

19th January 2023

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 26th January 2023** commencing at **7.00pm**.

- 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





<u>AGENDA</u>

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 <u>minutes of the Finance & Policy Committee held on</u> 24th November 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 December 2022.

8. New Applications for Financial Assistance (Enclosed)

- 8.1 Grant Ref 12/2223 The Old Saw Mill
- 8.2 Grant Ref 13/2223 Congleton Harriers
- 8.3 Grant Ref 15/2223 St Peter's Church
- 8.4 Grant Ref 16/2223 Astbury Mere Trust Limited
- 8.5 Grant Ref 17/2223 The Green Tree House

9. New Grant Activities Monitoring Forms (Enclosed)

To receive the New Grant Activities Monitoring Form from:

- 9.1 Congleton Harriers
- 9.2 Congleton Players

10. Management Accounts

To receive and approve the Management Accounts to 31st December 2022.

11. Bank Reconciliation (Enclosed)

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

12. Savings Account Balances (Enclosed)

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

13. List of Payments (Enclosed)

To receive and approve the Payments lists between 1st October and 31st December 2022.

14. <u>Appointment of Internal Auditor</u> (Enclosed)

To approve the appointment of Auditing Solutions Ltd the Internal Auditor for 2023/24.

15. Reserve Policy (Enclosed)

To approve the Reserve Policy and recommend to Council for approval and adoption into the Constitution.

16. First Floor Improvement Grant Update (Enclosed)

To note the update

17. Resolution to exclude members of the press and public from item 18 due to private staff process matters

18. Drug and Alcohol Policy

To approve the Drug and Alcohol Policy and to recommend to Council on 9th February 2023 for approval and adoption into the constitution.

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 24th November 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 24th November 2022.

PRESENT **Committee members:**

Cllr Robert Douglas (Chair)

Cllr Russell Chadwick

Cllr Paul Duffy Cllr Denis Murphy Cllr Jean Parry

Cllr Suzanne Akers Smith

Cllr James Smith Cllr David Brown Cllr George Hayes

Non-Committee member: Cllr Kay Wesley

Cllr Amanda Martin Cllr Suzie Firkin

Also present: Congleton Town Council Officers:

• David McGifford (Chief Officer)

• Serena Van Schepdael (Responsible Financial Officer)

Press

• Beartown Rickshaw CIO members (4)

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.

No apologies were received.

2. Minutes of Previous Meetings

FAP/27/2223 RESOLVED to approve the <u>minutes of the Finance & Policy Committee held on</u> 29th September 2022.

3. Declarations of Interest

Cllrs George Hayes, David Brown, Suzanne Akers Smith and Denis Murphy declared a non-pecuniary interest on any matters relating to Cheshire East Council.

As the applicant, Cllr Denis Murphy declared a non-pecuniary interest in item 8.3 and would leave the room during discussion and voting.

Cllr David Brown declared a non-pecuniary interest in item 19 due to sitting on the Congleton in Bloom Committee.

4. **Outstanding Actions**

There were no outstanding actions.

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/28/2223 RESOLVED to receive the statement showing the current position as at 30th September 2022.

8. New Applications for Financial Assistance

FAP/29/2223 RESOLVED to award the following grants:

- 8.1 Grant Ref 09/2223 Beartown Rickshaw CIO £1025
- 8.2 Grant Ref 10/2223 Congleton Players £250
- 8.3 Grant Ref 11/2223 Congleton Community Credit Union -Up to £500

9. New Grant Activities Monitoring Forms

FAP/30/2223 RESOLVED to receive the New Grant Activities Monitoring Forms from:

- 9.1 Congleton Live CIC
- 9.2 Beartown Patchwork and Quilters

10. Management Accounts

FAP/31/2223 RESOLVED to receive the Management Accounts to 30th September 2022.

11. Bank Reconciliation

FAP/32/2223 RESOLVED to receive the bank reconciliation as at 30th September 2022.

12. Savings Account Balances

FAP/33/2223 RESOLVED to receive the Savings Account balances as at 30th September 2022.

13. <u>List of Payments</u>

FAP/34/2223 RESOLVED to receive and approve the Payments lists for 31st March 2022 and between 1st August and 30th September 2022.

14. Budget and Precept 2023-24

FAP/35/2223 RESOLVED to:

- 1. Approve the 2023-2024 budget.
- 2. Approve the precept requirement of £1,068,179 for 2023-2024 which equates to a rise of 3.65% /£3.40 per Band D household.
- 3. Approve the year end movement of Ear Marked Reserves for 2022-2023.
- 4. Approve the movement for expenditure from Ear Marked Reserves for 2023-2024.
- 5. Recommend 1-4 to Council on 8th December 2022 for approval.

15. First Interim Internal Audit Report

FAP/36/2223 RESOLVED to receive and note the first internal interim audit report for 2022/23.

16. Annual Pay Award 2022/23

FAP/37/2223 RESOLVED to receive and approve the report on the 2022/23 National Salary Award as agreed by the National Joint Council and Local Government Services, and to recommend to Council to approve the backdated amount be paid in the December pay run on 8th December 2022.

17. Petty Cash Verification

FAP/38/2223 RESOLVED to note the verification of the Petty Cash balance as at 20th October 2022.

18. Investment Strategy Update

FAP/39/2223 RESOLVED to receive the update regarding the Investment Strategy for period beginning 8th November 2022.

19. Supplier Invoice

FAP/40/2223 RESOLVED to approve payment of invoice 125021 for Four Oaks Nurseries Ltd, for £7,301.40 (£6,084.50 plus £1,216.90 VAT) which is to be coded to Streetscape Horticultural Supplies [280-4043].

Cllr Robert Douglas (Chair)

Dec-22											
			Congleton To	wn Grant Commi	tments 2022/23						
		Permitted									
Date Grant						Approved EMR					Date
Approved	То	For	Grant Ref	Section	Minute Referen	b/fwd £	22/23 £	Paid £	Withdrawn	Outstanding £	Paid
	Subsidised Use of Town Hall						4500.00	3,583.00		917.00	
	230 Squadron Air Cadets	Contribution towards minibus		Gpoc	FAP/54/1819	500.00			500.00	0.00	
	Inner Trust CIC	Fund music workshops at Bromley farm	GR27/1920	Gpoc	FAP/62/1920	1000.00			1,000.00	0.00	
	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			120.00	30.00	05/12/2023
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		0.00	05/08/2022
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		0.00	05/08/2022
23/03/2022	Mossley Old School Trust	Replacement kitchen	GR16/2122	Gpoc	FAP/64/2122	1000.00		1,000.00		0.00	18/10/2022
23/03/2022	Beartown Patchwork & Quilters	Hiring of equipmrnt for show	GR17/2122	Gpoc	FAP/64/2122	400.00		400.00		0.00	26/09/2022
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		0.00	03/10/2022
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		0.00	01/10/2022
09/06/2022	Congleton Heritage & Antiques Fair	Room hire/ Advertising/Website	GR05/2022	Gpoc	FAP/03/2223		500.00			500.00	
	Trinity Operatic	Sounds/Lighting	GR06/2223	Gpoc	FAP/21/2223		1740.00			1740.00	
29/09/2022		Towards show costs	GR07/2223	Gpoc	FAP/21/2223		750.00			750.00	
	Congleton CIC	Promotional items for J&B Aug22	GR08/2223	Gpoc	FAP/21/2223		750.00	750.00		0.00	17/10/2022
	Beartown Rickshaw CIO	New battery	GR09/2223	Gpoc	FAP/29/2223		1205.00	870.00	335.00	0.00	21/12/2022
	Congleton Players	Costumes	GR10/2223	Gpoc	FAP/29/2223		250.00			250.00	, , ,
	Congleton Community Credit Union	Promotional material	GR11/2223	Gpoc	FAP/29/2223		500.00			500.00	
Totals	,, , , , , , , , , , , , , , , , , , , ,		,		, ,	7680.00		11150.00	2328.00	5947.00	
							33.75.55			55 11.00	
						Start balance	Approved	Paid	Balance	Less Withdrwan	Balance
			EMR b/fwd			£ 7,680.00		£ 4,407.00		1,993.00	1,280.00
			Budget 22/23			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		,	f -	,	,
			Community Gra	nts 2022-23		£ 15,000.00	£ 7,245.00		£ 7,755.00		
				nts 2022-23 Paid			1,2.5100	£ 3,160.00	1,123.00		
			Subsidised use of			£ 4,500.00		£ 3,583.00	£ 917.00		
			2235,0,500 050 0			,555.00		_ 5,555.00	_ 527.00		
			Total money eti	ll available for Co	mmunity grapts	£7,755.00					

Dec-22											
	Congleton Town Grant Commitments										
		Specific Budgets									
Date Grant Approved	То	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	3,375.00	1,125.00	At 31st August 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	1,150.00	383.00	At 31st August 2022
01/04/2021	Citizens Advice Bureau	Annual grant		GpoC			15,000.00	15,000.00	12,500.00	2,500.00	At 31st August 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	33,025.00	4,008.00	
	Ear marked reserve b/fwd Budget 2022/23 Total approved to date		£0 £37,333 £37,033								
	Total awaiting application			£300							

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy											
MEETING DATE	26 th January 2023	LOCATION	Congleton Town Hall									
AND TIME	7.00pm											
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer (RFO)											
AGENDA ITEM	8											
REPORT TITLE	New Applications for Financial Assistance											
Background	Cover report for Financial Assistance Applications.											
	Current available balance for Permitted Financial Assistance applications is											
	£7,775, total of applica	£7,775, total of applications presented for permitted grant is £5,325, and £264										
		from specific grants, separate budget available for this. There is one further										
	Finance meeting in March 2023.											
	8.1 The Old Saw Mill											
Details	Application received for a request of £1,400 which would be used towards the											
			ottle have been purchased already									
		• •	voices an proof of payment have been									
	provided to the amour	IL UI EZ65/./D.										
	9.2 Congleton Harriors											
	8.2 Congleton Harriers This is the second application during this financial year, a previous award of £750											
		•	is for £425 which would be used									
		• •	d 9 Race. Quote has been provided,									
			sts. A breakdown of the event has been									
	provided.											
	8.3 St Peter's Church											
	Application for £264 to	wards the maintena	ance of the church clock. This is a									
	specific grant, if award	ed this would be pai	id under the Parish Council Act 1957									
	(S2)											
	8.4 Astbury Mere Trus											
			al project of £27,480 which is to									
		•	d a Just Giving fundraiser and have also									
	1	s, one unsuccessiui	and 2 awaiting decisions. Accounts and									
	quote provided.											
	8.5 The Green Tree Ho	uise										
			wards 3 pallets of food plus additional									
		•	ses. Accounts provided and									
	·	-	ost received and noted by RFO, should									
		•	receipts for the purchases Previously									
	_		2021 for £2,000 towards food/stock.									
			nt towards this project.									
Decision Requested	To discuss, approve Fir	nancial Assistance ap	oplications.									
	l .											

Congleton Town Council Application for Financial Assistance

Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	
	GR12/2223

1.1	Applicant(s):	Peter Ranson
1.2	Representing:	The Old Saw Mill
1.3	Email Address:	info@theoldsawmill.org
1.4	Tel No.	
1.5	Project Title:	Apple juice and cider production
1.6	Project Objectives:	To reduce the amount of apples wasted and left to rot; To use the surplus from peoples' gardens to produce local, organic apple juice and cider. To use the money from sales of the juice to provide community support and facilities in the Old Saw Mill
1.7	Brief Project Description:	This project has been active for over ten years and was originally initiated by the Congleton Sustainability Group to reduce the waste of good apples and use them for the benefit of the town. Originally the apples were collected from people's homes and taken to a farm in Dunham Massey to be juiced. When premises were found the production was switched to what became the Old Saw Mill and equipment was purchased using loans from committee members. Production expanded and is now a well established feature in the town with juice sold in a number of outlets including the OSM café, the Town Hall and local markets. Our juice has won awards. When possible we take back used bottles and re-use them following washing and sterilising.
1.8	Details accounts/budgets	The cost of bottles has increased by 30% since last year. The pasteurisation process is very heavy on power, requiring a 3-phase feed which heats 109 bottles at a time to 72 degrees and holds this for 20mins. We will do up to 5 runs a week. Six pallets of 816 bottles, tops, shrinks with boxes + delivery cost £2837.76 Our target this year is at least 5000 bottles of juice and 400 bottles of cider which will require at least 6 pallets of bottles + tops, shrinks and boxes. We will re-use at least 500 returned bottles.

Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	£2837.76 (4896 bottles, tops, shrinks, boxes) Cost of power for sterilisation 360KWH @ 61.5p = £221.40
2.2	Total contribution sought:	£1400

2.3	What will the money be spent on?	Purchase of bottles, tops, shrinks and boxes as well as power to run the sterilisation tank
2.4	Any ongoing costs:	No
2.5	Details of confirmed match funding include source Cash: In kind:	The OSM provides the premises, energy costs and water. The apple press relies on water pressure so water usage is high. The water from each pressing is used for washing apples and cleaning the equipment. All labour is carried out by at least five volunteers who use their personal
		cars to pick and collect apples if requested and to transport cases of juice to Rode Hall and other markets.
2.6	Resources needed:	Empty bottles, tops, shrinks and cardboard boxes for storage.
2.7	Estimated timescale of project from start to finish:	August 2022 – November 2022 (apple season) August 2022 – August 2023 Sales

Part 3: Potential Benefits / Outputs

3.1	What are the potential benefits/outputs to residents of Congleton	Delicious apple juice and cider to drink. Fewer wasted apples which would otherwise rot in gardens and go to compost Happy pigs – the pulp is taken by a local pig farmer. Most importantly support for the Old Saw Mill which provides a wide range of opportunities for local people to get support and engage in community activities. It will also support the provision of meals to people isolated in their homes and food bank referrals.
3.2	Are there similar services/ projects provided in the area	No

Part 4: Evaluation

4.1	How will the project be evaluated and who will carry out the evaluation?	At the end of the season the numbers of bottles produced will be recorded and the income from selling them will be calculated. The impact of the Old Saw Mill on people's lives will be significant and recorded. Quote from one volunteer juicer "I live on my own and before I started juicing apples I felt like topping myself"
4.2	Describe how you will promote the Town Council in your project.	We will acknowledge the support of the TC in our newsletter and press releases to the Congleton Chronicle.
4.3	Please acknowledge you have read our Grant Application Criteria	Please see the Policy on our Grants page on our website: Grants - Congleton Town Council (congleton-tc.gov.uk) I/we have read the policy: YES



Date: 08-09-2022

The Old Saw Mill CBS Ltd Profit and Loss by Month

April - November, 2022

	Apr 2	2022	Ма	ay 2022	Jι	ın 2022	Jι	ıl 2022	Αu	ıg 2022	Se	p 2022	0	ct 2022	No	ov 2022		Total
Income																		
Bank interest received		4.39		3.73		5.86		5.46		4.33		15.72		5.29		6.48		51.26
Cafe Sales	4	,443.17		4,728.49		4,083.57		4,572.75		6,166.10		5,805.20		6,049.10		5,114.55		40,962.93
Discounts		-64.09				-59.71		-171.74		-190.48		-282.54		-243.78		-325.06		-1,337.40
Donation meal vouchers														50.00		50.00		100.00
Events				660.00				101.00		366.80		970.00		207.00		200.00		2,504.80
Friday Club		792.00		960.00		682.00		907.00		885.00		965.00		1,190.00		1,019.00		7,400.00
Grants		941.16		3,530.50		5,660.00		734.00		5,638.00	1	0,650.00		5,678.00		6,170.00		39,001.66
Juice and Cider		413.70		823.50		871.00		589.50		253.00		886.50		1,943.15		704.80		6,485.15
Meal vouchers		80.00		50.00		40.00		320.00		35.00		50.00						575.00
Membership Fees		85.00		110.00		66.00		65.00		24.00		24.00		102.00		67.00		543.00
Room Hire		88.00		1,461.00		323.00		140.00		191.50		533.50		636.25		405.00		3,778.25
Sale or return craft sales		15.00		23.00				10.00				67.00		18.70		38.00		171.70
Staff Tips		3.00		2.75		223.35												229.10
Total Income	£ 6	,801.33	£	12,352.97	£	11,895.07	£	7,272.97	£	13,373.25	£ 1	9,684.38	£	15,635.71	£	13,449.77	£	100,465.45
Cost of Sales																		
Cost of sales	2	,489.38		2,123.45		2,728.14		1,998.54		2,501.13		2,833.60		3,340.52		2,216.39		20,231.15
Friday Club Costs												36.00						36.00
Other costs of sales - COS		-17.06				404.00				111.00								497.94
Supplies and materials - COS AJC		26.31		86.42		41.42		35.67		41.07		887.28		1,708.53		603.73		3,430.43
Total Cost of Sales	£ 2	,498.63	£	2,209.87	£	3,173.56	£	2,034.21	£	2,653.20	£	3,756.88	£	5,049.05	£	2,820.12	£	24,195.52
Gross Profit	£ 4	,302.70	£	10,143.10	£	8,721.51	£	5,238.76	£	10,720.05	£ 1	5,927.50	£	10,586.66	£	10,629.65	£	76,269.93
Expenses																		
Accountancy		425.00		260.00				260.00		299.00		578.50		325.00				2,147.50
Advertising/Promotional												64.00		72.00				136.00
Bank Charges		82.13		76.15		75.15		74.97		84.57		97.02		110.85		84.36		685.20
Casual Wages Casual Wages		64.00						64.00		399.00								527.00
Computer Costs				7.50		31.09												38.59
Entertaining						24.90												24.90
Insurances		103.63		189.10		103.63		378.20		85.47		103.63		274.57				1,238.23
Interest Payable		52.36		45.78		38.42		63.01		51.73		62.65		61.35		73.23		448.53
Licences		115.06		199.40		199.40		199.40		379.40		199.40		199.40				1,491.46
Light and Heat		496.39		501.79		623.63		588.68		773.39		600.74		1,384.96		1,415.20		6,384.78
Office/General Administrative Expenses		96.70		26.40		26.40		28.70		36.39		26.40		73.20		151.40		465.59
Payroll Expenses																		0.00
Pension		80.98		56.20		61.40		79.83		49.21		71.29		59.21		57.81		515.93
Taxes		0.00		0.00		0.00		0.00		0.00		0.00						0.00
Wages	5	,783.02		4,527.12		4,467.08		5,265.92		3,522.70		5,298.73		4,423.70		4,138.11		37,426.38
Total Payroll Expenses	£ 5	,864.00	£	4,583.32	£	4,528.48	£	5,345.75	£	3,571.91	£	5,370.02	£	4,482.91	£	4,195.92	£	37,942.31
Phone Costs		65.62		91.55		79.37		79.10		80.52		80.36		78.73		78.60		633.85
Printing, Postage and Stationery		32.48		16.49		37.97		31.99				23.98		31.96		17.77		192.64
Rates and Water		157.76		83.14		145.75		99.29		103.79		213.51		100.49		104.62		1,008.35
Rent or Lease of Buildings		650.00		650.00		650.00		650.00		650.00		650.00		650.00		650.00		5,200.00
Repair and maintenance		321.60		118.70		87.61		258.10		237.65		84.30		512.13		858.08		2,478.17
Training		778.80								23.04								801.84
Travel and Accommodation								14.90										14.90
Total Expenses	£ 9	,305.53	£	6,849.32	£	6,651.80	£	8,136.09		6,775.86		8,154.51		8,357.55	£	7,629.18	£	61,859.84
Net Operating Income	-£ 5	,002.83	£	3,293.78	£	2,069.71	-£	2,897.33	£	3,944.19	£	7,772.99	£	2,229.11	£	3,000.47	£	14,410.09
Other Income																		
Donations								13.50				150.00		32.90		35.50		231.90
Total Other Income	£	0.00	£	0.00	£	0.00	£	13.50	£	0.00	£	150.00	£	32.90	£	35.50	£	231.90
Other Expenses																		
Sundry Expenses								18.00										18.00
Suspense						-24.90		0.00				0.00						-24.90
Total Other Expenses	£	0.00		0.00	-£	24.90		18.00		0.00	£	0.00		0.00		0.00	-£	6.90
Net Other Income	£	0.00	£	0.00	£	24.90	-£		£	0.00	£		£		£	35.50	£	238.80
Net Income	-£ 5	,002.83	£	3,293.78	£	2,094.61	-£	2,901.83	£	3,944.19	£	7,922.99	£	2,262.01	£	3,035.97	£	14,648.89

