

SANDBACH TOWN COUNCIL

Finance, Policy and Governance Committee

This meeting will be clerked by Mark Bailey . Please ensure that all apologies are made directly to Mike Wellings no later than 4pm on the day of the meeting.

Agenda for the meeting to be held on Monday 23rd August 2021 at 7.00pm in The Ballroom, Sandbach Town Hall.

1. FINANCE, POLICY AND GOVERNANCE COMMITTEE CHAIR

To appoint Finance, Policy and Governance Chair.

2. FINANCE, POLICY AND GOVERNANCE COMMITTEE VICE-CHAIR

To appoint Finance, Policy and Governance Vice-Chair.

3. APOLOGIES FOR ABSENCE

4. DECLARATIONS OF INTEREST

To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda.

The Chair will adjourn the meeting to allow questions from members of the public. After the questions, the Chair will reconvene the meeting.

5. ITEMS TO BE CONSIDERED IN THE ABSENCE OF PUBLIC AND PRESS

Item 11 due to commercial sensitivity and personal details being shared.
Under the Public Bodies Admissions to Meetings Act 1960.

6. TO APPROVE THE MINUTES OF THE FINANCE POLICY AND GOVERNANCE MEETING ON 29th APRIL 2021

7. FINANCIAL STATEMENTS: INTERIM FIRST QUARTER 2021-22 STATEMENTS [FINANCE]

[Attached: Simplified Accounts Summary, Detailed Income and Expenditure Cost Centre Report, Bank Reconciliation.

Lead: Chair of Finance

Actions: *To approve first quarter statements*

8. PAYMENTS MADE

Attached: [Schedule of Payments]

Lead: Chair of Finance

Action: *To approve the payments between 1st April to 30th June 2021.*

9. PAYMENTS AUTHORISED BY THE ACTING CLERK

Attached: [Schedule of Payments]

Lead: Chair of Finance

Action: *To note the Payments Authorised by the Acting Clerk*

10. VEXATIOUS PERSON POLICY

Attached: [Draft Policy]

Lead: Chair of Finance

Action: *To consider the policy and recommend to Council for Approval.*

11. DATA PROTECTION

Attached: [Report emailed to Committee Members]
Lead: Chair of Finance/RFO
Action: *To note the report and agree to enact mitigating factors.*

12. GRANT APPLICATIONS [FINANCE]

Attached: [Six Applications, Extra supporting information emailed to Councillors]
Lead: Chair of Finance
Action: *To approve grant applications from budget line Community Grants- 110-4350, payments to be delegated to the Finance Officer. Fund balance currently £30,000*

12.1 SANDBACH POLICE (Deferred from the last Meeting of the Committee)

They have applied for a grant of £600 to purchase Purse Bells and Card Read covers.

12.2 SANDBACH WOODLAND AND WILDLIFE GROUP

They have applied for a grant of £5500 split over 3 years to fund a number of projects.

12.3 SANDBACH TRANSPORT FESTIVAL

They have applied for a grant of £12,000 to help deliver the 2022 Transport Festival.

12.4 SANDBACH ARTS SOCIETY

They have applied for a grant of £200 to help establish the society by enabling the opening exhibition to be affordable to as many exhibitors as possible.

12.5 FRIENDS OF SANDBACH STATION

They have applied for a grant of £1400 to install original signs at Sandbach Station.

12.6 SANDBACH CONCERT SERIES

They have applied for a grant of £3500 to help with the running of Sandbach Concert Series.

13. SUPPLIER INVOICES [FINANCE]

Attached: [1 Invoice]
Lead: Chair of Finance/ Responsible Finance Officer
Action: *To approve payments*

13.1 ZURICH INSURANCE

Invoice 507819606 for £5430.38 for Sandbach Town Council's Insurance 2021-22.

14. UNDISCHARGED RESOLUTIONS

[Attached: Report of 29.4.21]
Lead: Chair of Finance
Action: *To note above dated report and requirements.*

15. LETTERS OF THANKS

There are none.

16. CORRESPONDENCE

There is none.

17. ITEMS FOR THE NEXT MEETING

18. DATE AND TIME OF NEXT MEETINGS

The date of the next meeting of the Finance, Policy and Governance Committee is Wednesday 17th November 2021 in Sandbach Town Hall.

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Finance, Policy and Governance Committee

Minutes for the meeting held on 29th April 2021 which took place at 7.00pm on Zoom.

In Attendance Cllrs: A Smith
 G. Merry
 S. Corcoran
 M. Muldoon
 R. Hovey
 D. Hegarty
 K. Seymour
 L. Crane
 G. Price Jones

Also present were the Finance Officer and Town Clerk/RFO

1. APOLOGIES FOR ABSENCE

Apologies received from Cllr S Kirkham and Cllr I Williams

No Apologies received from Cllr D Jack and Cllr S Crane

2. DECLARATIONS OF INTEREST

None were declared

The Chair adjourned the meeting for questions, there were none. The meeting was immediately reconvened.

3. TO APPROVE THE MINUTES OF THE FINANCE POLICY AND GOVERNANCE MEETING ON 4th FEBRUARY 2021

RESOLVED: That the minutes be approved as an accurate record.

4. FINANCIAL STATEMENTS: INTERIM FINAL QUARTER 2020-21 STATEMENTS [FINANCE]

[Attached: Detailed Income and Expenditure Cost Centre Report, Payments Made, Receipts Received, Bank Reconciliation (Main accounts), Balance Sheet. Emailed: Variance Report and Website Pack]

Financial statements were presented, it was highlighted that they are interim and not the final year end reports. Copies attached to the minutes.

RESOLVED: That the Financial Statements and Website pack are approved.

5. GRANT APPLICATIONS [FINANCE]

5.1 SANDBACH POLICE

They applied for a grant of £600 to purchase Purse Bells and Card Read covers.

RESOLVED: That due to the Police Commissioner Elections this application be deferred to the next meeting.

6. COVID 19 FINANCE UPDATE [FINANCE]

The latest summary report was presented, questions arose from the expenditure and outcome figures on the report, the finance officer highlighted that the report was originally

presented as a summary only to show effects of the closures on income. A more in-depth report showing outcome of end income and expenditure figures against budgets was requested for the next Finance meeting.

RESOLVED: That the report be noted and received, and a more in-depth report be presented at the next Finance meeting.

7. ANNUAL DIRECT DEBIT AND BACS APPROVALS [FINANCE]

The current list was presented for approval.

RESOLVED: i-The Direct Debit List is approved
ii- Cancellation of Wirehouse Direct Debit is approved
iii-The Direct Debit list is recommended to Full Council for approval to continue to pay suppliers by Direct Debit.
iiii-The request to continue to pay suppliers by BACS is recommended to Full Council for approval

8. SUPPLIER INVOICES [FINANCE]

8.1 WATERPLUS

The latest invoice from Waterplus was presented for payment. It was noted that this invoice is in dispute due to the high costs, there may be a leak which has caused high volume usage noted on the invoice reading, the invoice remains payable during investigations.

RESOLVED: That invoice INV062767171 for £8,836.99 is approved and is to to be paid from nominal code 6110 (Rates and Water) across 3 cost centres 180 Town Hall, 191 Indoor Market Hall and 200 Public Conveniences, payment to be delegated to the Finance Officer, and that a specialist is sourced to investigate the possible leak.

9. INTERNAL AUDIT REPORT [GOVERNANCE AND POLICY]

The Second Internal Audit report with office updates was presented.

RESOLVED: That the Audit report be noted and received, and that it is recommended to Full Council for noting.

10. EQUALITY POLICY [GOVERNANCE AND POLICY]

The Draft Policy was presented, the Chair noted that the presented policy had been updated in line with the comments made at the last Finance meeting, further comments from Councillors, and comments from ChALC and Ellis Whittam (the Councils HR Advisors). ChALC said S.T.C should be more specific about how periodical reviews for the policy should happen. The Chair noted that the strategy for assessments would be set by the F.P.G committee working with the appointed Diversity Champion, which means S.T.C could focus on areas of concern, and that we would not be looking to review all areas of the Policy on every Town Council cycle the Personnel Committee would set the strategy for the assessments of the employees and how it works for them.

RESOLVED: That the Equality Policy is recommended to full Council for adoption with the below changes:

It was note that the below should be added:

- That the Policy should be reviewed as and when National changes occur and ask Ellis Whittam to update the Council on any legislative changes that occur.
- That any employee should instigate the Councils complaint/grievance procedures should the breaches of policy take place if there is no resolution to a complaint. (The correct procedure would be clarified)

11. LETTERS OF THANKS

There were none.

12. CORRESPONDENCE

There was none.

13. ITEMS FOR THE NEXT MEETING

Updated and more in depth Covid-19 Finance report

14. UNDISCHARGED RESOLUTIONS

The report was presented and noted that one item, Equality Policy, will be removed due to presentation at this meeting.

RESOLVED: That the report be received.

15. DATE AND TIME OF NEXT MEETINGS

The date of the next meeting of the Finance, Policy and Governance Committee is 5th August 2021 details to be announced.

Meeting closed at 19.43

Chair of Finance

SVS

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Town Council Income</u>								
1176 Precept	687,543	687,192	687,192	0			100.0%	
1190 Interest Received	1,598	386	800	414			48.3%	
1912 Other income	0	2,500	0	(2,500)			0.0%	
Town Council Income - Income	669,141	690,078	687,992	(2,086)			100.3%	0
Net Income	669,141	690,078	687,992	(2,086)				
<u>101 Administration</u>								
1913 Covid Disc. Grant	0	1,856	0	(1,856)			0.0%	
Administration - Income	0	1,856	0	(1,856)				0
4100 Mayor's Allowance	2,167	1,636	2,000	364		364	81.8%	
4101 Civic & Ceremonial	1,295	730	2,500	1,770		1,770	29.2%	
4108 Outlook 365	2,275	0	0	0		0	0.0%	
4110 ICT Support/Packages	5,647	7,151	6,950	1,799		1,799	79.9%	
4111 Subscriptions	3,341	3,756	3,600	(156)		(156)	104.3%	
4112 Audit Fees	3,890	0	0	0		0	0.0%	
4114. Accountancy & Audit Services	3,550	7,620	8,200	580		580	92.9%	
4120 Insurance	7,050	7,891	10,000	2,009		2,009	79.9%	
4121 Rent-SLI	7,120	4,460	7,120	2,660		2,660	62.6%	
4122 Utilities - SLI	3,643	3,423	3,500	77		77	97.8%	
4123 Telephones	1,913	2,293	2,500	207		207	91.7%	
4130 Stationery	1,486	659	1,500	841		841	43.9%	
4131 Photocopying	719	331	1,000	669		669	33.1%	
4135 Postages	152	216	400	184		184	54.0%	
4136 Election costs	0	0	8,000	8,000		8,000	0.0%	
4140 Office Furniture	(341)	0	0	0		0	0.0%	
4141 Office Equipment/Furniture	9,126	4,420	8,500	4,080		4,080	52.0%	
4142 Office Maintenance	159	0	500	500		500	0.0%	
4150 Travelling Expenses	80	0	500	500		500	0.0%	
4151 Training	1,654	95	4,000	3,905		3,905	2.4%	
4152 HR & H&S Support	2,496	8,352	3,000	(5,352)		(5,352)	278.4%	
4154 Aged debt write off	0	2,052	0	(2,052)		(2,052)	0.0%	
4196 Hospitality	71	0	0	0		0	0.0%	
4197 Bank Charges	2,202	975	2,500	1,525		1,525	39.0%	
4198 Cleaning	150	0	0	0		0	0.0%	
4199 Other Expenses	59	50	550	500		500	9.1%	
4400 Storage Unit Rental	3,653	(249)	0	249		249	0.0%	
4630 Legal Fees	0	734	1,500	766		766	48.9%	
6091 Covid-19	0	2,001	0	(2,001)		(2,001)	0.0%	
Net Expenditure	(72,052)	(67,134)	(99,100)	(31,966)				
Grants/Discretionary Payments - Indirect Expenditure	72,052	67,134	99,100	31,966				
Net Expenditure	(72,052)	(67,134)	(99,100)	(31,966)				

Notes:
This is an interim report as the year-end accounting procedures and actions are not complete as at agenda publication date. The final year-end reports are being presented to Council in June 2021.

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
6140 Waste Disposal	1,023	1,113	1,350	237		237	82.4%	
6290 Advertising	854	797	800	3		3	99.6%	
Administration - Indirect Expenditure	65,634	60,604	82,470	21,866		21,866	73.5%	0
Net Income over Expenditure	(65,634)	(58,748)	(62,470)	(23,722)				
<u>102 Staff Costs</u>								
4000 Salaries	122,633	139,178	127,500	(11,676)		(11,676)	109.2%	
4001 Employer's NI	12,011	13,962	11,100	(2,862)		(2,862)	125.8%	
4002 Employer's Superannuation	25,229	29,474	27,800	(1,674)		(1,674)	106.0%	
Staff Costs - Indirect Expenditure	159,873	182,615	166,400	(16,215)		(16,215)	109.7%	0
Net Expenditure	(159,873)	(182,615)	(166,400)	16,215				
<u>105 Publicity</u>								
4300 Newsletter Printing	4,134	0	4,740	4,740		4,740	0.0%	
4310 Website Maintenance	489	263	420	157		157	62.6%	
Publicity - Indirect Expenditure	4,623	263	5,160	4,897		4,897	5.1%	0
Net Expenditure	(4,623)	(263)	(5,160)	(4,897)				
<u>110 Grants/Discretionary Payments</u>								
4500 Transport Festival	12,000	0	12,000	12,000		12,000	0.0%	
4503 Hanging Baskets	7,109	3,697	8,000	4,303		4,303	46.2%	
4508 Christmas Lights	13,367	25,828	27,500	1,672		1,672	93.9%	
4515 Concert Series	2,500	2,500	2,500	0		0	100.0%	
4530 Community Grants	7,904	16,558	20,000	3,442		3,442	82.8%	
4550 Fodens Sponsorship	7,500	7,500	7,500	0		0	100.0%	
4551 Town Crier Honorarium	750	750	750	0		0	100.0%	
4580 Churchyard Maintenance	1,580	1,580	1,580	0		0	100.0%	
4573 Woodland and Wildlife	1,800	1,500	1,500	0		0	100.0%	
4599 Other Regular Donations	100	0	300	300		300	0.0%	
4601 Sandbach Partnership	10,000	0	10,000	10,000		10,000	0.0%	
4611 Remembrance Parade	243	0	250	250		250	0.0%	
4640 CCTV Contribution	5,700	5,700	5,700	0		0	100.0%	
4660 Allowments	1,000	1,000	1,000	0		0	100.0%	
4664 Sandbach Clean Team	500	520	520	0		0	100.0%	
Grants/Discretionary Payments - Indirect Expenditure	72,052	67,134	99,100	31,966				
Net Expenditure	(72,052)	(67,134)	(99,100)	(31,966)				



