67,998	- 6,012	36.6%	-3.3%	
	Precept 2021-2022	-996,333	-332,111	-498,167	166,056	50.0%	-16.7%	1st part received, second due in September
	Interest Receivable	-1,500	-500	-247	- 253	16.5%	16.8%	Reverse accrual completed from 21-22
	Miscellaneous Income	0	0	-7,355	7,355			CIL payment
	Corporate Management-Income	-997,833	-332,611	-505,769	173,158	1	0	
	Net Income Over Expenditure	-811,874	-270,625	-437,771	167,146	53.9%	-20.6%	
102	Civic							
	Staff Costs (re-allocated)	31,723	10,574	9,982	592	31.5%	1.8%	
	Training / Conferences	1,000	333	0	333	0.0%	33.3%	
	Stationery & Printing	500	167	0	167	0.0%	33.3%	
	Marketing/Promotions	1,000	333	152	181	15.2%	18.1%	
	Council Newsletter	8,000	2,667	1,830	837	22.9%	10.4%	1st edition costs incurred
	Council Website	2,000	667	-4	671	-0.2%	33.5%	
	Mayor's Allowance	3,000	1,000	3,000	- 2,000	100.0%	-66.7%	Paid in full
	Members Expenses	200	67	0	67	0.0%	33.3%	
	Civic Expenses	6,750	2,250	4,339	- 2,089	64.3%	-31.0%	Civic events x 2: Mayor Making and Civic Sunday
	Civic Regalia	250	83	0	83	0.0%	33.3%	
	Hall & Room Hire	6,000	2,000	1,650	350	27.5%	5.8%	
	Civic Artefacts and Treasures	500	167	0	167	0.0%	33.3%	
	Central Overheads reallocated	2,720	907	886	21	32.6%	0.7%	
	Civic:-Expenditure	63,643	21,214	21,835	- 621	34.3%	-1.0%	
107	Grants							
	Initial Grant Commitment	15,000	5,000	2,497	2,503	16.6%	16.7%	£2007 previous years £490 current year paid out
	Tfr from EMR Commirred Grants		0	-7,680	7,680			Grants: C/F from previous grant awards
	Specified Grants	41,833	13,944	27,607	- 13,663	66.0%	-32.7%	Main payments £16,000 paid to CCP, £5,000 paid to CAB
	Grants- Expenditure	56,833	18,944	22,424	- 3,480	39.5%	-6.2%	
	Capital	46,778	15,593	25,000	- 9,407	53.4%	-20.1%	
	F&P Income - Income	-997,833	-332,611	-505,769	173,158	50.7%	-17.4%	

Expenditure	353,213	117,738	137,257	-19,519	38.9%	-5.6%
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Congleton Town Council
Management Accounts 2021-2022

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Month Percentage	4 33.3%	ANNUAL BUDGET	BUDGET TO M4	Actual Spend to M4	£ VARIANCE AT M4	% Of Budget spent @ M4	Variance %	NOTES
Community and Environment Committee								
215	Donations Received	0	0	-5,070	5,070			Bee Garden
215	Sponsorship Income	0	0	-1,500	1,500			Roundabout Sponsorship
215	Floral Displays Income	-4,000	-1,333	-4,913	3,580	122.8%	-89.5%	Hanging baskets
215	Floral Displays Expenditure	17,262	5,754	15,418	-	89.3%	-56.0%	
215	Other Expenditure	0	0	4,250	-			Bee Garden
241	Allotments Income	-190	-63	0	-	0.0%	33.3%	
241	Allotments Expenditure	1,000	333	4,020	-	402.0%	-368.7%	Emergency work required on trees: Overspend to be noted by Council
300	Public Realm	3,000	1,000	1,800	-	60.0%	-26.7%	Deep clean of some town pavements was completed
301	Congleton Partnership Income	0	0	-3,045	3,045	#DIV/0!	#DIV/0!	Dependant on Partnership projects
301	Tfr from EMR Congleton Partnership		0	-61,822	61,822			Partnership funds
301	Congleton Partnership Expenditure	31,177	10,392	20,492	-	65.7%	-32.4%	Partly dependant on Partnership projects
302	Community Development	119,418	39,806	38,641	1,165	32.4%	0.9%	
303	Crime Reduction/CCTV	43,548	14,516	0	14,516	0.0%	33.3%	No charges to date: CCTV Invoice received due to be posted and paid
305	Christmas Fayre/lights Income	0	0	14	-	14		
305	Christmas Fayre/lights Expenditure	16,000	5,333	0	5,333	0.0%	33.3%	
310	Neighbourhood Plan	0	0	868	-	868	0.0%	33.3%
310	Neighbourhood Plan Tfr From EMR	0		-868	868			
315	Covid 19 Income	0	0	0	-	-100.0%	133.3%	
315	Covid 19 Expenditure	0	0	0	-	0.0%	33.3%	
321	Tourism Income	-5,000	-1,667	-2,393	726	47.9%	-14.6%	
321	Tourism Expenditure	20,770	6,923	10,758	-	3,835	51.8%	-18.5%
341	Youth and Young People	1,000	333	0	333	0.0%	33.3%	
351	Luncheon Club	9,000	3,000	3,849	-	849	42.8%	-9.5%
								To be discussed.
C.E & S	Income	-9,190	-3,063	-16,921	13,858			
	Expenditure	262,175	87,392	37,406	49,986			
C,E & S Income - Net Expenditure Totals		252,985	84,328	20,499	63,829	8.1%	25.2%	

Town Hall, Assets and Services Committee

	ANNUAL BUDGET	BUDGET TO M4	Actual Spend to M4	£ VARIANCE AT M4	% Of Budget spent @ M4	Variance %	NOTES
201	<u>Paddling Pool</u>	41,096	13,699	12,519	1,180	30.5%	2.8%
221	<u>Town Hall</u>						
	Town Hall - Expenditure	205,157	68,386	71,888	-	3,502	35.0%
	Town Hall - Income	-101,100	-33,700	-35,030	1,330		34.6%
	Net Expenditure over Income	104,057	34,686	36,858	-	2,172	35.4%
225	<u>Congleton Information Centre</u>						
	CIC - Expenditure	105,494	35,165	39,742	-	4,577	37.7%
	CIC- Income	-68,174	-22,725	-34,931	12,206		51.2%
	Net Expenditure over income	37,320	12,440	4,811	7,629		12.9%

263	Public Toilets	<u>5,200</u>	<u>1,733</u>	<u>1,002</u>	<u>731</u>	<u>19.3%</u>	<u>14.0%</u>	Cleaning and supplies
270	Cenotaph	<u>255</u>	<u>85</u>	<u>55</u>	<u>30</u>	<u>21.6%</u>	<u>11.7%</u>	Electricity costs
280	Streetscape							
	Streetscape Expenditure	599,763	199,921	224,167	- 24,246	37.4%	-4.1%	
			0		-			
	Streetscape - Income CEC	-380,156	-126,719	-214,096	87,377	56.3%	-23.0%	1st quarter from CEC received
	Streetscape - External work income	-15,000	-5,000	-731	- 4,269	4.9%	28.4%	
	Streetscape - Other	0	0	0	-		33.3%	
	Streetscape - Misc Income	-900	-300	-225	- 75	25.0%	8.3%	
	S/S Income	-396,056	-132,019	-215,052	83,033	54.3%	-21.0%	
	Net Expenditure over Income	<u>203,707</u>	<u>67,902</u>	<u>9,115</u>	<u>58,787</u>	<u>4.5%</u>	<u>28.8%</u>	
THAS	Income	-565,330	-188,443	-285,013	96,570			
	Expenditure	<u>956,965</u>	<u>318,988</u>	<u>349,373</u>	<u>-30,385</u>			
	Town Hall, Assets and Services - Net Expenditure	<u>391,635</u>	<u>130,545</u>	<u>64,360</u>	<u>66,185</u>	<u>16.4%</u>	<u>16.9%</u>	
	Personnel							
	Staff Costs	<u>916,343</u>	<u>305,448</u>	<u>294,615</u>	<u>621,728</u>	<u>32.2%</u>	<u>1.1%</u>	Actual staff costs to date
	Personnel with Pay Award for reference							
	Permanent Staff Costs - Included budget pay award *1	916,343	305,448	303,453	1,994	33.1%	0.2%	Actual costs plus budgeted pay award for information only
	Agency Staff	6,000	2,000	8,083	- 6,083	134.7%	-101.4%	
	Total Staff Costs	<u>922,343</u>	<u>307,448</u>	<u>311,536</u>	<u>- 4,089</u>	<u>33.8%</u>	<u>-0.5%</u>	
	Budgeted pay award (3%)			<u>8,838</u>				3% budgeted pay award assumed of actual costs
	Total Income	-1,572,353	-524,118	-807,703				
	Total Expenditure	<u>1,572,353</u>	<u>524,118</u>	<u>524,036</u>				
	Net Income /Expenditure	<u>0</u>	<u>0</u>	<u>-283,667</u>				