The Old Saw Mill CBS Ltd Balance Sheet

As of November 30, 2022

		Total
Fixed Asset		
Tangible assets		
Fixtures and Fittings Cost		30,054.99
Fixtures and Fittings Depreciation		-4,255.00
Office Equipment Cost		239.99
Total Tangible assets	£	26,039.98
Total Fixed Asset	£	26,039.98
Cash at bank and in hand		
Barclaycard - 4929		0.00
Barclays Current		2,993.15
Business Premium Account		29,914.03
Cash till		30.54
DO NOT USE ACCOUNT (4078)		0.00
Paypal Paypal		313.65
Total Cash at bank and in hand	£	33,251.37
Debtors		
Debtors		316.00
Total Debtors	£	316.00
Current Assets		
Undeposited Funds-1		0.00
Total Current Assets	£	0.00
Net current assets	£	33,567.37
Creditors: amounts falling due within one year		
Trade Creditors		
Creditors		4,109.95
Total Trade Creditors	£	4,109.95
Current Liabilities	~	.,
Corporation Tax Liability		-1,488.00
CSG Loan		0.00
Directors Loan Account		0.00
Income in advance		11,405.50
Loan Equipment		0.00
Loan PA		0.00
Loan PR		0.00
Net wages due Net wages		41.94
Payroll Liabilities		
HMRC		-171.18
Pension		0.01
Total Payroll Liabilities	-£	171.17
Payroll Liabilities (67)		-1,016.29
Pension		1,016.34
Total Payroll Liabilities (67)	£	0.05
Total Current Liabilities	£	9,788.32
Total Creditors: amounts falling due within one year	£	13,898.27
Net current assets (liabilities)	£	19,669.10
Total assets less current liabilities	£	45,709.08
Total net assets (liabilities)	£	45,709.08
Capital and Reserves		
Opening Balance Equity		4.00
Ordinary shares		19,918.00
Retained Earnings		12,038.19
Profit for the year		13,748.89
Total Capital and Reserves	£	45,709.08
	~	10,100.00



Congleton Town Council Application for Financial Assistance



Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	
, , , , , , , , , , , , , , , , , , , ,	GR13/2223

1.1	Applicant(s):	Phil Dawson	
1.1	Applicatic[3].	Tim buwson	
1.2	Representing:	Congleton Harriers www.congleton-harriers.co.uk	
1.3	Email Address:		
1.4	Tel No.		
1.5	Project Title:	35th annual 'Cloud 9 Hill Race' 5th March 2023	
1.6	Project Objectives:	To promote running and health to the people of Congleton and the surrounding area not only club runners but adults of all ages, abilities and experience. To introduce occasional runners to off-road running as a healthier and safer alternative to road running. To recognise achievements and encourage participation we award prizes in all age categories both Male and Female. To use surplus funds to support local charities and not for profit groups.	
1.7	Brief Project Description:	The unique and charismatic 'Cloud 9 Hill Race' is a very popular annual event attracting 350 plus runners every year and ranks highly on the Fell Runners Association calendar. It is one of the largest Fell races in the country taking in Bosley Cloud and the ancient Bridestones along the 9 mile route which starts and finishes in Congleton. Now in its 35th year and more popular than ever we expect another large turnout. Each year an amount is donated to local charities.	
1.8	Details accounts/budgets	The event is organised by the members of Congleton Harriers running club who give their time free to marshal, time keep, set up and provide refreshments for runners and spectators. The majority of our costs which we estimate in 2023 to be around £1851 are covered by entry fees. However, this is not guaranteed, inclement weather can reduce the number of entrants dramatically or even cause cancellation (as happened in the Foot & Mouth year and the Pandemic. So, given this is the club's only fundraising event (out of the three we organise each year), and we also donate part of the proceeds to local charity, we are looking to secure support to cover a portion of the costs and ensure the race continues in the future. By maintaining low club subscriptions we feel confident we are able to attract more runners of all ages and from all walks of life thus providing a relatively inexpensive means of keeping fit and meeting other like minded people. We cater for beginners by ensuring club members	

	accompany them on runs as well as offer transport should they wish to	
	attend races.	
		İ

Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	Estimated £1851	
2.2	Total contribution sought:	£425 To cover essential Medical costs	
2.3	What will the money be spent on?	See attached quotation	
2.4	Any ongoing costs:	Storage of signage, equipment, any stock items £100 per annum. Most of the main costs will be repeated each year except for signage which will likely be replaced every 3-4 years.	
2.5	Details of confirmed match funding include source Cash: In kind:	None to date	
2.6	Resources needed:	Financial support as requested. Plus any other publicity as may be offered in Town council publications, Tourist office etc would be greatly appreciated. We aim to get as many local participants as possible.	
2.7	Estimated timescale of project from start to finish:	Race one day obviously. But approximately 4 months in total. To include planning 3 months and completion / close off 1 month	

Part 3: Potential Benefits / Outputs

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

Part 4: Evaluation

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

Signature:	Date: 29 th November 2022
0.0,	2 4.00. 20 1.00.011.00. 2022



Congleton Town Council Application for Financial Assistance

Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	GR15/2223

1.1	Applicant(s):	Pauline Drew
1.2	Representing:	St. Peter's Church
1.3	Email Address:	
1.4	Tel No.	
1.5	Project Title:	Maintenance of St. Peter's clock
1.6	Project Objectives:	To keep the clock, which can be seen from many areas of the town, in good working order
1.7	Brief Project Description:	Annual maintenance of the clock carried out by Smith of Derby on 1 st April 2022
1.8	Details accounts/budgets	Church accounts can be supplied if required

Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	£316.80
2.2	Total contribution sought:	£264 Vat will be reclaimed by us under the Listed Places of Worship Scheme
2.3	What will the money be spent on?	The annual servicing of the tower clock on St. Peter's Church

2.4	Any ongoing costs:	Annual service
2.5	Details of confirmed match	This grade 1 listed civic town church is maintained by direct giving from
	funding include source	the congregation. Our vision it to ensure that this heritage building in
	Cash:	the heart of Congleton is fit for worship and community activities for
		future generations
	l	Since 2014 the congregation has raised £542000 from grants, fund
	In kind:	raising and direct giving to restore the roof and nave ceiling of St.
		Peter's and spent £2490 on repairs to the tower and in 2021 £22,315 on restoration of one gallery window on the north side. There have also
		been repairs to the organ blower and making safe stonework on the
		north external porch. Countless hours of volunteers' time has been
		freely given in restoration works and opening the church to the wider
		community
2.6	Resources needed:	£264
		+ £52.80 VAT to be reclaimed from Listed Places of Worship Scheme
2.7	Estimated timescale of	Completed
	project from start to finish:	

Part 3: Potential Benefits / Outputs

3.1	What are the potential benefits/outputs to residents of Congleton	The tower and clock face can be seen from many areas of the town. St. Peter's is Congleton's town church. It is used for Civic services throughout the year and as a Grade 1 listed building attracts visitors to the town. The congregation is pleased to be involved in town events and to offer use of the church wherever possible. St. Peter's clock is used to strike 11am at Remembrance Day parades. St. Peter's is the only grade 1 listed building in the town centre and has been identified as one of 300 major parish churches in England. The efforts of the congregation to ensure its future viability as a place of worship and community building are supported by Historic England, the Church Building Council and the National Churches Trust.
3.2	Are there similar services/ projects provided in the area	N/A

Part 4: Evaluation/Publicity

4.1	How will the project be	The clock continues to keep good time.
	evaluated and who will carry	The Bell Tower Captain looks after the clock
	out the evaluation?	
	?	
4.2	Describe how you will	We will acknowledge the continuing support of the Town Council in our
	promote the Town Council in	publicity, displays and grant applications .
	your project	Facilitating use by the Town Council and community whenever possible.

Signature: Date: 10 01 2023

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.



Invoice

The Church Office St Peters Church 14 Chapel Street Congleton,Cheshire CW12 4AB

Terms 30 days from document date

0000122919 Invoice No:

01/04/2022 Date:

C0545J Account No: 12826

Our Ref: All Amounts in

Pounds

VAT Number:

Description	Quantity	Price	VAT	Total
Congleton:St.Peter's Church Clock				
Order No:				
Service visit for the installation detailed below.	1	264.00	Std Rate	264.00
CONGLETON:ST.PETER'S CHURCH CLOCK				

Visit Details: 01/04/2022

Please Forward Payment to HSBC Bank PLC.

Please quo g invoice number with your payment: Please ring 01332 345569 to pay by Debit Card (at no additional charge) or Credit Card (a 3% surcharge will be payable).

GOODS TOTAL

264.00

VAT TOTAL

52.80

INVOICE **TOTAL**

£

316.80



Smith of Derby trades as: John Smith & Sons, J B Joyce & Co, William Potts & Sons, James Ritchie & Son (Clockmakers) Ltd, John Smith & Sons (Ireland)



Congleton Town Council Application for Financial Assistance



Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	0010/0000
	GR16/2223

1.1	A	
1.1	Applicant(s):	MRS ALISON CRESSWELL
1.2	Representing:	ASTBURY MERE TRUST LIMITED
1.3	Email Address:	
1.4	Tel No.	
1.5	Project Title:	TOILET REFURBISHMENT - ASTBURY MERE COUNTRY PARK
1.6	Project Objectives:	TO RENOVATE TOILET FACILITIES TO SUPPORT VISITORS TO THE COUNTRY PARK IN PARTICULAR ELDERLY VISITORS, THE DISABLED AND PARENTS WITH BABIES
1.7	Brief Project Description:	TO REFURBISH THE MEN'S WOMEN'S, DISABLED TOILETS AND BABY CHANGING FACILITIES, REPLACEMENT OF ROTTEN DOORS, LOOSE TILING, VANITY UNITS AND SANITARY WARE. REPLACEMENT OF RADIATORS AND PIPE LAGGING
1.8	Details accounts/budgets	PLEASE SEE DETAILED COST BREAKDOWN ATTACHED. PLEASE SEE THE FINANCIAL ACCOUNTS FOR LIE 31.12.2021 ATTACHED

Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	£27,480
2.2	Total contribution sought:	£1,500
2.3	What will the money be spent on?	THE CONTRIBUTION WOULD FORM PART OF THE POT OF THE OVERALL SUM

2.4	Any ongoing costs:	
2.5	Details of confirmed match funding include source Cash: £410 PLUS £102.50 GIFT A10 In kind:	JUST GIVING FUNDRAISING PAGE SET UP BY ASTBURY MERE TRUST LIMITED. AMOUNT RAISED TO DATE £410 PLUS £102.50 GIFT AID
2.6	Resources needed:	
2.7	Estimated timescale of project from start to finish:	SIX MONTHS TO RAISE FUNDS PLUS THREE WEEKS TO CARRY OUT WORKS

Part 3: Potential Benefits / Outputs

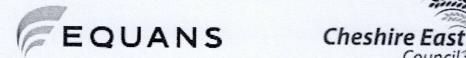
3.1	What are the potential benefits/outputs to residents of Congleton	SUPPORT FOR RESIDENTS IN THEIR USE ANDENSOYMENT OF THE PARK, PARTICULARLY THE ELDERLY, DISABLED AND PARENTS WITH BABIES. THESE GROVPS MAY NEED MORE FREQUENT USE OF TOILET FACILITIES. TO ENABLE RESIDENTS TO USE, FREE OF CHARGE, MODERN, CLEAN & COMFORTABLE TOILETS
3.2	Are there similar services/ projects provided in the area	

Part 4: Evaluation/Publicity

4.1	How will the project be evaluated and who will carry out the evaluation?	TRUSTEES OF ASTBURY MERE TRUST WILL MONITOR THE PROJECT CLOSELY AND PRODUCE AN END OF PROJECT EVALUATION
4.2	Describe how you will promote the Town Council in your project	THE TOWN COUNCIL'S CONTRIBUTION WILL BE ACKNOWLEDGED IN PRESS RELEASES ANDON SOCIAL MEDIA.

Signature

Date: 12-01.2023





Minor Works Quotation

Company Information:	Minor Works Team
Reference/Order No:	
Site Address:	Astbury Mere Country Park, Sandy Lane, Congleton,
Building Reference No:	N/A

Job Details

Reason for visit

We have been asked by the trust to quote for the refurbishment of the Gents, Ladies and Dis

Summary of findings

e building structure is solid with no visible signs of damphess of falled rooning/ hooring systems but the sanitar ware looks dated and the vanity unit is in poor condition. Some of the tiles are coming away from the wall, some are missing but generally in good condition, we have recommended to reduce costs that we make good the damaged tile sections and then overclad the tiled walls in a modern Hygiene Board Solution. The WC's would

Action taken

Completed measured survey and drawn up costs for the refurbishment of the Gents, Ladies a

Further action required

Recommended refurbishment works as broken down on the attached quote but includes over cladding existing tiled walls with new Hygiene Board panels, replacement vanity unit with basin/ taps etc, new sanitary ware, replacement LED lighting and PIR sensors throughout, New combi boiler unit and radiators to each WC. Relagging all the surface mounted pipework in the WC and decoration. The handriers appear in good condition so we propose to recoat the covers with an enamel spray paint and refit to the existing units and decoration of all prepainted/ stained woodwork along with new entrance doors to each WC.

Make & model of equipment being fitted if applicable

Gradus Sure Protect Hygiene Boards, Armitage Shanks/ Ideal Standard Sanitary Ware and Dulux Decoration Materials.

Reason for OOH work if required

N/A				
	N/A			

Material & Labour Costs

Materials	Cost
Sanitary Ware/ Vanity Unit Etc	£5,779.55
Timber/ Replacement Doors	£813.66
Paints/ Cleaning Materials	£470.61

Chargeable Works Quotation

Wall Panels/ Tiling Sub Total:						£4,390.14 £11,453.96
540 10tai.						111,433.30
Reactive Labour (hours)					Cost	
Operative	Rate		Nr		Total	
Fabric Engneer		£39.44		129	En la	£5,087.76
Fabric Engneer		£39.44		129		£5,087.76
Pick from List		£0.00				£0.00
Pick from List		£0.00				£0.00
Pick from List		£0.00				£0.00
Sub Total:						£10,175.52
Reactive Travel					Cost	
Operative	Rate				Total	
Fabric Engneer		£0.00		0		£0.00
Pick from List		£0.00				£0.00
Pick from List		£0.00				£0.00
Pick from List		£0.00				£0.00
Pick from List		£0.00				£0.00
Sub Total:						£0.00
Misc Charges					Cost	
AP Mitchell Radiator and Lagging						£1,310.51
AP Mitchell Boiler						£2,280.00
AP Mitchell Electrics						£426.68
AP Mitchell Lighting						£1,833.60
Sub Total:						£5,850.79
Grand Total:						£27,480.27
Sub-Contractor Margin:						£643.59
Project Management (hours)					Cost	
Operative	Rate		Nr		Total	
Project Manager		£88.34		8		£706.72
Project Site Supervisor		£64.62		15		£969.30
						£0.00
Sub Total:						£1,676.02
Total:						£29,799.88

If this work is following works already completed please attach report/findings

SAO IO:

Special Instructions:- Works to be completed during Normal Working Hours.

1. Gents WC	Links to specified products or materials	Photo's of structure	Labour (Hours)	Material Cost £	Labour Cost	Total Cost £	Comments
1. Gents WC						3	Comments
1.1 Door - Replace rotten door with new external grade timber door to match existing, install weather bar to base of door and fit new iron mongery, Keyed alike 5-lever ash lock and hinges. 1.2 Tiled skirting - Refix all loose tiles around skirting area and rake out and	https://www.iron	7	4	£204.76	£157.76	£362.52	
repoint all tiled skirting. 1.3 Vanity Units - Rip out existing unit and cart away arisings, supply and fit new SGL panelled unit with frame and lockable access doors. Supply and fit SGL solid			12	£14.70	£473.28	£487.98	and set the substantial and the plants
surface vanity top with inset armitage shanks basin, mono tap with mixing valves, new stainless steel mirror/ tollet roll holder and soap dispenser. Rip out existing sanitary ware and S&F new Armitage shanks contour urinal with hidden cistern/ pipework along with new Ideal standard back to wall WC pan with concealed cistern. Replace Cistermiser unit for urinal.				CL PACE	3 8	12 of E	
1.4 Wall Lining - Replace any missing/ loose tiles and wash surface to remove grease/ dirt ready for adhesion of new Gradus Sure Protect Hygiene Board wall panels including all internal and external corner beads, joining strips and Edging Trim to over clad all existing tiled wall surfaces in white.			32	£2,457.92	£1,262.08	£3,720.00	
1.5 Radiator - Drain down boiler system and remove existing radiator and associated valves. Supply and fit new double radiator along with new TRV/lock shield valve and any pipework alterations before filling the system and bleeding	https://www.grad	ħ	24	£1,535.58	£946.56	£2,482.14	
all radiators. 1.6 Pipework Lagging - Remove existing lagging from surface mounted heating/			0	£245.17	£0.00	Works to £245.17 Mitchell	Works to be subcontracted to AP Mitchell
hot and cold feeds and install new lagging with mitred joints. 1.7 Electrical - Remove existing electrical switches/ lighting/ handriers etc to enable wall cladding works and return to site once works are consistent.			0	£115.00	£0.00	Works to	Works to be subcontracted to AP Mitchell
install existing systems. 1.8 Lighting - Option to replace all existing lighting with new LED hullhande/ nice.			0	£106.67	£0.00	Works to	Works to be subcontracted to AP Mitchell
sensors and cabling.			0	£458.40	£0.00	Works to £458.40 Mitchell	Works to be subcontracted to AP Mitchell

3. Store Room 3.1 Tiled skirting - Refix all loose tiles around skirting area and rake out and repoint all tiled skirting. 6 £14.70 £236.64 £251.34	2.9 Decoration - Prime new entrance door and apply two coats of Dulux Trade Weathershield Exterior Flexible Undercoat and apply two coats of Dulux Trade Weathershield Exterior High Gloss. Rub down and prepare pr-stained timber to ceiling, wall plate, internal WC door for decoration. Apply two coats of Dulux Trade Ultimate Wood stain. Rub down existing handrier casing and paint with two coats of Hammerite Enamel Paint in White. 16 £156.87 £631.04	2.7 Electrical - Remove existing electrical switches/ lighting/ handriers etc to enable wall cladding works and return to site once works are complete to reinstall existing systems. 2.8 Lighting - Option to replace all existing lighting with new LED bulkheads/ pir sensors and cabling. Works to be sub e106.67 witchell works to be sub e106.67 works e106.	ock ing 0 £245.17 £0.00 £245.17 rg/ 0 £115.00 £0.00 £115.00	2.4 Wall Lining - Replace any missing/ loose tiles and wash surface to remove grease/ dirt ready for adhesion of new Gradus Sure Protect Hygiene Board wall panels including all internal and external corner beads, joining strips and Edging Trim to over clad all existing tiled wall surfaces in white. https://www.grad https://www.grad https://www.grad https://www.grad	2.2 Tiled skirting - Refix all loose tiles around skirting area and rake out and repoint all tiled skirting. 2.3 Doc M Pack - Rip out existing basin/ WC/ Handrails etc and cart away arisings, supply and fit new Armitage Shanks Contour 21 Doc M back to wall WC pack along with mono tap with mixing valves, new stainless steel mirror/ toilet roll holder and soap dispenser. 6 £14.70 £236.64 £251.34	2. Disabled WC 2.1 Door - Replace rotten door with new external grade timber door to match existing, install weather bar to base of door and fit new iron mongery, Keyed alike 5-lever dead lock, hinges and new radar key lock with internal lift to lock handle.	Weathershield Exterior Flexible Undercoat and apply two coats of Dulux Trade Weathershield Exterior High Gloss. Rub down and prepare pr-stained timber to ceiling, wall plate, internal WC door for decoration. Apply two coats of Dulux Trade Ultimate Wood stain. Rub down existing handrier casing and paint with two coats of Hammerite Enamel Paint in White. 17 £156.87 £670.48 £827.35
1.34	7.91	Works to be subcontracted to AP 5.67 Mitchell Works to be subcontracted to AP 8.40 Mitchell	Works to be subcontracted to AP i.17 Mitchell Works to be subcontracted to AP Works to be subcontracted to AP	.13	.04	.90	.35