Detailed Income & Expenditure by Budget Heading 31/03/2021

Cost Centre Report

Month No: 12

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
140 Community Events								
4810 Events Income	6,682	0	0	0	0	3,005	0.0%	0
Community Events :- Income	6,682	0	0	0	0	3,005	6.1%	0
4820 Community Events	13,785	195	3,200	3,005	0	3,005	6.1%	0
Community Events :- Indirect Expenditure	13,785	195	3,200	3,005	0	3,005	6.1%	0
Net Income over Expenditure	(7,103)	(195)	(3,200)	(3,005)				
180 Sandbach Town Hall								
1913 Covid Disc. Grant	0	17,415	0	(17,415)			0.0%	
4801 Ticket Income	3,792	0	8,000	8,000			0.0%	
4806 Refreshment sales	6,265	(2)	8,000	8,002			0.0%	
4807 Cinema Income	6,468	0	6,600	6,600			0.0%	
4808 Catering Income	663	0	0	0			0.0%	
4809 Town Hall other income	283	0	0	0			0.0%	
6000 Town Hall hire fees	66,394	7,013	70,000	62,987			10.0%	
6002 Town Hall Bar Income	24,673	149	35,000	34,851			0.4%	
Sandbach Town Hall :- Income	108,537	24,576	127,600	103,024			19.3%	0
4831 Town Hall Events Costs	2,739	1,972	1,000	(972)		(972)	197.2%	
4838 Cinema Costs	4,863	458	5,500	5,042		5,042	8.3%	
4839 Catering Purchases	963	0	0	0		0	0.0%	
4840 Refreshment purchases	956	1	1,750	1,749		1,749	0.1%	
6010 Town Hall Bar Purchases	11,191	13	17,500	17,487		17,487	0.1%	
Sandbach Town Hall :- Direct Expenditure	20,712	2,444	25,750	23,306		23,306	9.5%	0
4670 New Purchases/Projects	0	3,269	20,793	17,524		17,524	15.7%	
6020 Town Hall Salaries	86,467	59,062	107,500	48,438		48,438	54.9%	
6021 Employers NIC	4,544	3,595	5,100	1,505		1,505	70.5%	
6022 Superannuation	9,698	9,975	13,600	3,625		3,625	73.3%	
6070 Training	418	0	660	660		660	0.0%	
6080 Maintenance	5,597	3,194	4,640	1,446		1,446	66.8%	
6091 Covid-19	0	2,743	0	(2,743)		(2,743)	0.0%	
6100 Light and Heat	13,873	10,760	10,000	(760)		(760)	107.6%	
6110 Rates and Water	7,548	10,273	8,000	(2,273)		(2,273)	128.4%	
6120 Repairs	3,569	2,539	4,000	1,461		1,461	63.5%	
6124 Condition Survey	278	250	35,990	35,740		35,740	0.7%	
6140 Waste Disposal	1,397	1,396	1,450	54		54	96.3%	
6150 Security	0	35	500	465		465	7.0%	
6220 Cleaning	1,815	2,246	3,000	754		754	74.9%	
6230 Equipment renewals	5,159	1,443	3,000	1,557		1,557	48.1%	

Detailed Income & Expenditure by Budget Heading 31/03/2021

Cost Centre Report

Month No: 12

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
6260 Telephone	4,818	4,384	4,000	(384)		(384)	109.6%	
6300 Performing Rights Licence	11	774	800	26		26	96.8%	
6310 Premises Licence	200	200	500	300		300	40.0%	
6340 Marketing	536	559	2,000	1,441		1,441	28.0%	
6350 Irrecoverable VAT	6,632	7,958	6,250	(1,708)		(1,708)	127.3%	
7000 Public Works Loan Board	29,605	29,605	29,606	1		1	100.0%	
Sandbach Town Hall :- Indirect Expenditure	182,155	154,259	261,389	107,130		107,130	59.0%	0
Net Income over Expenditure	(94,330)	(132,127)	(159,539)	(27,412)				
182 Car Parks								
4619 Car Parks refurbishment	0	6,284	100,947	94,663		94,663	6.2%	
6080 Maintenance	18	40	500	460		460	8.1%	
Car Parks :- Indirect Expenditure	18	6,324	101,447	95,123		95,123	6.2%	0
Net Expenditure	(18)	(6,324)	(101,447)	(95,123)				
184 Town Hall Shop Units								
6005 Town Hall Shop Units	15,850	13,433	15,850	2,417			84.7%	
Town Hall Shop Units :- Income	15,850	13,433	15,850	2,417			84.7%	0
6351 Town Hall Units Expenditure	916	266	1,500	1,234		1,234	17.8%	
Town Hall Shop Units :- Indirect Expenditure	916	266	1,500	1,234		1,234	17.8%	0
Net Income over Expenditure	14,934	13,166	14,350	1,184				
165 Ranger								
6230 Equipment renewals	0	1,483	12,000	10,517		10,517	12.4%	
Ranger :- Indirect Expenditure	0	1,483	12,000	10,517		10,517	12.4%	0
Net Expenditure	0	(1,483)	(12,000)	(10,517)				
190 Outdoor Market								
1900 Other Market Income	0	275	0	(275)			0.0%	
1905 Outdoor Market Income	22,896	10,561	45,000	34,419			23.5%	
1906 Christmas Markets	3,666	0	0	0		0	0.0%	
1907 Other Market Income	3,035	650	0	(650)			0.0%	
1911 Gazebo Income	4,556	1,109	0	(1,109)			0.0%	
1913 Covid Disc. Grant	0	1,396	0	(1,396)			0.0%	
Outdoor Market :- Income	34,453	14,011	45,000	30,989		(297)	31.1%	0
4155 Income Write off	0	297	0	(297)			0.0%	



Detailed Income & Expenditure by Budget Heading 31/03/2021

Month No: 12 Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4870 New Purchases/Projects	0	0	5,284	5,284		5,284	0.0%	
6021 Employers NIC	1,467	1,810	1,400	(410)		(410)	129.3%	
6022 Superannuation	3,281	4,193	3,700	(493)		(493)	113.3%	
6023 Market wages	36,514	31,122	34,000	2,878		2,878	91.5%	
6070 Training	698	0	1,060	1,060		1,060	0.0%	
6080 Maintenance	265	243	2,000	1,757		1,757	12.2%	
6090 Health and Safety	262	0	450	450		450	0.0%	
6091 Covid-19	0	1,396	0	(1,396)		(1,396)	0.0%	
6100 Light and Heat	288	268	500	232		232	53.5%	
6110 Rates and Water	7,457	7,067	6,500	1,434		1,434	83.1%	
6120 Repairs	0	0	500	500		500	0.0%	
6124 Condition Survey	0	0	150	150		150	0.0%	
6140 Waste Disposal	4,581	3,250	5,000	1,750		1,750	65.0%	
6200 Motor expenses	11,927	2,148	4,500	2,352		2,352	47.7%	349
6230 Equipment renewals	1,895	0	3,000	3,000		3,000	0.0%	
6280 Telephone	155	129	175	46		46	73.6%	
6290 Advertising	1,807	0	2,500	2,500		2,500	0.0%	
6350 Irrecoverable VAT	1,563	645	3,125	2,480		2,480	20.6%	
6352 Christmas Market costs	2,179	0	0	0		0	0.0%	
Outdoor Market - Indirect Expenditure	74,239	52,569	75,844	23,275	0	23,275	69.3%	349
Net Income over Expenditure	(39,786)	(38,558)	(30,844)	7,714				
plus Transfer from EMR	0	349						
Movement to/from Gen Reserve	(39,786)	(38,209)						
191 Indoor Market								
1901 Indoor Market Income	36,089	17,362	35,000	17,638			49.6%	
1907 Other Market Income	4,568	1,378	0	(1,378)			0.0%	
1913 Covid Disc. Grant	0	4,332	0	(4,332)			0.0%	
Indoor Market - Income	40,658	23,071	35,000	11,929			65.9%	0
4155 Income Write off	0	186	0	(186)		(186)	0.0%	
4813 Indoor Market Hall Project	21,837	1,215	0	(1,215)		(1,215)	0.0%	
6021 Employers NIC	688	834	600	(234)		(234)	139.0%	
6022 Superannuation	1,874	1,797	1,600	(197)		(197)	112.3%	
6023 Market wages	9,047	11,260	10,000	(1,260)		(1,260)	112.6%	
6070 Training	148	0	260	260		260	0.0%	
6080 Maintenance	638	245	800	555		555	30.6%	
6090 Health and Safety	0	0	450	450		450	0.0%	
6091 Covid-19	0	4,332	0	(4,332)		(4,332)	0.0%	
6100 Light and Heat	2,161	1,301	7,000	5,699		5,699	18.6%	

Detailed Income & Expenditure by Budget Heading 31/03/2021

Month No: 12 Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
6110 Rates and Water	5,155	6,990	5,750	(1,240)		(1,240)	121.6%	
6120 Repairs	309	649	1,600	751		751	53.1%	
6124 Condition Survey	0	0	24,600	24,600		24,600	0.0%	
6140 Waste Disposal	1,139	895	1,300	405		405	68.8%	
6220 Cleaning	414	0	500	500		500	0.0%	
6230 Equipment renewals	734	2,882	4,750	1,868		1,868	60.7%	
6280 Telephone	62	55	720	665		665	7.7%	
6291 Market Hall Advertising	1,737	102	250	148		148	40.8%	
6350 Irrecoverable VAT	1,979	2,467	3,125	658		658	78.9%	
Indoor Market - Indirect Expenditure	47,921	35,411	63,305	27,894	0	27,894	55.9%	0
Net Income over Expenditure	(7,265)	(12,339)	(28,305)	(15,966)				
200 Public Conveniences								
6091 Covid-19	0	304	0	(304)		(304)	0.0%	
6100 Light and Heat	444	315	600	285		285	52.6%	
6110 Rates and Water	1,706	5,048	2,500	(2,548)		(2,548)	201.9%	
6120 Repairs	1,103	50	1,000	950		950	5.0%	
6124 Condition Survey	420	0	75	75		75	0.0%	
6140 Waste Disposal	88	0	250	250		250	0.0%	
6400 Supplies (Public Conveniences)	672	96	1,000	904		904	9.6%	
6402 Vandalism Repairs	740	0	1,500	1,500		1,500	0.0%	
6406 Contract Cleaning	13,104	8,478	13,500	5,022		5,022	62.8%	
Public Conveniences - Indirect Expenditure	18,277	14,291	20,425	6,134	0	6,134	70.0%	0
Net Expenditure	(18,277)	(14,291)	(20,425)	(6,134)				
400 Projects								
1192 Community Inf. Levy	0	2,077	0	(2,077)			0.0%	
Projects - Income	0	2,077	0	(2,077)				0
4600 Projects	200	0	1,000	1,000		1,000	0.0%	
4603 Parks/Play Areas	15,000	0	0	0		0	0.0%	
4604 Tidy Town	133	52	500	448		448	10.3%	
4614 Office Project	0	500	0	(500)		(500)	0.0%	500
4616 Town Hall Office	48,228	200	0	(200)		(200)	0.0%	200
4625 Benches/Street Furniture	480	0	500	500		500	0.0%	
4626 Community/Pubwatch	0	0	6,000	6,000		6,000	0.0%	
4627 CCTV Projects	0	0	10,000	10,000		10,000	0.0%	
4628 Public toilet return.	0	0	50,000	50,000		50,000	0.0%	
4629 Repay Loan/Commit	0	0	52,382	52,382		52,382	0.0%	



Sandbach Town Council
Detailed Income & Expenditure by Budget Heading 31/03/2021
Cost Centre Report

20/04/2021
09:03
Month No: 12

Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4,300	0	0	0	0	0	0.0%	
138	613	0	(613)	(613)	(613)	0.0%	250
0	14,420	10,000	(4,420)	(4,420)	(4,420)	144.2%	4,420
4,003	0	0	0	0	0	0.0%	
6,449	0	0	0	0	0	0.0%	
1,650	0	0	0	0	0	0.0%	
60,581	15,785	130,382	114,597	0	114,597	12.1%	5,370
Projects - Indirect Expenditure							
(60,581)	(13,706)	(130,382)	(116,674)				
Net Income over Expenditure							
plus Transfer from EMR	0	5,370					
(60,581)	(8,336)						
Movement to/from Gen Reserve							
Grand Totals:- Income	875,319	769,102	911,442	142,340		84.4%	
Expenditure	740,786	593,641	1,048,372	454,731	0	454.731	56.6%
Net Income over Expenditure	134,533	175,461	(136,930)	(312,391)			
plus Transfer from EMR	0	5,719					
Movement to/from Gen Reserve	134,533	181,180					

Sandbach Town Council
Current/Reserve Bank A/c's

Date: 15/04/2021
Time: 11:58

List of Payments made between 01/01/2021 and 31/03/2021

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
04/01/2021	Legal and General	20830	213.74		Monthly Critical Illness
04/01/2021	Cheshire East Council	20831	624.00		Business rates JAN21
04/01/2021	Cheshire East Council	20832	107.00		Business rates JAN21
04/01/2021	Cheshire East Council	20833	699.00		Business rates JAN21
04/01/2021	Cheshire East Council	20834/5	67.00		Business rates JAN21
04/01/2021	Prism Solutions	20829	186.15		Monthly wifi (TH)
07/01/2021	BT	20841	148.99		Monthly telephone costs (TH/A)
11/01/2021	The Fuel Card People	20843	2.88		Fuel card fees (ODM)
12/01/2021	West Merica Energy	20845	1,875.84		Elec: NOV2020 (Pconv)
13/01/2021	Evo Payments International	20847	24.43		Card machine fees (A)
14/01/2021	Natwest	20852	19.20		Bankline charges
15/01/2021	EE Mobile	20854	18.40		Monthly mkt mobile costs
15/01/2021	Staff Salaries	20853	16,249.99		January 21 salaries
18/01/2021	BACS P/L Pymnt Page 873	BACS Pymnt	4,127.51		BACS P/L Pymnt Page 873
18/01/2021	BACS P/L Pymnt Page 874	BACS Pymnt	1,930.27		BACS P/L Pymnt Page 874
18/01/2021	BACS P/L Pymnt Page 875	BACS Pymnt	125.00		BACS P/L Pymnt Page 875
20/01/2021	Staff Operational Expenses	20868	57.88		Amazon: TH kitchen equip.
21/01/2021	Wirehouse Employer Svs	20872	241.92		Monthly empl svcs
25/01/2021	Prism Solutions	20877	885.86		Monthly ICT & Wifi (Mkt)
26/01/2021	ICO	20881	35.00		Annual data protection fee
27/01/2021	BACS P/L Pymnt Page 876	BACS Pymnt	4,262.40		BACS P/L Pymnt Page 876
28/01/2021	Credit Card	20886	290.87		Credit Card DD
29/01/2021	HMRC	20892	4,674.92		Monthly PAYE/NI
29/01/2021	Cheshire Pension Fund	20891	4,950.88		January 2021
29/01/2021	Natwest	20890	39.87		Bank charges
01/02/2021	Prism Solutions	20897	195.15		Monthly BB costs (TH)
01/02/2021	Cheshire East Council	20898	624.00		Business Rates
01/02/2021	Cheshire East Council	20899	699.00		Business Rates ODM
01/02/2021	Cheshire East Council	20900/1	67.00		Business Rates IDM
05/02/2021	BACS P/L Pymnt Page 878	BACS Pymnt	1,436.54		BACS P/L Pymnt Page 878
05/02/2021	BACS P/L Pymnt Page 879	BACS Pymnt	400.00		BACS P/L Pymnt Page 879
05/02/2021	Town Hall deposits	20911	182.50		Return of deposit 15MAY21
08/02/2021	The Fuel Card People	20919	2.88		Fuel card fee (ODM)
08/02/2021	BT	20920	150.33		Monthly telephone costs
10/02/2021	Evo Payments International	20925	23.59		Reversal of initial input
15/02/2021	The Fuel Card People	20931	71.34		Fuel for van (ODM)
15/02/2021	West Merica Energy	20933	410.66		Gas: DEC2020 (TH)
15/02/2021	Natwest	20929	14.00		Bankline charges
15/02/2021	EE Mobile	20932	18.41		Monthly mkt mobile (Mkt)
15/02/2021	Staff Salaries	20930	14,563.32		February 2021
17/02/2021	BACS P/L Pymnt Page 880	BACS Pymnt	3,763.81		BACS P/L Pymnt Page 880
22/02/2021	West Merica Energy	20952	1,911.19		Elec: DEC2020 (Pconv)
24/02/2021	Petty Cash	005563	210.31		Replenishment
25/02/2021	BACS P/L Pymnt Page 885	BACS Pymnt	6,220.62		BACS P/L Pymnt Page 885
25/02/2021	Prism Solutions	20962	865.86		Monthly ICT (A&TH)
25/02/2021	The Limes Bowling Club	5566	1,800.00	FCM04.02.21	Grant Award Limes BC
25/02/2021	Ucan Play Ltd	20957	3,870.00	FCM04.02.21	Grant award Ucan Play