Congleton Town Council
Management Accounts 2021-2022
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Reserves as at 31st July 2022

BALANCE

310	General Reserve	227,033
318	Capital Equipment Fund	7,884
320	Capital Contingency Fund	370,195
321	EMR Elections	20,000
322	EMR Covid 19 Fund	10,575
324	EMR Crime Prevention/Traffic calming	7,357
327	EMR Business Recovery Fund	5,758
330	EMR Ancient Treasures	3,000
331	EMR Website	30,151
333	EMR Training	8,479
337	EMR Toilets	24,012
339	EMR Public Realm	9,189
340	EMR Legal Fees	52,812
342	EMR Tourism	5,576
343	EMR Marketing	5,000
344	EMR Congleton Neighbourhood Plan	8,033
345	EMR Cenotaph	9,279
346	EMR Rotary Bonfire	5,000
348	EMR Civic	1,000
349	EMR CIL	304
351	EMR Information Centre	22,011
352	EMR 750 Celebrations	10,272
353	EMR Ukraine Support	4,750
354	EMR Carbon Offsetting	3,000
		<u>850,670</u>

Cheshire Pension Fund
 Congleton Town Council
 Policy Number [REDACTED]



Renewal : 01/04/2022

[REDACTED] (Ill Health Liability Insurance)

Lives	28	
Aggregate Scheme Earnings	£622,926.00	
Unit Rate	£1.250 %	
Annual Premium	£7,786.58	
Premium due		£7,786.58
Plus balance due from 'sweep up' account		£324.98
Total		£8,111.56
Less Paid		£0.00
Balance Due		£8,111.56

Payment of this account should be made by 05 August 2022

Date: 09/08/2022

Congleton Town Council

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**Bank Reconciliation Statement as at 05/08/2022
for Cashbook 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 Current Account 11411170	29/07/2022	155	41,592.48
			<u>41,592.48</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			41,592.48
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			41,592.48
		Balance per Cash Book is :-	41,592.48
		Difference is :-	0.00

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Date: 09/08/2022

Congleton Town Council

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RBS Current/I Access Acct

For Month No: 4

Receipts for Month 4

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		71,064.41					71,064.41	
bacs	Banked: 01/07/2022	57.99						
bacs	CIC Sumup	57.99			505		57.99	CIC income
bacs	Banked: 01/07/2022	225.00						
	Sales Recpts Page 2770	225.00	225.00		100			Sales Recpts Page 2770
bacs	Banked: 01/07/2022	512.82						
	Sales Recpts Page 2771	512.82	512.82		100			Sales Recpts Page 2771
bacs	Banked: 04/07/2022	218.70						
	Sales Recpts Page 2772	218.70	218.70		100			Sales Recpts Page 2772
bacs	Banked: 04/07/2022	118.03						
bacs	Public Sector Deposit Bond	118.03			1190	101	118.03	Public Sector Deposit Bond
bacs	Banked: 05/07/2022	220.50						
bacs	CIC Sumup	220.50			505		220.50	CIC income
000357	Banked: 05/07/2022	162.77						
000357	CIC income	162.77			505		162.77	CIC income
bacs	Banked: 06/07/2022	68.31						
bacs	CIC Sumup	68.31			505		68.31	CIC income
bacs	Banked: 07/07/2022	267.39						
bacs	CIC Sumup	267.39			505		267.39	CIC income
bacs	Banked: 07/07/2022	165.01						
bacs	CIC Sumup	165.01			505		165.01	CIC income
bacs	Banked: 07/07/2022	200.00						
	Sales Recpts Page 2776	200.00	200.00		100			Sales Recpts Page 2776
bacs	Banked: 11/07/2022	144.11						
bacs	CIC Sumup	144.11			505		144.11	CIC income
bacs	Banked: 11/07/2022	410.00						
bacs	[REDACTED]	410.00			1180	215	410.00	bench bee garden
000358	Banked: 11/07/2022	509.50						
000358	CIC income	509.50			505		509.50	CIC income
bacs	Banked: 11/07/2022	30.00						
	Sales Recpts Page 2773	30.00	30.00		100			Sales Recpts Page 2773
bacs	Banked: 11/07/2022	50.00						
	Sales Recpts Page 2775	50.00	50.00		100			Sales Recpts Page 2775
bacs	Banked: 12/07/2022	88.48						
bacs	CIC Sumup	88.48			505		88.48	CIC income
bacs	Banked: 12/07/2022	387.42						
bacs	CIC Sumup	387.42			505		387.42	CIC income

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Receipts for Month 4

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
bacs	Banked: 12/07/2022	125,000.00						
bacs	SIBA	125,000.00			202		125,000.00	SIBA transfer
bacs	Banked: 13/07/2022	60.00						
	Sales Recpts Page 2777	60.00	60.00		100			Sales Recpts Page 2777
bacs	Banked: 14/07/2022	206.94						
bacs	CIC Sumup	206.94			505		206.94	CIC income
bacs	Banked: 14/07/2022	30.00						
	Sales Recpts Page 2778	30.00	30.00		100			Sales Recpts Page 2778
bacs	Banked: 14/07/2022	540.08						
	Sales Recpts Page 2779	540.08	540.08		100			Sales Recpts Page 2779
bacs	Banked: 14/07/2022	90.00						
	Sales Recpts Page 2780	90.00	90.00		100			Sales Recpts Page 2780
bacs	Banked: 15/07/2022	30.00						
	Sales Recpts Page 2781	30.00	30.00		100			Sales Recpts Page 2781
bacs	Banked: 15/07/2022	55.00						
	Sales Recpts Page 2782	55.00	55.00		100			Sales Recpts Page 2782
bacs	Banked: 15/07/2022	233.98						
bacs	CIC Sumup	233.98			505		233.98	CIC income
bacs	Banked: 15/07/2022	318.29						
bacs	CIC Sumup	318.29			505		318.29	CIC income
bacs	Banked: 15/07/2022	60.00						
	Sales Recpts Page 2783	60.00	60.00		100			Sales Recpts Page 2783
bacs	Banked: 15/07/2022	410.00						
bacs	██████████	410.00			1180	215	410.00	Bee bench donation
000359	Banked: 18/07/2022	241.10						
000359	CIC income	241.10			505		241.10	CIC income
bacs	Banked: 18/07/2022	60.00						
	Sales Recpts Page 2784	60.00	60.00		100			Sales Recpts Page 2784
bacs	Banked: 19/07/2022	987.22						
	Sales Recpts Page 2785	987.22	987.22		100			Sales Recpts Page 2785
bacs	Banked: 19/07/2022	343.80						
	Sales Recpts Page 2786	343.80	343.80		100			Sales Recpts Page 2786
bacs	Banked: 19/07/2022	330.80						
bacs	CIC Sumup	330.80			505		330.80	CIC income
bacs	Banked: 19/07/2022	31.71						
bacs	CIC Sumup	31.71			505		31.71	CIC income