						4.8 Lighting - Option to replace all existing lighting with new LED bulkheads/ pir
Works to be subcontracted to AP £106.67 Mitchell	£0.00	£106.67	0			4.7 Electrical - Remove existing electrical switches/ lighting/ handriers etc to enable wall cladding works and return to site once works are complete to re- install existing systems.
Works to be subcontracted to AP E115.00 Mitchell	£0.00	£115.00	0			4.6 Pipework Lagging - Remove existing lagging from surface mounted heating/ hot and cold feeds and install new lagging with mitred joints.
Works to be subcontracted to AP E245.17 Mitchell	£0.00	£245.17	0			4.5 Radiator - Urain down boller system and remove existing radiator and associated valves. Supply and fit new double radiator along with new TRV/ lock shield valve and any pipework alterations before filling the system and bleeding all radiators.
£2,482.14	£946.56 £2	£1,535.58	24 £1,		https://www.grad	Trim to over clad all existing tiled wall surfaces in white.
E3,231.71	11,202.00	11,969.63	£			concealed cistern. 4.4 Wall Lining - Replace any missing/ loose tiles and wash surface to remove grease/ dirt ready for adhesion of new Gradus Sure Protect Hygiene Board wall panels including all internal and external corner beads, joining strips and Edging
						surface vanity top with inset armitage shanks basin, mono tap with mixing valves, new stainless steel mirror/ toilet roll holders and soap dispenser. Rip out existing sanitary ware and S&F new 2 no. Ideal standard back to wall WC pan with
						4.3 Vanity Units - Rip out existing unit and cart away arisings, supply and fit new SGL panelled unit with frame and lockable access doors. Supply and fit SGL solid
£487.98	£473.28	£14.70	12			4.2 Tiled skirting - Refix all loose tiles around skirting area and rake out and repoint all tiled skirting.
£362.52	£157.76	£204.76	4 £	Č	https://www.iron	existing, install weather bar to base of door and fit new iron mongery, Keyed alike 5-lever ash lock and hinges.
			200	a		4. Ladies WC 4.1 Door - Replace rotten door with new external grade timber door to match
£458.40 Mitchell	£0.00	£458.40	0 £			3.6 Lighting - Option to replace all existing lighting with new LED bulkneads/ pii sensors and cabling.
E106.67 Mitchell Works to be subcontracted to AP	£0.00	£106.67	0 £			enable wall cladding works and return to site once works are complete to re- install existing systems.
						3.5 Electrical - Remove existing electrical switches/ lighting/ handriers etc to
£230.00 Mitchell	£0.00 f	£230.00	0 £			3.4 Pipework Lagging - Remove existing lagging from surface mounted heating/ hot and cold feeds and install new lagging with mitred joints.
£2,280.00 Mitchell	£0.00 £2	£2,280.00	0 £2,			and wireless programable room stat.
Works to be subcontracted to AP						3.3 Boiler - Drain down boiler system and remove existing boiler/ Flue and associated Supply and install new 30kw gas fired condensing combi boiler complete with horizontal flue, magnetic system filter
£1,261.13	£631.04 £1	£630.09 f	16 £		https://www.grad	HIII (0 OVEL CIAN AII EVIZIER FLEX MAII PRI MACE III EVIZIERE
						grease/ dirt ready for adhesion of new Gradus Sure Protect Hygiene Board wall panels including all internal and external corner beads, Joining strips and Edging panels including all painting all curfaces in white

						Totals	4.9 Decoration - Prime new entrance door and apply two coats of Dulux Trade Weathershield Exterior Flexible Undercoat and apply two coats of Dulux Trade Weathershield Exterior High Gloss. Rub down and prepare pr-stained timber to ceiling, wall plate, internal WC door for decoration. Apply two coats of Dulux Trade Ultimate Wood stain. Rub down existing handrier casing and paint with two coats of Hammerite Enamel Paint in White.
						258	17
						8 £17,304.75	7 £156.87
						258	£670.48
						£27,480.27	

REGISTERED COMPANY NUMBER: 02331405 (England and Wales)
REGISTERED CHARITY NUMBER: 1007740

Report of the Trustees and

Unaudited Financial Statements for the Year Ended 31st December 2021

for

Astbury Mere Trust

Hammond McNulty LLP
Bank House
Market Square
Congleton
Cheshire
CW12 1ET

Astbury Mere Trust (Registered number: 02331405)

Report of the Trustees for the Year Ended 31st December 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st December 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective I January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The main purpose of the charity is to manage and maintain the country park at Astbury Mere, Congleton.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02331405 (England and Wales)

Registered Charity number

1007740

Registered office

Trustee Office, Astbury Mere Country Park Sandy Lane, Congleton Chehsire CW12 4AW

Trustees

Mrs C J Whiting
Mrs J Silk (resigned 8/3/2022)
G Wolfenden
J Whitehead
Mrs S Dean
A Cresswell
G F Cresswell
M A F Gartside Cllr
L I Mort
R B Mort
Cllr S M Akers Smith (appointed 9/3/2021)
P Speed
P Howell (appointed 7/12/2021)

Company Secretary

Mrs S Dean

Independent Examiner

Hammond McNulty LLP Bank House Market Square Congleton Cheshire CW12 1ET

Approved by order of the board of trustees on 23rd September 2022 and signed on its behalf by:

Independent Examiner's Report to the Trustees of Astbury Mere Trust

Independent examiner's report to the trustees of Astbury Mere Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st December 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- 1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- 2. the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that
 the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Amanda Grint
Hammond McNulty LLP
Bank House
Market Square
Congleton
Cheshire
CW12 1ET

23rd September 2022

Astbury Mere Trust (Registered number: 02331405)

Balance Sheet 31st December 2021

				31/12/21	31/12/20
		Unrestricted	Restricted	Total	Total
		fund	funds	funds	funds
	Notes	£	£	£	£
FIXED ASSETS					
Tangible assets	9	206,646	•	206,646	210,486
Investments	10	236,689	-	236,689	215,208
		443,335	-	443,335	425,694
CURRENT ASSETS					
Stocks	11	400		400	872
Debtors	12	6,207	-	6,207	6,286
Cash at bank and in hand		48,692	13,637	62,329	31,271
		55,299	13,637	68,936	38,429
CREDITORS					
Amounts falling due within one year	13	(21,505)	_60	(21,505)	(9,605)
NET CURRENT ASSETS		33,794	13,637	47,431	28,824
TOTAL ASSETS LESS CURRENT					
LIABILITIES		477,129	13,637	490,766	454,518
NET ASSETS		477,129	13,637	490,766	454,518
FUNDS	14				
Unrestricted funds				477,129	443,578
Restricted funds				13,637	10,940
TOTAL FUNDS				490,766	454,518

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st December 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st December 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

Astbury Mere Trust

Notes to the Financial Statements for the Year Ended 31st December 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

The trustees have considered the potential impact of COVID-19 on the principal activities of the charity and they believe that they have sufficient resources in place to operate for the foreseeable future. They believe there are no material uncertainties about the charity's ability to continue. Thus, they continue to adopt the going concern basis of accounting in preparing the financial statements.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property

- 2% on reducing balance and not provided on land

Plant and machinery Fixtures and fittings Computer equipment

- 10% on reducing balance

10% on reducing balance
10% on reducing balance

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Page 7 continued

Astbury Mere Trust

Notes to the Financial Statements - continued for the Year Ended 31st December 2021

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31/12/21	31/12/20
	£	£
Depreciation - owned assets	3,840	4,227
Deficit on disposal of fixed assets	<u></u>	3,637

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st December 2021 nor for the year ended 31st December 2020.

Trustees' expenses

Trustee expenses paid in the year totalled £159 (£349 2020) to two trustees as follows, repairs £60 to one trustee (2020 £47 to one trustee), computer expenses £16 to one trustee (2020 £0), general expenses to one trustee £13 (2020 £13 to one trustee) and Paypal test £70 to one trustee.

7. STAFF COSTS

The average monthly number of employees during the year was as follows:

Country	park maintenance & management		31/12/21	31/12/20
No emp	loyees received emoluments in excess of £60,000.			
8. COMP.	ARATIVES FOR THE STATEMENT OF FINA	NCIAL ACTIVITIES		
		Unrestricted fund	Restricted funds	Total funds
INCOM	IE AND ENDOWMENTS FROM	£	£	£
	ns and legacies	14,574	17,500	32,074
Other tr	ading activities	37,831		37,831
Investm	ent income	17,620		17,620
Total		70,025	17,500	87,525
EXPEN	DITURE ON			
Raising	funds	2,207	-	2,207
Charita	ble activities			
Country	park maintenance & management	62,016		62,016
Total		64,223		64,223
Net gain	is/(losses) on investments	(2,490)	<u> </u>	(2,490)
NET IN	COME	3,312	17,500	20,812

Astbury Mere Trust

Notes to the Financial Statements - continued for the Year Ended 31st December 2021

10. FIXED ASSET INVESTMENTS - continued

2021 2020

UK 58% 63%

Outside the UK 42% 37%

11.	STOCKS				
				31/12/21	31/12/20
				£	£
	Stocks			400	872
12.	DEBTORS: AMOUNTS FALLING DUE	WITHIN ONE YEAR			
				31/12/21	31/12/20
				£	£
	Trade debtors			69	_
	Other debtors			83	_
	VAT			-	642
	Prepayments			6,055	5.644
				6,207	6,286
13.	CREDITORS: AMOUNTS FALLING DI	E WITHIN ONE YEAR			
				31/12/21	31/12/20
				£	£
	Trade creditors			3,470	2,931
	Social security and other taxes			81	-
	VAT			1,055	-
	Other creditors			51	-
	Accrued expenses			16,848	6,674
				21,505	9,605
14.	MOVEMENT IN FUNDS				
			Net	Transfers	
			movement	between	At
		At 1/1/21	in funds	funds	31/12/21
		£	£	£	£
	Unrestricted funds				
	General fund	443,578	33,091	460	477,129
	Restricted funds				
	Mrs J Clowes	460	-	(460)	_
	Mrs D Dillion	480	_	`	480
	Medium Term Reserve	10,000	-	_)	10,000
	Co-op Community Fund		1,857	_	1,857
	Footpath Resurfacing		1,300		1,300
		10,940	3,157	(460)	13,637
	TOTAL FUNDS	454,518	36,248		490,766
					.,,,,,,,

Astbury Mere Trust

Notes to the Financial Statements - continued for the Year Ended 31st December 2021

14. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/1/20 £	Net movement in funds £	Transfers between funds £	At 31/12/21 £
Unrestricted funds				
General fund	397,706	36,403	43,020	477,129
Restricted funds				
Mrs J Clowes	460	•	(460)	<u> </u>
Mrs D Dillion	480		-	480
Medium Term Reserve	34,000	-	(24,000)	10,000
Sailing Centre Phase 3	1,060	17,500	(18,560)	
Co-op Community Fund		1,857		1,857
Footpath Resurfacing		1,300	-	1,300
	36,000	20,657	(43,020)	13,637
TOTAL FUNDS	433,706	57,060	-	490,766

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses	Movement in funds
Unrestricted funds				
General fund	188,821	(170,697)	18,279	36,403
Restricted funds				
Sailing Centre Phase 3	17,500	_		17,500
Co-op Community Fund	1,989	(132)	_	1,857
Footpath Resurfacing	4,310	(3,010)		1,300
	23,799	(3,142)		20,657
TOTAL FUNDS	212,620	(173,839)	18,279	57,060

15. RELATED PARTY DISCLOSURES

During the year there were the following related party transactions:

A donation of £500 towards the footpath project was received from Glass & Stainless Ltd. J Whitehead is a director of Glass & Stainless Ltd.

G Wolfenden who is a trustee, processed purchases totalling £70 to test whether the Paypal QR code system was working, the sum of £70 was repaid in full to G Wolfenden during the year.

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.

Congleton Town Council Application for Financial Assistance

Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	GR17/2223
--	-----------

1.1	Applicant(s):	Amanda Beech
1.2	Representing:	THE GREEN TREE HOUSE
1.3	Email Address:	
1.4	Tel No.	
1.5	Project Title:	CONGLETON SOCIAL SUPERMARKET
1.6	Project Objectives:	TGTH aims to improve health and well-being and reduce food poverty within the community.
1.7	Brief Project Description:	TGTH social supermarket initiative has and continues to be a critical lifeline to hundreds of Congleton families who are struggling with the cost of living crisis. We offer hugely discounted food items £5.00 x 10 food items up to £20 x 40 food items which would ordinarily cost three times more at a mainstream supermarket
1.8	Details accounts/budgets	see attached

Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	£5,700 (1 food pallet costs £475 x 12 months
2.2	Total contribution sought:	£2,000
2.3	What will the money be spent on?	The money will enable us to purchase 3 food pallets for the re-opening of the social supermarket in new premises. and as a contingency fund if we need additional food from Tesco as stock
2.4	Any ongoing costs:	we are in the process of moving into a new shop (20 Lawton Street, Congleton) the cost to make the space suitable for the social supermarket is going to cost approx £1500. It has enough space to have a large stock room. we will have more food, household and toilertries line which is amazing.

2.5 UPDATES: £500 was from Congleton Inclosure Trust not CTC

2.5	Details of confirmed match funding include source	To help with building work, flooring, paint we have been given £500 for Congleton Town council.
	Cash:	We have a pending application with the Inclosure Trust.
	In kind:	In kind we have Paul Frost (joiner) fitting the floorboards, stud wall. In kind - an electrician checking and changing lights/plugs etc In kind - decorators to help when its time to paint In kind - volunteers to set the shop up ready to open
2.6	Resources needed:	financial support
2.7	Estimated timescale of project from start to finish:	We hope to have the social supermarket up and running by 1st February. the whole project is on going

Part 3: Potential Benefits / Outputs

3.1	What are the potential benefits/outputs to residents of Congleton	Congleton residents will be able to purchase branded items at a fraction of the cost in normal supermarkets. Its is open to everyone, we have no criteria
3.2	Are there similar services/ projects provided in the area	In Congleton there are several foodbanks that help in an emergency there is nothing similar in Congleton. The Green Tree House operates another shop in Biddulph.

Part 4: Evaluation

4.1	How will the project be evaluated and who will carry out the evaluation?	The volunteers that run the Congleton shop keep records of the numbers of people who use our services each day, we have records from when we first opened in 2021. We also do feedback forms
4.2	Describe how you will promote the Town Council in your project.	the Town Council's logo will be on our social media and any leaflets /posters we do.
4.3	Please acknowledge you have read our Grant Application Criteria	Please see the Policy on our Grants page on our website: Grants - Congleton Town Council (congleton-tc.gov.uk) I/we have read the policy: YES / NO

Ciara at	D = 4 = .	16/01/2023	
Signature:	Date:	16/01/2023	

Green Tree House (Registered charity, 1090871) Financial Statements For the year ended 31 July 2021

Page	Contents
2	Administrative Details
3	Trustee report
4	Independent Examiner's Report
5	Receipts & Payments Account
6	Statement of Assets & Liabilities
7	Notes to the Accounts

Green Tree House Administrative Details for year ended 31 July 2021

Full name Green Tree House

Registered charity number

1157178

Company Number

CE001976

Principal address

72 High Street Biddulph Stoke-on-Trent ST8 6AS

Trustees

Amanda Beech Sean Butler-Dodd-Thompson Kathleen Wilshaw Patricia Eggington Helen Mavin Chair Treasurer Secretary Trustee Deputy Chair

Bankers

Independent examiner

Daryl Denson ACMA Employee of VAST The Dudson Centre Hope Street Hanley ST1 5DD

Green Tree House Trustees Report for the year ended 31 July 2021

Structure, Governance and Management

Nature of governing document

The organisation was registered as a Charitable Incorporated Organisation (CIO) on 23 May 2014.

Aims and objectives

To further or benefit the residents of Biddulph and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

In furtherance of these objects but not otherwise, the trustees shall have power: to establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.

Summary of the main activities undertaken for the public benefit

To act as a resource for children, young people and their families and carers who are in need of such a resource by reason of their youth, disability, financial hardship or social circumstances within Biddulph town and surrounding areas.

Public Benefit

The trustees of the Charity are aware of the Charity Commission's guidance on public benefit and have had regard to it in their administration of the Charity.

Use of volunteers

All our volunteers have worked hard to help support groups and the food club/food bank.

Summary of the main achievements during the year

The charity has worked hard during the covid restrictions to support the community during these difficult times.

The charity's policy on reserves

The charity has implemented a policy to hold a level of reserves of approximately £2,000 to cover expenditure

The annual report was approved by the trustees of the charity on $\frac{16 \times 3}{22}$ and signed on its behalf by:

Signed ...

Independent Examiner's Report to the trustees of Green Tree House for year ended 31 July 2021

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 July 2021.

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- · accounting records were not kept in accordance with section 130 of the Act or
- · the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Daryl Denson ACMA

VAST The Dudson Centre Hanley Stoke-on-Trent ST1 5DD

Date: 22/02/2022.....

Green Tree House Receipts & Payments Account for the year ended 31 July 2021

	Notes	Unrestricted Funds	Restricted Funds	2021 £	2020 £
Receipts	140603			2	L
Grants	2	2,821	2,719	5,540	10,250
Sales	_	33,043	2,715	33,043	7,539
Donations		1,260	3,000	4,260	212
Total receipts		37,124	5,719	42,843	18,001
· otta: roos.pto			-,-	12,010	20,002
Payments					
Printing and Stationery		3,053	=	3,053	_
Cafe Consumables		2,015	-	2,015	589
Leases and Contracts		2,125	_	2,125	1,163
Utilities		3,746	=	3,746	1,856
Advertising & Promotion	al	19	-	19	-
Miscellaneous		256	-	256	-
Rent		7,640	-	7,640	4,250
Waste disposal		83	-	83	669
Insurance		992	-	992	562
Travel Costs		1,235	-	1,235	-
Licences		66		66	-
Professional Fees		820	-	820	-
Cleaning		1,532	-	1,532	314
Website costs		120	-	120	207
Volunteer Expenses		876	-	876	1,123
Subscriptions		173	-	173	219
Donations		592	7 -	592	-
Bank Charges		130	-	130	264
Food Club Stock		3,566	5,719	9,285	-
Repairs and Maintenance	e	3,877		3,877	
Total payments		32,916	5,719	38,635	11,216
Net receipts/(payments		4,208	-	4208	6,785
Cash funds at start of this		7,850_	-	7,850	1,065
Cash funds at end of th	is period	12,058	-	12,058	7,850

Green Tree House Statement of Assets and Liabilities at 31 July 2021

	2021 £	2020 £
Cash Assets Bank accounts	12,058	7,850
	12,058	7,850

The financial statements 5 to 7 were approved by the trustees, and authorised for issue on 16.03/22 and signed on their behalf by:

Signed .

Green Tree House Notes to the Accounts for the year ended 31 July 2021

1. Receipts & payments accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out of the charity during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due. For the purposes of understanding a statement of assets and liabilities at the year-end has been included.

