

SANDBACH TOWN COUNCIL

Finance, Policy and Governance Committee

This meeting will be clerked by Serena Van Schepdael. Please ensure that all apologies are made directly to the clerk of the meeting no later than 6pm on the day of the meeting.

Agenda for the meeting to be held on Thursday 6th August 2020 at 7.00pm on the Zooms Meeting Platform. The code for entry to this meeting is 83315098033. Virtual Meeting guidance for Members of the Public can be found on the Meetings Page of the Sandbach Town Council Website.

1. APOLOGIES FOR ABSENCE

2. 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.

3. TO APPROVE THE MINUTES OF THE FINANCE POLICY AND GOVERNANCE MEETING ON 30TH JUNE 2020

4. FINANCIAL STATEMENTS: FIRST QUARTER

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

Lead: Chair of Finance/ Finance Officer

Action: *To approve first quarter statements.*

5. PAYMENTS MADE

[Attached: Schedule of Payments]

Lead: Chair of Finance/ Finance Officer

Action: *To approve the payments between 1st April to 30th June 2020.*

6. COVID 19 FINANCE UPDATE

Attached: [Report]

Lead: Chair of Finance

Action: To note and receive the update

7. GRANT APPLICATIONS

Attached: [5 Grant applications]

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 £20,000.

7.1 GB Athlete

Passed to Finance Committee from Full Council on 27th February 2020. A letter has been received regarding financial support for a local Team GB Snowboarder, since the initial email it has been updated that the goal is now the Winter Olympic in 2026.

7.2 Brereton Handbell Ringers

They have applied for a grant of £1,000 towards a project of £1,500 to service and re-tune 49 handbells.

7.3 Lifeline Debt Advice

They have applied for a grant of £650 towards a project of £650 to purchase a laptop and mobile phone

7.4 Hope House Children's Hospice

They have applied for a grant of £250 towards a project of £14,250 to purchase a 'Cuddle-bed'

7.5 Sandbach Karate Club

They have applied for a grant of £1898.28 towards a project of £3392.28 towards karate mats.

8. APPROVAL OF CHRISTMAS LIGHTS SCHEME QUOTE AND PAYMENT

Lead: Chair of Finance

Action: To approve payment on invoice arrival of £8,000 plus VAT for the installation of Christmas Lights to replicate those in place for 2019 (This excludes the Cobbled square scheme which has been approved under separate quotation by Full Council) Payment to be delegated to the Finance Officer from budget line 110-4508

9. DIRECT DEBIT AND BACS

[Attached: Direct Debit Report]

Lead: Finance Officer

Action: *i-Note the Direct Debit List*

iii-Recommend the Direct Debit list to Full Council for approval to continue to pay suppliers by Direct Debit.

iiii-Recommend the request to continue to pay suppliers by BACS to Full Council for approval.

10. COVID-19 GRANT SCHEME

[Attached: Draft Press Release]

Lead: Chair of Finance

Action: To approve the Press Release to announce availability of support grants for Covid- 19

11. TAKINGS

Attached: [Summary/report]
Lead: Chair of Finance/ Finance Officer
Action: To receive report of monies not banked from the Market takings on 19th March 2020. Investigations remain ongoing as at the date this agenda was issued.

12. GRANT FEEDBACK

Lead: Chair of Finance/Finance Officer
Action: To receive grant feedback and the verbal report from the Finance Officer.
12.1 Sandbach Karate Club – Koshido-Ryu Sandbach Karate Centres
12.2 Act It Out
12.3 Verbal report from Finance Officer

13. LETTERS OF THANKS

There are none

14. CORRESPONDENCE

There is none

15. ITEMS FOR THE NEXT MEETING

16. UNDISCHARGED RESOLUTIONS

Attached: [Report]
Lead: Chair of Finance/ Finance Officer
16.1 **SANDBACH PARTNERSHIP SLA**
Action: To receive an update that this remains an outstanding undischarged resolution.

17. DATE AND TIME OF NEXT MEETINGS

Pre-Budget setting discussions are being held on Tuesday 13th October 2020 and Tuesday 10th November 2020 at 7.00pm, Full Council will be invited to attend. The date of the next meeting of the **Finance, Policy and Governance Committee** is Thursday 12th November 2020 at 7.00pm.

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FINANCE, POLICY AND GOVERNANCE COMMITTEE

Minutes for the meeting held on Tuesday, 30 June 2020 at 6.14pm on Zoom.

In attendance: Cllr D Jack
Cllr G Price Jones (Mayor)
Cllr R Hovey
Cllr G Merry
Cllr I Williams
Cllr M Muldoon
Cllr L Crane
Cllr S Crane
Cllr D Hegarty
Cllr A Smith
Cllr K Seymour
Cllr D Jack
Cllr S Corcoran

Also in attendance was the Clerk, Assistant Town Clerk, Operational Support Officer and Cllrs Beddows, Eaton, Hoffmann, Broad, Flavell and Lea.