Receipts for Month 4

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
bacs	Banked: 20/07/2022	92.41						
bacs	CIC Sumup	92.41			505		92.41	CIC income
bacs	Banked: 20/07/2022	25,000.00						
bacs	SIBA	25,000.00			202		25,000.00	siba transfer
000292	Banked: 21/07/2022	90.00						
	Sales Recpts Page 2774	90.00	90.00		100			Sales Recpts Page 2774
bacs	Banked: 21/07/2022	50.00						
	Sales Recpts Page 2787	50.00	50.00		100			Sales Recpts Page 2787
bacs	Banked: 22/07/2022	85.13						
bacs	CIC Sumup	85.13			505		85.13	CIC income
bacs	Banked: 22/07/2022	90.94						
bacs	CIC Sumup	90.94			505		90.94	CIC income
bacs	Banked: 22/07/2022	144.24						
	Sales Recpts Page 2788	144.24	144.24		100			Sales Recpts Page 2788
bacs	Banked: 25/07/2022	15.00						
	Sales Recpts Page 2789	15.00	15.00		100			Sales Recpts Page 2789
000360	Banked: 25/07/2022	203.40						
000360	CIC income	203.40			505		203.40	income
bacs	Banked: 26/07/2022	272.87						
bacs	CIC Sumup	272.87			505		272.87	CIC income
bacs	Banked: 27/07/2022	167.13						
bacs	CIC sumup	167.13			505		167.13	CIC income
bacs	Banked: 27/07/2022	1,860.00						
	Sales Recpts Page 2790	1,860.00	1,860.00		100			Sales Recpts Page 2790
bacs	Banked: 27/07/2022	105.00						
	Sales Recpts Page 2791	105.00	105.00		100			Sales Recpts Page 2791
bacs	Banked: 28/07/2022	328.30						
bacs	CIC sumup	328.30			505		328.30	CIC income
bacs	Banked: 28/07/2022	66.17						
bacs	CIC Sumup	66.17			505		66.17	CIC income
000293	Banked: 28/07/2022	210.00						
	Sales Recpts Page 2792	210.00	210.00		100			Sales Recpts Page 2792
bacs	Banked: 29/07/2022	1,465.20						
	Sales Recpts Page 2793	1,465.20	1,465.20		100			Sales Recpts Page 2793

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RBS Current/I Access Acct

For Month No: 4

Total Receipts for Month	163,110.74	7,432.06	0.00	155,678.68
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Cashbook Totals	<u>234,175.15</u>	<u>7,432.06</u>	<u>0.00</u>	<u>226,743.09</u>
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Cashbook 1

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RBS Current/I Access Acct

For Month No: 4

Payments for Month 4

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/07/2022	BACS P/L Pymnt Page 2933	BACS Pymnt	21,382.31	21,382.31		501			BACS P/L Pymnt Page 2933
01/07/2022	Smile Group	BACS	855.00			4701	107	855.00	GR13/2021
01/07/2022		BACS	292.00			4701	107	292.00	GR05/2021
01/07/2022	Cheshire East Council	DD	2,739.00			4011	221	2,739.00	Town Hall Rates
01/07/2022	Quartix Ltd	dd	550.44	550.44		501			638060/14179/vehicle tracker
01/07/2022	Prism Solutions	DD	119.24	119.24		501			67693/14212/call charges
01/07/2022	CCP	BACS	240.00			4701	107	240.00	GR03/2223
06/07/2022	Cheshire East Council	008978	164.98			210		164.98	Petty Cash
07/07/2022	BACS P/L Pymnt Page 2952	BACS Pymnt	4,548.72	4,548.72		501			BACS P/L Pymnt Page 2952
11/07/2022	Purchase Power	dd	4.06	4.06		501			BJ147423/14360/mail charges
14/07/2022	West Mercia Energy	dd	1,044.02	1,044.02		501			11217056/14221/T Hall Gas
15/07/2022	BACS P/L Pymnt Page 2938	BACS Pymnt	12,093.61	12,093.61		501			BACS P/L Pymnt Page 2938
15/07/2022	Bankline	BACS	80.00			4051	101	80.00	Bank charges
18/07/2022	CTC	BACS	78,252.64			515		47,453.22	Payroll
						525	0	16,149.95	Payroll
						545	0	60.00	Payroll
						520	0	14,553.97	Payroll
						530	0	35.50	Payroll
19/07/2022	West Mercia Energy	dd	2,227.94	2,227.94		501			11218921/14222/T Hall Electric
19/07/2022	BACS P/L Pymnt Page 2966	BACS Pymnt	30,098.04	30,098.04		501			BACS P/L Pymnt Page 2966
21/07/2022	Bankline	BACS	14.10			4051	101	14.10	Bank Charges
22/07/2022	BACS P/L Pymnt Page 2944	BACS Pymnt	20,706.07	20,706.07		501			BACS P/L Pymnt Page 2944
22/07/2022	Mayors Charities	BACS	299.25			3041	225	299.25	Priestly walks
22/07/2022	West Mercia Energy	DD	140.48	140.48		501			11224231/14250/cenotaph electr
25/07/2022	Prism Solutions	Dd	1,736.75	1,736.75		501			160502/14384/IT support
25/07/2022	EE Ltd	dD	170.10	170.10		501			01287551762/14322/charg
28/07/2022	Amazon	CCJL01	53.98		9.00	4167	321	44.98	Medieval costumes
28/07/2022	Amazon	CCJL02	53.98		9.00	4167	321	44.98	Medieval costumes
28/07/2022	Alpha Street Legal	CCJL03	18.00		3.00	4047	280	15.00	Tyre repair
28/07/2022	Amazon	CCJL04	215.92		36.00	4167	321	179.92	Medieval costumes
28/07/2022	Zoho	CCJL05	264.00			4024	101	264.00	annual subscription
28/07/2022	Zoom	CCJL06	119.90			4068	221	119.90	annual subscription
28/07/2022	Zoom	CCJL07	399.00			4068	221	399.00	Annual licence - rooms
28/07/2022	Amazon	CCJL08	15.98		2.66	4167	321	13.32	sauce pots - living history
28/07/2022	Amazon	CCJL09	26.99		4.50	4167	321	22.49	Medieval costumes
28/07/2022	Amazon	CCJL10	22.41			4167	321	22.41	Medieval costumes
28/07/2022	Amazon	CTJL01	-53.98		-9.00	4167	321	-44.98	Medieval costumes
28/07/2022	Amazon	CTJL02	-53.98		-9.00	4167	321	-44.98	Medieval costumes
28/07/2022	Alpha Street tyres	CTJL03	-18.00		-3.00	4047	280	-15.00	tyre repairs
28/07/2022	Amazon	CTJL04	-215.92		-36.00	4167	321	-179.92	Medieval costumes
28/07/2022	Zoho	CTJL05	-264.00			4024	101	-264.00	annual subscription
28/07/2022	zoom	CTJL06	-199.90			4068	221	-199.90	zoom
28/07/2022	zoom	CTJL07	-399.00			4068	221	-399.00	zoom
28/07/2022	Amazon	CTJL08	-15.98		-2.66	4167	321	-13.32	Medieval
28/07/2022	Amazon	CTJL09	-26.99		-4.50	4167	321	-22.49	medieval

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Date: 09/08/2022

Congleton Town Council

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Time: 14:14

Cashbook 1

User: ST

RBS Current/I Access Acct

For Month No: 4

Payments for Month 4

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
28/07/2022	Amazon	CTJL10	-22.41			4167	321	-22.41	Medieval
28/07/2022	Zoom	CTJL06B	80.00			4068	221	80.00	Contra
28/07/2022	RBS Credit Card	DD July	1,190.16			212		1,190.16	Credit card balance payoff
29/07/2022	BACS P/L Pymnt Page 2954	BACS Pymnt	13,573.76	13,573.76		501			BACS P/L Pymnt Page 2954
29/07/2022	[REDACTED]	BACS	60.00		10.00	1199	215	50.00	Refunb HBs
Total Payments for Month			192,582.67	108,395.54	10.00			84,177.13	
Balance Carried Fwd			41,592.48	2					
Cashbook Totals			234,175.15	108,395.54	10.00			125,769.61	