2. Grants

	2021	2020
Grants	£	£
Community Foundation Grant	1,469	-
Groundworks Grant	1,000	-
Arnold Clark Grants	1,000	-
Staffordshire Moorlands District Council - Covid grant	1,801	10,000
Staffordshire Moorlands District Council - Ward budget	270	250
	5,540	10,250

Town Council Grant



Activities Monitoring Form

1. Contact De	etails					
Organisation name:	Congleton Harri	ers Runi	ning Club			
Address:	Temporarily meeting at Congleton Tennis Club until new Leisure Centre is completed. Contact Representation of the Congression					
2. Grant Info						
Grant Reference Num	ıber:					
Total project cost:		£11,5	88			
		1				
Receipts Attached Y	'es	Recei	pt Amount:	£ 15,621.29	_	
Please list receipts be	low: Acco	ounts at	tached			
3. Project Info	ormation					
When did the project	commence?		Jan 2022			
Did you make a profit	t from the project	Yes				
If yes, how will this be Cheshire Hospice and		ofits £40	33.34 were div	ided evenly betwee	n our two chosen cha	rities East

Please explain how the grant money was used:	
The grant was used to pay for the race medical services. Specifically, financial support wa Medical services for provision of emergency medical services on the day.	ıs used for hire of Gator
Please explain what difference the project has made to your organisation/local people:	
This year 380 of the 500 entries successfully complete the race of the day! This is a very positive result for us as numbers are returning to pre-covid levels. We hope to continue to build on upon the success in 2023.	
As you will be aware we are a 100% charity event with all profits being shared between our chosen charities, Ruby's Fund and East Cheshire Hospice. Between them, these charities hundreds of families in the Congleton and East Cheshire area. The donations are issued electronically but formal presentations with the big classic cheques will be made soon and will provide photos of these events.	
We always received very positive feedback via our social platforms and we are always very appreciate and proud of this.	

Please send an electronic photograph of your project/activity.	Is this attached	I? Yes [
Tease seria an electronic photograph of your project, activity.				
Do you give permission for these photographs to be used on t	he Council's we	b site and i	n newslett	ers?_
Please ensure that you seek permission for anybody photogra	aphed).	Yes		
Was the grant funding from Congleton Town Council acknowle	edged in any wa	w2 Vac		
was the grant funding from congleton fown council acknowle	eugeu iii aiiy wa	iy: 163		
Please state how (i.e. on your website, event programme, tick	ets, etc)			
On web site and during prize giving				
5. Feedback				
What is your experience of using the Town Council Grant Sche	me? Are there	any comme	nts or sug	gestions fo
mprovements that you would like to make?				
improvements that you would like to make:				
improvements that you would like to make:				
improvements that you would like to make:				
improvements that you would like to make:				
improvements that you would like to make:				
How did you apply? Online x Email Post				
How did you apply? Online x Email Post				
How did you apply? Online x Email Post Do you feel that you understood the process? Yes x				
How did you apply? Online x Email Post Do you feel that you understood the process? Yes x No				
How did you apply? Online x Email Post Do you feel that you understood the process? Yes x No	Excellent	Good	OK	Poor
How did you apply? Online x Email Post Do you feel that you understood the process? Yes x No	Excellent	Good x	OK	Poor
How did you apply? Online x Email Post Oo you feel that you understood the process? Yes x No Please rate the following elements:	Excellent		OK	Poor
How did you apply? Online x Email Post Do you feel that you understood the process? Yes x No Please rate the following elements: Completing the application form	Excellent	x x	OK	Poor
How did you apply? Online x Email Post Do you feel that you understood the process? Yes x No Please rate the following elements: Completing the application form Relevance of guidelines	Excellent	х	OK	Poor
How did you apply? Online x Email Post Do you feel that you understood the process? Yes x No Please rate the following elements: Completing the application form Relevance of guidelines Length of the process from submitting an application to	Excellent	x x	OK	Poor
How did you apply? Online x Email Post Do you feel that you understood the process? Yes x No Please rate the following elements: Completing the application form Relevance of guidelines Length of the process from submitting an application to receiving notification	Excellent	x x	OK	Poor

CONGLETON HALF MARATHON 2022 As at 03/11/2022

Based on 50	Based on 500 limit		ACTUALS			
	INCOME	Income	Income QTY TOTAL			
	Free Places					
	Free Places			£0.00		
	Congleton Inclosure Trust (road closures)	£1,063.20	1	£1,063.20	Received	
	Congleton Town Council (gator medics)	£750.00	1	£750.00	Received	
	Congleton Town Trust (AV Timings)	£750.00	1	£750.00	Received	
		£1,100.00	1	£1,100.00	Received	
	Specsavers	£1,250.00	1	£1,250.00	Received	
	Greyfriars	£50.00	1	£50.00		
		£50.00	1	£50.00		
		£20.00	1	£20.00		
	Bargin Booze	£850.00	1	£850.00		
	Biddulph Road Fish and Chip Shop	£150.00	1	£150.00		
	Congleton Glass	£100.00	1	£100.00		
	Bakehunter	£40.00	1	£40.00		
		£20.00	1	£20.00	•	
	Game cards	£80.00	1	£80.00	•	
		£20.00	1	£20.00	•	
	VIP Hairdresser	£40.00	1	£40.00	•	
466 entries	Profit received via enties (from AV Timing)	£9,288.49	1	£9,288.49	•	
	INCOME TOTA	L		£15,621.69	i	

		ACTUALS			
EXPENDITURE	COST	QTY	TOTAL	PAIC	
T-shirts	£4,386.09	1	£4,386.09		
Medals (Fast Track)	£931.20	1	£931.20		
AV timing, clock, numbers and chips	£1,673.00	1	£1,673.00		
Running Bear Prizes	£675.00	1	£675.00		
Hire of School	£650.00	1	£650.00		
Donations to School PTA	£100.00	1	£100.00		
Bryan Dale photography	£100.00	1	£100.00		
Race Licence	£30.00	1	£30.00	PAI	
Guides for Manning Water Stations	£100.00	1	£100.00		
Danceline for Manning Water Stations	£100.00	1	£100.00		
Water Bottles	£0.00	0	£0.00		
Medical Provider (Gator Events)	£750.00	1	£750.00	PAI	
	£90.00	1	£90.00		
Adverting Banners	£268.49	1	£268.49	PAI	
Signage	£100.00	1	£100.00		
Signage supplies	£35.78	1	£35.78		
Practical Van Hire (use on day)	£0.00	0	£0.00		
Fuel	£71.46	1	£71.46		
Sundaries	£53.13	1	£53.13		
Postage (Post event t-shirt and medals)	£15.00	1	£15.00		
Traffic Management (Amberon)	£1,063.20	1	£1,063.20		
TreeNotTees	£396.00	1	£396.00		
			£0.00		
			£0.00		
			£0.00		
EXPENDITURE TOT	AL		£11,588.35		
PROFIT FOR CHARITI	ES		£4,033.34		



Town Council Grant Congleton Players

Activities Monitoring Form

Organisation name: Congleton Players Amateur Theatre Club Address: 2. Grant Information Grant Reference Number: Total project cost: Production account not received yet. Receipts Attached? Yes No Receipt Amount: Please list receipts below: Already sent hard paper copy of the receipts for costume to the council. 3. Project Information When did the project commence? Tuesday 4th – Saturday 8th October 2022 Did you make a profit from the project? Yes No We should break even	Organisation name:	tails			
2. Grant Information Grant Reference Number: GR10/2223 Total project cost: Production account not received yet. Receipts Attached? Yes No Receipt Amount: Please list receipts below: Already sent hard paper copy of the receipts for costume to the council. 3. Project Information When did the project commence? Tuesday 4 th – Saturday 8 th October 2022 Did you make a profit from the project? Yes No We should break even		Congleton Player	s Amateur Theatre Club	b	
2. Grant Information Grant Reference Number: Oral project cost: Production account not received yet. Receipts Attached? Yes No Receipt Amount: Please list receipts below: Already sent hard paper copy of the receipts for costume to the council. 3. Project Information When did the project commence? Tuesday 4th – Saturday 8th October 2022 Did you make a profit from the project? Yes No We should break even	Address:				
2. Grant Information Grant Reference Number: GR10/2223 Total project cost: Production account not received yet. Receipts Attached? Yes No Receipt Amount: Please list receipts below: Already sent hard paper copy of the receipts for costume to the council. 3. Project Information When did the project commence? Tuesday 4th – Saturday 8th October 2022 Did you make a profit from the project? Yes No We should break even			or they a way as the	fill in new the project has unfilled	Minage of the what
2. Grant Information Grant Reference Number: GR10/2223 Total project cost: Production account not received yet. Approximately £7,000 Receipts Attached? Yes No Receipt Amount: Please list receipts below: Already sent hard paper copy of the receipts for costume to the council. 3. Project Information When did the project commence? Tuesday 4th – Saturday 8th October 2022 Did you make a profit from the project? Yes No We should break even			era alta alta	belinavir incip artifo essign	We ware n o t appre
2. Grant Information Grant Reference Number: GR10/2223 Total project cost: Production account not received yet. Approximately £7,000 Receipts Attached? Yes No Receipt Amount: Please list receipts below: Already sent hard paper copy of the receipts for costume to the council. 3. Project Information When did the project commence? Tuesday 4th – Saturday 8th October 2022 Did you make a profit from the project? Yes No We should break even	Strong in Harris	dark room to no r	so arts by box organics or	nd record response of treation	If words o the costun
Grant Reference Number: GR10/2223 Production account not received yet. Receipts Attached? Yes No Receipt Amount: Please list receipts below: Already sent hard paper copy of the receipts for costume to the council. 3. Project Information When did the project commence? Tuesday 4th – Saturday 8th October 2022 Did you make a profit from the project? Yes No We should break even					
Receipts Attached? Yes No Receipt Amount: Please list receipts below: Already sent hard paper copy of the receipts for costume to the council. 3. Project Information When did the project commence? Tuesday 4 th – Saturday 8 th October 2022 Did you make a profit from the project? Yes No We should break even			GR10/2223	and to manyophed granton	r set buylagen art
Receipts Attached? Yes No Receipt Amount: Please list receipts below: Already sent hard paper copy of the receipts for costume to the council. 3. Project Information When did the project commence? Tuesday 4 th – Saturday 8 th October 2022 Did you make a profit from the project? Yes No We should break even		myse sd w h (cs/)			per mentigo sulcani
Please list receipts below: Already sent hard paper copy of the receipts for costume to the council. 3. Project Information When did the project commence? Tuesday 4th – Saturday 8th October 2022 Did you make a profit from the project? Yes No We should break even	TV series" etc.	e oxactsy filter the	not received yet.	maw remittee out the og w	Fanelle 11, Unite 22)
3. Project Information When did the project commence? Tuesday 4 th – Saturday 8 th October 2022 Did you make a profit from the project? Yes No We should break even	Receipts Attached? Y	res No	Receipt Amount:	Tarantan and other species	adding to the Control
When did the project commence? Tuesday 4 th – Saturday 8 th October 2022 Did you make a profit from the project? Yes No We should break even We should break even					
Did you make a profit from the project? Yes No We should break even		42			
Did you make a profit from the project? Yes No We should break even would be a profit from the project? Yes No We should break even would be a profit of the project? Yes No We should break even would be a profit of the project? Yes No We should break even would be a profit of the project? Yes No We should break even would be a profit of the project? Yes No We should break even would be a profit of the project? Yes No We should break even would be a profit of the project? Yes No We should break even would be a profit of the project? Yes No We should break even would be a profit of the project? Yes No We should break even would be a profit of the project? Yes No We should break even would be a profit of the project? Yes No We should break even would be a profit of the project? Yes No We should break even would be a profit of the project? Yes No We should break even would be a profit of the project? Yes No We should break even would be a profit of the project? Yes No We should break even would be a profit of the project? Yes No We should break even would be a profit of the profit			Tuesday 4th	Saturday 9th October 2022	naionerau R
leaser ensure that you seek permission for anyoody photographed). 25 the grant lunding from Congretion Town Council acknowledged in any way? You Town Town Town Council acknowledged in any way? You Town Town Town Town Town Town Town Town			The second secon		
lease ensure that you seek permission for anyoody photographed). It is the grant lunding from Congretion Town Council acknowledged in any way? The Market Market Congretion Council acknowledged in any way? The Market Congretion Council acknowledged in any way? The Congretion Council acknowledged in any way?	When did the project	commence?	ect activity. Is thus at a	ing may to materials	
	When did the project Did you make a profit	commence?	? Yes No <u>We</u>	e should break even	ntinia on bo eresto. Wollow
ase state flow (i.e. on your website, event programme, tickets, etc.)	When did the project Did you make a profit	commence?	? Yes No We	e should break even	follow To you give permiss to
	When did the project Did you make a profit	from the project	? Yes No We	e should break even	follow Jo you give permissing permissing your permission your

Congletion Players	
Please explain what difference the project has made to your organisation/local people:	
We were most appreciative of the grant awarded to the Players.	
It enabled the costumes for Blackadder to be very realistic, and of the period of the television. With this additional money we were able to buy appropriate fabric for the costumes.	on productions.
This improved the audience's enjoyment of the show, and would hopefully encourage them theatre again in the future. As they were leaving the theatre many were heard to be saying	
"I couldn't believe how good the costumes were" or " the costumes were exactly like the TV	V series" etc.
Everyone was talking about the show and more often than not about the costumes!	
iper copy of the receipts for costume to the council.	
4. Promotion CCCC reduced "A yellium" - "A y	3. Project in
Please send an electronic photograph of your project/activity. Is this attached? Yes ollow	No x to
Do you give permission for these photographs to be used on the Council's web site and in n (Please ensure that you seek permission for anybody photographed). Yes x	ewsletters?
Was the grant funding from Congleton Town Council acknowledged in any way? Yes x	No 🗌
Please state how (i.e. on your website, event programme, tickets, etc)	
It was acknowledged in our programme	
5. Feedback	

mprovements that you would like to make?	me? Are there a	any comme	iits or sugg	,estions io
t worked well				
How did you apply? Online Email Post x				
No.	0 🗆			
Do you feel that you understood the process? Yes x				
Do you feel that you understood the process? Yes X N Please rate the following elements:				
	Excellent	Good	OK	Poor
Please rate the following elements:		Good	ОК	Poor
Please rate the following elements: Completing the application form			OK	Poor
Please rate the following elements:		x	OK	Poor



CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy					
MEETING DATE	26 th January 2023	LOCATION	Congleton Town Hall			
AND TIME	7.00pm	LOCATION	Congleton rown rian			
REPORT FROM	Serena Van Schepdael	– Responsible Finan	cial Officer (REO)			
AGENDA ITEM	10	- Responsible i man	ciai Officer (Ni O)			
REPORT TITLE		·c				
REPORT TITLE	Management Account	3				
Background	Variance analysis for the period to 31 st December 2022 to accompany the attached spreadsheets in Appendix 10.1					
Updates	These figures cover the financial period to 31 st December 2022, month 9, which represents 75% of the budget. (Percentages in this report rounded up /down) Please see summary sheet (Appendix 10.1) for notes, as we are now in the final quarter of this financial year, a brief summary of main cost centres are noted in this report.					
	101-Corporate Manage 80% expenditure spend Precept for 22-23 now 102-Democratic/Civic	and at 76% expendit ement d and 101% Income received in full, no r	ure and 101% income received. received new expenditure notes to declare.			
	68% expenditure spenditure spendi		stance Applications.			
	109- Capital No issues to note. The first loan payment has been made, second due in March 2023, if the Direct Debit date enters April the loan amount will be accrued at year end.					
	Community and Environment Committee Committee expenditure budgets stand at 59% expenditure.					
	215- Floral Budgeted year end exp General expenditure a		ne was £13,262 currently £11,404.			
		. Movement from Ca	mergency spending was required for pital Ear Marked Reserve is due to take setting			

300-Public Realm

Currently at 94%, cleanse of Town Centre was completed and repair work to benches has commenced.

301- Congleton Partnership

Expenditure declared on this cost centre; a final analysis will be competed for year end.

302- Community Development

No issues to note for this cost centre. 4226-Ukraine Support is financed by movement from Ear Marked Reserves, which are covered later in the accounts.

303- Crime Reduction

No PCSO charges to date, CCTV paid in full for the year.

305- Christmas Fayre-Lights

To date: Income £3,273 no budget set. Expenditure £21,595 against £16,000 budget. Movement from Capital Reserves is required to take place once Christmas accounts finalised, a sum of £2,250. Obtaining sponsorship was not as successful as previous years. Final update will be provided in March.

321-Tourism

No issues to note, the 750 events has worked to budget, the full reserves set to one side for the events has been used in full.

351- Luncheon Club

Currently at 78%, Council have approved to use up to £3,000 of ear marked reserves to cover any overspend.

Town Hall, Assets and Services Committee

96% income and 92% expenditure

201- Paddling Pool

Season ended in September, no issues to note.

221-Town Hall

75% expenditure spend and 78% income received.

Grand Hall income is currently at 93%, Bridestones 37% and Spencer Suite 87% (which is partly due to the contribution from Citizens Advice Bureau Grant for room hire) Commission from the Commercial Partner is now being invoiced out due to events taking place.

4009 Health and Safety, this line has been presented in a past meeting for noting and approval to spend, the overspend will increase further due to security costs from pre-Covid bookings.

4041:Property Maintenance. Currently showing as overspent, as per Council approval Ear Marked reserves are to be used to cover maintenance programme costs. An updated amount will be presented to Council in February 2023.

225-Congleton Information Centre

It is worth noting that the Direct Sales/Income budgets set for 2022-23 are the first set budgets since the takeover of the Information Centre, they will be monitored year on year.

Expenditure is 157% and income 205%. Both payments of the CEC agreement have been paid to date. A full nominal check will be taking place as costs are currently showing as more than income for ticket sales, this will be updated in March 2023.

There are three payments to note, all for 3rd Party ticket sales, all three are over £10,000 but are to pay for tickets that we have sold on behalf of the event organiser, direct expenditure not revenue expenditure:

- 17/11/2022 Congleton Rotary Club £ 17,380.25 3rd Party ticket sales
- 17/11/2022 RA & L Lomas Fundraising £ 11,685.00 3rd Party ticket sales
- 17/11/2022 RA & L Lomas Fundraising £ 19,511.40 3rd Party ticket sales

Streetscape:

Expenditure is 88% and income 82%.

No new issues to note from previous reporting, there has been 3 quarters of CEC agreement has been received to date.

Staffing Costs

Currently at 77%. The Pay Award has been implemented and paid to staff, payroll will remain over expected budget as the budgeted pay award was lower than the National Joint Council agreement.

Ear Marked Reserves

Current balances and estimated movement as at Month 9 included for noting.

Decision Requested

- 1. To note the three payments over £10,000 for direct expenditure (3rd party ticket sales).
- 2. To receive the Management Accounts to 31st December 2022.