Sandbach Town Council
Current/Reserve Bank A/c's

Date: 15/04/2021
Time: 11:58

List of Payments made between 01/01/2021 and 31/03/2021

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
25/02/2021	Staff expenses	20951	65.92		Stationery
26/02/2021	Netwest	20966	15.61		Bank charges
26/02/2021	Cheshire Pension Fund	20987	4,428.80		FEB21 Pension
26/02/2021	HMRC	20968	3,981.11		FEB21 PAYE & NI
01/03/2021	Credit Card	20972	778.51		DD Transfer
01/03/2021	Prism Solutions	20971	195.12		Telephone/BB Lines [TH]
01/03/2021	Prism Solutions	20971	1.03		Telephone/BB Lines [TH]
04/03/2021	Legal and General	20979	427.48		Monthly C.illness
08/03/2021	The Fuel Card People	20983	2.88		Fuel card admin fee
10/03/2021	Evo Payments International	20986	21.87		Card machine fees FEB21
10/03/2021	BT	20987	123.30		Telephone & BB
12/03/2021	BACS P/L Pymnt Page 890	BACS Pymnt	15,284.07		BACS P/L Pymnt Page 890
15/03/2021	Staff Salaries	21008	15,838.31		March 2021 Salaries
15/03/2021	Netwest	21007	18.80		Bankline charges
17/03/2021	M	21015	1,000.00	TCM11.02.21.9.2.	Sponsorship 20-21
17/03/2021	PWLB	21016	2,487.11		Loan repayment
17/03/2021	BACS P/L Pymnt Page 900	BACS Pymnt	705.00		BACS P/L Pymnt Page 900
18/03/2021	BACS P/L Pymnt Page 893	BACS Pymnt	-33.80		BACS P/L Pymnt Page 893
22/03/2021	West Merica Energy	21019	2,236.45		Elec: JAN21 [Pevj]
25/03/2021	BACS P/L Pymnt Page 884	BACS Pymnt	2,035.09		BACS P/L Pymnt Page 884
25/03/2021	EE Mobile	21009	18.40		Monthly Mkt mobile costs
25/03/2021	Prism Solutions	21030	1,838.30		New ICT equipment
25/03/2021	Prism Solutions	21035	885.86		Monthly ICT
29/03/2021	Credit Card	21041	24.15		Monthly DD
30/03/2021	BACS P/L Pymnt Page 901	BACS Pymnt	3,782.00		BACS P/L Pymnt Page 901
31/03/2021	Netwest	21046	17.99		Bank charges
31/03/2021	HMRC	21048	4,715.19		Monthly PAYE & NI MAR21
31/03/2021	Cheshire Pension Fund	21047	4,940.09		Pension MAR21
Total Payments			145,005.14		

4b.2

SANDBACH TOWN COUNCIL
ANNUAL MAJOR REPORT 2: BACS payments and other cashbook payments
15 January to 31st March 2021
REVENUE ACCOUNT 1

Date	Cash book	Supplier Name	Invoice No.	Amount Paid	Authorisation Ref.	Transaction Details	Invoice
16/07/2021	1	Bonded Office Products	873	£ 113.03		Stationery	1
16/07/2021	1	SIJ Trustees	131179	£ 512.72		Emergency light repairs	2
16/07/2021	1	VI Distribution	131179	£ 3,625.08	FCM11.12.20-11	PPF Sanitiser	2
16/07/2021	1	Fleetel Ltd	7040	£ 144.00		Telephone costs	2
16/07/2021	1	Graskit Waste Services	PO3388	£ 628.56		Bin collection	3
16/07/2021	1	VI Distribution	P460566	£ 467.31		Cleaning services TH	3
16/07/2021	1	TRG Ltd	11887	£ 121.82		Cleaning services P. Conventaries	3
16/07/2021	1	Without Leaks Plumbing	44182	£ 125.00		Toilet repairs	3
17/07/2021	1	ANSA Environmental	511025912	£ 4,352.40	TCM11.01.21-7	Hanging basket scheme	1
17/07/2021	1	Crewe Colour Printers	65888	£ 18.00		New letterhead	1
17/07/2021	1	TRG Ltd	17284	£ 275.54		Cleaning services TH	1
17/07/2021	1	Sealed Air UK	17284	£ 275.54		Cleaning services TH	1
17/07/2021	1	TR Advertisers Ltd T/A Ultra LEDs	1339	£ 392.60		Cleaning services TH	1
17/07/2021	1	T-Regate Theatre	5143266	£ 572.40		Festoon lighting	1
17/07/2021	1	G. Cheong & Sons Printers	1620	£ 400.00		Deposit for pantomime	1
17/07/2021	1	City Signs (Widlands) Ltd	6039	£ 51.00		Compliment slips	1
17/07/2021	1	Classroom.co	6217421	£ 478.80		Deposit for Town Hall Festival	1
17/07/2021	1	DF Sales Ltd	108625	£ 393.41		Tables and chairs upgrade	1
17/07/2021	1	Classroom.co	108625	£ 393.41		New table	2
17/07/2021	1	Classroom.co	2489766	£ 338.56		Chairs & Table combo	2
17/07/2021	1	Classroom.co	108625	£ 144.00		Telephone costs	2
17/07/2021	1	Graskit Waste Services	108625	£ 242.45		Bin collection	2
17/07/2021	1	JPH Business Services Ltd	76200237	£ 396.00		First interim audit 20-21	2
17/07/2021	1	Purity Clean	3871	£ 332.31		Cleaning services TH	3
17/07/2021	1	TRG Ltd	171933	£ 362.39		Pest control	3
17/07/2021	1	E. Smith & Son	21391437	£ 1,454.30		Cleaning services P. Conventaries	1
25/02/2021	1	New Hall Property T/A Signatures Reon	885	£ 3,923.32	TCM11.02.21-10.2.3	New start carpet TH	1
25/02/2021	1	David Tronker Associates	51461	£ 840.00	TCM11.02.21-10.2.1	Fees for new office plans	2
25/02/2021	1	G.H. Trempert Ltd	31466	£ 9,000.00	FCM11.02.21-10.2.1	2020 Lights Scheme	2
25/02/2021	1	G.H. Trempert Ltd	31466	£ 1,400.00	FCM11.02.21-10.2.1	2020 Lights Scheme	2
25/02/2021	1	G.H. Trempert Ltd	6035583	£ 14.00		Voidit services costs	1
10/03/2021	1	John Washroom Hygiene	163	£ 1,360.00		Annual accountancy services	3
10/03/2021	1	Omega led Group Ltd	CB7015670	£ 234.00		Lighting inspection	1
10/03/2021	1	Purity Clean	171929	£ 325.54		Cleaning services TH	2
10/03/2021	1	SICC	1339	£ 2,600.00	TCM11.02.21-10.2.2	Staff structure & review	2
10/03/2021	1	TRG Ltd	1339	£ 359.40		Cleaning services P. Conventaries	2



4d

Date: 06/04/2021
Time: 08:00
Sandbach Town Council
Bank Reconciliation Statement as at 31/03/2021
for Cashbook 1 - Current/Reserve Bank A/c's

Page 1
User: SVS

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Current Account 72702729	31/03/2021	2012	0.00
Business Reserve 91519578	31/03/2021	2012	1,000.00
			779,325.81
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	<u>780,325.81</u>
			0.00
<u>Receipts not Banked/Cleared (Plus)</u>			<u>0.00</u>
			780,325.81
			0.00
			<u>0.00</u>

Balance per Cash Book is :-
Difference is :-

Alex Smith
14 APRIL 2021

4d

Date: 06/04/2021
Time: 08:01
Sandbach Town Council
Bank Reconciliation Statement as at 31/03/2021
for Cashbook 2 - Bonus Saver

Page 1
User: SVS

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Bonus Saver A/c 52505359	31/03/2021	2012	85,174.81
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	<u>85,174.81</u>
			0.00
<u>Receipts not Banked/Cleared (Plus)</u>			<u>0.00</u>
			85,174.81
			0.00
			<u>0.00</u>

Balance per Cash Book is :-
Difference is :-

Alex Smith
14 APRIL 2021

6

Sandbach Town Council
Detailed Balance Sheet - Excluding Stock Movement
Month 12 Date 31/03/2021

19/04/2021
11:25

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<u>Current Assets</u>		
100	Debtors	3,997
105	VAT Control A/c	11,209
110	Prepayments	3,756
120	Bar Stock	717
150	Cinema Float	100
152	Town Hall Float	650
200	Current/Reserve Bank A/c	780,326
202	Bonus Saver	85,175
250	Petty Cash	166
	Total Current Assets	886,096
<u>Current Liabilities</u>		
500	Creditors	40,697
510	Accruals	4,555
565	Deposits	10,127
	Total Current Liabilities	55,379
	Net Current Assets	830,716
Total Assets less Current Liabilities		
		830,716
<u>Represented by :-</u>		
300	Current Year Fund	175,461
310	General Reserves	307,320
321	Committed - Gratuity Reserve	319
324	Committed reserve - Town Guide	2,751
331	Committed res - Website Dev	291
332	Comm Res - Car Park	109,053
333	Comm Res - Events	15,870
335	Comm Res - Neighbourhood Plan	11,971
337	Comm Res - Conservation	10,000
340	Comm Res - Assets Management	35,580
342	Comm Res - Legal Fees	3,000
346	Comm Res - Ind Mkt Project	3,386
347	Comm Res - Office Accom Proj	73,800
348	Comm Res - Personnel Adverts	1,300
349	Comm Res - IT Equipment	600
352	Comm res - Roof repairs	1,434
354	Comm res -New Van	1,811
355	Comm Res - Skate Park	50,000
356	Comm Res - Town Hall Equipment	700
357	Comm Res - Town Hall Kitchen	980
358	Comm Res - Town Hall Works	25,000
	Total Equity	830,716

Notes:
 This is an interim report as the year-end accounting procedures and actions are not complete as at agenda publication date. The final year-end reports are being presented to Council in June 2021.

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PAGE

Sandbach Town Council
 Summary of Accounts 2021-22
 Income and Expenditure Report
 Quarter 1 figures
 Pre VAT completion

	Actual Last Year	Quarter 1 Actual	Current Annual Bud	Variance Annual Total	Funds Available	% of Budget
100 Town Council Income	690078	344799	689944	345145		50.0%
101 Administration						
Income	1856	0	0	0		0.0%
Expenditure	64047	11312	86600	75288	75288	13.1%
102 Staff Costs	182615	42593	180450	137857	137857	23.6%
105 Publicity	263	637	5740	5103	5103	11.1%
110 Grants/Discretionary Payment: Expenditure	67134	13580	107130	93550	93550	12.7%
140 Community Events	0	150	0	-150		0.0%
Expenditure	195	1610	20500	18890	18890	7.9%
180 Sandbach Town Hall	24576	513	112600	112087		0.5%
Expenditure	156586	52631	243620	190989	190989	21.6%
182 Car Parks	8951	2187	10500	8313	8313	20.8%
184 Town Hall Shop Units	13433	3962	15850	11888		25.0%
Income	295	97	1500	1403	1403	6.5%
Expenditure						
185 Ranger	1260	85	13500	13415	13415	0.6%
190 Outdoor Market	14011	5389	35000	29611		15.4%
Expenditure	52106	15030	82640	67610	67610	18.2%
191 Indoor Market	23071	7053	35000	27948		20.2%
Income	35975	10038	39005	28967	28967	25.7%
Expenditure						
200 Public Conveniences	14300	5090	22650	17560	17560	22.5%
Expenditure						
400 Projects	2077	3786	0	(3,786)		0.0%
Income	15785	107	42100	41993	41993	0.3%
Expenditure						
Grand Totals:- Income	769102	365652	888394	522743		41.2%
Expenditure	598912	154997	855935	700938	700937	18.1%
Net Income over Expenditure	170191	210655	32459	-178,196		



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PAGE

Detailed Income & Expenditure by Budget Heading 30/06/2021

Month No: 3

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Town Council Income								
1176 Precept	687,192	344,772	689,544	344,772			50.0%	
1190 Interest Received	386	27	400	373			6.9%	
1912 Other income	2,500	0	0	0			0.0%	
Town Council Income :- Income	690,078	344,799	689,944	345,145			50.0%	0
Net Income	690,078	344,799	689,944	345,145				
101 Administration								
1913 Covid Disc. Grant	1,856	0	0	0			0.0%	
Administration :- Income	1,856	0	0	0				0
4100 Mayor's Allowance	1,636	515	2,000	1,485		1,485	25.8%	
4101 Civic & Ceremonial	730	0	2,500	2,500		2,500	0.0%	
4110 ICT Support/Packages	7,151	1,728	7,500	5,772		5,772	23.0%	
4111 Subscriptions	3,756	2,277	4,000	1,723		1,723	56.9%	
4114 Accountancy & Audit Services	7,820	2,450	8,200	5,750		5,750	29.9%	
4120 Insurance	7,991	641	10,000	9,359		9,359	6.4%	
4121 Rent- SLI	4,460	0	0	0		0	0.0%	
4122 Utilities - SLI	3,423	0	0	0		0	0.0%	
4123 Telephones	2,293	215	2,500	2,285		2,285	8.6%	
4124 Internet	0	25	0	(25)		(25)	0.0%	
4130 Stationery	659	237	1,500	1,263		1,263	15.8%	
4131 Photocopying	331	71	1,000	929		929	7.1%	
4135 Postages	216	0	400	400		400	0.0%	
4136 Election costs	0	0	8,000	8,000		8,000	0.0%	
4141 Office Equipment/Furniture	7,662	108	3,000	2,893		2,893	3.6%	
4142 Office Maintenance	0	229	500	271		271	45.8%	
4145 Financial Software	0	969	0	(969)		(969)	0.0%	
4150 Travelling Expenses	0	0	500	500		500	0.0%	
4151 Training	95	400	4,000	3,600		3,600	10.0%	
4152 HR & H&S Support	8,352	298	4,000	3,702		3,702	7.5%	
4154 Aged debt write off	2,052	0	0	0		0	0.0%	
4197 Bank Charges	975	268	2,500	2,232		2,232	10.7%	
4199 Other Expenses	50	0	500	500		500	0.0%	
4400 Storage Unit Rental	(249)	0	0	0		0	0.0%	
4630 Legal Fees	734	0	1,500	1,500		1,500	0.0%	
4670 New Purchases/Projects	0	0	20,000	20,000		20,000	0.0%	
6091 Covid-19	2,001	0	0	0		0	0.0%	
6140 Waste Disposal	1,113	0	1,500	1,500		1,500	0.0%	
6290 Advertising	797	882	1,000	118		118	88.2%	
Administration :- Indirect Expenditure	64,047	11,312	86,600	75,288	0	75,288	13.1%	0
Net Income over Expenditure	(62,190)	(11,312)	(86,600)	(75,288)				