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy		
MEETING DATE AND TIME	15 th September 2022 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer		
AGENDA ITEM REPORT TITLE	12 Savings Account Balances		
Background	To inform the Finance and Policy Committee with the location and balances of the Council’s savings and investments.		
Updates	Congleton Town Council – Savings account balances		
	Balances as at 31 st July 2022.		
	Business Reserve Account	£	688,970.00
	Cambridge and Counties 1 year fixed deposit	£	150,000.00
	CCLA Deposit	£	150,000.00
	Total	£	988,970.00
Decision Requested	To receive the Savings Accounts balances to 31 st July 2022		

List of Payments made between 01/04/2022 and 31/07/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/04/2022	Cheshire East Council	DD	2,741.00		Business rates
01/04/2022	Quartix Ltd	dd	550.44		617747/13803/vehicle tracker
01/04/2022	Prism Solutions	DD	114.70		67261/13793/call charges
08/04/2022	Purchase Power	DD	124.00		BI906198/13830/postage
12/04/2022	SIBA	BACS	400,000.00		Transfer
12/04/2022	Congleton Live	BACS	500.00		GR/12/2122
12/04/2022	CTHEP	BACS	3,803.70		Return of Bond
14/04/2022	CTC	BACS	74,938.91		Payroll
14/04/2022	West Mercia Energy	dd	3,497.74		11196652/13846/Town Hall Gas
14/04/2022	Space Hive	BACS	1,000.00		P/ship
19/04/2022	Bankline	BACS	92.00		Bank Charges
21/04/2022	Bank	BACS	13.59		bank charges
25/04/2022	Prism Solutions	dd	1,702.08		156323/13991/IT support
25/04/2022	EE Ltd	Dd	232.66		01287460334/13965/call charges
28/04/2022	RBS Credit Card	DDApril	1,623.34		Pay Credit Card
30/04/2022	Buxton Opera House	Correction	-214.76		P/Ledger Electronic Payment
30/04/2022	Water Plus Ltd	Correct.	-181.33		P/Ledger Electronic Payment
03/05/2022	Cheshire East Council	DD	2,739.00		Business rates
03/05/2022	Prism Solutions	dd	127.84		67399/13990/call charges
11/05/2022	HM Revenue & Customs PAYE	DD	1,992.45		VAT
12/05/2022	ICO	DD	35.00		Data protection Fee
13/05/2022	BACS P/L Pymnt Page 2869	BACS Pymnt	61,079.65		BACS P/L Pymnt Page 2869
13/05/2022	BACS P/L Pymnt Page 2884	BACS Pymnt	2,304.00		BACS P/L Pymnt Page 2884
16/05/2022	Bankline	BACS	64.60		bank charges
17/05/2022	West Mercia Energy	dd	3,369.14		11201014/14011/P pool electric
17/05/2022	BACS P/L Pymnt Page 2910	BACS Pymnt	16,000.00		BACS P/L Pymnt Page 2910
18/05/2022	CTC	BACS	71,553.65		Payroll
18/05/2022	FOCP	008976	200.00		Grant 2019-20 award
19/05/2022	ctc	008977	168.76		petty cash
20/05/2022	BACS P/L Pymnt Page 2891	BACS Pymnt	5,884.05		BACS P/L Pymnt Page 2891
20/05/2022	BACS P/L Pymnt Page 2893	BACS Pymnt	10.20		BACS P/L Pymnt Page 2893
20/05/2022	Bankline	BACS	12.74		Bank charges
20/05/2022	West Mercia Energy	DD	17.47		11205453/14012/cenotaph electr
20/05/2022	Spacehive	BACS	250.00		P/ship
20/05/2022		BACS	3,000.00		Mayor Allowance
23/05/2022	EE Ltd	dd	232.34		01287490780/14125/call charges
25/05/2022	Prism Solutions	dd	1,730.27		157697/14077/IT Support
27/05/2022	BACS P/L Pymnt Page 2894	BACS Pymnt	40,647.04		BACS P/L Pymnt Page 2894
27/05/2022	CAB cheshire east	BACS	5,000.00		CAB Grant
27/05/2022	Mayor's acc 2	BACS	212.00		Beating bounds tickets
27/05/2022	BACS P/L Pymnt Page 2914	BACS Pymnt	561.35		BACS P/L Pymnt Page 2914
27/05/2022	CAB	BACS	-5,000.00		reversal
30/05/2022	RBS Credit Card	DD	886.30		Credit card balance payoff

List of Payments made between 01/04/2022 and 31/07/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/06/2022	Cheshire East Council	DD	2,739.00		T Hall business rates
01/06/2022	Prism Solutions	dd	118.74		67528/14197/call charges
07/06/2022	BACS P/L Pymnt Page 2905	BACS Pymnt	7,344.80		BACS P/L Pymnt Page 2905
08/06/2022	Pitney Bowes Finance Ltd	dd	72.00		BL06349738/14195/rental
10/06/2022	BACS P/L Pymnt Page 2912	BACS Pymnt	4,277.54		BACS P/L Pymnt Page 2912
10/06/2022	British Telecom	DD	45.47		Q0888W/14127/line charges
10/06/2022	Mayors Charity 2	BACS	42.55		Beating bounds
14/06/2022	RBS Autopay	BACS	14.51		Bank charges
15/06/2022	Bankline	BACS	96.80		bank charges
17/06/2022	BACS P/L Pymnt Page 2915	BACS Pymnt	40,262.58		BACS P/L Pymnt Page 2915
17/06/2022	mannings	BACS	246.00		invoice 51152
17/06/2022	Water Plus Ltd	Correction	-239.22		P/Ledger Electronic Payment
17/06/2022	CTC	BACS	72,714.70		Payroll
17/06/2022	mayor's acc 2	BACS	14.09		wristbands
22/06/2022	West Mercia Energy	dd	3,880.46		11211746/14123/P Pool electric
23/06/2022	EE Ltd	DD	232.24		01287521404/14165/call charges
24/06/2022	BACS P/L Pymnt Page 2925	BACS Pymnt	5,612.30		BACS P/L Pymnt Page 2925
24/06/2022	BACS P/L Pymnt Page 2932	BACS Pymnt	20,100.47		BACS P/L Pymnt Page 2932
24/06/2022	Smile Group	BACS	360.00		GR/13/2021
24/06/2022	Spacehive	BACS	250.00		Partnership
27/06/2022	Prism Solutions	Dd	1,712.87		159105/14240/IT Support
27/06/2022	West Mercia Energy	dD	19.25		11213393/14124/cenotaph electr
28/06/2022	The Gardening Works	CCJ01	34.75		Tie backs - in bloom
28/06/2022	Laser Vine	CCJ02	104.59		Dragon cut outs
28/06/2022	Spots and Screens	CCJ03	11.76		MDF swords
28/06/2022	amazon	CCJ04	31.98		water pump coupling
28/06/2022	UK Fabrics	CCJ05	100.19		UK Fabrics
28/06/2022	B & Q	CCJ06	1,053.00		wooden shed
28/06/2022	Screwfix	CCJ07	210.00		heavy duty shelving
28/06/2022	Baker Ross	CCJ08	326.75		jubilee products
28/06/2022	Buildworld Ltd	CCJ09	180.80		Buildworld Ltd
28/06/2022	ebay	CCJ10	26.98		jubilee merch
28/06/2022	ebay	CCJ11	22.95		750 yr merch
28/06/2022	Gardening Works	CONTRA	-34.75		should be acc 5
28/06/2022	Laser Vine	CONTRA1	-104.59		should be acc 5
28/06/2022	Spots & screens	CONTRA2	-11.76		should be acc 5
28/06/2022	amazon	CONTRA3	-31.98		should be acc 5
28/06/2022	UK fabrics	CONTRA4	-100.19		should be acc 5
28/06/2022	B & Q	CONTRA5	-1,053.00		should be acc 5
28/06/2022	Screwfix	CONTRA6	-210.00		should be acc 5
28/06/2022	Baker Ross	CONTRA7	-326.75		should be acc 5
28/06/2022	Buildworld	CONTRA8	-180.80		should be acc 5
28/06/2022	ebay	CONTRA9	-26.98		should be acc 5