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

Month Percentage	9 75.0%	ANNUAL BUDGET	BUDGET TO M9	Actual Spend to M9	£ VARIANCE AT M9	% Of Budget spent @ M9	Variance %	NOTES
Finance and	Policv Committee							
101	Corp Management Staff Costs (re-allocated) Travel Training / Conferences Rent Payable Miscellaneous Office Costs Telephone/Fax/Internet Postage Stationery & Printing Subscriptions & Publications Insurance Computer/IT Costs Photocopy Charges Recruitment Advertising Other Advertising Bank Charges Audit Fees - External Audit Fees - Internal Accountancy Support Legal & Professional fees HR & H&S Support	171,273 500 3,000 17,017 1,660 1,083 3,077 2,900 4,200 11,200 500 300 1,240 2,000 1,760 5,000 4,000 4,500	128.455 375 2.250 12.763 1.245 812 2.308 2.175 3.150 8.400 9.848 1.125 375 225 930 1.500 1.320 3.750 3.000 3.375	129,415 0 574 12,763 1,346 2,058 380 2,336 3,919 11,285 13,993 1,377 124 0 882 0 480 1,979 6,539 2,836	-960 375 1676 0 -101 -1246 1928 -161 -769 -2885 -4146 -252 251 225 48 1500 840 1771 -3539 539	75.6% 0.0% 19.1% 75.0% 81.1% 190.0% 12.3% 80.6% 93.3% 100.8% 106.6% 91.8% 24.8% 0.0% 71.1% 0.0% 27.3% 39.6% 163.5% 63.0%	-0.6% 75.0% 55.9% 0.0% -6.1% -115.0% 62.7% -5.6% -31.6% -31.6% 75.0% 75.0% 75.0% 47.7% 35.4% -88.5% 12.0%	Increases after budget setting & low budget for this line All insurance now paid for the full year Increases after budget setting & low budget for this line Higher usage during events season
	Tfr From EMR	0	0	-2,480	2480	#DIV/0!	#DIV/0!	Biodiversity Legal Fees CTC/60/2122
	Central Overheads reallocated	-63,881	-47,911	-39,916	<u>-7995</u>	62.5%	12.5%	
	Corporate Management:-Expenditure	185.959	139.469	149.890	-10421	80.6%	-5.6%	
	Precept 2021-2022 Interest Receivable Miscellaneous Income Corporate Management-Income Net Income Over Expenditure	-996,333 -1.500 0 -997,833	-747.250 -1,125 0 -748,375 -608.906	-996.333 -4.575 -7,355 -1,008,263	249083 3450 7355 259888 249468	100.0% 305.0% #DIV/0! 101.0%	-25.0% -230.0% #DIV/0! -26.0%	Now received in full Receiving more interest due to rate rises. CIL payment £7325 will be moved at year end
102	Civic Staff Costs (re-allocated) Trainina / Conferences Stationery & Printina Marketina/Promotions Council Newsletter Council Website Mayor's Allowance Members Expenses Civic Expenses Civic Regalia Hall & Room Hire Civic Artacts and Treasures Central Overheads reallocated Civic:-Expenditure Grants Grants-Expenditure	31.723 1.000 500 1.000 8.000 2.000 3.000 200 6.750 250 6.000 500 2.720 63.643	23.792 750 375 750 6.000 1.500 2.250 150 5.063 188 4.500 375 2.040 47.732	22.878 30 0 501 6.032 696 3.000 0 5.795 0 2.912 0 1.702 43.546	914 720 375 249 -32 804 -750 150 -733 188 1588 375 338 4186	72.1% 3.0% 0.0% 50.1% 75.4% 34.8% 100.0% 0.0% 85.9% 0.0% 48.5% 0.0% 62.6% 68.4%	2.9% 72.0% 75.0% 24.9% -0.4% 40.2% -25.0% 75.0% 26.5% 6.6%	3 editions completed Paid in full Civic events x 2: Mavor Making and Civic Sundav
	Capital	46,778	35,084	35,991	-908	76.9%	-1.9%	1st loan repayment made
F&P Income	Income	- <u>997,833</u> 353,213	-748,375 264,910	<u>-1,012,529</u> 269,388		101.5% 76.3%	-26.5% -1.3%	Committee Summary Committee Summary

Congleton Town Council Management Accounts 2022-2023

	Dec-22
Page	2/3

Month Percentage	9 75.0%	ANNUAL BUDGET	BUDGET TO M9	Actual Spend to M9	£ VARIANCE AT M9	% Of Budget spent @ M9	Variance %	NOTES
Community	y and Environment Committee							
215 215	Floral Displays Income Floral Displays Expenditure	-4.000 17,262	-3.000 12,947	-12.561 23,965	9561 -11019 0	314.0% 138.8%	-239.0% -63.8%	
241 241	Allotments Income Allotments Expenditure	-190 1.000	-143 750	0 5.240	-143 -4490 0	0.0% 524.0%	75.0% -449.0%	Emeraency work required on trees: Overspend noted by Council
300	Public Realm	3.000	2,250	2,836	-586	94.5%	-19.5%	Deep clean of some town pavements was completed, repairs to benches
301	Congleton Partnership Expenditure	31,177	23,383	39,137	-15754 0	125.5%	-50.5%	Expenditure noted only
302 303	Community Development Crime Reduction/CCTV	119.418 43.548	89,564 32.661	91,711 9.787	-2148 22874 0	76.8% 22.5%	-1.8% 52.5%	No PCSO charges to date: CCTV paid in full
305 305	Christmas Fayre/lights Income Christmas Fayre/lights Expenditure	0 16.000	0 12,000	-3,273 21,595	3273 -9595 0	135.0%	-60.0%	
310 310	Neighbourhood Plan Neighbourhood Plan Tfr From EMR	0 0	0	1,605 -1,605	-1605 1605 0	0.0%	75.0%	
315 315	Covid 19 Income Covid 19 Expenditure	0 0	0	0	0 0 0	-100.0% 0.0%	175.0% 75.0%	
321 321	Tourism Income Tourism Expenditure	-5,000 20,770	-3,750 15,578	-6,488 17,650	2738 -2073 0	129.8% 85.0%	-54.8% -10.0%	750 Celebrations: EMR of £21,305 provided (£35,393 costs less EMR £21,305)
341 351	Youth and Young People Luncheon Club	1.000 9.000	750 6,750	7,031	750 -281	0.0% 78.1%	75.0% -3.1%	
C.E &S	Income	-9,190	-6,893	40.040		E40 40/	400 40/	0
0.5 00				-49,942 154,862		<u>543.4%</u> 59.1%	<u>-468.4%</u> 15.9%	Committee Summary Committee Summary
	Expenditure ome - Net Expenditure Totals	262,175 252,985	<u>196,631</u> 189,739	154,862 104,920		59.1%	15.9%	Committee Summary Committee Summary Committee Summary
C,E &S Inco	Expenditure	262,175	196,631	154,862	£ VARIANCE AT M9			Committee Summary
C,E &S Inco	Expenditure Expenditure Totals	262,175 252,985 ANNUAL	196.631 189,739	154,862 104,920 Actual Spend		59.1% % Of Budget	15.9% Variance	Committee Summary Committee Summary
C,E &S Inco	Expenditure ome - Net Expenditure Totals Assets and Services Committee	262,175 252,985 ANNUAL BUDGET	196,631 189,739 BUDGET TO M9	154,862 104,920 Actual Spend to M9	AT M9	% Of Budget spent @ M9	Variance	Committee Summary Committee Summary NOTES
C,E &S Inco	Expenditure ome - Net Expenditure Totals Assets and Services Committee Paddling Pool Town Hall Town Hall - Expenditure Town Hall - Income	262,175 252,985 ANNUAL BUDGET 41,096	196.631 189.739 BUDGET TO M9 30.822 153.868 -75.825	154.862 104.920 Actual Spend to M9 28,752	2070 911 2614	% Of Budget spent @ M9 70.0% 74.6% 77.6%	15.9% Variance % 5.0% 0.4% -2.6%	Committee Summary Committee Summary NOTES
C,E &S Inco Town Hall, 201 221	Expenditure ome - Net Expenditure Totals Assets and Services Committee Paddling Pool Town Hall Town Hall - Expenditure Town Hall - Income Net Expenditure over Income Congleton Information Centre CIC - Expenditure CIC- Income	262,175 252,985 ANNUAL BUDGET 41,096 205,157 -101,100 104,057	196.631 189.739 BUDGET TO M9 30.822 153.868 -75.825 78.043	154.862 104.920 Actual Spend to M9 28,752 152,957 -78,439 74,518 164,965 -140,135	2070 911 2614 3525 -85845 89005	59.1% % Of Budget spent @ M9 70.0% 74.6% 71.6% 156.4% 205.6%	15.9% Variance % 5.0% 0.4% -2.6% 3.4% -81.4% -130.6%	Committee Summary Committee Summary NOTES Possible issue with water meter, will update or accrue costs if required. Full check on sales v cost for tickets to take place
C,E &S Inco Town Hall, 201 221	Expenditure ome - Net Expenditure Totals Assets and Services Committee Paddling Pool Town Hall Town Hall - Expenditure Town Hall - Income Net Expenditure over Income Congleton Information Centre CIC - Expenditure CIC- Income Net Expenditure over income	262,175 252,985 ANNUAL BUDGET 41,096 205,157 -101,100 104,057 105,494 -68,174 37,320	196.631 189,739 BUDGET TO M9 30,822 153,868 -75,825 78,043 79,121 -51,131 27,990	154,862 104,920 Actual Spend to M9 28,752 152,957 -78,439 74,518 164,965 -140,135 24,830	2070 911 2614 3525 -85845 89005 3160	59.1% % Of Budget spent @ M9 70.0% 74.6% 77.6% 71.6% 156.4% 205.6% 66.5%	15.9% Variance % 5.0% 0.4% -2.6% 3.4% -81.4% -130,6% 8.5%	Committee Summary Committee Summary NOTES Possible issue with water meter, will update or accrue costs if required. Full check on sales v cost for tickets to take place Full check on sales v cost for tickets to take place
C.E &S Inco Town Hall, 201 221 225	Expenditure ome - Net Expenditure Totals Assets and Services Committee Paddling Pool Town Hall Town Hall - Expenditure Town Hall - Income Net Expenditure over Income Congleton Information Centre CIC - Expenditure CIC - Income Net Expenditure over income Public Toilets	262,175 252,985 ANNUAL BUDGET 41,096 205,157 -101,100 104,057 105,494 -68,174 37,320	196.631 189.739 BUDGET TO M9 30.822 153.868 -75.825 78.043 79.121 -51.131 27.990	154.862 104.920 Actual Spend to M9 28,752 152,957 -78,439 74,518 164,965 -140,135 24,830	911 2614 3525 -85845 89005 3160	59.1% % Of Budget spent @ M9 70.0% 74.6% 71.6% 156.4% 205.6% 66.5%	15.9% Variance % 5.0% 0.4% -2.6% 3.4% -81.4% -130.6% 8.5%	Committee Summary Committee Summary NOTES Possible issue with water meter, will update or accrue costs if required. Full check on sales v cost for tickets to take place Full check on sales v cost for tickets to take place Cleaning and supplies
C.E &S Inco Town Hall, 201 221 225 263 270	Expenditure ome - Net Expenditure Totals Assets and Services Committee Paddling Pool Town Hall Town Hall - Expenditure Town Hall - Income Net Expenditure over income Congleton Information Centre CIC - Expenditure CIC- Income Net Expenditure over income Public Toilets Cenotaph	262,175 252,985 ANNUAL BUDGET 41,096 205,157 -101,100 104,057 105,494 -68,174 37,320	196.631 189.739 BUDGET TO M9 30.822 153.868 -75.825 78.043 79.121 -51.131 27.990	154.862 104.920 Actual Spend to M9 28,752 152,957 -78,439 74,518 164,965 -140,135 24,830	911 2614 3525 -85845 89005 3160	59.1% % Of Budget spent @ M9 70.0% 74.6% 71.6% 156.4% 205.6% 66.5%	15.9% Variance % 5.0% 0.4% -2.6% 3.4% -81.4% -130.6% 8.5%	Committee Summary Committee Summary NOTES Possible issue with water meter, will update or accrue costs if required. Full check on sales v cost for tickets to take place Full check on sales v cost for tickets to take place Cleaning and supplies

	Streetscape - Misc Income S/S Income Net Expenditure over Income	-900 -396,056 203,707	-675 -297,042 152,780	-675 -324,468 210,676	27426 -57896	75.0% 81.9% 103.4%	0.0% -6.9% -28.4%	
THAS	Income	-565,330 956,965	-423,998 717,724	-543,044 884,539		96.1% 92.4%	-21.1%	Committee Summary
Town Hall, A	Expenditure Assets and Services - Net Expenditure	391,635	293,726	341,495		92.470	17.4%	Committee Summary Committee Summary
	Personnel Staff Costs Personnel with Pay Award for reference	916,343	687,257	708,298	-21041	77.3%	-2.3%	Actual staff costs to date
	Permanent Staff Costs - Included budget pay award *1 Agency Staff Total Staff Costs Budgeted pay award (3%)	916,343 6,000 922,343	687,257 4.500 691,757	708,298 33,985 742,283	-21041 -29485 -50526	77.3% 566.4% 80.5%	-2.3% -491.4% -5.5%	Actual costs plus budgeted pay award for information only Cover for longterm sick. Pay award now settled and paid
	Total Income Total Expenditure Net Income /Expenditure	-1,572,353 1,572,353	-1,179,265 1,179,265	-1,605,515 1,308,789 -296,726		101.8% 83.2%		Overall summary Overall summary Overall summary

Congleton Town Council
Management Accounts 2022-2023
Dec-22
Page 3/3

		800,170	- 19,592	780,578
354	EMR Carbon Offsetting	3,000		3,000
353	EMR Ukraine Support	4,433	-1,800	2,633
352	EMR 750 Celebrations			
351	EMR Information Centre	22,011		22.011
349	EMR CIL	304	7,325	7,629
348	EMR Civic	1,000		1.000
346	EMR Rotary Bonfire	5,000		5.000
345	EMR Cenotaph	7,017	-4.517	2,500
344	EMR Congleton Neighbourhood Plan	7,281	-600	6.681
343	EMR Marketing	5,000		5.000
342	EMR Tourism	5,576		5.576
340	EMR Legal Fees	48,812		48.812
339	EMR Public Realm	9,189		9.189
37	EMR Toilets	24,012		24.012
33	EMR Training	8,479		8.479
31	EMR Website	30.151		30.151
330	EMR Ancient Treasures	3,000	-3.000	3.000
327	EMR Business Recovery Fund	5,758	-3.000	2.758
24	EMR Crime Prevention/Traffic calming	7.357	-5,000	7.357
322	EMR Covid 19 Fund	10,575	-3.000	7.575
320 321	EMR Elections	20,000	-14,000	20.000
320	Capital Contingency Fund	345,182	-14,000	331,182
110 118	Capital Equipment Fund	221,033		227,033
40	General Reserve	227,033		31/03/2023
eserves	s as at 31st December 2022	BALANCE		Est.balance

Update will be provided in March

Maintenance programme cost to be covered from this EMR, this will vary

First Floor/ Shop Improvemnet Scheme, £3,000 paid in January

Up to £3,000 due to go to Luncheon Club at Year end

Monthly costs
Due to be moved back to general reserves at year end
No use required for 2022 bonfire event

£7,325 to be moved in at year end, can only be used for CIL, 5 year time limit

£1,800 for Christmas and Hosting evets

Congleton Town Council

Time: 15:21

Bank Reconciliation Statement as at 06/01/2023 for Cashbook 1 - RBS Current/I Access Acct

Page 1

User: ST

0.00

Bank Statement Account Name (s)	Statement Date	Page No	BAD
RBS Current/Access Acct	30/12/2022	298	53,702.62
			53,702.62
Unpresented Cheques (Minus)		Amount	
		0.00	
			0.00
			53,702.62
Receipts not Banked/Cleared (Plus)			
		0.00	
			0.00
			53,702.62
	Balance pe	er Cash Book is :-	53,702.62

Neronaled
11/01/23

Difference is :-

Time: 15:21

Congleton Town Council

Cashbook 1

RBS Current/I Access Acct

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Receipts f	or Month 9					No	minal L	edger Anal	ysis
Receipt Ref	Name of Payer		nt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Balance Brought	Fwd:	177,585.90					177,585.90	
bacs	Banked: 01/12/2022	29.50							
	Sales Recpts Page 2949		29.50	29.50		100			Sales Recpts Page 2949
bacs	Banked: 01/12/2022	800.00							
bacs	congleton lions		800.00			1199	301	800.00	defib donation
bacs	Banked: 02/12/2022	199.33							
bacs	CIC Sumup		199.33			505		199.33	CIC income
bacs	Banked: 02/12/2022	450.00							
	Sales Recpts Page 2951		450.00	450.00		100			Sales Recpts Page 2951
bacs	Banked: 02/12/2022	210.00							
	Sales Recpts Page 2952		210.00	210.00		100			Sales Recpts Page 2952
bacs	Banked: 02/12/2022	60.00							,
	Sales Recpts Page 2953		60.00	60.00		100			Sales Recpts Page 2953
bacs	Banked: 02/12/2022	213.62							
bacs	CIC Sumup		213.62			505		213.62	CIC income
bacs	Banked: 02/12/2022	330.91							
bacs	Public Sector Deposit Bond		330.91			1190	101	330.91	Public Sector Deposit Bond
bacs	Banked: 05/12/2022	144.24							
	Sales Recpts Page 2954		144.24	144.24		100			Sales Recpts Page 2954
000401	Banked: 05/12/2022	70.00							
000401	Light stall		70.00			1170	305	70.00	Christmas Lights income
000402	Banked: 05/12/2022	12.00							
000402	CIC		12.00			1199	321	12.00	Medieval sales
000403	Banked: 05/12/2022	95.00							
	Sales Recpts Page 2955		95.00	95.00		100			Sales Recpts Page 2955
000404	Banked: 05/12/2022	30.00							
	Sales Recpts Page 2956		30.00	30.00		100			Sales Recpts Page 2956
000405	Banked: 05/12/2022	511.00							
	Sales Recpts Page 2957		511.00	511.00		100			Sales Recpts Page 2957
000405	Banked: 05/12/2022	250.00							
	Sales Recpts Page 2958		250.00	250.00		100			Sales Recpts Page 2958
000405	Banked: 05/12/2022	250.00							•
	Sales Recpts Page 2959		250.00	250.00		100			Sales Recpts Page 2959
bacs	Banked: 06/12/2022	560.20							. •
bacs	CIC Sumup		560.20			505		560.20	CIC income
bacs	Banked: 06/12/2022	300.83							
bacs	CIC Sumup		300.83			505		300.83	CIC income

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Congleton Town Council Cashbook 1

RBS Current/I Access Acct

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Receipts	for Month 9								
	Name of Payer	£Amı	nt Boosinad	C Dahta				dger Anal	
<u>-1000 (pt 110</u>	Name of Fayer	Ł Ami	nt Received	£ Debtors	<u>£ VAT</u>	A/c	Centre	£ Amount	Transaction Detail
bacs	Banked: 06/12/2022	478.97							
bacs	CIC Sumup		478.97			505		478.97	CIC income
	Banked: 06/12/2022	267.70							
	Sales Recpts Page 2962		267.70	267.70		100			Sales Recpts Page 2962
bacs	Banked: 08/12/2022	59.00							
	Sales Recpts Page 2963		59.00	59.00		100			Sales Recpts Page 2963
bacs	Banked: 08/12/2022	18.00							
	Sales Recpts Page 2964		18.00	18.00		100			Sales Recpts Page 2964
bacs	Banked: 08/12/2022	1,000.00							
bacs	Plus Dane		1,000.00			1199	302	1,000.00	Donation
bacs	Banked: 09/12/2022	431.59							
bacs	CIC Sumup		431.59			505		431.59	CIC income
bacs	Banked: 09/12/2022	144.24							
	Sales Recpts Page 2965		144.24	144.24		100			Sales Recpts Page 2965
bacs	Banked: 09/12/2022	90.21							a mar market rage 2000
bacs	CIC Sumup		90.21			505		90.21	CIC income
bacs	Banked: 09/12/2022	631.77							
bacs			631.77		1	1199	300	631.77	Memorial bench
bacs	Banked: 09/12/2022	976.80							
	Sales Recpts Page 2966		976.80	976.80		100			Sales Recpts Page 2966
bacs	Banked: 12/12/2022	20.95							
bacs			20.95		1	1041	225	20.95	Panto tickets
bacs	Banked: 12/12/2022	29.50							
	Sales Recpts Page 2967		29.50	29.50		100			Sales Recpts Page 2967
000384	Banked: 12/12/2022	302.44							
000384	CIC		302.44			505		302.44	CIC income
000385	Banked: 12/12/2022	348.54							
000385	CIC		348.54			505		348.54	CIC income
bacs	Banked: 13/12/2022	160.68							
bacs	CIC Sumup		160.68			505		160.68	CIC income
bacs	Banked: 13/12/2022	346.53							
bacs	CIC Sumup		346.53			505		346.53	CIC income
bacs	Banked: 13/12/2022	262.20							
	Sales Recpts Page 2968		262.20	262.20	1	100			Sales Recpts Page 2968
bacs	Banked: 13/12/2022	1,863.08							
bacs	ccb interest		1,863.08		1	190	101	1,863.08	interest received
	2. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1.								