Detailed Income & Expenditure by Budget Heading 30/06/2021

Month No: 3

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
102 Staff Costs								
4000 Salaries	139,178	32,526	138,100	105,574		105,574	23.6%	
4001 Employer's NI	13,962	3,162	12,250	9,088		9,088	25.8%	
4002 Employer's Superannuation	29,474	6,905	30,100	23,195		23,195	22.9%	
Staff Costs :- Indirect Expenditure	182,615	42,593	180,450	137,857	0	137,857	23.6%	0
Net Expenditure	(182,615)	(42,593)	(180,450)	(137,857)				
105 Publicity								
4300 Newsletter Printing	0	0	4,740	4,740		4,740	0.0%	
4310 Website Maintenance	263	637	1,000	363		363	63.7%	
Publicity :- Indirect Expenditure	263	637	5,740	5,103	0	5,103	11.1%	0
Net Expenditure	(263)	(637)	(5,740)	(5,103)				
110 Grants/Discretionary Payments								
4500 Transport Festival	0	0	12,000	12,000		12,000	0.0%	
4503 Hanging Baskets	3,697	0	8,000	8,000		8,000	0.0%	
4508 Christmas Lights	25,828	0	26,500	26,500		26,500	0.0%	
4515 Concert Series	2,500	2,500	2,500	0		0	100.0%	
4530 Community Grants	16,558	0	30,000	30,000		30,000	0.0%	
4550 Foden's Sponsorship	7,500	7,500	7,500	0		0	100.0%	
4551 Town Crier Honorarium	750	0	750	750		750	0.0%	
4560 Churchyard Maintenance	1,580	1,580	1,580	0		0	100.0%	
4573 Woodland and Wildlife	1,500	1,000	1,000	0		0	100.0%	
4599 Other Regular Donations	0	0	300	300		300	0.0%	
4601 Sandbach Partnership	0	0	10,000	10,000		10,000	0.0%	
4611 Remembrance Parade	0	0	250	250		250	0.0%	
4640 CCTV Contribution	5,700	0	5,750	5,750		5,750	0.0%	
4660 Allotments	1,000	1,000	1,000	0		0	100.0%	
4664 Sandbach Clean Team	520	0	0	0		0	0.0%	
Grants/Discretionary Payments :- Indirect Expenditure	67,134	13,580	107,130	93,550	0	93,550	12.7%	0
Net Expenditure	(67,134)	(13,580)	(107,130)	(93,550)				
140 Community Events								
4810 Events Income	0	150	0	(150)			0.0%	
Community Events :- Income	0	150	0	(150)				0
4820 Community Events	195	1,610	20,500	18,890		18,890	7.9%	
Community Events :- Indirect Expenditure	195	1,610	20,500	18,890	0	18,890	7.9%	0
Net Income over Expenditure	(195)	(1,460)	(20,500)	(19,040)				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
180 Sandbach Town Hall								
1801 Town Hall Hirings	0	384	0	(384)			0.0%	
1913 Covid Disc. Grant	17,415	0	0	0			0.0%	
4801 Ticket Income	0	0	8,000	8,000			0.0%	
4806 Refreshment sales	(2)	0	8,000	8,000			0.0%	
4807 Cinema Income	0	0	6,600	6,600			0.0%	
6000 Town Hall hire fees	7,013	0	60,000	60,000			0.0%	
6002 Town Hall Bar Income	149	130	30,000	29,870			0.4%	
Sandbach Town Hall :- Income	24,576	513	112,600	112,087			0.5%	0
4831 Town Hall Events Costs	452	0	1,000	1,000		1,000	0.0%	
4838 Cinema Costs	0	0	5,500	5,500		5,500	0.0%	
4840 Refreshment purchases	1	480	1,750	1,270		1,270	27.4%	
6010 Town Hall Bar Purchases	(368)	0	15,000	15,000		15,000	0.0%	
Sandbach Town Hall :- Direct Expenditure	85	480	23,250	22,770	0	22,770	2.1%	0
4670 New Purchases/Projects	3,269	0	1,500	1,500		1,500	0.0%	
6020 Town Hall Salaries	58,534	13,562	106,000	92,438		92,438	12.8%	
6021 Employers NIC	3,595	1,106	5,700	4,594		4,594	19.4%	
6022 Superannuation	9,975	2,879	20,500	17,621		17,621	14.0%	
6070 Training	0	0	500	500		500	0.0%	
6080 Maintenance	3,194	7,109	4,640	(2,469)		(2,469)	153.2%	
6091 Covid-19	2,743	364	3,000	2,636		2,636	12.1%	
6100 Light and Heat	10,452	2,829	15,000	12,171		12,171	18.9%	
6110 Rates and Water	10,285	2,818	7,800	4,982		4,982	36.1%	
6120 Repairs	2,539	2,388	4,000	1,612		1,612	59.7%	
6124 Condition Survey	250	0	2,380	2,380		2,380	0.0%	
6140 Waste Disposal	1,491	473	1,600	1,127		1,127	29.6%	
6150 Security	35	0	500	500		500	0.0%	
6200 Motor expenses	0	149	0	(149)		(149)	0.0%	
6220 Cleaning	2,246	2,281	3,000	719		719	76.0%	
6230 Equipment renewals	1,663	730	3,000	2,270		2,270	24.3%	
6280 Telephone	4,384	1,177	5,000	3,823		3,823	23.5%	
6300 Performing Rights Licence	774	855	800	(55)		(55)	106.9%	
6310 Premises Licence	200	0	2,500	2,500		2,500	0.0%	
6340 Marketing	559	1,094	2,000	906		906	54.7%	
6350 Irrecoverable VAT	10,708	0	6,250	6,250		6,250	0.0%	
7000 Public Works Loan Board	29,605	12,336	24,700	12,364		12,364	49.9%	
Sandbach Town Hall :- Indirect Expenditure	156,501	52,151	220,370	168,219	0	168,219	23.7%	0
Net Income over Expenditure	(132,010)	(52,117)	(131,020)	(78,903)				

Detailed Income & Expenditure by Budget Heading 30/06/2021

Month No: 3

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
182 Car Parks								
4619 Car Parks refurbishment	8,311	2,187	10,000	7,813		7,813	21.9%	
6080 Maintenance	40	0	500	500		500	0.0%	
Car Parks :- Indirect Expenditure	8,351	2,187	10,500	8,313	0	8,313	20.8%	0
Net Expenditure	(8,351)	(2,187)	(10,500)	(8,313)				
184 Town Hall Shop Units								
6005 Town Hall Shop Units	13,433	3,962	15,850	11,888			25.0%	
Town Hall Shop Units :- Income	13,433	3,962	15,850	11,888			25.0%	0
6351 Town Hall Units Expenditure	295	97	1,500	1,403		1,403	6.5%	
Town Hall Shop Units :- Indirect Expenditure	295	97	1,500	1,403	0	1,403	6.5%	0
Net Income over Expenditure	13,138	3,865	14,350	10,485				
185 Ranger								
6230 Equipment renewals	1,260	85	13,500	13,415		13,415	0.6%	
Ranger :- Indirect Expenditure	1,260	85	13,500	13,415	0	13,415	0.6%	0
Net Expenditure	(1,260)	(85)	(13,500)	(13,415)				
190 Outdoor Market								
1900 Other Market Income	275	0	0	0			0.0%	
1905 Outdoor Market Income	10,581	4,693	35,000	30,308			13.4%	
1907 Other Market Income	650	0	0	0			0.0%	
1911 Gazebo Income	1,109	696	0	(696)			0.0%	
1913 Covid Disc. Grant	1,396	0	0	0			0.0%	
Outdoor Market :- Income	14,011	5,389	35,000	29,611			15.4%	0
4155 Income Write off	297	0	0	0		0	0.0%	
6021 Employers NIC	1,810	461	1,500	1,039		1,039	30.7%	
6022 Superannuation	4,193	1,053	4,000	2,947		2,947	26.3%	
6023 Market wages	30,112	8,034	34,000	25,966		25,966	23.6%	
6070 Training	0	0	800	800		800	0.0%	
6080 Maintenance	243	0	2,000	2,000		2,000	0.0%	
6090 Health and Safety	0	0	450	450		450	0.0%	
6091 Covid-19	1,396	0	2,500	2,500		2,500	0.0%	
6100 Light and Heat	265	29	500	471		471	5.7%	
6110 Rates and Water	7,067	2,870	7,700	4,830		4,830	37.3%	
6120 Repairs	0	0	500	500		500	0.0%	
6124 Condition Survey	0	0	5,390	5,390		5,390	0.0%	

Detailed Income & Expenditure by Budget Heading 30/06/2021

Month No: 3

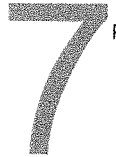
Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
6140 Waste Disposal	3,592	1,168	5,000	3,832		3,832	23.4%	
6200 Motor expenses	2,148	467	4,500	4,033		4,033	10.4%	
6230 Equipment renewals	0	0	3,000	3,000		3,000	0.0%	
6280 Telephone	129	42	175	133		133	23.9%	
6290 Advertising	0	907	2,500	1,593		1,593	36.3%	
6350 Irrecoverable VAT	853	0	3,125	3,125		3,125	0.0%	
6352 Christmas Market costs	0	0	5,000	5,000		5,000	0.0%	
Outdoor Market :- Indirect Expenditure	52,106	15,030	82,640	67,610	0	67,610	18.2%	0
Net Income over Expenditure	(38,095)	(9,642)	(47,640)	(37,998)				
9000 plus Transfer from EMR	349	0						
Movement to/(from) Gen Reserve	(37,746)	(9,642)						
191 Indoor Market								
1901 Indoor Market Income	17,362	7,053	35,000	27,948			20.1%	
1907 Other Market Income	1,378	0	0	0			0.0%	
1913 Covid Disc. Grant	4,332	0	0	0			0.0%	
Indoor Market :- Income	23,071	7,053	35,000	27,948			20.2%	0
4155 Income Write off	186	0	0	0		0	0.0%	
4613 Indoor Market Hall Project	1,215	0	0	0		0	0.0%	
6021 Employers NIC	834	214	650	436		436	32.9%	
6022 Superannuation	1,797	451	1,800	1,349		1,349	25.1%	
6023 Market wages	11,194	3,215	8,400	5,185		5,185	38.3%	
6070 Training	0	0	260	260		260	0.0%	
6080 Maintenance	245	399	800	401		401	49.9%	
6090 Health and Safety	0	0	450	450		450	0.0%	
6091 Covid-19	4,332	0	0	0		0	0.0%	
6100 Light and Heat	1,126	986	8,000	7,014		7,014	12.3%	
6110 Rates and Water	6,990	4,042	6,500	2,458		2,458	62.2%	
6120 Repairs	849	450	1,600	1,150		1,150	28.1%	
6124 Condition Survey	0	0	1,400	1,400		1,400	0.0%	
6140 Waste Disposal	952	260	1,300	1,040		1,040	20.0%	
6220 Cleaning	0	0	500	500		500	0.0%	
6230 Equipment renewals	2,882	0	1,000	1,000		1,000	0.0%	
6280 Telephone	55	5	720	715		715	0.6%	
6291 Market Hall Advertising	102	0	2,500	2,500		2,500	0.0%	
6300 Performing Rights Licence	0	16	0	(16)		(16)	0.0%	
6350 Irrecoverable VAT	3,215	0	3,125	3,125		3,125	0.0%	
Indoor Market :- Indirect Expenditure	35,975	10,038	39,005	28,967	0	28,967	25.7%	0
Net Income over Expenditure	(12,904)	(2,985)	(4,005)	(1,020)				

Detailed Income & Expenditure by Budget Heading 30/06/2021

Month No: 3

Cost Centre Report



	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>200 Public Conveniences</u>								
6091 Covid-19	304	0	0	0		0	0.0%	
6100 Light and Heat	319	127	600	473		473	21.2%	
6110 Rates and Water	5,053	324	1,800	1,476		1,476	18.0%	
6120 Repairs	50	0	1,000	1,000		1,000	0.0%	
6140 Waste Disposal	0	27	250	223		223	10.6%	
6400 Supplies (Public Conveniences)	96	0	1,000	1,000		1,000	0.0%	
6402 Vandalism Repairs	0	0	1,500	1,500		1,500	0.0%	
6406 Contract Cleaning	8,478	4,612	16,500	11,888		11,888	28.0%	
Public Conveniences :- Indirect Expenditure	14,300	5,090	22,650	17,560	0	17,560	22.5%	0
Net Expenditure	(14,300)	(5,090)	(22,650)	(17,560)				
<u>400 Projects</u>								
1192 Community Inf. Levy	2,077	3,786	0	(3,786)			0.0%	
Projects :- Income	2,077	3,786	0	(3,786)				0
4600 Projects	0	0	2,000	2,000		2,000	0.0%	
4604 Tidy Town	52	0	500	500		500	0.0%	
4614 Office Project	500	0	0	0		0	0.0%	
4616 Town Hall Office	200	0	25,600	25,600		25,600	0.0%	
4625 Benches/Street Furniture	0	0	2,000	2,000		2,000	0.0%	
4648 Neighbourhood Plan	613	107	2,000	1,893		1,893	5.4%	
4667 Asset Maintenance Prov	14,420	0	10,000	10,000		10,000	0.0%	
Projects :- Indirect Expenditure	15,785	107	42,100	41,993	0	41,993	0.3%	0
Net Income over Expenditure	(13,708)	3,679	(42,100)	(45,779)				
9000 plus Transfer from EMR	5,370	0						
Movement to/(from) Gen Reserve	(8,338)	3,679						
Grand Totals:- Income	769,102	365,653	888,394	522,741			41.2%	
Expenditure	598,911	154,998	855,935	700,937	0	700,937	18.1%	
Net Income over Expenditure	170,191	210,655	32,459	(178,196)				
plus Transfer from EMR	5,719	0						
Movement to/(from) Gen Reserve	175,911	210,655						

**Bank Reconciliation Statement as at 30/06/2021
for Cashbook 1 - Current/Reserve Bank A/c's**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account 72702729	30/06/2021	2103	1,000.00
Business Reserve 91519578	30/06/2021	2103	980,573.97
			<u>981,573.97</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			981,573.97
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			981,573.97
		Balance per Cash Book is :-	981,573.94
		Difference Excluding Adjustments is :-	0.03
<u>Adjustments to Reconciliation</u>			
06/05/2021 103442	Difference in Market takings	0.03	
			<u>0.03</u>
		Unreconciled Difference is :-	<u>0.00</u>

Bank Reconciliation Statement as at 30/06/2021
for Cashbook 2 - Bonus Saver

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Bonus Saver A/c 52505359	30/06/2021	2103	85,176.93
			<hr/> 85,176.93
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			85,176.93
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			85,176.93
		Balance per Cash Book is :-	85,176.93
		Difference is :-	0.00

List of Payments made between 01/04/2021 and 30/06/2021



<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/04/2021	Cheshire East Council	DD	621.50		Rates
01/04/2021	Cheshire East Council	DD	109.85		Rates
01/04/2021	Cheshire East Council	DD	695.00		Rates
01/04/2021	Cheshire East Council	DD	985.37		Cheshire East Council
01/04/2021	Legal and General	DD	213.74		Legal and General
01/04/2021	Prism Solutions	21004	196.15		Fibre/BB [TH]
08/04/2021	BT	21036	75.43		Telephone& BB[THall]
10/04/2021	BACS P/L Pymnt Page 908	BACS Pymnt	21,393.60		BACS P/L Pymnt Page 908
12/04/2021	The Fuel Card People	21042	2.88		Fuel card fee
13/04/2021	West Merica Energy	21047	1,625.45		Gas: FEB21
13/04/2021	Evo Payments	21046	29.32		Charges
15/04/2021	Natwest	21054	18.80		Bankline
15/04/2021	EE Mobile	21056	18.61		EE Mobile
15/04/2021	Salaries	21055	15,900.30		Net Salaries
16/04/2021	BACS P/L Pymnt Page 903	BACS Pymnt	5,049.59		BACS P/L Pymnt Page 903
26/04/2021	Prism Total IT Solutions	DD	885.86		Prism Total IT Solutions
28/04/2021	Calor Gas Limited	21093	93.26		Gas for forklift [ODM Motor]
28/04/2021	Natwest Credit Card	21092	267.50		Road Tax
28/04/2021	Dropbox	21092 A	60.48		Dropbox
28/04/2021	Lampshoonline	21092 B	71.90		TH downlighter bulbs
28/04/2021	Amazon	21092 C	39.99		Tablet Case
28/04/2021	Amazon	21092 D	5.44		Stationery
28/04/2021	Zoom.US	21092 E	14.39		Zoom Subscription
28/04/2021	Currys	21092 F	329.00		Samsung Tablet
30/04/2021	BACS P/L Pymnt Page 906	BACS Pymnt	3,988.00		BACS P/L Pymnt Page 906
30/04/2021	Natwest	21099	28.19		Bank Charges
30/04/2021	HMRC	21100	4,846.79		HMRC
30/04/2021	Cheshire Pension Fund	21101	4,971.22		April Pension
04/05/2021	Cheshire East Council	DD	2,359.00		Cheshire East Rates
04/05/2021	Legal and General	DD	213.74		Legal and General
04/05/2021	Prism Solutions	21108	196.15		TH Telephones
04/05/2021	Cheshire East Council	21113	54.00		Cheshire East Council
06/05/2021	Fleetwood Fisheries	BACS	246.06		STC Repay
06/05/2021	BACS P/L Pymnt Page 916	BACS Pymnt	8,836.99		BACS P/L Pymnt Page 916
10/05/2021	The Fuel Card People	21144	86.59		9001382537/The Fuel Card Peopl
10/05/2021	BT	21145	77.59		M101 3T/BT
13/05/2021	BACS P/L Pymnt Page 911	BACS Pymnt	6,823.31		BACS P/L Pymnt Page 911
13/05/2021	Lee Evans Tiler	BACS	6,208.00	TCM 08/04/2021	Lee Evans Tiler
13/05/2021	Evo Payments International	21161	21.48		Card Machine Charges APR21
14/05/2021	Monthly Payroll	21163	15,979.97		Staff Salaries
17/05/2021	BACS P/L Pymnt Page 910	BACS Pymnt	2,432.40		BACS P/L Pymnt Page 910
17/05/2021	Natwest	21165	17.20		Natwest
17/05/2021	The Fuel Card People	21167	78.31		Fuel
17/05/2021	EE Mobile	DD	18.61		Monthly Mkt mobile costs
17/05/2021	PWLB	21169	12,335.57		Loan Repayment
21/05/2021	West Merica Energy	21180	1,588.63		ODM Electricity MAR21
25/05/2021	Prism Solutions	21186	885.86		ICT Support