List of Payments made between 01/04/2022 and 31/07/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
28/06/2022	ebay	CONTRA10	-22.95		should be acc 5
28/06/2022	RBS Credit Card	DD	2,103.75		Credit Card balance pay off
01/07/2022	BACS P/L Pymnt Page 2933	BACS Pymnt	21,382.31		BACS P/L Pymnt Page 2933
01/07/2022	Smile Group	BACS	855.00		GR13/2021
01/07/2022		BACS	292.00		GR05/2021
01/07/2022	Cheshire East Council	DD	2,739.00		Town Hall Rates
01/07/2022	Quartix Ltd	dd	550.44		638060/14179/vehicle tracker
01/07/2022	Prism Solutions	DD	119.24		67693/14212/call charges
01/07/2022	CCP	BACS	240.00		GR03/2223
06/07/2022	Cheshire East Council	008978	164.98		Petty Cash
07/07/2022	BACS P/L Pymnt Page 2952	BACS Pymnt	4,548.72		BACS P/L Pymnt Page 2952
11/07/2022	Purchase Power	dd	4.06		BJ147423/14360/mail charges
14/07/2022	West Mercia Energy	dd	1,044.02		11217056/14221/T Hall Gas
15/07/2022	BACS P/L Pymnt Page 2938	BACS Pymnt	12,093.61		BACS P/L Pymnt Page 2938
15/07/2022	Bankline	BACS	80.00		Bank charges
18/07/2022	CTC	BACS	78,252.64		Payroll
19/07/2022	West Mercia Energy	dd	2,227.94		11218921/14222/T Hall Electric
19/07/2022	BACS P/L Pymnt Page 2966	BACS Pymnt	30,098.04		BACS P/L Pymnt Page 2966
21/07/2022	Bankline	BACS	14.10		Bank Charges
22/07/2022	BACS P/L Pymnt Page 2944	BACS Pymnt	20,706.07		BACS P/L Pymnt Page 2944
22/07/2022	Mayors Charities	BACS	299.25		Priestly walks
22/07/2022	West Mercia Energy	DD	140.48		11224231/14250/cenotaph electr
25/07/2022	Prism Solutions	Dd	1,736.75		160502/14384/IT support
25/07/2022	EE Ltd	dD	170.10		01287551762/14322/charges
28/07/2022	Amazon	CCJL01	53.98		Medieval costumes
28/07/2022	Amazon	CCJL02	53.98		Medieval costumes
28/07/2022	Alpha Street Legal	CCJL03	18.00		Tyre repair
28/07/2022	Amazon	CCJL04	215.92		Medieval costumes
28/07/2022	Zoho	CCJL05	264.00		annual subscription
28/07/2022	Zoom	CCJL06	119.90		annual subscription
28/07/2022	Zoom	CCJL07	399.00		Annual licence - rooms
28/07/2022	Amazon	CCJL08	15.98		sauce pots - living history
28/07/2022	Amazon	CCJL09	26.99		Medieval costumes
28/07/2022	Amazon	CCJL10	22.41		Medieval costumes
28/07/2022	Amazon	CTJL01	-53.98		Medieval costumes
28/07/2022	Amazon	CTJL02	-53.98		Medieval costumes
28/07/2022	Alpha Street tyres	CTJL03	-18.00		tyre repairs
28/07/2022	Amazon	CTJL04	-215.92		Medieval costumes
28/07/2022	Zoho	CTJL05	-264.00		annual subscription
28/07/2022	zoom	CTJL06	-199.90		zoom
28/07/2022	zoom	CTJL07	-399.00		zoom
28/07/2022	Amazon	CTJL08	-15.98		Medieval
28/07/2022	Amazon	CTJL09	-26.99		medieval

List of Payments made between 01/04/2022 and 31/07/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
28/07/2022	Amazon	CTJL10	-22.41		Medieval
28/07/2022	Zoom	CTJL06B	80.00		Contra
28/07/2022	RBS Credit Card	DD July	1,190.16		Credit card balance payoff
29/07/2022	BACS P/L Pymnt Page 2954	BACS Pymnt	13,573.76		BACS P/L Pymnt Page 2954
29/07/2022	██████████	BACS	60.00		Refunb ██████
Total Payments			<u>1,058,219.49</u>		

Congleton Town Council
Payments Listing for 1st April 2022 to 31st July 2022
Breakdown of Payments made via BACS transfer