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Congleton Town Council

Cashbook 1

RBS Current/I Access Acct

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Possinta fa	Receipts for Month 9 Nominal Ledger Analysis										
		C A	at Danabard	C Dahtan	CLIAT						
Receipt Ref	Name of Payer	<u>£ Am</u>	nt Received	£ Debtors	£ VAT	A/C	Centre	£ Amount	Transaction Detail		
bacs	Banked: 15/12/2022	205.46									
bacs	CIC Sumup		205.46			505		205.46	CIC income		
bacs	Banked: 15/12/2022	620.00									
	Sales Recpts Page 2969		620.00	620.00		100			Sales Recpts Page 2969		
bacs	Banked: 15/12/2022	103,000.00									
bacs	SIBA		103,000.00			202		103,000.00	SIBA Transfer		
bacs	Banked: 15/12/2022	228.00									
	Sales Recpts Page 2970		228.00	228.00		100			Sales Recpts Page 2970		
bacs	Banked: 19/12/2022	163.35									
bacs	CIC Sumup		163.35			505		163.35	CIC income		
bacs	Banked: 19/12/2022	35,000.00									
bacs	SIBA		35,000.00			202		35,000.00	SIBA Transfer		
	Banked: 20/12/2022	250.00									
	Sales Recpts Page 2960		250.00	250.00		100			Sales Recpts Page 2960		
Correction	Banked: 20/12/2022	-500.00									
	Sales Recpts Page 2961		-500.00	-500.00		100			Sales Recpts Page 2961		
bacs	Banked: 20/12/2022	439.93									
bacs	CIC Sumup		439.93			505		439.93	CIC income		
bacs	Banked: 20/12/2022	226.11									
bacs	CIC Sumup		226.11			505		226.11	CIC income		
bacs	Banked: 21/12/2022	78.30									
	Sales Recpts Page 2971		78.30	78.30		100			Sales Recpts Page 2971		
bacs	Banked: 21/12/2022	397.00									
	Sales Recpts Page 2972		397.00	397.00		100			Sales Recpts Page 2972		
bacs	Banked: 21/12/2022	234.40									
	Sales Recpts Page 2973		234.40	234.40		100			Sales Recpts Page 2973		
bacs	Banked: 21/12/2022	399.00									
	Sales Recpts Page 2974		399.00	399.00		100			Sales Recpts Page 2974		
bacs	Banked: 22/12/2022	113.10									
	Sales Recpts Page 2975		113.10	113.10		100			Sales Recpts Page 2975		
bacs	Banked: 22/12/2022	182.41									
bacs	CIC Sumup		182.41			505		182.41	CIC income		
bacs	Banked: 22/12/2022	1,000.00									
	Sales Recpts Page 2977		1,000.00	1,000.00		100			Sales Recpts Page 2977		
bacs	Banked: 23/12/2022	488.40									
	Sales Recpts Page 2976		488.40	488.40		100			Sales Recpts Page 2976		

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Congleton Town Council

Cashbook 1

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RBS Current/I Access Acct

Receipts f	or Month 9		Nominal Ledger Analysis						
Receipt Ref	Name of Payer	£ Amnt	Received	£ Debtors	£ VAT				Transaction Detail
bacs	Banked: 23/12/2022	333.25							
bacs	CIC Sumup		333.25			505		333.25	CIC income
bacs	Banked: 23/12/2022	132.68							
bacs	CIC Sumup		132.68			505		132.68	CIC income
000386	Banked: 23/12/2022	199.15							
000386	CIC income		199.15			505		199.15	income
000387	Banked: 23/12/2022	280.72							
000387	CIC income		280.72			505		280.72	income
bacs	Banked: 29/12/2022	128.86							
bacs	CIC Sumup		128.86			505		128.86	CIC income
bacs	Banked: 30/12/2022	120.00							
	Sales Recpts Page 2978		120.00	120.00		100			Sales Recpts Page 2978
Tota	l Receipts for Month	155,668.95		7,215.38	0.00			148,453.57	
	Cashbook Totals	333,254.85		7,215.38	0.00			326,039.47	

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Congleton Town Council

Cashbook 1

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For Month No: 9

Payment	s for Month 9		Nominal Ledger Analysis						
<u>Date</u>	Payee Name	Reference	E Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/12/2022	Cambridge & Counties	BACS	100.00			205		100.00	charges
01/12/2022	Cheshire East Council	DD	2,739.00			4011	221		Business rates
01/12/2022	Prism Solutions	dd	118.14	118.14		501		-,, -,,-	68455/14878/call charges
02/12/2022	BACS P/L Pymnt Page 3074	BACS Pymnt	25,118.83	25,118.83		501			BACS P/L Pymnt Page 3074
05/12/2022	СТС	008982	131.19			210		131.19	Petty Cash
07/12/2022	Cambridge and Counties	BACS	25,000.00			205		25,000.00	
07/12/2022	Cambridge and Counties	BACS	24,900.00			205		24.900.00	
07/12/2022	Pitney Bowes Finance Ltd	dd	72.00	72.00		501			BLO6410188/15014/rental
08/12/2022	Cambridge and Counties	BACS	25,000.00			205		25.000.00	
	Cambridge and Counties	BACS	25,000.00			205		25,000.00	
09/12/2022	BACS P/L Pymnt Page 3080	BACS Pymnt	3,464.04	3,464.04		501			BACS P/L Pymnt Page 3080
09/12/2022	Congleton Players	BACS	250.00			4701	107	250.00	Grant - GR10/2223
09/12/2022	Cong Bath House	BACS	120.00			4701			Grant - GR01/2122
12/12/2022	British Telecom	DD	45.47	45.47		501		.20.00	Q090IM/14911/charges
15/12/2022	West Mercia Energy	dd	4,970.16	4,970.16		501			11286650/14896/T Hall electric
15/12/2022	Bankline	BACS	83.90			4051	101	83.90	bank charges
16/12/2022	СТС	BACS	102,385.03			515			Dec Payroll
						525	0		Dec Payroll
						520	0		Dec Payroll
						530	0		Dec Payroll
20/12/2022	Congleton Musical Theatre	Correction	-146.75	-146.75		501			P/Ledger Electronic Payment
21/12/2022	BACS P/L Pymnt Page 3084	BACS Pymnt	36,242.59	36,242.59		501			BACS P/L Pymnt Page 3084
21/12/2022	bank	BACS	19.43			4051	101	19.43	Bank charges
21/12/2022	Beartown Rickshaw	BACS	870.00			4701	107		GR09/2223
21/12/2022	House to Home	BACS	37.80			4172	305		xmas electicity
22/12/2022	DJs Past & Present	003	465.50	465.50		501			Ticket sales
23/12/2022	EE Ltd	dd	170.95	170.95		501			01287707080/14997/call charges
28/12/2022	Prism Solutions	dd	1,747.54	1,747.54		501			168318/15089/IT support
	RBS Credit Card	DD	577.41			212		577.41	credit card balance payoff
28/12/2022	BACS P/L Pymnt Page 3109	BACS Pymnt	70.00	70.00		501			BACS P/L Pymnt Page 3109
	Total Payments fo	or Month	279,552.23	72,338.47	0.00			207,213.76	
	Balance Carr	ried Fwd	53,702.62						11/01/23

Cashbook Totals

333,254.85

72,338.47

0.00

260,916.38

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy							
MEETING DATE	26 th January 2023	LOCATION	Congleton Town Hall					
AND TIME	7.00pm							
REPORT FROM	Serena Van Schepdael –	Responsible Fina	ncial Officer					
AGENDA ITEM	12							
REPORT TITLE	Savings Account Balanc	es						
Background	To inform the Finance and Policy Committee with the location and balances of the Council's savings and investments.							
Updates	Congleton Town Council	I – Savings accour	nt balances					
	Balances as at 31 st December 2022.							
	Business Reserve Accor	unt	£ 687,759.63					
	Cambridge and Countied deposit	es 1 year fixed	£ 250,000.00					
	CCLA Deposit		£ 150,000.00					
	Total		£ 1,087,759.63					
	Investment Update As you can see from the balance, the initial movement of funds to our Cambridg & Counties investment accounts has taken place. Total interest from Cambridg & Counties for the previous 12 months was £1863.08, which has been received into our account. During January funds will be moved from RBS to the CCLA Investment account. Current interest rates as at 31st December 2022: RBS: 0.80% CCLA: 3.3141%							
Decision Requested	To receive the Savings A	ccounts balances	to 31 st December 2022.					

Date: 17/01/2023

Time: 10:45

Congleton Town Council

RBS Current/I Access Acct

List of Payments made between 01/10/2022 and 31/12/2022

Date Paid	Payee Name	Reference	Amount Paid Authorized Ref	Transaction Detail
03/10/2022	Prism Solutions	dd	137.29	68196/14813/call charges
03/10/2022	Cheshire East Council	DD	2,739.00	T Hall rates
03/10/2022	СТС	008981	159.41	Petty Cash
03/10/2022	Quartix Ltd	dd	550.44	659266/14615/vehicle tracker
05/10/2022	BACS P/L Pymnt Page 3020	BACS Pymnt	27,727.34	BACS P/L Pymnt Page 3020
05/10/2022	BACS P/L Pymnt Page 3026	BACS Pymnt	440.00	BACS P/L Pymnt Page 3026
07/10/2022	Water Plus Ltd	Corr 181.3	-181.33	P/Ledger Electronic Payment
07/10/2022	Water Plus Ltd	Corr 239.2	-239.22	P/Ledger Electronic Payment
07/10/2022	Buxton Opera House	Cor 214.76	-214.76	P/Ledger Electronic Payment
07/10/2022	Prism Solutions	Corr	-1,736.75	Purchase Ledger DDR Payment
07/10/2022	Congleton Harriers	BACS	750.00	GR02/2223
17/10/2022	Bankline	BACS	71.90	Bank Charges
18/10/2022	BACS P/L Pymnt Page 3032	BACS Pymnt	13,993.74	BACS P/L Pymnt Page 3032
18/10/2022	CTC	BACS	74,087.10	Payroll
18/10/2022	CTC	BACS	105.00	Mayors Whisky tasting tickets
18/10/2022	West Mercia Energy	dd	5,146.71	11260334/14631/cenotaph electr
21/10/2022	BACS P/L Pymnt Page 3038	BACS Pymnt	15,214.03	BACS P/L Pymnt Page 3038
21/10/2022	Bankline	BACS	16.48	Bank charges
21/10/2022	Congleton Live CIC	BACS	750.00	GR05/2223
24/10/2022	EE Ltd	DD	171.76	01287643240/14705/calls
25/10/2022	Prism Solutions	dd	1,758.32	164962/14757/IT Support
28/10/2022	RBS Credit Card	DD	884.77	Credit card balance
31/10/2022	PayPal	CORRECT	-1.00	Tester of Sum up
01/11/2022	BACS P/L Pymnt Page 3043	BACS Pymnt	12,864.84	BACS P/L Pymnt Page 3043
01/11/2022	Cheshire East Council	DD	2,739.00	Business rates
01/11/2022	Prism Solutions	dd	112.80	68327/14753/call charges
02/11/2022	Mossley Old School	BACS	1,000.00	GR16/2122
04/11/2022	BACS P/L Pymnt Page 3046	BACS Pymnt	20,613.83	BACS P/L Pymnt Page 3046
04/11/2022		BACS	29.50	Xmas tree refund
07/11/2022	Congleton Musical Theatre	Correct	-146.75	P/Ledger Electronic Payment
09/11/2022	Spacehive	BACS	2,744.00	Roundabout project
10/11/2022	HM Revenue & Customs PAYE	DD	2,517.51	VAT
10/11/2022	Pitney Bowes Ltd	dd	107.00	BJ476329/14795/postage
11/11/2022	Congleton Rotary	BACS	210.00	Tickets
14/11/2022	West Mercia Energy	DD	455.14	11267311/14750/Town Hall Gas
15/11/2022	Bankline	BACS	82.30	Bank charges
17/11/2022	BACS P/L Pymnt Page 3057	BACS Pymnt	35,595.07	BACS P/L Pymnt Page 3057
17/11/2022	BACS P/L Pymnt Page 3060	BACS Pymnt	32,626.15	BACS P/L Pymnt Page 3060
17/11/2022	West Mercia Energy	dd	109.34	11270968/14765/P Pool electric
18/11/2022	CTC	BACS	70,952.19	Payroll
21/11/2022	Bankline	BACS	20.42	Bank charges
23/11/2022	West Mercia Energy	dd	19.44	11276389/14811/Cenotaph elec
23/11/2022	EE Ltd	DD	229.80	Monthly mobile costs

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Congleton Town Council

RBS Current/I Access Acct

List of Payments made between 01/10/2022 and 31/12/2022

Date Paid	Payee Name	Reference	Amount Paid Authorized Ref	Transaction Detail
25/11/2022	BACS P/L Pymnt Page 3061	BACS Pymnt	27,974.78	BACS P/L Pymnt Page 3061
25/11/2022	Prism Solutions	Dd	1,747.54	166646/14928/IT Support
28/11/2022	RBS Credit Card	DD	360.36	CC Balance Pay off
01/12/2022	Cambridge & Counties	BACS	100.00	transfer
01/12/2022	Cheshire East Council	DD	2,739.00	Business rates
01/12/2022	Prism Solutions	dd	118.14	68455/14878/call charges
02/12/2022	BACS P/L Pymnt Page 3074	BACS Pymnt	25,118.83	BACS P/L Pymnt Page 3074
05/12/2022	CTC	008982	131.19	Petty Cash
07/12/2022	Cambridge and Counties	BACS	25,000.00	Transfer
07/12/2022	Cambridge and Counties	BACS	24,900.00	Transfer
07/12/2022	Pitney Bowes Finance Ltd	dd	72.00	BLO6410188/15014/rental
08/12/2022	Cambridge and Counties	BACS	25,000.00	Transfer
08/12/2022	Cambridge and Counties	BACS	25,000.00	Transfer
09/12/2022	BACS P/L Pymnt Page 3080	BACS Pymnt	3,464.04	BACS P/L Pymnt Page 3080
09/12/2022	Congleton Players	BACS	250.00	Grant - GR10/2223
09/12/2022	Cong Bath House	BACS	120.00	Grant - GR01/2122
12/12/2022	British Telecom	DD	45.47	Q090IM/14911/charges
15/12/2022	West Mercia Energy	dd	4,970.16	11286650/14896/T Hall electric
15/12/2022	Bankline	BACS	83.90	bank charges
16/12/2022	CTC	BACS	102,385.03	Dec Payroll
20/12/2022	Congleton Musical Theatre	Correction	-146.75	P/Ledger Electronic Payment
21/12/2022	BACS P/L Pymnt Page 3084	BACS Pymnt	36,242.59	BACS P/L Pymnt Page 3084
21/12/2022	bank	BACS	19.43	Bank charges
21/12/2022	Beartown Rickshaw	BACS	870.00	GR09/2223
21/12/2022	House to Home	BACS	37.80	xmas electicity
22/12/2022	DJs Past & Present	003	465.50	Ticket sales
23/12/2022	EE Ltd	dd	170.95	01287707080/14997/call charges
28/12/2022	Prism Solutions	dd	1,747.54	168318/15089/IT support
28/12/2022	RBS Credit Card	DD	577.41	credit card balance payoff
28/12/2022	BACS P/L Pymnt Page 3109	BACS Pymnt	70.00	BACS P/L Pymnt Page 3109

Total Payments

634,846.72

Payments Listing for 1st October to 31st December 2022 Breakdown of Payments made via BACS transfer

Data	DACC Dana	luvales data	Davis Nama		aat Daid	Dana Tatal	Transaction Date!
<u>Date</u> 05/10/2022	BACS Page 3020		Payee Name A D Profile Ltd	<u>Am</u> £	ount Paid 150.00	Page Total	<u>Transaction Detail</u> Design works
05/10/2022			Auditing Solutions Ltd	£	576.00		Internal audit
05/10/2022		30/09/2022	· ·	£	4,070.00		TH Refurb/decoration
05/10/2022			The Best Connection Group	£	1,419.84		Agency staff
05/10/2022			Buxton Opera House	£	214.76		Ticket sales
05/10/2022	3020	27/09/2022	Cheshire East Council	£	11,456.69		CCTV services
05/10/2022	3020	30/09/2022	Heads Congleton Ltd	£	18.60		Chronicle sales CIC
05/10/2022	3020	23/09/2022	Chubb Fire & security Ltd	£	1,027.94		CCTV Camera TH
05/10/2022	3020	30/09/2022	Dawsongroup Sweepers Ltd	£	480.72		Sweeper repairs
05/10/2022	3020	15/09/2022	Hayman Mechanical Services Ltd	£	671.57		Boiler service
05/10/2022	3020	22/09/2022	Congleton Jazz & Blues	£	617.50		CIC 3rd Party sales
05/10/2022	3020	27/09/2022	Jepson & Co Ltd	£	14.00		CIC 3rd Party sales
05/10/2022		23/09/2022		£	390.00		Compost & tools
05/10/2022			Landscape Supply Company	£	279.11		PPE & Tools
05/10/2022			MAC Tool & Plant Hire Ltd	£	208.54		Strimmer repair
05/10/2022	3020		DJH Mitten Clarke	£	576.00		Payroll services
05/10/2022			Niche Events Hire	£	1,430.40		Green Fair
05/10/2022			Oakwood Books	£	67.84		Book sales CIC
05/10/2022			The Parish of Congleton	£	57.00		3rd Party ticket sales
05/10/2022			Prism Solutions	£	1,736.75		IT Support (Payment reversed at later date & paid by DD)
05/10/2022 05/10/2022		23/09/2022	Talke Chemical Company Limited	£	151.43		Paint & brushes
05/10/2022			Toolstation Ltd	£	282.89 107.31		Cleaning stock PPE & Safety wear
05/10/2022	3020		Tidor Environmental Ltd	£	391.82		PPE & Tools
05/10/2022	3020			£	910.08		Fuel for vans
05/10/2022		17/06/2022		£	420.55		Water Rates (Payment reversed)
03/10/2022	3020	17,00,2022	vvdcci i ids	-	420.55	£ 27,727.34	water nates (rayment reversea)
05/10/2022	3026	30/09/2022	Silly History Boys	£	440.00		Medieval festival entertainment
03/10/2022	3020	30,03,2022	Siny History Boys	-	440.00	£ 440.00	Wiedleval restival effectaliment
18/10/2022	3033	03/10/2022	Ansa Environmantal Servuces	£	1,134.58		HR Services
18/10/2022			Ansa Environmantal Servuces	£	663.47		Bin collections
18/10/2022			ATG London Ltd	£	163.82		3rd Party ticket sales
18/10/2022			The Best Connection Group	£	1,606.27		Agency staff
18/10/2022			The Royal British Legion	£	50.00		Poppy Wreaths
18/10/2022			Cat Social Media	£	191.40		Partnership website
18/10/2022			Heads Congleton Ltd	£	152.64		Wedding Fair Advert
18/10/2022			Citron Hygiene UK Ltd	£	111.71		Clinical waste
18/10/2022	3032	04/10/2022	Congleton High School	£	42.00		Wedding flyers
18/10/2022	3032	04/10/2022	Cope	£	9.28		CIC 3rd Party sales
18/10/2022	3032	04/10/2022	CV Components Ltd	£	51.30		Mower battery
18/10/2022	3032	01/10/2022	Dawsongroup Sweepers Ltd	£	3,180.72		Sweeper lease
18/10/2022	3032	02/10/2022	D C Assist	£	363.15		Cleaning services
18/10/2022	3032	04/10/2022	E Cheshire Chamb & Enterprise	£	300.00		Annual fees
18/10/2022	3032	04/10/2022	Adam Francis Architectural Illustrator	£	54.40		CIC 3rd Party sales
18/10/2022			Full Colour Prinitng Group (UK) Ltd	£	60.78		Wedding banner
18/10/2022		11/10/2022		£	74.00		CIC 3rd Party sales
18/10/2022		05/10/2022		£	40.76		CIC 3rd Party sales
18/10/2022			Landscape Supply Company	£	48.48		Storage box
18/10/2022			Lomond Books Ltd	£	8.39		CIC Book sales
18/10/2022			The Old Saw Mill	£	650.00		Luncheon Club
18/10/2022			Prism Solutions	£	182.58		New set up
18/10/2022			Safetec Direct Ltd	£	268.88		PPE
18/10/2022		05/10/2022 06/10/2022		£	20.28		Sundry repair items
18/10/2022 18/10/2022			Talke Chemical Company Limited	£	163.01 236.16		Shredding services Cleaning supplies
18/10/2022			Thomson Planning Partnership Ltd	£	162.00		NDPlan
18/10/2022			Threadfast Engineers 1984 Ltd	£	6.48		Sundry repair items
18/10/2022		02/10/2022	_	£	179.81		Fuel for vans
18/10/2022		04/10/2022		£	389.54		Water Rates
18/10/2022			West Wallsey Contract Hire	£	3,427.85		Van Lease costs
10, 10, 2022	5002	11, 10, 2022	West Wansey Contract time	-	3, 127.03	£ 13,993.74	Vall Ecase costs
21/10/2022	3038	14/10/2022	Associated Calibration & Training Ltd	£	332.40		PAT Testing
21/10/2022			Arch Publications Ltd	£	84.00		Advert
21/10/2022			Astonbury Music & Beer Festival	£	228.00		3rd Party ticket sales
21/10/2022			The Best Connection Group	£	1,313.36		Agency staff
21/10/2022			Congleton High School	£	83.40		Design & printing
21/10/2022			Chubb Fire & security Ltd	£	62.40		Works to alarm
21/10/2022		14/10/2022	•	£	31.20		CIC 3rd Party sales
21/10/2022			Daneside Theatre	£	484.50		3rd Party ticket sales
21/10/2022			Four Oaks Nurseries	£	21.60		Mixed plants
21/10/2022			Full Colour Prinitng Group (UK) Ltd	£	2,029.00		Bear Neccessities
21/10/2022	3038	16/10/2022	Garnett	£	250.00		Music at event
21/10/2022	3038	18/10/2022	Congleton Jazz & Blues	£	156.75		CIC 3rd Party sales