List of Payments made between 01/04/2021 and 30/06/2021



<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
27/05/2021	West Merica Energy	21191	40.96		11103293/West Merica Energy
28/05/2021	BACS P/L Pymnt Page 914	BACS Pymnt	2,367.00		BACS P/L Pymnt Page 914
28/05/2021	M Dawson	BACS	25.00		STC Refund
28/05/2021	Natwest	21195	33.58		Bank Charges
28/05/2021	Credit Card	21210	124.86		Balance transfer
31/05/2021	Cheshire Pension Fund	BACS	4,953.92		Cheshire Pension Fund
31/05/2021	HMRC	BACS	4,859.21		PAYE/NI MAY21
01/06/2021	Cheshire East Council	DD	2,413.00		Rates
01/06/2021	Prism Solutions	21233	150.55		Telephones/BB TH
04/06/2021	Legal and General	DD	213.74		Sickness Insurance
07/06/2021	Fuel Card Services	DD	1.44		Fuel Card Services
07/06/2021	BT	21257	77.59		Telephone and BB
11/06/2021	Grants	BACS	13,580.00		Annual Grants
11/06/2021	PPLPRS	DD	1,009.38		PPLPRS
11/06/2021	Evo Payments International	21262	27.28		Card Machine Fees MAY21
11/06/2021	BACS P/L Pymnt Page 925	BACS Pymnt	2,123.68		BACS P/L Pymnt Page 925
15/06/2021	EE Mobile	DD	18.61		EE Mobile
15/06/2021	Salaries June 2021	BACS	15,614.53		Salaries
15/06/2021	Value Products	BACS	137.40		PPE
15/06/2021	Natwest	DD	18.40		Bankline Charges
18/06/2021	West Merica Energy	21288	1,593.77		Public Conv Electricity APR21
24/06/2021	West Merica Energy	21298	199.49		TH Gas APR21
25/06/2021	Prism Total IT Solutions	DD	906.76		ICT Support
28/06/2021	Credit Card	21307	161.03		Credit Card
28/06/2021	West Merica Energy	21308	15.93		ODM Electricity APR21
30/06/2021	Cheshire Pension Fund	BACS	4,940.09		Pension Scheme
30/06/2021	HMRC	BACS	4,860.82		PAYE & NI
30/06/2021	Natwest	DD	43.86		Bank Charges
30/06/2021	Paypal	BACS	10.85		PayPal Fees
Total Payments			181,519.80		



Sandbach Town Council
BACS Payments made
1st April to 30th June 2021
2021-22 Quarter 1

Invoice Date	Invoice No	A/c Code	A/c Name	Total paid	Page no
27/02/2015		DIXON	DIXON RIGBY KEOGH	£280.80	904
26/01/2021	SI-665	BLITZ	BLITZ FIREWORKS	£21,393.60	908
24/02/2021	INV06276171	WATERPLUS	WATERPLUS	£8,836.99	916
28/02/2021		9 MTC	MIDDLEWICHTC	£2,500.00	906
10/03/2021	J1314572	PICKER	PICKERING	£1,347.60	904
11/03/2021		120990 HEADS	HEADS	£219.60	904
11/03/2021		30186154 INITIAL	INITIAL1298349	£19.81	911
21/03/2021		1360 TRG	TRG RALPHS	£196.80	904
21/03/2021		171961 PURITY	PURITY CLEAN	£164.77	904
22/03/2021	2020/819	CHALC	CHALC	£40.00	904
22/03/2021	TKD1521	LEAFLET	LEAFLET TEAM	£803.00	904
24/03/2021		131737 VIKING	VIKING	£50.03	904
26/03/2021	FLX61528	FLEXTEL	FLEXTEL	£114.00	904
26/03/2021	INV-0436	GOODWIN	GOODWIN PLASTICS LTD	£174.00	904
28/03/2021		1366 TRG	TRG RALPHS	£196.80	904
28/03/2021		171962 PURITY	PURITY CLEAN	£164.77	904
29/03/2021		30627 ACORN	ACORN	£102.00	911
29/03/2021		135687 CALBARRIE	CALBARRIE	£324.00	904
30/03/2021	2020/846	CHALC	CHALC	£25.00	904
31/03/2021		6263 BARNESWALK	BARNES WALKER	£2,432.40	910
31/03/2021		1150371412 SCREWFIX	SCREWFIX	£944.87	906
31/03/2021	P47542	GASKELLS	GASKELLS	£626.64	911
01/04/2021	21/195	NABMA	NABMA	£369.00	911
01/04/2021		136608 CONCEPTHYG	CONCEPT HYG	£438.00	911
01/04/2021	CN30079517	CITRON	CITRON HYGIENE	£63.65	904
01/04/2021	SM23374	RBS	RBS	£145.20	904
03/04/2021	FLX 61733	FLEXTEL	FLEXTEL	£30.00	904
03/04/2021	FLX 61745	FLEXTEL	FLEXTEL	£114.00	904
04/04/2021		1370 TRG	TRG RALPHS	£196.80	904
04/04/2021		171990 PURITY	PURITY CLEAN	£110.77	904
06/04/2021		21532 INTERDIREC	INTERDIRECT	£288.00	904
06/04/2021	INV-21698	GUIDESBRID	GUIDESFORBRIDES	£484.00	906
06/04/2021	INV-21698C	GUIDESBRID	GUIDESFORBRIDES	-£10.00	906
07/04/2021		1151837202 SCREWFIX	SCREWFIX	-£266.87	906
08/04/2021	#907837	ADC	ADCOMPANY	£336.00	906
08/04/2021		121175 HEADS	HEADS	£124.80	925
08/04/2021		214768 VIKING	VIKING	£49.78	911
11/04/2021		1373 TRG	TRG RALPHS	£196.80	911
11/04/2021		171993 PURITY	PURITY CLEAN	£121.57	911
13/04/2021	CWD-4395	CLARKE	CLARKEDES	£90.00	911
18/04/2021		171996 PURITY	PURITY CLEAN	£180.97	911
19/04/2021		1375 TRG	TRG RALPHS	£374.40	911
20/04/2021		286496 VIKING	VIKING	£55.26	911
22/04/2021		21448212 RENTOKIL	RENTOKIL	£265.28	925
22/04/2021	J1318031	PICKER	PICKERING	£440.56	911
23/04/2021	I4492205	ANDREWS	ANDREWS AIR COND	£274.80	925
25/04/2021		172002 PURITY	PURITY CLEAN	£180.97	911
27/04/2021		1380 TRG	TRG RALPHS	£374.40	911
27/04/2021		336000 VIKING	VIKING	£104.30	925
27/04/2021	CWD-4399	CLARKE	CLARKEDES	£169.00	911
29/04/2021		346772 VIKING	VIKING	£38.29	925
30/04/2021	P479152	GASKELLS	GASKELLS	£745.20	911
30/04/2021	SUB FEE	CHALC	CHALC	£1,487.04	911
03/05/2021		1382 TRG	TRG RALPHS	£374.40	911
03/05/2021	FLX 62486	FLEXTEL	FLEXTEL	£30.00	911
03/05/2021	FLX 62499	FLEXTEL	FLEXTEL	£114.00	911
04/05/2021	04MAY2021	WATERPLUS	WATERPLUS	£17.92	911
05/05/2021	5-5-21	MSSPESTCON	MSS PEST CONTROL	£370.00	911
10/05/2021		1389 TRG	TRG RALPHS	£374.40	911
13/05/2021	INV-57	H2O UTILIT	H2O	£540.00	911
14/05/2021		1162184949 SCREWFIX	SCREWFIX	£13.98	911
16/05/2021		1392 TRG	TRG RALPHS	£374.40	925
16/05/2021		172037 PURITY	PURITY CLEAN	£180.97	925
16/05/2021	TKD1568	LEAFLET	LEAFLET TEAM	£810.00	911
23/05/2021		172043 PURITY	PURITY CLEAN	£180.97	925
24/05/2021		1395 TRG	TRG RALPHS	£374.40	925
24/05/2021		49760 CLAYMORE	CLAYMORE	£85.15	925
24/05/2021		172028 PURITY	PURITY CLEAN	£180.97	911
24/05/2021		172031 PURITY	PURITY CLEAN	£221.67	911
29/05/2021		172033 PURITY	PURITY CLEAN	£121.57	911
02/06/2021		19708672 BIDVEST	BIDFOOD	£120.32	925

Total payments

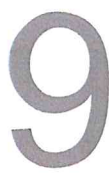
£53,014.57

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Payments Status Report

Payment Ref	Debit Account	Type	Note	Beneficiary Name/ Alias Full Beneficiary Name (if applicable)	Beneficiary Account Details Conf. Of Payee Check (if applicable)	Beneficiary Reference	Send Ccy	Your Reference	Date Committed	Payment Currency & Amount	Status
730278683	01-07-80 72702729	FPAY		CALBARRIE COMPLIAN Calbarrie Compliance Services Limited	20-39-64 23671518 Business Beneficiary details match. Accepted by WellingsM1 on 02-Aug-2021	SAN009 INV142308	GBP	CALBARRIE 142308	05/08/2021	GBP 576.00	F
730297103	01-07-80 72702729	FPAY		XE POS LTD XE POS Ltd	60-83-71 29190022 Business Beneficiary details match. Accepted by WellingsM1 on 02-Aug-2021	STC INV 18563	GBP	XEPOS INV 18583	05/08/2021	GBP 418.80	F
730286068	01-07-80 72702729	FPAY		HOPS AND BARLEY LI Hops and Barley Limited	16-24-06 10658300 Business Beneficiary details match. Accepted by WellingsM1 on 27-Jul-2021	25AND02 INV114064	GBP	HB INV114064	05/08/2021	GBP 372.18	F
730287958	01-07-80 72702729	FPAY		THE RALPHS GROUP L The Ralphs Group Ltd	40-03-27 72306069 Business Beneficiary details match. Accepted by SchepdS1 on 08-Apr-2021	STC INV 1430	GBP	TRG 1430	05/08/2021	GBP 364.20	F
730294784	01-07-80 72702729	FPAY		EDWARDS VENTURES U Edwards Ventures UK Ltd	60-83-71 40518570 Business Beneficiary details match. Accepted by SchepdS1 on 08-Apr-2021	STC INV172150	GBP	P/CLEAN 172150	05/08/2021	GBP 344.92	F
730831913	01-07-80 72702729	FPAY		CREWE COLOUR PRINT Crewe Colour Printers	60-08-46 67601960 Business Beneficiary details match. Accepted by WellingsM1 on 30-Jul-2021	STC INV 61182	GBP	CCP INV61182	05/08/2021	GBP 285.00	F
730833688	01-07-80 72702729	FPAY		RENTOKIL INITIAL U Rentokil Initial UK Limited	20-00-00 63671925 Business Beneficiary details match. Accepted by WellingsM1 on 04-Aug-2021	STC INV 21504587	GBP	RENTOKIL 21504587	05/08/2021	GBP 265.28	F
730281106	01-07-80 72702729	FPAY		CHESHIRE EAST BORO Cheshire East Borough Council	20-24-41 83728765 Business Beneficiary details match. Accepted by WellingsM1 on 02-Aug-2021	STC 11700027113	GBP	CEBC 11700027113	05/08/2021	GBP 180.00	F
730832348	01-07-80 72702729	FPAY		FLEXTEL LTD Flextel Ltd	20-59-14 50463132 Business Beneficiary details match. Accepted by SchepdS1 on 08-Apr-2021	STC INV FLX 64950	GBP	FLEXTEL INV 64950	05/08/2021	GBP 126.26	F
730296179	01-07-80 72702729	FPAY		TIME 4 LEISURE EVE Time 4 Leisure Events Ltd	09-01-29 59593148 Business Beneficiary details match. Accepted by WellingsM1 on 02-Aug-2021	STC INV 230721/1	GBP	T4LEISURE 230721/1	05/08/2021	GBP 100.00	F
730292434	01-07-80 72702729	FPAY		NISBETS PLC Nisbets PLC	30-00-01 00039902 Business Beneficiary details match. Accepted by WellingsM1 on 02-Aug-2021	STC INV23215147	GBP	INV 23215147	05/08/2021	GBP 60.64	F
730283390	01-07-80 72702729	FPAY		ENVISAGE PROMOTION Envisage Promotions Ltd	08-92-50 68548025 Business Beneficiary details match. Accepted by WellingsM1 on 02-Aug-2021	STC ENV11067	GBP	ENV11067	05/08/2021	GBP 48.00	F



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Payment Ref	Debit Account	Type	Note	Beneficiary Name/ Alias Full Beneficiary Name (if applicable)	Beneficiary Account Details (Conf. Of Payee Check (if applicable))	Beneficiary Reference	Send Ccy	Your Reference	Date Committed	Payment Currency & Amount	Status
730832853	01-07-80 72702729	FPAY		FLEXTEL LTD Flextel Ltd	20-59-14 50463132 Business Beneficiary details match. Accepted by SchepuSI on 08-Apr-2021	STC FLX 64937	GBP	FLEXTEL INV 64937	05/08/2021	GBP 30.00	F

Total Number of Payments 13 * Total Amount of Payments GBP 3,171.28

* Converted currencies are approximate and are based on Foreign Exchange mid rates

Imported payment	Ad hoc bulk payment (without bulk list)	Autobooked deal	Template/bulk list payment	Payment has a warning
Amended imported payment	Amended ad hoc bulk payment (without bulk list)	Pre-booked deal	Third Party Provider payment	Template/bulk list has been amended
Incomplete Expired	Awaiting Second Authorisation	Accepted	Partially Accepted	Rejected
Awaiting Authorisation	Awaiting Release	Future Dated	Qualified Accepted	
Held Checking Funds	Processing	Cancelled		

Note: This information does not represent an advice of payment; it simply shows the current state of the payment instruction. The payment information shown above is therefore not yet confirmed. Only payments selected have been printed.