<u>Date</u>	<u>BACS Page</u>	<u>Invoice date</u>	<u>Payee Name</u>	<u>Amount Paid</u>	<u>Page Total</u>	<u>Transaction Detail</u>
13/05/2022	2869	07/04/2022	Alpha and Street Legal Tyres	£ 372.00		Puncture & tyres (2 invoices paid)
13/05/2022	2869	26/04/2022	Amberol Ltd	£ 827.40		Planters
13/05/2022	2869	01/04/2022	Ansa Environmental Services	£ 1,134.58		HR Services
13/05/2022	2869	30/04/2022	ATG London	£ 651.75		3rd Part Ticket sales (5 invoices paid)
13/05/2022	2869	29/04/2022	Bay Media Ltd	£ 9,068.40		750 Year Banners (CTC18/2122)
13/05/2022	2869	26/04/2022	Bees for Us	£ 96.00		Stock for CIC
13/05/2022	2869	28/04/2022	Bomfords Office Products	£ 787.34		Stationery & Filing cabinet (3 invoices paid)
13/05/2022	2869	06/04/2022	Booth	£ 65.00		Sound support for event
13/05/2022	2869	24/04/2022	Boston Seeds	£ 429.01		Seeds (2 invoices paid)
13/05/2022	2869	25/04/2022	Buxton's Forestry & Garden Equipment	£ 1,590.01		Mower batteries & chargers (2 invoices paid)
13/05/2022	2869	30/03/2022	Buxton Opera House	£ 229.22		3rd party Ticket sales
13/05/2022	2869	25/04/2022	Cat Social Media	£ 178.98		Partnership Domain & Social media (2 invoices paid)
13/05/2022	2869	08/04/2022	Cavern Protective Clothing	£ 117.60		Safety boots
13/05/2022	2869	04/04/2022	Centre Stage Youth Theatre Co	£ 1,959.38		3rd party Ticket sales
13/05/2022	2869	15/04/2022	Cheshire East Borough Council	£ 70.00		Licence: Premises
13/05/2022	2869	08/04/2022	Congleton Choral Society	£ 188.10		3rd party Ticket sales
13/05/2022	2869	30/04/2022	Heads Congleton Ltd	£ 136.50		Adverts & Chronicle sales (2 invoices paid)
13/05/2022	2869	27/04/2022	Congleton High School	£ 256.40		Printing & leaflets (2 invoices paid)
13/05/2022	2869	28/04/2022	Chubb Fire & Security	£ 1,144.00		New CCTV Camera & Alarm fobs (2 invoices paid)
13/05/2022	2869	01/04/2022	Citron Hygiene UK Ltd	£ 153.71		Clinical Waste
13/05/2022	2869	06/04/2022	City Plumbing Supplies	£ 33.60		Toilet seats
13/05/2022	2869	04/04/2022	Cope	£ 3.84		3rd Party sales (CIC)
13/05/2022	2869	03/04/2022	Cosabelle	£ 17.60		3rd Party sales (CIC)
13/05/2022	2869	21/04/2022	CVS Cheshire East	£ 375.00		Annual membership
13/05/2022	2869	19/04/2022	DAB Graphics	£ 974.40		Wildlife panels
13/05/2022	2869	25/04/2022	Daneside Theatre	£ 627.00		Ticket sales (3 invoices paid)
13/05/2022	2869	24/04/2022	DC Assist	£ 524.55		Cleaning services
13/05/2022	2869	05/04/2022	Deane	£ 5.59		3rd party Book sales
13/05/2022	2869	30/04/2022	DJ's Part & Present	£ 1,396.50		3rd party Ticket sales
13/05/2022	2869	01/04/2022	Dutton	£ 20.00		3rd party Book sales
13/05/2022	2869	25/04/2022	Dane Valley Community Energy Ltd	£ 3,080.00		Partnership panels
13/05/2022	2869	27/04/2022	Four Oaks Nurseries Ltd	£ 6,647.46		Summer planting (2 invoices paid)
13/05/2022	2869	01/04/2022	Adam Francis Architectural Illustrator	£ 9.60		3rd party sales (CIC)
13/05/2022	2869	28/04/2022	Full Colour Printing	£ 515.00		Event leaflets
13/05/2022	2869	21/04/2022	Gartec Limited	£ 955.20		Lift servicing (2 invoices paid)
13/05/2022	2869	13/04/2022	Handy Cabin	£ 93.35		Sundry purchases (5 invoices paid)
13/05/2022	2869	22/04/2022	Hayman Mechanical Services Ltd	£ 2,487.64		Boiler callout & repairs (2 invoices paid)
13/05/2022	2869	01/04/2022	Hughes	£ 62.20		3rd party sales (CIC)
13/05/2022	2869	04/04/2022	Congleton Jazz & Blues	£ 28.50		4th party sales (CIC)
13/05/2022	2869	13/04/2022	Jewson Limited	£ 9.59		Sundry purchases
13/05/2022	2869	28/04/2022	K G Loach	£ 2,663.40		Wheelbarrows/Turf/compost supplies (4 invoices paid)
13/05/2022	2869	29/04/2022	Landscape Supplies Ltd	£ 781.25		PPE/Sundry supplies (5 invoices paid)
13/05/2022	2869	14/04/2022	Lining & Hoses Ltd	£ 182.98		Sundry supplies (2 invoices paid)
13/05/2022	2869	07/04/2022	Little Bun Designs Ltd	£ 43.60		3rd party sales (CIC)
13/05/2022	2869	04/04/2022	Lomond Books Ltd	£ 85.32		Book stock (CIC)
13/05/2022	2869	23/03/2022	Midland Nursery	£ 6,518.53		Cenotaph plaques & Retention fee (2 invoices paid)
13/05/2022	2869	01/04/2022	Northwest In Bloom	£ 270.00		Entry fees (2 invoices paid)
13/05/2022	2869	14/03/2022	Old Saw Mill	£ 641.00		Luncheon Club
13/05/2022	2869	03/04/2022	Outhwaite	£ 6.40		Book stock (CIC)
13/05/2022	2869	01/04/2022	Pool Tech Services Ltd	£ 744.00		Service contract
13/05/2022	2869	04/04/2022	Poppy May	£ 26.80		3rd party sales (CIC)
13/05/2022	2869	05/05/2022	RSPB Sales Ltd	£ 99.94		Bird Boxes
13/05/2022	2869	12/04/2022	Safetec Direct Ltd	£ 59.99		Waterproof trousers
13/05/2022	2869	25/04/2022	Sharrocks	£ 257.97		Wheel cassettes
13/05/2022	2869	22/04/2022	Shred-it	£ 148.62		Shredding services
13/05/2022	2869	21/04/2022	SMG Consultancy	£ 190.00		Energy Certificate
13/05/2022	2869	04/04/2022	Society of London Theatre	£ 14.10		3rd party Ticket sales
13/05/2022	2869	29/04/2022	St John's Community Centre	£ 250.00		Luncheon Club
13/05/2022	2869	19/04/2022	Stu's Loos	£ 192.00		Portaloos for event
13/05/2022	2869	21/04/2022	Talke Chemical Company	£ 1,244.12		Cleaning supplies (2 invoices paid)
13/05/2022	2869	07/04/2022	Stuart Tayler Plumbing	£ 165.00		New tap in bar
13/05/2022	2869	14/04/2022	Threadfast Engineers 1984 Ltd	£ 58.25		Sundry repair supplies
13/05/2022	2869	10/04/2022	Judie Tingle Photography	£ 35.00		Beating the Bounds event
13/05/2022	2869	30/03/2022	TMC Creative Ltd	£ 712.50		Website hosting
13/05/2022	2869	11/04/2022	Travis Perkins	£ 367.41		Heaters
13/05/2022	2869	21/04/2022	T&S Electrical	£ 69.47		Door repairs
13/05/2022	2869	24/04/2022	UK Fuels Ltd	£ 1,680.56		Fuel for Vans (4 invoices paid)
13/05/2022	2869	21/04/2022	WAP Lawton & Sons	£ 2,304.00		Bee Garden work
13/05/2022	2869	03/04/2022	Water Plus Ltd	£ 389.63		TH Water rates
13/05/2022	2869	22/04/2022	Waterlogic GB Ltd	£ 127.96		Water services
13/05/2022	2869	08/04/2022	West Wallasey Contract Hire	£ 3,427.85		Vehicle leasing
<u>PAGE TOTAL</u>					<u>£ 61,079.65</u>	
13/05/2022	2884	21/04/2022	WAP Lawton & Sons	£ 2,304.00		Bee Garden works stage 2