21/10/2022	3038	26/09/2022	Jewson Limited	£	16.78		Sundry repair items
		20/09/2022					
21/10/2022	3038			£	200.00		Professional services
21/10/2022	3038	12/10/2022	LAC Autoparts	£	108.00		Inidicator/mirror
21/10/2022	3038	14/10/2022	The Leaflet Team	£	564.00		BN Distribution
21/10/2022	3038	18/10/2022	LITE Limited	£	3,720.00		Christmas Lights
				£			_
21/10/2022			Little Bun Designs UK		12.00		CIC 3rd Party sales
21/10/2022	3038	22/09/2022	North Rode Timber Co. Ltd	£	818.50		Timber for benches
21/10/2022	3038	30/09/2022	Congleton Pantomine	£	2,287.60		3rd Party ticket sales
21/10/2022			Congleton Players	£	1,721.40		3rd Party ticket sales
							•
21/10/2022			Congleton Rotary Club	£	79.80		3rd Party ticket sales
21/10/2022	3038	13/10/2022	Screwfix	£	46.99		PPE
21/10/2022	3038	30/09/2022	St Johns Commmunity Centre	£	308.00		Luncheon Club
21/10/2022	3038	09/10/2022		£	250.35		Fuel for vans
21/10/2022	3038	14/10/2022	weaver	£	4.00		CIC 3rd Party sales
						£ 15,214.03	
01/11/2022	3043	17/10/2022	Belmont Fabrication (Congleton) td	£	36.00		Mower repair
01/11/2022			The Best Connection Group	£	1,419.84		Agency staff
01/11/2022	3043	14/10/2022	CF	£	231.00		Language lessons
01/11/2022	3043	03/10/2022	GT Security Ltd	£	9,207.00		Pool security staff
01/11/2022	3043	24/10/2022	Rode Hall Silver Band	£	50.00		Deposit for Switch On Event
01/11/2022			RVW Pugh Ltd	£	608.25		Mower repair
			-				•
01/11/2022	3043	16/10/2022	Stage Hire Staffordshire Ltd	£	350.00		Medeival festival entertainment
01/11/2022	3043	28/08/2022	KS	£	99.00		Language lessons
01/11/2022	3043	04/10/2022	Talke Chemical Company Limited	£	230.88		Cleaning supplies
			• •	£			
01/11/2022			Toolstation Ltd		13.25		Sundry repair items
01/11/2022	3043	16/10/2022	UK Fuel Ltd	£	567.23		Fuel for vans
01/11/2022	3043	18/10/2022	Waterlogic GB Ltd	£	52.38		Water services
			ū			£ 12,864.83	
						L 12,004.03	
04/11/2022	3046	24/08/2022	Alpha Omega Securities Ltd	£	146.66		Event security
04/11/2022	3046	29/10/2022	ATG London Ltd	£	235.02		3rd Party ticket sales
04/11/2022			The Best Connection Group	£	1,393.24		Agency staff
			•				
04/11/2022			Bomford Office Products Ltd	£	222.28		Stationery Order
04/11/2022	3046	21/10/2022	Cavern Protective Clothng	£	442.20		PPE
04/11/2022	3046	29/09/2022	Congleton Community Transport	£	29.00		In Bloom travel
04/11/2022			Cheshire East Council	£	9,081.80		Business Rates CIC 21-22 & 22-23
04/11/2022	3046	31/10/2022	Heads Congleton Ltd	£	12.40		Chronicle sales CIC
04/11/2022	3046	31/10/2022	DC Assist	£	807.00		Cleaning services
04/11/2022	3046	25/10/2022	Emblem Print Products Ltd	£	359.42		Merchanise stock for CIC
				£			
04/11/2022			South Cheshire Floral Society		136.80		3rd Party ticket sales
04/11/2022	3046	13/10/2022	Handy Cabin	£	132.00		Painting supplies
04/11/2022	3046	20/10/2022	KG Loach	£	1,373.22		Horticulture supplies
04/11/2022	3046	21/10/2022	LAC Autoparts	£	172.15		Sundry repair items
04/11/2022			Landscape Supply Company	£	355.50		Tools
04/11/2022	3046	26/10/2022	Lomond Books Ltd	£	72.52		Book sales CIC
04/11/2022	3046	31/10/2022	The Old Saw Mill	£	75.00		Stock for CIC Apple juice
04/11/2022		27/10/2022		£	96.80		CIC 3rd Party sales
							•
04/11/2022	3046	27/10/2022	The Reinderr Compnay Ltd	£	2,700.00		Switch on event activites/events
04/11/2022	3046	26/10/2022	PR	£	64.80		Partnership Dementia items
04/11/2022	3046	31/10/2022	Screwfix	£	611.10		PPE/Repair items/ tools
				£	90.00		
04/11/2022			Jordan Semmens Performing Arts				Switch on event activites/events
04/11/2022	3046	31/10/2022	Spiral Colour	£	266.40		Christmas banners
04/11/2022	3046	28/10/2022	St Johns Commmunity Centre	£	370.00		Luncheon Club
04/11/2022	3046		Talke Chemical Company Limited	£	558.65		Cleaning supplies
			Tudor Environmantal Ltd				PPE PPE
04/11/2022	3046			£	189.42		
04/11/2022	3046	23/10/2022	UK Fuel Ltd	£	87.95		Fuel for vans
04/11/2022	3046	31/10/2022	AW	£	532.50		Partnership Volunteer project
						£ 20,613.83	
				_		1 10,013.03	
17/11/2022	3057		ATG London Ltd	£	359.34		3rd Party ticket sales
17/11/2022	3057	01/11/2022	BKS Consulting	£	10.36		CIC Book sales
17/11/2022	3057	31/10/2022	Buxton Opera House	£	277.54		3rd Party ticket sales
			Campey Turf Care Systems	£			New bowling green mower/Cassettes for mowers
17/11/2022	3057	09/11/2022			11,192.40		
17/11/2022				£			
	3057	01/11/2022	Congleton Heritage an Antiques Fair	_	95.00		3rd Party ticket sales
17/11/2022			Dawsongroup Sweepers Ltd				•
17/11/2022 17/11/2022	3057	01/11/2022	Dawsongroup Sweepers Ltd	£	3,180.72		Sweeper lease
17/11/2022	3057 3057	01/11/2022 31/10/2022	Dawsongroup Sweepers Ltd DCK Accouting Solutions Ltd	£	3,180.72 749.66		Sweeper lease Budget setting
17/11/2022 17/11/2022	3057 3057 3057	01/11/2022 31/10/2022 01/11/2022	Dawsongroup Sweepers Ltd DCK Accouting Solutions Ltd Adam Francis Architectural Illustrator	£ £	3,180.72 749.66 57.60		Sweeper lease Budget setting CIC 3rd Party sales
17/11/2022	3057 3057	01/11/2022 31/10/2022 01/11/2022	Dawsongroup Sweepers Ltd DCK Accouting Solutions Ltd Adam Francis Architectural Illustrator	£	3,180.72 749.66		Sweeper lease Budget setting
17/11/2022 17/11/2022 17/11/2022	3057 3057 3057 3057	01/11/2022 31/10/2022 01/11/2022 02/10/2022	Dawsongroup Sweepers Ltd DCK Accouting Solutions Ltd Adam Francis Architectural Illustrator Hughes	£ £ £	3,180.72 749.66 57.60 18.88		Sweeper lease Budget setting CIC 3rd Party sales
17/11/2022 17/11/2022 17/11/2022 17/11/2022	3057 3057 3057 3057 3057	01/11/2022 31/10/2022 01/11/2022 02/10/2022 02/11/2022	Dawsongroup Sweepers Ltd DCK Accouting Solutions Ltd Adam Francis Architectural Illustrator Hughes Congleton Jazz & Blues	£ £ £	3,180.72 749.66 57.60 18.88 57.00		Sweeper lease Budget setting CIC 3rd Party sales CIC 3rd Party sales CIC 3rd Party sales CIC 3rd Party sales
17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022	3057 3057 3057 3057 3057 3057	01/11/2022 31/10/2022 01/11/2022 02/10/2022 02/11/2022 04/11/2022	Dawsongroup Sweepers Ltd DCK Accouting Solutions Ltd Adam Francis Architectural Illustrator Hughes Congleton Jazz & Blues Little Bun Designs UK	£ £ £ £	3,180.72 749.66 57.60 18.88 57.00 39.60		Sweeper lease Budget setting CIC 3rd Party sales
17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022	3057 3057 3057 3057 3057 3057 3057	01/11/2022 31/10/2022 01/11/2022 02/10/2022 02/11/2022 04/11/2022 15/11/2022	Dawsongroup Sweepers Ltd DCK Accouting Solutions Ltd Adam Francis Architectural Illustrator Hughes Congleton Jazz & Blues Little Bun Designs UK Niche Events Hire	£ £ £ £ £	3,180.72 749.66 57.60 18.88 57.00 39.60 1,552.80		Sweeper lease Budget setting CIC 3rd Party sales Gazebis/Tables for Switch On event
17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022	3057 3057 3057 3057 3057 3057	01/11/2022 31/10/2022 01/11/2022 02/10/2022 02/11/2022 04/11/2022 15/11/2022	Dawsongroup Sweepers Ltd DCK Accouting Solutions Ltd Adam Francis Architectural Illustrator Hughes Congleton Jazz & Blues Little Bun Designs UK	£ £ £ £	3,180.72 749.66 57.60 18.88 57.00 39.60		Sweeper lease Budget setting CIC 3rd Party sales
17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022	3057 3057 3057 3057 3057 3057 3057 3057	01/11/2022 31/10/2022 01/11/2022 02/10/2022 02/11/2022 04/11/2022 15/11/2022 05/05/2022	Dawsongroup Sweepers Ltd DCK Accouting Solutions Ltd Adam Francis Architectural Illustrator Hughes Congleton Jazz & Blues Little Bun Designs UK Niche Events Hire The Old Saw Mill	£ £ £ £ £	3,180.72 749.66 57.60 18.88 57.00 39.60 1,552.80 305.00		Sweeper lease Budget setting CIC 3rd Party sales Gazebis/Tables for Switch On event Partnership events catering
17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022	3057 3057 3057 3057 3057 3057 3057 3057	01/11/2022 31/10/2022 01/11/2022 02/10/2022 02/11/2022 04/11/2022 15/11/2022 05/05/2022 03/11/2022	Dawsongroup Sweepers Ltd DCK Accouting Solutions Ltd Adam Francis Architectural Illustrator Hughes Congleton Jazz & Blues Little Bun Designs UK Niche Events Hire The Old Saw Mill Poppy May	£ £ £ £ £ £	3,180.72 749.66 57.60 18.88 57.00 39.60 1,552.80 305.00 110.40		Sweeper lease Budget setting CIC 3rd Party sales CIC 3rd Party sales CIC 3rd Party sales CIC 3rd Party sales Gazebis/Tables for Switch On event Partnership events catering CIC 3rd Party sales
17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022	3057 3057 3057 3057 3057 3057 3057 3057	01/11/2022 31/10/2022 01/11/2022 02/10/2022 02/11/2022 04/11/2022 15/11/2022 05/05/2022 03/11/2022	Dawsongroup Sweepers Ltd DCK Accouting Solutions Ltd Adam Francis Architectural Illustrator Hughes Congleton Jazz & Blues Little Bun Designs UK Niche Events Hire The Old Saw Mill Poppy May Congleton Rotary Club	£ £ £ £ £ £ £	3,180.72 749.66 57.60 18.88 57.00 39.60 1,552.80 305.00 110.40 17,380.25		Sweeper lease Budget setting CIC 3rd Party sales CIC 3rd Party sales CIC 3rd Party sales CIC 3rd Party sales GIC 3rd Party sales Gazebis/Tables for Switch On event Partnership events catering CIC 3rd Party sales 3rd Party ticket sales
17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022	3057 3057 3057 3057 3057 3057 3057 3057	01/11/2022 31/10/2022 01/11/2022 02/10/2022 02/11/2022 04/11/2022 15/11/2022 05/05/2022 03/11/2022	Dawsongroup Sweepers Ltd DCK Accouting Solutions Ltd Adam Francis Architectural Illustrator Hughes Congleton Jazz & Blues Little Bun Designs UK Niche Events Hire The Old Saw Mill Poppy May Congleton Rotary Club	£ £ £ £ £ £ £	3,180.72 749.66 57.60 18.88 57.00 39.60 1,552.80 305.00 110.40		Sweeper lease Budget setting CIC 3rd Party sales CIC 3rd Party sales CIC 3rd Party sales CIC 3rd Party sales Gazebis/Tables for Switch On event Partnership events catering CIC 3rd Party sales
17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022	3057 3057 3057 3057 3057 3057 3057 3057	01/11/2022 31/10/2022 01/11/2022 02/10/2022 02/11/2022 04/11/2022 05/05/2022 03/11/2022 07/11/2022 03/11/2022	Dawsongroup Sweepers Ltd DCK Accouting Solutions Ltd Adam Francis Architectural Illustrator Hughes Congleton Jazz & Blues Little Bun Designs UK Niche Events Hire The Old Saw Mill Poppy May Congleton Rotary Club	£ £ £ £ £ £ £	3,180.72 749.66 57.60 18.88 57.00 39.60 1,552.80 305.00 110.40 17,380.25		Sweeper lease Budget setting CIC 3rd Party sales CIC 3rd Party sales CIC 3rd Party sales CIC 3rd Party sales GIC 3rd Party sales Gazebis/Tables for Switch On event Partnership events catering CIC 3rd Party sales 3rd Party ticket sales
17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022 17/11/2022	3057 3057 3057 3057 3057 3057 3057 3057	01/11/2022 31/10/2022 01/11/2022 02/10/2022 02/11/2022 04/11/2022 05/05/2022 03/11/2022 07/11/2022 03/11/2022	Dawsongroup Sweepers Ltd DCK Accouting Solutions Ltd Adam Francis Architectural Illustrator Hughes Congleton Jazz & Blues Little Bun Designs UK Niche Events Hire The Old Saw Mill Poppy May Congleton Rotary Club Screwfix	£ £ £ £ £ £ £	3,180.72 749.66 57.60 18.88 57.00 39.60 1,552.80 305.00 110.40 17,380.25 29.98	£ 35,595,07	Sweeper lease Budget setting CIC 3rd Party sales CIC 3rd Party sales CIC 3rd Party sales CIC 3rd Party sales Gazebis/Tables for Switch On event Partnership events catering CIC 3rd Party sales 3rd Party ticket sales Sundry repair items
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						£ 32,626.15	
25/11/2022	3061	04/11/2022	Acorn Occupational Health Ltd	£	540.00		Professional services
25/11/2022			ATG London Ltd	£	82.08		3rd Party ticket sales
25/11/2022		18/11/2022		£	100.80		, CIC Stock
25/11/2022			The Best Connection Group	£	3,842.48		Agency staff
25/11/2022		28/10/2022	· ·	£	230.00		Signage
25/11/2022			Congleton Community Projects	£	50.00		Noticeboard/ banner hire
25/11/2022			Congleton Community Transport	£	147.40		In Bloom travel
25/11/2022			Congleton Choral Society	£	350.55		3rd Party ticket sales
25/11/2022			Heads Congleton Ltd	£	372.00		Christmas Advert
25/11/2022			Congleton High School	£	88.00		Flyers & printing
25/11/2022			Chubb Fire & security Ltd	£	528.44		Alarm repairs
25/11/2022	3061	08/11/2022	Congleton Garden Machinery Ltd	£	172.60		Cleaning supplies/ sundry repairs
25/11/2022	3061	07/11/2022	Congleton Musical Theatre	£	1,935.00		3rd Party ticket sales
25/11/2022	3061	26/08/2022	Dawsongroup Sweepers Ltd	£	208.48		Sweeper repairs
25/11/2022	3061	20/11/2022	DC Assist	£	605.25		Cleaning services
25/11/2022	3061	16/11/2022	Dutton Traffic Management Services	£	960.00		Riad closures
25/11/2022	3061	28/10/2022	Full Colour Prinitng Group (UK) Ltd	£	1,305.60		Printing/Artwork
25/11/2022	3061	16/11/2022	JAF Graphics	£	664.80		Poppies/Plaques
25/11/2022			Jepson & Co Ltd	£	26.89		CIC stock
25/11/2022		04/10/2022		£	500.00		Switch on event activites/events
25/11/2022			Landscape Supply Company	£	292.63		PPE/Repair items/ tools
25/11/2022			David Leigh- Auto Elec	£	100.00		Motor repairs
25/11/2022			Lightech Sound & Light Ltd	£	1,056.00		Remebrance projection
25/11/2022			-	£			Numatic repairs
			MAC Tool & Plant Hire Ltd		196.73		•
25/11/2022			Mediskills Training Ltd	£	540.00		Medical cover for event
25/11/2022		16/11/2022		£	1,592.50		Christmas trees
25/11/2022			Northern Miracles	£	300.00		Green Fayre entertainmnet/activities
25/11/2022			The Old Saw Mill	£	678.00		Luncheon Club
25/11/2022	3061	17/11/2022	Reeds Rains	£	189.00		Remebrance projection
25/11/2022	3061	31/08/2022	SAS Daniels	£	1,807.20		Professional services
25/11/2022	3061	03/11/2022	Shred-it	£	163.01		Shredding services
25/11/2022	3061	14/11/2022	SM Installations Ltd	£	126.00		Door repairs
25/11/2022	3061	03/11/2022	Talke Chemical Company Limited	£	319.35		Cleaning supplies
25/11/2022			Thomson Planning Partnership Ltd	£	90.00		NDPlan
25/11/2022			PTSG Electrical Services Ltd	£	116.40		Electrical inspection
25/11/2022		16/11/2022		£	23.75		CIC Book sales
25/11/2022			Travis Perkins Trading Company Ltd	£	1,232.03		Heater hire
		13/10/2022		£	1,445.92		Fuel for vans
25/11/2022							
25/11/2022		08/11/2022		£	407.00		TH Water rates
25/11/2022			Waterlogic GB Ltd	£	133.38		Water services
25/11/2022		15/11/2022		£	27.36		Allotment water rates
25/11/2022	3061	11/10/2022	West Wallsey Contract Hire	£	3,427.85		Vehicle leasing
						£ 26,974.48	
							Strootcoope outernal recharge
02/12/2022	3074	24/11/2022	Amberol Ltd	£	1,045.80		Streetscape external recharge
02/12/2022 02/12/2022			Amberol Ltd Arch Publications Ltd	£	1,045.80 84.00		Advert
	3074	07/11/2022					
02/12/2022	3074 3074	07/11/2022 18/10/2022	Arch Publications Ltd	£	84.00		Advert
02/12/2022 02/12/2022 02/12/2022	3074 3074 3074	07/11/2022 18/10/2022 25/11/2022	Arch Publications Ltd Bancroft Amenities Ltd The Best Connection Group	£ £	84.00 720.00 1,277.88		Advert Work at bowling green
02/12/2022 02/12/2022 02/12/2022 02/12/2022	3074 3074 3074 3074	07/11/2022 18/10/2022 25/11/2022 28/11/2022	Arch Publications Ltd Bancroft Amenities Ltd The Best Connection Group Booth	£ £ £	84.00 720.00 1,277.88 240.00		Advert Work at bowling green Agency staff PA System facilities
02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022	3074 3074 3074 3074 3074	07/11/2022 18/10/2022 25/11/2022 28/11/2022 24/11/2022	Arch Publications Ltd Bancroft Amenities Ltd The Best Connection Group Booth B&Q	£ £ £ £	84.00 720.00 1,277.88 240.00 32.00		Advert Work at bowling green Agency staff PA System facilities Ariel for van
02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022	3074 3074 3074 3074 3074 3074	07/11/2022 18/10/2022 25/11/2022 28/11/2022 24/11/2022 30/09/2022	Arch Publications Ltd Bancroft Amenities Ltd The Best Connection Group Booth B&Q Changing Lives Together	£ £ £ £	84.00 720.00 1,277.88 240.00 32.00 2,240.00		Advert Work at bowling green Agency staff PA System facilities Ariel for van Partnership: Forum
02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022	3074 3074 3074 3074 3074 3074 3074	07/11/2022 18/10/2022 25/11/2022 28/11/2022 24/11/2022 30/09/2022 28/11/2022	Arch Publications Ltd Bancroft Amenities Ltd The Best Connection Group Booth B&Q Changing Lives Together Congleton High School	£ £ £ £ £	84.00 720.00 1,277.88 240.00 32.00 2,240.00 139.80		Advert Work at bowling green Agency staff PA System facilities Ariel for van Partnership: Forum Posters/design
02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022	3074 3074 3074 3074 3074 3074 3074	07/11/2022 18/10/2022 25/11/2022 28/11/2022 24/11/2022 30/09/2022 28/11/2022 23/11/2022	Arch Publications Ltd Bancroft Amenities Ltd The Best Connection Group Booth B&Q Changing Lives Together Congleton High School Congletom Amateur Youth Theatre	£ £ £ £ £	84.00 720.00 1,277.88 240.00 32.00 2,240.00 139.80 1,588.40		Advert Work at bowling green Agency staff PA System facilities Ariel for van Partnership: Forum Posters/design 3rd Party ticket sales
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02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022 02/12/2022	3074 3074 3074 3074 3074 3074 3074 3074	07/11/2022 18/10/2022 25/11/2022 28/11/2022 24/11/2022 30/09/2022 28/11/2022 26/11/2022 17/11/2022 22/11/2022 28/11/2022 28/11/2022 24/10/2022	Arch Publications Ltd Bancroft Amenities Ltd The Best Connection Group Booth B&Q Changing Lives Together Congleton High School Congletom Amateur Youth Theatre Daneside Theatre Dawsongroup Sweepers Ltd Deptford Di's Pasrt & Present Four Oaks Nurseries	£ £ £ £ £ £ £ £ £	84.00 720.00 1,277.88 240.00 32.00 2,240.00 139.80 1,588.40 1,553.25 780.70 1,914.00 1,634.00 7,301.40		Advert Work at bowling green Agency staff PA System facilities Ariel for van Partnership: Forum Posters/design 3rd Party ticket sales 3rd Party ticket sales Sweeper repairs Defib 3rd Party ticket sales Winter Plants
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09/12/2022	3080	13/10/2022 Green Contract Services Ltd	£	678.00		Flytip collecrtion
09/12/2022	3080	23/11/2022 Jantex Furnishing Limited	£	789.60		Repiars to blinds
09/12/2022	3080	30/11/2022 Congleton Museum	£	9.00		CIC Book sales
09/12/2022	3080	15/11/2022 Niche Events Hire	£	28.80		Tables/Gazebos Switch On
09/12/2022	3080	27/11/2022 Rialtas Business Solutions	£	160.00		VAT Subscrition Software
09/12/2022	3080	30/11/2022 Secur-80 Ltd	£	96.00		Alarm call out
09/12/2022	3080	30/11/2022 Shred-it	£	163.01		Shredding services
09/12/2022	3080	29/11/2022 Toolstation Ltd	£	38.72		Sundry repair items
09/12/2022	3080	28/11/2022 Tudor Environmantal Ltd	£	134.10		Streetscape PPE
09/12/2022	3080	27/11/2022 UK Fuel Ltd	£	324.99		Fuel for vans
					£ 3,464.04	
21/12/2022	3084	09/12/2022 Amberol Ltd	£	604.50		New litter bins
21/12/2022	3084	10/12/2022 ATG London Ltd	£	122.20		3rd Party ticket sales
21/12/2022	3084	09/12/2022 The Best Connection Group	£	3,691.84		Agency staff
21/12/2022	3084	14/12/2022 Bomford Office Products Ltd	£	53.12		Stationery Order
21/12/2022	3084	01/12/2022 Canda Copying Ltd	£	494.02		Copying charges
21/12/2022	3084	22/11/2022 Cavern Protective Clothng	£	75.00		Streetscape PPE
21/12/2022	3084		£	294.00		Inspection visit
21/12/2022	3084	28/11/2022 Congleton High School	£	19.20		Posters/design
21/12/2022	3084		£	146.75		Not paid, returned later in the month
21/12/2022	3084	· · ·	£	40.32		CIC 3rd Party sales
21/12/2022	3084	13/12/2022 Congleton Youth Orchestra	£	123.50		3rd Party ticket sales
21/12/2022	3084	· · ·	£	361.00		3rd Party ticket sales
21/12/2022	3084	• •	£	3,180.72		Sweeper lease
21/12/2022	3084	11/12/2022 DC Assist	£	605.25		Cleaning services
21/12/2022	3084		£	1,520.40		Benches
21/12/2022	3084	• •	£	604.80		3rd Party ticket sales
21/12/2022	3084	• •	£	16.00		CIC 3rd Party sales
21/12/2022	3084		£	81.47		CIC Book sales
21/12/2022	3084	12/12/2022 John Gauld Photography	£	50.00		750 Photos
21/12/2022	3084	01/12/2022 Harris	£	88.00		CIC 3rd Party sales
21/12/2022	3084	20/09/2022 HCRG Care Services Ltd	£	252.00		Training course
21/12/2022	3084		£	26.32		CIC 3rd Party sales
21/12/2022	3084		£	43.60		CIC 3rd Party sales
21/12/2022	3084	, ,	£	24.57		CIC Book sales
21/12/2022	3084		£	138.00		Town Hall lock repairs
21/12/2022	3084	12/12/2022 Majestical Ltd	£	400.00		Christmas Card 2022
21/12/2022	3084	08/12/2022 Mediskills Training Ltd	£	540.00		Switch on Medical cover
21/12/2022	3084	30/11/2022 Ninehundred Communications Group	£	193.10		Radios Switch on event
21/12/2022	3084	05/12/2022 Our Gang	£	919.60		3rd Party ticket sales
21/12/2022	3084	01/12/2022 Outhwaite	£	6.40		CIC Book sales
21/12/2022	3084	30/11/2022 Congleton Pantomine	£	2,490.43		3rd Party ticket sales
21/12/2022	3084	03/12/2022 Pitnet Bowes Finance Ltd	£	12.71		Postage
21/12/2022	3084	13/12/2022 PME Maintenance Ltd	£	10,092.00		Christmas Light scheme
21/12/2022	3084		£	270.00		Switch on event activites/events
	3084	01/12/2022 PK Services 01/12/2022 Rode Hall Silver Band	£			Switch on event activites/events
21/12/2022				150.00		
21/12/2022	3084	13/12/2022 Congleton Rotary Club	£	1,900.00		3rd Party ticket sales
21/12/2022	3084 3084	• •	£	658.91 126.00		PPE/Tools/ Reapir items Luncheon Club
21/12/2022		25/11/2022 St Johns Commmunity Centre	£			
21/12/2022	3084			350.00		Switch on event activites/events NDPlan
21/12/2022	3084		£	90.00		
21/12/2022	3084		£	840.00		Website costs
21/12/2022	3084	• • •	£	10.00		CIC stock
21/12/2022	3084		£	1,109.01		Fuel for vans
21/12/2022	3084	09/12/2022 West Wallsey Contract Hire	£	3,427.85	C 26 242 E0	Van Lease costs