Payments Status Report

Payment Ref	Debit Account	Type	Note	Beneficiary Name/Full Beneficiary Name (if applicable)	Beneficiary Account Details Conf. Of Payee Check (if applicable)	Beneficiary Reference	Send Your Reference Ccy	Date Committed	Payment Currency & Amount	Status
731244200	01-07-80 72702729	FPAY		RIALTAS Rialtas	16-57-10 56394548 Business Not possible to verify account details. Accepted by WellingsMI on 05-Aug-2021	6863 INV SM23691	GBP	12/08/2021	GBP 807.60	
731240580	01-07-80 72702729	FPAY		THE RALPHS GROUP L The Ralphs Group Ltd	40-03-27 72306069 Business Beneficiary details match. Accepted by SchnepdS1 on 08-Apr-2021	STC INV 1402	GBP	12/08/2021	GBP 374.40	
731246027	01-07-80 72702729	FPAY		THE RALPHS GROUP L The Ralphs Group Ltd	40-03-27 72306069 Business Beneficiary details match. Accepted by SchnepdS1 on 08-Apr-2021	STC INV 1397	GBP	12/08/2021	GBP 374.40	W
731245410	01-07-80 72702729	FPAY		RIALTAS Rialtas	16-57-10 56394548 Business Not possible to verify account details. Accepted by WellingsMI on 05-Aug-2021	6863 INV SM23692	GBP	12/08/2021	GBP 355.20	
731241151	01-07-80 72702729	FPAY		THE RALPHS GROUP L The Ralphs Group Ltd	40-03-27 72306069 Business Beneficiary details match. Accepted by SchnepdS1 on 08-Apr-2021	STC INV 1406	GBP	12/08/2021	GBP 76.75	

Total Number of Payments 5

*** Total Amount of Payments GBP 1,988.35**

* Converted currencies are approximate and are based on Foreign Exchange mid rates

<input type="checkbox"/> Imported payment	<input type="checkbox"/> Ad hoc bulk payment (without bulk list)	<input type="checkbox"/> Autobooked deal	<input type="checkbox"/> Template/bulk list payment
<input type="checkbox"/> Amended imported payment	<input type="checkbox"/> Amended ad hoc bulk payment (without bulk list)	<input type="checkbox"/> Pre-booked deal	<input type="checkbox"/> Third Party Provider payment
<input type="checkbox"/> Incomplete	<input type="checkbox"/> Awaiting Authorisation	<input type="checkbox"/> Accepted	<input type="checkbox"/> Partially Accepted
<input type="checkbox"/> Expired	<input type="checkbox"/> Held Checking Funds	<input type="checkbox"/> Future Dated	<input type="checkbox"/> Qualified Accepted

Note: This information does not represent an advice of payment; it simply shows the current state of the payment instruction. The payment information shown above is therefore not yet confirmed. Only payments selected have been printed.

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Payments Status Report

Payment Ref	Debit Account	Type	Note	Beneficiary Name/ Alias Full Beneficiary Name (if applicable)	Beneficiary Account Details Conf. Of Payee Check (if applicable)	Beneficiary Reference	Send Ccy	Your Reference	Date Committed	Payment Currency & Amount	Status
731200270	01-07-80 72702729	FBULK	<input checked="" type="checkbox"/>	MONTHLY PAYROLL	See payment details	STC SALARY	GBP	MONTHLY PAYROLL	12/08/2021	GBP 16,951.96	<input checked="" type="checkbox"/> A W
731208024	01-07-80 72702729	FPAY		HMRC CUMBEMAULD HMRC CUMBEMAULD	08-32-10 12001039 Business Beneficiary details match. Accepted by WellingsM1 on 09-Jul-2021	709PQ001318192205	GBP	HMRC	26/08/2021	GBP 5,247.39	<input checked="" type="checkbox"/>
731210173	01-07-80 72702729	FPAY		CHESHIRE PENSION F Cheshire Pension Fund	30-91-92 02896090 Business Beneficiary details match. Accepted by WellingsM1 on 05-Aug-2021	STC AUG21 P/FUND	GBP	STC AUG21 PENSION	26/08/2021	GBP 4,571.76	<input checked="" type="checkbox"/>

Total Number of Payments 3

*** Total Amount of Payments GBP 26,771.11**

* Converted currencies are approximate and are based on Foreign Exchange mid rates

<input checked="" type="checkbox"/> Imported payment	<input checked="" type="checkbox"/> Ad hoc bulk payment (without bulk list)	<input checked="" type="checkbox"/> Auto-booked deal	<input checked="" type="checkbox"/> Template/bulk list payment	<input checked="" type="checkbox"/> Payment has a warning
<input checked="" type="checkbox"/> Amended imported payment	<input checked="" type="checkbox"/> Amended ad hoc bulk payment (without bulk list)	<input checked="" type="checkbox"/> Pre-booked deal	<input checked="" type="checkbox"/> Third Party Provider payment	<input checked="" type="checkbox"/> Template/bulk list has been amended
<input checked="" type="checkbox"/> Incomplete	<input checked="" type="checkbox"/> Awaiting Authorisation	<input checked="" type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Partially Accepted	<input checked="" type="checkbox"/> Rejected
<input checked="" type="checkbox"/> Expired	<input checked="" type="checkbox"/> Held Checking Funds	<input checked="" type="checkbox"/> Future Dated	<input checked="" type="checkbox"/> Qualified Accepted	

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SANDBACH TOWN COUNCIL

POLICY FOR DEALING WITH ABUSIVE, UNREASONABLY PERSISTENT OR VEXATIOUS MEMBERS OF THE PUBLIC

INTRODUCTION

1. This policy identifies situations where a member of the public, either individually or as part of a group, or a group of peoples, might be abusive, unreasonably persistent, or vexatious and ways of responding to these situations.
2. Abusive, unreasonably persistent, or vexatious members of the public can be a problem for council officers and members. The difficulty in handling such people is that they are time consuming and wasteful of resources (in terms of officer and member time). While the council and its officers endeavour to respond with patience and sympathy to the needs of all members of the public there are times when there is nothing further which can reasonably be done to assist or to rectify a real or perceived problem.
3. The aim of this policy is to contribute to the overall aim of dealing with all members of the public in ways which are demonstrably consistent, fair, and reasonable.
4. Referrals are to be dealt with by an investigating committee (composed of four members of the council) appointed annually at the Annual Meeting of the council or as required during the Council year.

DEFINITION AND EXEMPLIFICATION

5. This policy intends to assist in identifying and managing persons who are deemed to be disruptive to the council through pursuing an unreasonable course of conduct.
6. The Town Council defines 'abusive, unreasonably persistent and vexatious members of the public' as "those people who, because of the frequency or nature of their contacts with the council, hinder its ability to function as a local authority".

7. The descriptions “abusive” “unreasonably persistent” and “vexatious” may apply separately or jointly to a particular individual or group of individuals.
8. Features of an abusive, unreasonably persistent and/or vexatious member of the public may include the following examples¹. Such a person may, in the opinion of the council:
 - Have insufficient or no grounds for their actions and may be deemed unreasonably persistent only to annoy or to draw unwarranted attention to themselves (or for reasons that he or she does not admit or make obvious).
 - Refuse to accept that issues are not within the remit of the council’s Complaints Procedure despite having been provided with information about its scope.
 - Refuse to accept that issues are not within the power of the council to investigate, change or influence.
 - Make an unreasonable number of contacts with the council, by any means, in relation to a specific issue or issues.
 - Make persistent and unreasonable demands or expectations of officers and/or the complaints procedure after the unreasonableness has been explained to the member of the public (an example of this could be a member of the public who insists on immediate written or verbal responses to questions, sends frequent and/or complex letters, faxes, emails, makes frequent telephone calls, or posts frequently on social media).
 - Harass, verbally abuse, or otherwise seek to intimidate staff dealing with their complaint, in relation to their complaint.
 - Repeatedly demands or requests action by the council even when advised that the council has no authority to deal with the issue beyond the representation that it may have already made.
 - Refuse to accept the outcome of the complaint process after its conclusion, repeatedly arguing the point, complaining about the outcome, and/or denying that an adequate response has been given.
 - Make the same complaint repeatedly, perhaps with minor differences, after the complaints procedure has been concluded and insist that the minor differences make these new complaints which should be put through the full complaints procedure.

¹The list is not exhaustive, nor does one single feature on its own necessarily imply that the person will be considered as being in this category.

- Persistently approach the council through different routes about the same issue.
- Refuse to accept documented evidence as factual.
- Combine some or all these features.

9. If any individual/individuals exhibit one or more of these features in the view of the Council following completion of the proper processes for analysis and adjudication set out in this Policy, then they may be termed 'abusive, unreasonably persistent or vexatious' in the view of the Council and the restrictions set out in this document will apply. Any individual exhibiting these characteristics will be sent a copy of the Policy for information at any stage in the process.

IMPOSING RESTRICTIONS

10. The Town Clerk will, under delegated authority, in consultation with either the Town Mayor (or designate) or the Chair of the Investigating Committee, decide whether a member of the public should be subject to evaluation by the committee following consideration of the situation as set out in the previous section of this Policy.

11. Should a case be referred to the committee: -

- (a) The Clerk will inform the member of the public that a council committee will decide whether the council's policy will apply to him or her and forward a copy of the policy at the same time.
- (b) The committee, having delegated power, will evaluate relevant and available evidence and decide on the action(s), if any, to be taken under the policy.
- (c) The Clerk will report the decision to the council and inform the member of the public:
 - Why the decision has been taken.
 - What action is being taken.
 - The duration of that action.

12. Any restriction that is imposed on the member of the public's contact with the council will be appropriate and proportionate. In most cases restrictions will apply for six months but in exceptional cases this may be extended. In such cases the restrictions will be reviewed on a six-monthly basis by the investigating committee, and the member of the public and the council informed of the decision.

13. Restriction will be tailored to deal with the individual circumstances of the member of the public and may include:

- Banning the person(s) from making contact by telephone except through a third party e.g., a solicitor, a Councillor or a friend acting on this or her behalf.
 - Banning the person(s) from sending emails to individual and/or all officers and insisting they only correspond by letter.
 - Requiring contact to take place with one officer or designated member/s only.
 - Restricting telephone calls to specified days and/or times and/or duration.
 - Requiring any personal contact to take place in the presence of an appropriate witness, usually a designated member of the council.
 - Letting the person(s) know that the council will not reply to or acknowledge any further contact from them on the specific issue unless any further evidence or relevant related information comes to light (in this case, a designated officer or council member(s) will be identified who will receive future correspondence).
 - Where there is any doubt about what is new evidence or relevant related information, the matter will go to the investigating committee for a decision.
 - Limiting or preventing access to the council's office at Sandbach Town Hall, High Street, Sandbach, CW11 1AX
 - Imposition of other restrictions as deemed reasonable by the committee that brings the matter to an end.
14. Where the behaviour is so extreme or it threatens the immediate safety and welfare of the council's officers, other options will be considered, e.g., reporting the matter to the police or taking legal action. In such cases, the member of the public may not be given prior warning of that action.

NEW COMPLAINTS FROM MEMBERS OF THE PUBLIC WHO ARE TREATED AS ABUSIVE, VEXATIOUS OR PERSISTENT

15. New complaints from people who have come under this policy will be treated on their merits. The committee will decide whether any restrictions that have been applied before are still appropriate and necessary in relation to the new complaint. A blanket policy is not supported, nor is ignoring genuine requests or complaints where they are founded.
16. The fact that a member of the public is judged to be unreasonably persistent or vexatious and any restrictions imposed on council's contact with him or her, will be recorded and notified only to those who need to know within the council. This will normally be all Members and council staff who normally deal directly with concerns.

RECORD KEEPING

17. The clerk will retain adequate records of the details of the case and the action that has been taken.

PERSONS SUFFERING FROM A DISABILITY (IMPAIRED MENTAL CAPACITY)

18. Where it appears that an abusive, unreasonably persistent, or vexatious member of the public may have an impaired mental capacity, no action or decision will be taken by the committee without considering whether there is any other way of dealing with the proposed limitations on access that is less restrictive of the member of the public's freedom of action. These may include securing continued access through a relative, friend, carer or other professional; however, it should always be remembered that the member of the public has a right to confidentiality and may not want certain people to be involved. This must always be balanced with the need to protect officers and Members of the council from abusive, unreasonably persistent, or vexatious contact.

OTHER MATTERS

19. There shall be no restrictions on the Council's or its officers' or Members' recourse to law. Nothing in this policy shall operate to impede the right of the Council or an employee or a Member to have recourse to the civil and/or criminal law where such recourse is available to the Council or employee or Member in any particular case.
20. This Policy will be the subject of regular monitoring and will be reviewed annually by the Council.

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SANDBACH TOWN COUNCIL

APPLICATION FORM - GRANTS TO VOLUNTARY ORGANISATIONS

12.15.11

Name of Organisation or Group: Sandbach Police
Contact Person: PCSO 20651 "Spike" Elliott.

Address: Sandbach Police Station
Middlewich Road.
Sandbach Post Code CW11 1HU

Tel No: Day [REDACTED] 5 Eve N/A

E-mail: Spike.elliott@cheshire.pnn.police.uk

Please give the purpose of your organisation as described in your constitution. The purpose of the Police Service, is to uphold the law, fairly & firmly to prevent crime, to pursue & bring to justice those who break the law, to keep the Queen's peace, to protect, help & reassure the community & to be seen to do all this with integrity, common sense & sound judgement.

Please enclose a copy of your constitution or rules, showing your aims and objectives.

Is it a Registered Charity? /NO If so, please give Charity Number N/A

1 A summary of your project:

This grant is aimed at Project establishment / support and should be considered a stand-alone sum. Describe your project and what you would do with a grant:

The grant would be used to purchase a qty of Purse Bells which would be distributed amongst the elderly & vulnerable members of the public who feel exposed to the possibility of purse dippers, with the town shops starting to open again over the coming weeks, the bells would offer more reassurance. I would also like to ask if you would consider a qty of Card Reader Covers, this cover protects Debit/Credit Cards being scammed by mobile card readers.

Does the grant cover advertising or wages of personnel involved if so how much? N/A

2 The Council gives priority to applications which meet the following priorities. Please tick the ones which you feel your project meets.

- Projects which benefit the people of Sandbach. *
- Create an Inclusive Society *
- Promoting our Environment, Heritage and Culture *
- Work towards improving Leisure and Amenities

How does the project meet these priorities?

The Purse Bells & Readers will give the residents of Sandbach a sense of safety whilst out in the community, to deter purse thieves & with the increase of Chip & Pin going up, it will provide extra protection on Debit/Credit Cards.

3 Total cost of your project? £ 600.00 Sum requested from STC £ 600.00

Please attach a breakdown of the estimated costs of your project together with your anticipated source of funds.

125.11

4 Have you raised funds from any other sources for this project? NO
If yes, please state source and amount.

5 Are you awaiting the outcome of any other applications for funding, towards this project? NO If yes, please state whom you have applied to and the amount of any application.

6 Has the Organisation previously applied for a Grant from Sandbach Town Council? YES
If yes, please give details In the summer I applied for a grant to purchase a qty of Purse Bells & Personal Attack Alarms, both items have been well received by the residents of Sandbach.

7 The Organisation's accounts for the last three years.
Year
Income
Expenditure
YE Bank Balance

Please enclose a copy of your last available set of accounts.

8 Describe the geographical area in which your Organisation works. Sandbach Town Centre, Elworth, Ettiley Heath, Sandbach Heath & Wheelock

9 What proportion of the work takes place in Sandbach? As The Officer for the Town Centre all my work takes place in Sandbach.

If the Organisation were to be successful in securing a grant, to whom should the cheque be made payable?

Name

Address, if different from that stated overleaf:

Two of the authorised signatories for your bank/building society account need to sign below:

Signed: Position within the Organisation:

Signed: Position within the Organisation:

On behalf of L J Elliott Date 11/10/2019

Please note: A condition of any grant award is the return of a completed Grant Feedback form within four weeks of the project/event completion. In signing above and submitting a grant application you are committing to return the feedback form.