PAGE TOTAL				£ 2,304.00	
20/05/2022	2891	25/04/2022	Chubb Fire & Security	£ 453.97	CCTC contract
20/05/2022	2891	11/04/2022	Northwest Plant Agri Ltd	£ 166.80	Repairs to mower
20/05/2022	2891	22/04/2022	Rode Hall Silver Bank	£ 50.00	Civic Sunday deposit
20/05/2022	2891	08/04/2022	STS Contractors UK Ltd	£ 4,800.00	Tree woks at Allotments (2 invoices paid)
20/05/2022	2891	28/04/2022	Talke Chemical Company	£ 374.02	Toilet/cleaning supplies
20/05/2022	2891	30/04/2022	Whitehursts Agricultural & Builders	£ 39.26	Recharge for S/S works
PAGE TOTAL				£ 5,884.05	
20/05/2022	2893	28/04/2022	K G Loach	£ 10.20	Balance: S/C Supplies
PAGE TOTAL				£ 10.20	
27/05/2022	2894	01/05/2022	AD Profile Ltd	£ 385.00	Leaflet design
27/05/2022	2894	16/03/2022	Alpha Omega Securities Ltd	£ 147.00	Event security
27/05/2022	2894	14/05/2022	ATG London	£ 213.90	3rd party Ticket sales
27/05/2022	2894	16/05/2022	R Beard Ltd	£ 2,045.00	Decorating
27/05/2022	2894	24/05/2022	Bees for Us	£ 96.00	Stock for CIC
27/05/2022	2894	18/05/2022	Bomfords Office Products	£ 159.53	Stationery
27/05/2022	2894	04/05/2022	Boston Seeds	£ 621.50	Grass Seed
27/05/2022	2894	10/05/2022	Congleton Community Transport P'ship	£ 26.00	In Bloom bus costs
27/05/2022	2894	05/05/2022	Heads Congleton Ltd	£ 139.92	Annual meeting notice
27/05/2022	2894	23/05/2022	Congleton High School	£ 232.00	Leaflets (2 invoices paid)
27/05/2022	2894	04/05/2022	Chubb Fire & Security	£ 935.82	Annual Fire contract
27/05/2022	2894	28/04/2022	Citizens Advice Cheshire East	£ 5,000.00	Grant Award
27/05/2022	2894	05/05/2022	Cosabelle	£ 6.40	3rd Party sales (CIC)
27/05/2022	2894	20/05/2022	DC Assist	£ 766.65	Cleaning services (2 invoices paid)
27/05/2022	2894	10/05/2022	Andrew Deptford	£ 1,806.00	Defib installation
27/05/2022	2894	03/05/2022	Adam Francis Architectural Illustrator	£ 9.60	3rd Party sales (CIC)
27/05/2022	2894	04/05/2022	Full Colour Printing	£ 1,290.00	Bear Necessities
27/05/2022	2894	11/05/2022	Green Contract Services Ltd	£ 1,200.00	Fly tip removal
27/05/2022	2894	08/05/2022	Harper Collins Publishers	£ 103.94	Book stock (CIC)
27/05/2022	2894	03/05/2022	Hughes	£ 73.52	3rd Party sales (CIC)
27/05/2022	2894	18/05/2022	Ingestre Woodworks	£ 2,470.02	6 oak benches
27/05/2022	2894	20/05/2022	K G Loach	£ 1,925.15	Compost/bark/supplies (6 invoices paid)
27/05/2022	2894	23/05/2022	Landscape Supplies Ltd	£ 129.91	PPE/Sundry supplies (2 invoices paid)
27/05/2022	2894	09/05/2022	Laptop House Ltd	£ 9,102.00	Hybrid Zoom TV (CTC/75/2122)
27/05/2022	2894	05/05/2022	The Leaflet Team	£ 540.00	B.N distribution
27/05/2022	2894	19/05/2022	Lining & Hoses Ltd	£ 395.94	Air filter for van
27/05/2022	2894	09/05/2022	Little Bun Designs Ltd	£ 11.00	3rd Party sales (CIC)
27/05/2022	2894	11/05/2022	Lomond Books Ltd	£ 120.90	Book stock (CIC)
27/05/2022	2894	11/03/2022	Manning Brewery Ltd	£ 246.00	Corkage at event
27/05/2022	2894	05/05/2022	Old Saw Mill	£ 1,248.00	Luncheon Club (2 invoices paid)
27/05/2022	2894	08/05/2022	Outhwaite	£ 6.40	3rd Party sales (CIC)
27/05/2022	2894	17/05/2022	Palatine Paints & Chemical Ltd	£ 724.70	Pool chemicals
27/05/2022	2894	23/05/2022	Pinked Floyd	£ 889.11	3rd part ticket sales
27/05/2022	2894	05/05/2022	Poppy May	£ 107.20	3rd Party sales (CIC)
27/05/2022	2894	12/05/2022	Pure Audio Visual Ltd	£ 178.80	Hybrid TV Mic attachment
27/05/2022	2894	23/05/2022	Shred-it	£ 151.12	Shredding services
27/05/2022	2894	24/05/2022	Spiral Colour	£ 172.80	Pool signs
27/05/2022	2894	16/05/2022	Street Level Distribution	£ 120.00	Leaflet distribution
27/05/2022	2894	03/05/2022	Thomson Planning Partnership Ltd	£ 108.00	NDPlan
27/05/2022	2894	24/05/2022	Threadfast Engineers 1984 Ltd	£ 350.33	Sundry purchases Streetscape (2 invoices paid)
27/05/2022	2894	20/05/2022	Top Nosh	£ 12.50	Stock for CIC
27/05/2022	2894	14/05/2022	Trinity Amateur Operatic Society	£ 433.20	3rd party Ticket sales
27/05/2022	2894	13/05/2022	T&S Electrical	£ 1,302.24	Light repairs & installation (2 invoices paid)
27/05/2022	2894	08/05/2022	UK Fuels Ltd	£ 904.10	Fuel for Vans (2 invoices paid)
27/05/2022	2894	23/05/2022	Viking Direct	£ 91.15	Stationery
27/05/2022	2894	15/05/2022	Waterlogic GB Ltd	£ 46.96	Water services
27/05/2022	2894	10/05/2022	West Wallasey Contract Hire	£ 3,595.73	Vehicle leasing & repairs (3 invoices paid)
27/05/2022	2894	24/05/2022	Wristband Plus Ltd	£ 6.00	Staff ID Cards
PAGE TOTAL				£ 40,647.04	
27/05/2022	2914	04/05/2022	Chester Zoo	£ 130.05	3rd party Ticket sales
18/05/2022	2914	18/05/2022	Congleton Amateur Youth Theatre	£ 431.30	3rd party Ticket sales
PAGE TOTAL				£ 561.35	
07/06/2022	2905	25/05/2022	Alpha and Street Legal Tyres	£ 198.00	Puncture & tyres (2 invoices paid)
07/06/2022	2905	24/05/2022	Blast Away	£ 2,160.00	Deep clean of town
07/06/2022	2905	30/04/2022	Buxton Opera House	£ 88.16	3rd party Ticket sales
07/06/2022	2905	27/05/2022	Congleton High School	£ 108.00	Leaflets
07/06/2022	2905	23/05/2022	King Commercial Hygiene	£ 702.00	Extraction cleaning
07/06/2022	2905	23/05/2022	Landscape Supplies Ltd	£ 110.45	Pool first aid kit
07/06/2022	2905	23/05/2022	Pool Tech Services Ltd	£ 2,902.44	Pool chemicals/valve (3 invoices paid)
07/06/2022	2905	23/05/2022	Maxigene Environmental Services Ltd	£ 108.00	Legionella testing
07/06/2022	2905	25/04/2022	SAS Refrigeration	£ 84.00	Fridge repair
07/06/2022	2905	19/05/2022	Talke Chemical Company	£ 402.92	Pool chemicals/cleaning supplies (3 invoices paid)
07/06/2022	2905	27/05/2022	Mike Tingle Educational Consultant	£ 25.00	Book stock (CIC)
07/06/2022	2905	22/05/2022	UK Fuels Ltd	£ 436.08	Fuel for Vans (2 invoices paid)
07/06/2022	2905	10/05/2022	Water Plus Ltd	£ 19.75	Water rates Allotments 92 invoices paid)
PAGE TOTAL				£ 7,344.80	
10/06/2022	2912	30/05/2022	Auditing Solutions Ltd	£ 552.00	Final annual internal audit