£ 36,242.59

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy						
MEETING DATE	26 th January 2023	LOCATION	Congleton Town Hall				
AND TIME	7.00pm						
REPORT FROM	Chief Officer/Responsible Financial Officer						
AGENDA ITEM	14						
REPORT TITLE	Appointment of Internal Auditor						
Background	The Town Council is required by Regulation 5(1) of the Accounts and Audit regulations 2015 to "undertake an effective internal audit to evaluate the effectiveness of its risk management, control and governance processes". The Council complied with the requirements in terms of independence from the Council decision making process by appointing Auditing Solutions Ltd to provide this function to the Council.						
	As the Council's Internal Auditor, the Internal Auditor has a duty to complete the internal audit report in the Council's Annual Return, which covers the basic financial systems, activities, operating procedures and requires assurances in separate areas as shown below. After each audit a report of findings is generated, the interim audit reports are presented to Finance and Policy Committee and the Final Report is presented to Finance and Policy Committee and Council.						
Proposal	The current internal audit is provided by Auditing Solutions Ltd. They are a well-established company with extensive experience with Town and Parish Councils. They audit the Council's financial and other internal control systems and the financial records up to four times per year and have provided good advice. They work with many other councils in providing this service and are familiar with our processes and procedures. Historically our external audit has been consistently good which demonstrates that the guidance and support being provided by the Internal auditor is sound. Remaining with Accounting Solutions would provide continued continuity with the audit procedure to Congleton Town Council.						
Finance	The 2023/24 Budget o	ost for Internal Audit	is £ 1,760.				
Decision Requested			olve to approve continuing with Auditing e financial year 2023-24.				

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy					
MEETING DATE	26 th January 2023	LOCATION	Congleton Town Hall			
AND TIME	7.00pm					
REPORT FROM	Chief Officer/Respons	ible Financial Officer				
AGENDA ITEM	15					
REPORT TITLE	Reserves Policy					
Background	In accordance with the Joint Panel on Accountability & Governance (JPAG) Town Councils should have regard to hold a Reserves Policy, this is per the section that covers the Annual Governance Statement (AGAR year end return) practices. 1.13 Reserves – The authority needs to have regard to the need to put in place a General Reserve Policy and have reviewed the level and purpose of all Earmarked Reserves. Supporting information on financial management and the preparation of accounting					
	statements can be found in Section 5.					
Proposal	The draft policy is atta	iched in Appendix 15.	1			
	No finance implication	ns for this decision.				
Finance						
Decision Requested			olve to approve the Draft Reserve Policy 2023 for approval and adoption into the			

Congleton Town Council Reserves Policy

<u>Introduction</u>

Town Councils are required to hold financial reserves to meet the financial needs of the organisation, there is no statutory minimum (or maximum) level of reserves. The Congleton Town Council (CTC) no power to hold revenue reserves other than those for reasonable working capital needs or specific earmarked purposes.

The Joint Panel on Accountability and Governance (JPAG) Practitioners' Guide, which sets out the 'proper practices' for how the council must maintain and run its accounts, recommends that the minimum level of general reserves should be between three and twelve months of net revenue expenditure. For larger authorities, of which CTC is one, it states that the lower end (three months, or 25%) is appropriate (5.32-5.36)

The Council's Internal and External Auditors review the council's reserves annually.

General Reserve

The general reserve is not ringfenced (earmarked) for any specific expenditure. Its purposes are to smooth the impact of uneven cashflow or cover unexpected/emergency expenditure. It is not intended to fund on going expenditure. Currently the general reserve is not replenished as part of the budget process, where the general reserve falls below the required recommended levels the RFO will include this discussion as part of the budget setting process on a year by year basis. (5.27)

In line with the national guidance (above), CTC will hold a general reserve of between a minimum of 25% and a maximum of 100% of its net revenue expenditure (NRE) - this is the difference between its budgeted income and expenditure. The General Reserve are held in within the balance of the Council CCLA Public Sector Deposit Fund.

The level of the General Reserve is presented to the Finance and Policy Committee and Full Council as part of the Budget Setting and Year End Accounting reports.

Earmarked Reserves

The council may establish Earmarked Reserves (EMR) where it reasonably believes it may incur expenditure in the future. EMR will be identified as part of the closure of accounts procedure and authorised by Council. Any EMR that are not utilised and are no longer required will be returned to the General Reserve as part of the closure of accounts process, this is in order to avoid the build-up of unused resources which should be released for general use. Per the JPAG there is no upper or lower limit to EMR (5.38)

<u>Changes to Earmarked Reserves</u>

The discussion and approval of movement from Earmarked Reserves should be approved by Council (see NB for exception) all requests/ requirements will be presented to Council for approval.

End of Year Accounting

The Earmarked Reserves will be reviewed annually and any additions, deletions, virements and use of funds will be presented to Council for approval during the budget setting process.

NB:

Capital Equipment/Capital Contingency Reserves

These reserves are available to purchases fund equipment/fixed asset purchases. These reserves are monitored by the RFO who will arrange for the accounting movements to take place as and when purchases are made, and all purchases are entered on the Fixed Asset Register or Inventory. Should the fund be required to be used for other unexpected asset maintenance/purchases through revenue budgets this movement will be presented to Finance and policy and Council for noting and approval.



Appendix

Extracts from Joint Panel on Accountability and Governance Practitioner's Guide March 2022

- 5.27. The key stages in the budgeting process are
- decide the form and level of detail of the budget;
- review the current year budget and spending;
- determine the cost of spending plans;
- assess levels of income;
- bring together spending and income plans;
- provide for contingencies and consider the need for general and earmarked reserves;
- approve the budget;
- confirm and submit the precept or rates and special levies;
- review progress against the budget regularly throughout the year at least quarterly in all but exempt authorities including a year end projection and a clear minuted commentary of likely significant variances from the budget;
- virements (transfers between budget lines) are permitted but not required they should be used to clarify the situation of the authority alongside budget variances arising from unforeseen circumstances.
- 5.32. The general reserve of an authority comprises its cash flow and contingency funds to cover unexpected inflation, unforeseen events and unusual circumstances.
- 5.33. The generally accepted recommendation with regard to the appropriate minimum level of a smaller authority's general reserve is that this should be maintained at between three and twelve months of net revenue expenditure.
- 5.34. The reason for the wide range is to cater for the large variation in activity level between individual authorities. The smaller the authority, the closer the figure may be to 12 months expenditure, the larger the authority, the nearer to 3 months. In practice, any authority with income and expenditure in excess of £200,000 should plan towards 3 months equivalent general reserve.
- 5.35. In all of this it is important that each authority adopt, as a general reserve policy, the level appropriate to their size, situation, risks and plan their budget so as to ensure that the adopted level is maintained.
- 5.36. Authorities with significant self-generated income (other than the precept or levy) should take into account situations that may lead to a loss in revenue as well as increased costs and adapt their general reserve accordingly.
- 5.38. There is, in practice, no upper or lower limit to EMR/CRRs save only that they must be held for genuine and identifiable purposes and projects, and their level should be subject to regular review and justification (at least annually and at budget setting), and should be separately identified and enumerated. Significant levels of EMRs in particular may give rise to enquiries from internal and/or external auditors. held for genuine and identifiable purposes and projects, and their level should be subject to regular review and justification (at least annually and at budget setting), and should be separately identified and enumerated. Significant levels of EMRs in particular may give rise to enquiries from internal and/or external auditors.

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance & Policy						
MEETING DATE AND TIME	26 th January 2023 – 7pm	LOCATION	Town Hall				
REPORT FROM	Rachel McCarthy, Town Centre and Events Officer of Regeneration Working Group	n behalf of the Con	gleton Town Council				
AGENDA ITEM REPORT TITLE	16 First Floor Improvement Grant Update Paper						
BACKGROUND	the Town Council allocated £10,000 worth of grant metasinesses improve the upper floors of town centre produced town centre. This was successful and officers promot maximum of £1000 per business which needed to be conditions were placed on the offer, with no funding conditions met.	In October 2021 Congleton Town Council's Regeneration Working Group recommended that the Town Council allocated £10,000 worth of grant money to help Congleton town centre businesses improve the upper floors of town centre properties to improve the look of the town centre. This was successful and officers promoted the offer. Businesses could secure a maximum of £1000 per business which needed to be at least match-funded. Various conditions were placed on the offer, with no funding until the work was complete and all the					
	The first floor grant offer built on the success of the shop front improvement grant scheme in 2017, which helped 10 properties improve their ground floor frontage with match-funded grants of up to £500.						
	The first floor improvement grant was to intended to incentivise businesses to improve the look of the outside of the building as seen by the public and to improve the overall feel f the Town Centre.						
Update	The Town Council agreed that the grant support scheme could be used for minor repairs enhancement to the frontages of independent shop premises in Congleton Town Centre. First Floor Improvement Scheme aims to improve the visual impact of the Town Centre. T funding was allocated on a first-come, first served basis with agreed funding ring-fenced up to 12 months to enable the works to take place.						
	It was agreed that all works should be carried out to a permissions gained by the applicant. Congleton Town been carried out in accordance with the details in the	Council is to check	k that the works have				
	Many businesses were struggling to get two quotes, so not issued by July 2023 will the returned to the generation		llocated. Any funds				
	Applications received, quotes returned – before & a receipts/ paid invoices – COMPLETED REQUESTS – the payment imminent – Total £4,000.	_	• •				
	 Reubens 46 – Lawton Street Sugarplum Hair Studio – Lawton Street John Hirst – Well Pharmacy - Mill street Whittaker and Biggs – High Street 						
	Applications received, quotes returned – NOT COM ring-fenced for this project when appropriate paper	_	or invoices - £1,000				

	Serenity Designs – Bridge Street
	Applications received and accepted, waiting for quotes and other information to be submitted – NOT COMPLETE but funds ring-fenced awaiting completion.
	 Browns Furniture – Lawton Street Richard Camm – Swan Bank Lux Hair – Antrobus Street The Mortgage Corner – High Street Gather – High Street (canopy) This means that all £10,000 has been allocated and the Town Council is no longer accepting
	applications for this fund.
FINANCIAL CONSIDERATIONS	There are no considerations for this paper. This paper is to update Councillors on state of the First Floor Grant project.
EQUALITY CONSIDERATIONS	The scheme was made available to all independent businesses in the Town Centre, occupied or vacant, in the map area below. An independent shop could be part of a chain of no more than 5 shops, or a franchise that is run as your own business. The applicant must be able to fund the works in the first instance as the grant will be paid upon receipt of proof of payment. Works to be implemented within a 12-month period of your application being accepted.
Environmental Consideration	There are no considerations for this paper as it is an update on how the grant is being allocated.
Recommendation	That the Committee note this report and its contents.