Town Clerk, Sandbach Town Council
Sandbach Literary Institution, Sandbach, Cheshire CW11 1AE

SANDBACH TOWN COUNCIL
APPLICATION FORM - GRANTS TO VOLUNTARY ORGANISATIONS

12.2

Name of Organisation or Group:

SANDBACH WOODLAND AND WILDLIFE GROUP

Contact Person: Dick Macaulay, Chair

Person:

Address: [REDACTED]

Sandbach

Cheshire Post Code CW11 [REDACTED]

Tel No: [REDACTED]

E-mail: [REDACTED]

Please give the purpose of your organisation as described in your constitution.

CORE PURPOSE – To develop our role of care for the environment by ensuring the conservation of woodland and associated open areas in and around Sandbach, maintaining its wildlife importance whilst ensuring the benefits of some access for the whole community. (constitution attached)

Please enclose a copy of your constitution or rules, showing your aims and objectives.

Is it a Registered Charity? /NO

If so, please give Charity Number

.....

1 **Total cost of your project?** £11,700 Sum requested from STC £5,500 over a three-year period
2022-2023 - £2,000, 2023-2024 - £1,500, 2024-2025 - £2,000

Please attach a breakdown of the estimated costs of your project together with your anticipated source of funds. (attached)

2 A summary of your project:

This grant is aimed at Project establishment / support and should be considered a standalone sum. Describe your project and what you would do with a grant:

The details of the application are attached. The grant is to upgrade FP23, in urgent need of repair and reinstatement, To extend the Filter Bed Wood path south below the embankment to the A534 halfway towards the A533 junction, to complete the Persimmon link in Filter Bed Wood and to continue with our programme of improvement of all the woodland trails we have created.

Does the grant cover advertising or wages of personnel involved if so how much?

No advertising or wages of personnel is part of our bid

3 **The Council gives priority to applications which meet the following priorities. Please tick the ones which you feel your project meets.**

- Projects which benefit the people of Sandbach.)
- Create an Inclusive Society) This project application covers all these priorities in a variety
- Promoting our Environment, Heritage and Culture) of ways. These are detailed below.
- Work towards improving Leisure and Amenities.)

How does the project meet these priorities?

The project is now in its 13th year. It is primarily run by Sandbach Woodland and Wildlife Group, but involves, at various stages, a number of voluntary groups operating within Sandbach, particularly CARE4CE, the Cheshire East Employment Opportunities group, managed by Phil Mason from Cheshire East Borough Council, but also Sandbach Footpath Group and informal groups of local residents who become involved in minor projects in their immediate locality. The group has always involved the local community in this project since 2008. The whole project has enhanced considerably the environment in Sandbach, restoring over 30 acres of woodland and creating over three miles of woodland trails, with excellent access from Sandbach Town Centre.

4 **Have you raised funds from any other sources for this project? YES**

If yes, please state source and amount.

To date this long-term project (since 2008) has cost £31k. Of this Sandbach Town Council has contributed about £16k, the remainder from a variety of sources. We aim to maintain this proportion of funding from other sources for the duration of this grant bid. We are confident we can continue to do this, although no specific bids have been submitted as these will be done once we know our funding from Sandbach Town Council.

5 **Are you awaiting the outcome of any other applications for funding, towards this project? NO** If yes, please state whom you have applied to and the amount of any application.

The total other funding for this project will be £6200. This will come from a variety of sources, most of which we have successful experience of funding applications. Examples are the Post Code Lottery, Waitrose, Cooperative Community Fund, FFC Community Action Fund (previously WREN), Paths for All and Sports England.

6 **Has the Organisation previously applied for a Grant from Sandbach Town Council? YES**

7 If yes, please give details. Sandbach Woodland and Wildlife group (SWWG) is currently in its third year of a three-year grant awarded for the period 2019-2022. The SWWG has received two such three-year awards from Sandbach Town Council prior to the current grant.

8 **The Organisation's accounts for the last three years. ***

YEAR	2018-19	2019-20	2020-21
Accounts Balance b/f	32.62	1125.54	1817.36
Accounts Balance c/f	1125.54	1817.36	400.41
Income	2636.87	2446.00	1500.00
Expenditure	1685.95	1754.18	3201.81

Year-end bank balance	1125.54	1817.36	400.41
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12.2

- Please enclose a copy of your last available set of accounts. Attached These have been audited.

9 Describe the geographical area in which your Organisation works.

Sandbach

What proportion of the work takes place in Sandbach?

100% within the town

If the Organisation were to be successful in securing a grant, to whom should the cheque be made payable?

Name Sandbach Woodland and Wildlife Group


If payment by BACS is preferred:


Bank Account Name Sandbach Woodland and Wildlife Group

Account Number 81258621 Sort Code 10-01-92

Could you please indicate if you are able to/ would like to attend the meeting to support your application, and answer any questions the committee may have: YES

Two of the authorised signatories for your bank/building society account need to sign below:

Signed:  Position within the Organisation: Chair (Dick Macaulay)

Signed:  Position within the Organisation: Treasurer (Brian Day)

On behalf of Sandbach Woodland and Wildlife Group

Date: 7th May 2021

Please note: A condition of any grant award is the return of a completed Grant Feedback form within four weeks of the project/event completion. In signing above and submitting a grant application you are committing to return the feedback form.

Town Clerk, Sandbach Town Council
Sandbach Town Hall, High Street, Sandbach, CW11 1AX

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SANDBACH TOWN COUNCIL
APPLICATION FORM - GRANTS TO VOLUNTARY ORGANISATIONS

12.3

Name of Organisation or Group: Sandbach Transport Festival

Contact Person: Martin Forster

Address: [REDACTED]
Sandbach

Post Code CW11 4NS

Tel No: [REDACTED] [REDACTED] [REDACTED] [REDACTED]

E-mail: [REDACTED]

Please give the purpose of your organisation as described in your constitution.

Our role is to organise the Sandbach Transport Festival as a community event.

Please enclose a copy of your constitution or rules, showing your aims and objectives.

Is it a Registered Charity? YES/NO If so, please give Charity Number

.....

1 **Total cost of your project?** £30,642.00 Sum requested from STC £12,000 (this is additional to £12,000 carried over from 2020 Festival cancelled due to Covid-19).

Please attach a breakdown of the estimated costs of your project together with your anticipated source of funds.

Spreadsheet attached.

2 A summary of your project:

This grant is aimed at Project establishment / support and should be considered a standalone sum. Describe your project and what you would do with a grant:

This is detailed in the spreadsheet showing the projected budget for the 2022 Festival.

Does the grant cover advertising or wages of personnel involved if so how much?

This event is run by volunteers, so no wages involved.

3 The Council gives priority to applications which meet the following priorities. Please tick the ones which you feel your project meets.

- Projects which benefit the people of Sandbach.
- Create an Inclusive Society
- Promoting our Environment, Heritage and Culture
- Work towards improving Leisure and Amenities.

How does the project meet these priorities?

It is an open event building on our local history in transport especially truck making.

4 Have you raised funds from any other sources for this project? YES/NO If yes, please state source and amount.

5 Are you awaiting the outcome of any other applications for funding, towards this project? YES/NO If yes, please state whom you have applied to and the amount of any application.

We have approached several local organisations re possible sponsorship.

We are also exploring the possibilities of maximising revenue from pitches available to traders. We are keen, however, not to disadvantage local traders in the town.

6 Has the Organisation previously applied for a Grant from Sandbach Town Council? NO
If yes, please give details

7 The Organisation's accounts for the last three years. *

YEAR	2020	2019	2018
Accounts Balance b/f	£3,289.00	£6353.44	£8,042.09
Accounts Balance c/f	£14,420.00	£3,289.27	£6,353.44
Income - total	£15,353.00	£13,662.55	£17,343.57
Expenditure - total	£4,219.00	£16,724.17	£19,031.68
Year-end bank balance	£14,420.00	£3,289.27	£6,353.44
Deposit account balance	£1,578.00	£1575.67	£1,573.12

- Please enclose a copy of your last available set of accounts.

8 Describe the geographical area in which your Organisation works.

Sandbach and surrounding area.

9 What proportion of the work takes place in Sandbach?

Exclusively in Sandbach.

If the Organisation were to be successful in securing a grant, to whom should the cheque be made payable?

Name Sandbach Transport Festival

If payment by BACS is preferred:

Bank Account Name.....

Account NumberSort Code.....

Could you please indicate if you are able to/ would like to attend the meeting to support your application, and answer any questions the committee may have: YES

Two of the authorised signatories for your bank/building society account need to sign below:

Signed: Martin Forster

Position within the Organisation: Treasurer

Signed: Position within the Organisation:

On behalf of: Sandbach Transport Festival Date: 23 March 2021

Please note: A condition of any grant award is the return of a completed Grant Feedback form within four weeks of the project/event completion. In signing above and submitting a grant application you are committing to return the feedback form.

Town Clerk, Sandbach Town Council
Sandbach Town Hall, High Street, Sandbach, CW11 1AX

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SANDBACH TOWN COUNCIL
APPLICATION FORM - GRANTS TO VOLUNTARY ORGANISATIONS

Name of Organisation or Group:

SANDBACH ARTS SOCIETY

Contact Person:

PAUL SHIPLEY

Address:

[Redacted]

SANDBACH

Post Code CW11 1HJ

Tel No:

Day [Redacted]

Eve [Redacted]

E-mail:

[Redacted]

Please give the purpose of your organisation as described in your constitution.

TO PROMOTE ACCESS TO ART THROUGH FREE TO ENTER EXHIBITIONS, WORKSHOPS, TUITION IN PERSON AND ONLINE, BUILD AWARENESS AND EXPOSURE OF LOCAL ARTISTS ON A 'NOT FOR PROFIT' BASIS ACTIVELY PROMOTING DIVERSITY AND INCLUSIVITY

Please enclose a copy of your constitution or rules, showing your aims and objectives.

Is it a Registered Charity? YES/NO

If so, please give Charity Number

1 Total cost of your project? £320-00 Sum requested from STC £200-00

Please attach a breakdown of the estimated costs of your project together with your anticipated source of funds.

2 A summary of your project:

This grant is aimed at Project establishment / support and should be considered a standalone sum. Describe your project and what you would do with a grant:

THE GRANT WOULD HELP TO ESTABLISH THE SOCIETY BY ENABLING THE OPENING EXHIBITION TO BE AFFORDABLE TO AS MANY EXHIBITORS AS POSSIBLE

Does the grant cover advertising or wages of personnel involved if so how much?

NO WAGES OR THIS ADVERTISING

3 The Council gives priority to applications which meet the following priorities. Please tick the ones which you feel your project meets.

- Projects which benefit the people of Sandbach.
- Create an Inclusive Society
- Promoting our Environment, Heritage and Culture
- Work towards improving Leisure and Amenities.

How does the project meet these priorities?

BY PROVIDING FREE TO ENTER EXHIBITIONS, OFFERING AFFORDABLE TUITION TO LEARN ART SKILLS, PROMOTING ART FROM ALL CULTURES, BY USING OUR ENVIRONMENT AND HERITAGE AS INSPIRATION FOR ART, BY MAKING ART ACCESSIBLE TO EVERYONE REGARDLESS OF MEANS, BACKGROUND, CULTURE OR COLOUR

4 Have you raised funds from any other sources for this project? **YES/NO**

If yes, please state source and amount.

I HAVE PERSONALLY PLEDGED £50

5 Are you awaiting the outcome of any other applications for funding, towards this project? **YES/NO** If yes, please state whom you have applied to and the amount of any application.

6 Has the Organisation previously applied for a Grant from Sandbach Town Council?

YES/NO

If yes, please give details

7 The Organisation's accounts for the last three years. *

YEAR			
Accounts Balance b/f			
Accounts Balance c/f			
Income			
Expenditure			
Year-end bank balance			

- Please enclose a copy of your last available set of accounts.

NOT YET HAD A YEAR OF OPERATING

8 Describe the geographical area in which your Organisation works.

SANDBACH.

9 What proportion of the work takes place in Sandbach?

100%

If the Organisation were to be successful in securing a grant, to whom should the cheque be made payable?

Name PAUL SHIPLEY

If payment by BACS is preferred:

Bank Account Name.....

Account NumberSort Code.....

Could you please indicate if you are able to/ would like to attend the meeting to support your application, and answer any questions the committee may have: **YES/NO**

YES

Two of the authorised signatories for your bank/building society account need to sign below:

Signed: [Signature] Position within the Organisation: DIRECTOR OF ARTS

Signed: Position within the Organisation:

On behalf of SANDBACH ARTS SOCIETY Date:.....

Please note: A condition of any grant award is the return of a completed Grant Feedback form within four weeks of the project/event completion. In signing above and submitting a grant application you are committing to return the feedback form.

Town Clerk, Sandbach Town Council
Sandbach Town Hall, High Street, Sandbach , CW11 1AX

12.4

Sandbach Arts Society

Exhibition costs.

1. Hire of market hall for 1 day £200
2. Cost of 'free' refreshments (hot or cold drinks) £50
3. Rosettes £20
4. Advertising signs £50
5. Total £320

Sandbach Arts Society Constitution

1. The Sandbach Arts Society will be operated on a 'not for profit' basis, any monies accrued by the Society will be used for the benefit of the society and its members.
2. Membership of the society will be free of charge to anyone with an interest in producing art.
3. The society will actively promote inclusivity and diversity, positively promoting art to all residents of Sandbach.
4. The society will work with other bodies in Sandbach, for example the Town Council and Church groups, to hold periodic art exhibitions. The objectives of these exhibitions will include, providing an opportunity for artists in Sandbach to exhibit their work, an opportunity for Sandbach artists to offer works for sale, to create a social event for the residents of Sandbach which is different to those currently on offer. To build an awareness of art amongst the people of Sandbach and to encourage more people to take up art as a leisure activity.
5. The society will not be politically biased.
6. The society will endeavour to provide affordable art tuition to anyone who would like to learn. This could be in the form of group workshops, one to one tutorials, online tutorials etc.
7. Membership of the society will be considered an acceptance of this constitution.
8. Amendments to the constitution will be approved by a duly elected committee or by a majority vote.

August 6th 2021

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SANDBACH TOWN COUNCIL
APPLICATION FORM - GRANTS TO VOLUNTARY ORGANISATIONS

12.5

Name of Organisation or Group:

Friends of Sandbach Station

.....

Contact Person:

John Scarrott

Address:

.....

SANDBACH

Cheshire

Post Code CW11 3JT

Tel No:

Day 01273 51999

Eve 01273 51999

E-mail:

.....

Please give the purpose of your organisation as described in your constitution. (edited)

Friends of Sandbach Station is to maintain Sandbach Station as a user-friendly station, welcoming visitors and regular users and to meet the expectations of Northern and Network Rail.

To promote practical environmental enhancement works especially by volunteers for the benefit of the community and train passengers.

To encourage local businesses to support FOSS particularly by sponsoring environmental enhancements at the station.

Raise money/funding when necessary by means of awards grants and sponsorship for carrying out our aims.

Please enclose a copy of your constitution or rules, showing your aims and objectives.

Is it a Registered Charity? **NO**

If so, please give Charity Number

.....

1 **Total cost of your project?** £1411.00 Sum requested from STC £1400

Please attach a breakdown of the estimated costs of your project together with your anticipated source of funds.

Total for the whole project is	Installation & CAT Scan	£665.00
	Frame & posts Galvanised	£425.00
	Skip Enviro Skip	£86.00
	Total	£1176.00
	VAT	£235.20
	<u>Total including VAT</u>	£1411.00

2 A summary of your project:

This grant is aimed at Project establishment / support and should be considered a standalone sum. Describe your project and what you would do with a grant:

We have acquired by donation (on permanent loans from 2 Sandbach residents) a circa 1960 BR Sandbach Station sign 10ft x 2ft. to install it back at the station and on Platform 2 where it originally stood (picture attached) will cost a minimum of £1411.00 the balance over that to be borne by FOSS donations and contributions (painting and art work to the rear)



Does the grant cover advertising or wages of personnel involved, if so how much?