10/06/2022	2912	24/05/2022	Cheshire Electrical Supplies Ltd	£	21.07	Bulbs
10/06/2022	2912	31/05/2022	Heads Congleton Ltd	£	7.44	Chronicle sales CIC
10/06/2022	2912	31/05/2022	Green Contract Services Ltd	£	2,160.00	Fly tip removal
10/06/2022	2912	30/05/2022	Congleton Jazz & Blues	£	19.00	3rd Party sales (CIC)
10/06/2022	2912	31/05/2022	Landscape Supplies Ltd	£	108.48	Streetscape PPE (2 invoices paid)
10/06/2022	2912	31/05/2022	Slone & Sons	£	399.00	Garden bench
10/06/2022	2912	27/05/2022	St John's Community Centre	£	334.00	Luncheon club
10/06/2022	2912	29/05/2022	UK Fuels Ltd	£	437.33	Fuel for vans
10/06/2022	2912	10/05/2022	Water Plus Ltd	£	239.22	Water rates TH
PAGE TOTAL					£ 4,277.54	
17/06/2022	2915	11/04/2022	Alpha Omega Securities Ltd	£	146.66	Security at event
17/06/2022	2915	06/04/2022	Alpha and Street Legal Tyres	£	18.00	Tyre repair
17/06/2022	2915	04/06/2022	ATG London	£	54.28	3rd party Ticket sales
17/06/2022	2915	09/06/2022	Bees for Us	£	24.00	Stock for CIC
17/06/2022	2915	09/06/2022	Bomfords Office Products	£	429.60	Office chairs
17/06/2022	2915	10/06/2022	Bridestones & Brydges Ltd	£	60.00	Stones for bee garden
17/06/2022	2915	01/06/2022	Canda Copying Ltd	£	517.63	Copier charges & rental (2 invoices paid)
17/06/2022	2915	01/06/2022	Cavern Protective Clothing	£	226.20	Streetscape PPE
17/06/2022	2915	13/06/2022	Cheshire Elite Laundry	£	23.40	Table cloths
17/06/2022	2915	09/06/2022	Chubb Fire & Security	£	211.23	Alarm check
17/06/2022	2915	10/06/2022	Clowes	£	740.00	TH Joinery services
17/06/2022	2915	06/06/2022	Cope	£	4.80	3rd Party sales (CIC)
17/06/2022	2915	06/06/2022	Cosabelle	£	20.80	3rd Party sales (CIC)
17/06/2022	2915	13/06/2022	Daneside Theatre	£	242.25	3rd party Ticket sales
17/06/2022	2915	01/06/2022	Daswongroup Sweepers Ltd	£	5,071.58	Sweeper leasing & training (3 invoices paid)
17/06/2022	2915	05/06/2022	DC Assist	£	322.80	Cleaning services
17/06/2022	2915	05/04/2022	Deane	£	5.59	3rd Party sales (CIC)
17/06/2022	2915	30/05/2022	DJM Nurseries	£	811.55	Plants CTC/Partnership (4 invoices paid)
17/06/2022	2915	10/06/2022	Dutton Traffic Management Services	£	966.00	Road closures- Jubilee event
17/06/2022	2915	10/05/2022	The Face Painting Queen	£	230.00	Jubilee event
17/06/2022	2915	01/06/2022	Four Oaks Nurseries Ltd	£	5,735.76	Summer planting
17/06/2022	2915	01/06/2022	Full Colour Printing	£	27.96	Book stock (CIC)
17/06/2022	2915	05/06/2022	Hughes	£	13.88	3rd Party sales (CIC)
17/06/2022	2915	10/06/2022	Landscape Supplies Ltd	£	409.66	Streetscape PPE/Sundry (2 invoices paid)
17/06/2022	2915	13/06/2022	Little Bun Designs Ltd	£	6.00	3rd Party sales (CIC)
17/06/2022	2915	06/06/2022	Mediskills Training Ltd	£	540.00	Medical cover- events
17/06/2022	2915	08/06/2022	Ninehundred Communications Group	£	105.60	Radios for Jubilee event
17/06/2022	2915	17/03/2022	Police & Crime Commissioner for Cheshire	£	16,640.00	PCSO Q3 & Q4 2021-22 (FAP 15/2223) (2 invoices paid)
17/06/2022	2915	03/06/2022	Pitney Bowes Finance Ltd	£	12.71	Franking machine fees
17/06/2022	2915	13/05/2022	Pool Tech Services Ltd	£	415.34	Pool test kits
17/06/2022	2915	06/06/2022	Poppy May	£	89.20	3rd Party sales (CIC)
17/06/2022	2915	01/06/2022	SLCC	£	467.00	Annual membership
17/06/2022	2915	13/06/2022	Stu's Loos	£	480.00	Jubilee event
17/06/2022	2915	31/05/2022	Talke Chemical Company	£	546.31	Ladders & Cleaning supplies (2 invoices paid)
17/06/2022	2915	03/06/2022	Thomson Planning Partnership Ltd	£	219.60	NDPlan
17/06/2022	2915	02/06/2022	Judie Tingle Photography	£	35.00	Photos Jubilee event
17/06/2022	2915	06/06/2022	Trinity Amateur Operatic Society	£	47.50	3rd party Ticket sales
17/06/2022	2915	05/06/2022	UK Fuels Ltd	£	479.56	Fuel for vans
17/06/2022	2915	10/06/2022	Viking Direct	£	291.03	Stationery/sundry supplies (2 invoices paid)
17/06/2022	2915	10/05/2022	Water Plus Ltd	£	146.25	Water rates TH
17/06/2022	2915	10/06/2022	West Wallasey Contract Hire	£	3,427.85	Vehicle leasing
PAGE TOTAL					£ 40,262.58	
24/06/2022	2925	16/06/2022	Acorn Occupational Health	£	284.40	Remote support
24/06/2022	2925	17/06/2022	The Best Connection Group	£	1,313.36	Streetscape agency staff
24/06/2022	2925	20/06/2022	Bomfords Office Products	£	660.21	Stationery
24/06/2022	2925	16/06/2022	Cavern Protective Clothing	£	389.40	Workwear & PPE (2 invoices paid)
24/06/2022	2925	16/06/2022	Heads Congleton Ltd	£	148.80	Recruitment advert
24/06/2022	2925	17/06/2022	Congleton High School	£	96.20	Leaflets
24/06/2022	2925	21/04/2022	CVS Cheshire East	£	50.00	CVS Membership - Partnership
24/06/2022	2925	19/06/2022	DC Assist	£	403.50	Cleaning services
24/06/2022	2925	10/06/2022	D P Sportswear Ltd	£	116.28	In Bloom t-shirts
24/06/2022	2925	08/06/2022	Jewson Limited	£	58.39	Door lock
24/06/2022	2925	30/05/2022	Old Saw Mill	£	618.00	Luncheon club
24/06/2022	2925	20/06/2022	Tomek	£	160.00	Civic Sunday music
24/06/2022	2925	19/06/2022	Rode Hall Silver Bank	£	300.00	Civic Sunday band
24/06/2022	2925	20/06/2022	Congleton Rotary Club	£	209.00	3rd party Ticket sales
24/06/2022	2925	17/06/2022	Sharrocks	£	285.32	Mower repairs
24/06/2022	2925	17/06/2022	Shred-it	£	162.35	Shredding services
24/06/2022	2925	20/06/2022	Spiral Colour	£	154.80	Metallic sign
24/06/2022	2925	19/06/2022	Judie Tingle Photography	£	35.00	Civic Parade pictures
24/06/2022	2925	02/06/2022	Water Plus Ltd	£	167.29	Water rates Pool
PAGE TOTAL					£ 5,612.30	
24/06/2022	2932	25/05/2022	Zurich Municipal	£	20,100.47	Annual insurance
PAGE TOTAL					£ 20,100.47	
01/07/2022	2933	27/06/2022	Arch Publications	£	84.00	Advert
01/07/2022	2933	31/05/2022	Buxton Opera House	£	81.66	3rd party Ticket sales
01/07/2022	2933	18/06/2022	Congleton Community Projects	£	140.00	Advert Food & Drink festival

01/07/2022	2933	22/06/2022	Cheshire East Borough Council	£	270.00	Permits
01/07/2022	2933	22/06/2022	Congleton High School	£	158.40	Posters
01/07/2022	2933	16/06/2022	Congleton Garden Machinery Ltd	£	191.00	Spool
01/07/2022	2933	26/06/2022	Congleton Lions Club	£	80.75	3rd party Ticket sales
01/07/2022	2933	28/06/2022	Congleton Youth Orchestra	£	95.95	3rd party Ticket sales
01/07/2022	2933	31/05/2022	DCK Accounting Solutions Ltd	£	1,694.66	Year end accounts services
01/07/2022	2933	27/06/2022	Green Contract Services Ltd	£	642.00	Asbestos removal
01/07/2022	2933	09/06/2022	K G Loach	£	606.60	Sprayer/Fertilizer/canes (2 invoices paid)
01/07/2022	2933	24/06/2022	Legal & General Assurance Society	£	8,111.56	Ill health insurance
01/07/2022	2933	22/06/2022	Love to Dance	£	100.00	Jubilee event
01/07/2022	2933	23/06/2022	Marks Events Ltd	£	4,626.77	Catering & Refreshments for events/bookings (13 invoices
01/07/2022	2933	31/05/2022	New Vic Theatre	£	173.80	3rd party ticket sales (2 invoices paid)
01/07/2022	2933	22/06/2022	Congleton Players	£	1,276.80	3rd party ticket sales