Labour and costs from DSI Sandbach. Free labour from our volunteers

3 The Council gives priority to applications which meet the following priorities. Please tick the ones which you feel your project meets.

- Projects which benefit the people of Sandbach. YES
- Create an Inclusive Society
- Promoting our Environment, Heritage and Culture YES
- Work towards improving Leisure and Amenities. YES

How does the project meet these priorities?

Enhances the Station environment by restoring some of our cultural and heritage from the past to its rightful place.

4 Have you raised funds from any other sources for this project? NOT AS YET

If yes, please state source and amount.

We need to proceed quickly with this before permissions run out so we hope that STC would be the quicker and most simplified route. CRP is now under D of T so could take years.

5 Are you awaiting the outcome of any other applications for funding, towards this project? NO If yes, please state whom you have applied to and the amount of any application.

6 We are hoping on this occasion that STC will oblige, otherwise other choices may have to be taken

7 Has the Organisation previously applied for a Grant from Sandbach Town Council?
YES

If yes, please give details

10.06.2019 Grant of £95.00 to purchase 2 Planters for Platform 2

8 The Organisation's accounts for the last three years. *

YEAR	2019	2020	2021
Accounts Balance b/f	101.94	855.81	855.81
Accounts Balance c/f	855.81	835.81	733.81
Income	1685.94+500	983.00	120.00
Expenditure	1335.13	1003.00	383.00
Year-end bank balance	855.81	835.81	733.81

- Please enclose a copy of your last available set of accounts.

9 Describe the geographical area in which your Organisation works.

Sandbach Station and Car Park and environs

10 What proportion of the work takes place in Sandbach?

All our work takes place in and around Sandbach station

If the Organisation were to be successful in securing a grant, to whom should the cheque be made payable?

Name Friends of Sandbach Station


If payment by BACS is preferred:

Bank Account Name "Friends of Sandbach Station"

Account Number 52670740 Sort Code 01-07-80

Could you please indicate if you are able to/ would like to attend the meeting to support your application, and answer any questions the committee may have: **YES**

Two of the authorised signatories for your bank/building society account need to sign below:

Signed:  Position within the Organisation Chairman

Signed:  Position within the Organisation: Secretary

On behalf of

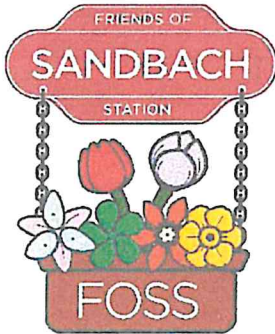
Friends of Sandbach Station

Date 22.07.2021

12.5

Please note: A condition of any grant award is the return of a completed Grant Feedback form within four weeks of the project/event completion. In signing above and submitting a grant application you are committing to return the feedback form.

Town Clerk, Sandbach Town Council
Sandbach Town Hall, High Street, Sandbach. CW11 1AX



SANDBACH TOWN COUNCIL
APPLICATION FORM - GRANTS TO VOLUNTARY ORGANISATIONS

12.6

Name of Organisation or Group: Sandbach Concert Series.....

Contact Person: Peter Howarth.....

Address: [REDACTED]ve, Haslington, Crewe,.....
 Cheshire..... Post Code [REDACTED]....

Tel No: Day 0 [REDACTED]. Eve 0 [REDACTED]....

E-mail: [REDACTED]

Please give the purpose of your organisation as described in your constitution.

We promote music making in Sandbach to maintain appreciation of music. We advance the education of young people in music in all its aspects through workshops, competitions & the showcasing of their work at public performance. We improve, develop & maintain public education in appreciation of the art & science of music through concerts from world class artists.

Please enclose a copy of your constitution or rules, showing your aims and objectives.

Is it a Registered Charity? YES If so, please give Charity Number 1166321.....

1 **Total cost of your project?** £16,000 pa... Sum requested from STC £3,500 pa....
Please attach a breakdown of the estimated costs of your project together with your anticipated source of funds.

Our budget (expenditure and income) for the next year (2021/2022) is shown below. Expenditure in the following two years is unlikely to be significantly different, except for streaming costs which at the moment are not known. Income is difficult to budget for as we come out of lockdown and switch back from online to live concerts. See comments in section 7.

Expenditure	2021 - 2022 PROPOSED BUDGET £
Artists	7,000
Piano Hire	1,500
Hall	1,200
Spotlight Fee	700
*Admin (licences, posters, stationery, insurance etc)	2,300
Sandbach Young Musicians	1,000
Workshops	2,000
Bar Costs	300
	16,000

12.6

	2021 - 2022 PROPOSED BUDGET
Income	£
Ticket Sales	7,000
STC Grant	2,500 *
Donations	1,300 **
Gift Aid	450
Sundry Income (inc Bar Takings)	2,000
	13,250

* already received

** this is our Donations target, but we have no certainty that we will raise this amount

2 A summary of your project:

This grant is aimed at Project establishment / support and should be considered a standalone sum. Describe your project and what you would do with a grant:

Continue with the running of Sandbach Concert Series for the next 3 year period and its mission to support the young musicians of this town through providing a series of public concerts by world class musicians for the benefit of residents of Sandbach at which the young musicians perform. Being able to plan our finances across 3 years means that we can properly structure our booking of quality artists, many of whom are in high demand and have their diaries booked up to 2-3 years in advance. Working on a 3 year basis also means that we can bring the right amount of balance and variety so that our concert series continues to be able to deliver to its continued reputation and high standard.

Does the grant cover advertising or wages of personnel involved if so how much?

No

3 The Council gives priority to applications which meet the following priorities. Please tick the ones which you feel your project meets.

- Projects which benefit the people of Sandbach. YES
- Create an Inclusive Society YES
- Promoting our Environment, Heritage and Culture YES
- Work towards improving Leisure and Amenities. YES

How does the project meet these priorities?

We have just concluded our 11th season of concerts (of 8 concerts a year) and our 12th season will commence in September. We have an excellent reputation not only for the very high quality of artists that we bring to Sandbach, but also in developing the local musical talent of young people in the area. During our Spotlight concerts we provide opportunities for our young musicians to perform in public, sometimes for the first time. Sandbach Concert Series has a good reputation on the classical music scene throughout the country, which is shown by the calibre of artists who are willing to come and perform for us. We provide an opportunity for the people of Sandbach to 'be up close' and watch

an intimate scale concert from artists who normally play at large venues like The Bridgewater Hall in Manchester. We are inclusive, and we always make sure everyone is welcome to our concerts. Wheelchair users, visually impaired with guide dogs and those with mobility issues have all been made welcome at our concerts over the years. We welcome all ages at our concerts and it is a point of pride that some of our young musicians who performed at our concerts in our early years, are now teachers and send their students to perform at our concerts. We work in partnership with The Love Music Trust and we always aim to connect with as many local groups as possible. For example Sandbach Art Group regularly display their art exhibitions at our concerts.

During Covid, Sandbach Concert Series quickly engaged with technology so that it could keep the connection with its community going. We did not have a database of email addresses of our audience. Using word of mouth through our network of volunteers we sourced as many contact email addresses as we could so that our concert community could stay connected. As well as our local Sandbach audience we have attracted a regular following from people joining our online concerts across the UK and on occasions from Europe and the US. We aim to start our 11th Season back 'live' in our home at St Mary's Church Hall from September 2021. During our 'online' season we have worked hard to continue to include and support our young musicians. We are heartened that despite all the difficulties and restraints of Covid, the community appetite for Sandbach Concert Series remained and that we were able to continue to deliver our core aims of supporting young musicians of Sandbach and delivering high quality concerts for the residents of Sandbach.

4 Have you raised funds from any other sources for this project? YES

If yes, please state source and amount.

Yes – we raise as much income as we can through the sale of tickets for our concerts. However, this amount falls just short of what our costs are for putting on these events. (This is in line with classical events throughout the country which typically are subsidised by either government, local councils or the Arts Council. Sandbach Concert Series was set up by a grant from the Arts Council and as such we could not get a subsequent grant from them. This is why we are very grateful for the continued support from Sandbach Town Council. Without this support we would not be able to continue.)

5 Are you awaiting the outcome of any other applications for funding, towards this project? YES/NO If yes, please state whom you have applied to and the amount of any application.

No

6 Has the Organisation previously applied for a Grant from Sandbach Town Council? YES/NO

If yes, please give details

Yes, we have had support from Sandbach Town Council since we started in 2010.

7 The Organisation's accounts for the last three years. *

YEAR	2017/2018	2018/2019	2019/2020
Accounts Balance b/f	3,929	2,116	2,789
Accounts Balance c/f	2,116	2,789	6,012
Income *	11,697	11,974	12,463
Expenditure	13,509	11,302	9,240
Year-end bank balance	5,016	7,682	8,134

* Income includes Sandbach Town Council grants of £1,500, £1,500 and £2,500 respectively. Without these grants we would have had deficits of £3,312 in 2017/2018 and £828 in 2018/2019, and a surplus of £723 in 2019/2020 (see below).

The exceptional circumstances of Covid in 2019/2020, resulting in concerts being held online rather than live, caused a reduction in expenditure mainly in the form of venue costs. We also initially attracted a good following online, with associated donations. Venue costs will come back in 2020/2021 when we resume live concerts, and recent online concerts have shown some tailing-off in the initial online support. We propose to stream future concerts so that they can be accessed by online supporters, both in the UK and abroad, who have expressed interest and who are keen to continue to share in what Sandbach has to offer from local young musicians and established professionals alike.

As we have experienced a sharp drop in online donations since March 2021 we anticipate that this trend will continue as we go back to live concerts and we return to income generated from ticket sales rather than online donations. At this stage it is unknown how much it will cost to livestream our concerts and it is doubtful that any extra income from online sales will cover the costs to have our concerts live streamed. We have been offered a heavily reduced rate by UCan Music which we are taking advantage of for the first 3 concerts of next season. Whether this will be sustainable beyond the first 3 concerts is unknown at this stage, but it is highly unlikely that this will be economically viable from potential income generated from online sales if we have to pay the full (real) rate for the costs of live streaming. Although we had some very generous online concert donations during the first two lockdowns, support from STC over 3 years will give us financial security whilst we recover and restart after COVID.

- Please enclose a copy of your last available set of accounts.

8 Describe the geographical area in which your Organisation works. Sandbach

9 What proportion of the work takes place in Sandbach? 100%

If the Organisation were to be successful in securing a grant, to whom should the cheque be made payable?

Name Sandbach Concert Series (but BACS is preferred – see below).....

If payment by BACS is preferred:

Bank Account Name.....Sandbach Concert Series.....


Account Number 10191863.....Sort Code... 163113.....


Could you please indicate if you are able to/ would like to attend the meeting to support your application, and answer any questions the committee may have: YES/NO

Yes – Lauren Scott is willing to come and attend a meeting in support of the application

12.6

Two of the authorised signatories for your bank/building society account need to sign below:

Signed:  Position within the Organisation: ... Chair.....

Signed:  Position within the Organisation: ... Treasurer.....

On behalf ofSandbach Concert Series..... Date:.....21st July 2021.....

Please note: A condition of any grant award is the return of a completed Grant Feedback form within four weeks of the project/event completion. In signing above and submitting a grant application you are committing to return the feedback form.

Town Clerk, Sandbach Town Council
Sandbach Town Hall, High Street, Sandbach , CW11 1AX

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PAGE

Sandbach Town Council
Sandbach Town Hall
High Street
Sandbach
Cheshire
CW11 1AX

Zurich Town, Parish and
Community Council Team
PO Box 726
Chichester
PO19 9PS

Invoice

Invoice Date: 23rd June 2021

Invoice No: 507819606

Client ref: 3646782

Policy	Policy Term	(£) Premium
YLL-122008-8593	17/07/2021-16/07/2022	4,848.57
Inspection Contract (If Applicable)		0.00
Sub total		4,848.57
Inspection Contract VAT @ prevailing rate		0.00
Insurance Premium Tax (IPT) @ prevailing rate		581.81
TOTAL		£5,430.38

Payment is due before your cover starts, or immediately if your cover is already in place.

Please make cheques payable to **Zurich Municipal** and send to **Zurich Town, Parish and Community Council Team, PO Box 726, Chichester, PO19 9PS**

If paying by BACS, please note our new bank details and amend your records accordingly.

Acc Name: Zurich Town & Parish, Insurer Trust Account Acc Number: 23110249
Sort Code: 20 – 65 - 82 Bank: Barclays Bank PLC

Please quote your Client Reference on all BACS transactions

Invoice Queries

Phone: 0800 917 9426

Email: accounts@zurichtownandparish.co.uk

Our VAT registration number is: 107 8316 77

Zurich Municipal is a trading name of Zurich Insurance plc. A public limited company incorporated in Ireland. Registration No. 13460. Registered Office: Zurich House, Ballsbridge Park, Dublin 4, Ireland. UK Branch registered in England and Wales Registration No. BR7985. UK Branch Head Office: The Zurich Centre, 3000 Parkway, Whiteley, Fareham, Hampshire PO15 7JZ.

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Sandbach Town Council
Sandbach Town Hall
High Street
Sandbach
Cheshire
CW11 1AX

**Zurich Town, Parish and
Community Council Team**
PO Box 726
Chichester
PO19 9PS

Remittance Advice

Invoice Date: 23rd June 2021

Invoice No: 507819606

Client ref: 3646782

Policy	Policy Term	(£) Premium
YLL-122008-8593	17/07/2021-16/07/2022	4,848.57
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**SANDBACH TOWN COUNCIL
FINANCE POLICY AND GOVERNANCE COMMITTEE
UNDISCHARGED RESOLUTIONS
FPG 29APR21**

DATE	NOTES	REVIEW (include date)	DATE DISCHARGED/CLOSED
<p><u>14/11/2020</u></p> <p>14 BANK BALANCE [FINANCE/ GOVERNANCE AND POLICY] The current levels of bank balances are highlighted and it was noted that they are over and above the Financial Schemes Compensation Scheme amounts, in the report is was noted that year end balances will be lower due to the remaining years payments and operational costs due to be paid out. It was mentioned that it was unsure if we are covered by the Compensation scheme. The company CCLA was mentioned, and the A.RFO updated the Committee that a meeting had taken place with this company in the past. Prior to any decision being made regarding possible movement of bank funds, a cashflow report should be produced to see how much money could be used for investments. The loans were also mentioned as an option to investigate with regards to paying off further amounts. RESOLVED: That a cashflow report be produced for discussion and brought to the next finance meeting in February 2021.</p>	<p>Investment Policy/ Bank balances</p>	<p>AUG2021</p>	
<p><u>04/02/2021</u></p> <p>9. EQUALITY POLICY [GOVERNANCE AND POLICY] Lead: Chair of Finance There was discussion about general consultation, staff consultation, the depth the policy should go to including whether other groups should be included, review of template policies and the appointment of a Diversity Champion. It was explained that the work undertaken, had been to modernise the Council's existing policy and make it fit for a forward thinking Council. Members</p>		<p>APR21</p>	

			<p>felt that the document should include additional tiers such as service users and be reviewed by ChALC and Ellis Whittam for legal compliance.</p> <p>RESOLVED: that the policy be revised in accordance with discussion, following which it will be reviewed by ChALC and Ellis Whittam, before being returned to the F,P&G Committee for agreement.</p>	
04/02/2021	AUG21		<p>13. PENSION DISCRETIONS POLICY</p> <p>As a member of staff, with a potential interest, the Clerk did not comment. Members have reviewed a selection of policies from other local councils and feel that STC's existing policy is 'quite good'. It was noted that new rules limit the amount that a person can receive to £95k, which in most instances would not be achieved, but could in certain circumstances. Regulations have changed since the current policy was adopted, additionally, the CPF is asking for a different template to be used. Drawing a correlation between the example policies is difficult. It was commented that many public sector workers join because of the benefits available. The steer to the Clerk was to base an updated policy on the current discretions.</p> <p>RESOLVED: that the Clerk update the current policy and adopt new format, following which it will be referred back to Committee for further consideration.</p>	