The Meeting was opened by Cllr D Jack.

1. APOLOGIES FOR ABSENCE

Apologies for Absence: None.

Absent without apologies: Cllr S Kirkham

2. FINANCE, POLICY & GOVERNANCE COMMITTEE CHAIR

Cllr K Seymour proposed that Cllr A Smith be elected as Chair. This was seconded by Cllr L Crane.

Cllr G Merry proposed that Cllr D Jack be elected as Chair. This was seconded by Cllr M Muldoon.

The vote split was as follows:

Cllr Smith: Cllrs Hovey, L Crane, S Crane, D Hegarty, A Smith, K Seymour and S Corcoran.

Cllr Jack: Cllrs Merry, Williams, Muldoon and Jack.

Abstentions: None.

Resolved: That Cllr A Smith is Chair of the Finance, Policy & Governance Committee.

3. FINANCE, POLICY AND GOVERNANCE COMMITTEE VICE-CHAIR

Cllr A Smith proposed that Cllr K Seymour be elected as Vice-Chair. This was seconded by Cllr S Broad. The vote split was as follows:

For: Cllrs Hovey, L Crane, S Crane, D Hegarty, A Smith, K Seymour, Merry, Williams, Muldoon and S Corcoran.

Against: None

Abstentions: Cllr Jack

Resolved: That Cllr K Seymour is Vice-Chair of the Finance, Policy & Governance Committee.

4. DATE, TIME AND PLACE OF NEXT MEETING

The next Finance, Policy & Governance Meeting will be on Thursday 6 August 2020 at 7.00pm on the Zoom meeting platform.

Meeting Closed at: 6.18pm

Cllr A Smith

MW

**Bank Reconciliation Statement as at 30/06/2020
for Cashbook 1 - Current/Reserve Bank A/c's**

4

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
			0.00
Current Account 72702729	30/06/2020	2003	1,000.00
Business Reserve 91519578	30/06/2020	2003	784,918.80
			<u>785,918.80</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
24/02/2020 5555 Cheshire East Council		105.00	
			<u>105.00</u>
			785,813.80
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			785,813.80
		Balance per Cash Book is :-	785,813.80
		Difference is :-	0.00

Alan Smith 28/JULY/2020

**Bank Reconciliation Statement as at 30/06/2020
for Cashbook 2 - Bonus Saver**

4

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Bonus Saver A/c 52505359	30/06/2020	2003	85,168.43
			<u>85,168.43</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			85,168.43
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			85,168.43
		Balance per Cash Book is :-	85,168.43
		Difference is :-	0.00

Alan Smith 28 / JULY / 2020

Detailed Income & Expenditure by Budget Heading 30/06/2020

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	667,543	343,596	687,192	343,596			50.0%	
1190 Interest Received	1,598	313	800	487			39.1%	
Town Council Income :- Income	669,141	343,909	687,992	344,083			50.0%	0
Net Income	669,141	343,909	687,992	344,083				
101 Administration								
4100 Mayor's Allowance	2,167	0	2,000	2,000		2,000	0.0%	
4101 Civic & Ceremonial	1,295	145	2,500	2,355		2,355	5.8%	
4108 Outlook 365	2,275	0	0	0		0	0.0%	
4110 ICT Support/Packages	5,647	1,972	8,950	6,978		6,978	22.0%	
4111 Subscriptions	3,341	1,629	3,600	1,971		1,971	45.2%	
4112 Audit Fees	3,890	0	0	0		0	0.0%	
4114 Accountancy & Audit Services	3,550	3,240	8,200	4,960		4,960	39.5%	
4120 Insurance	7,050	578	10,000	9,422		9,422	5.8%	
4121 Rent- SLI	7,120	0	7,120	7,120		7,120	0.0%	
4122 Utilities - SLI	3,843	0	3,500	3,500		3,500	0.0%	
4123 Telephones	1,913	490	2,500	2,010		2,010	19.6%	
4130 Stationery	1,486	131	1,500	1,369		1,369	8.7%	
4131 Photocopying	719	113	1,000	887		887	11.3%	
4135 Postages	152	0	400	400		400	0.0%	
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	100	8,500	8,400		8,400	1.2%	
4142 Office Maintenance	159	0	500	500		500	0.0%	
4150 Travelling Expenses	80	0	500	500		500	0.0%	
4151 Training	1,654	15	4,000	3,985		3,985	0.4%	
4152 HR & H&S Support	2,496	605	3,000	2,395		2,395	20.2%	
4196 Hospitality	71	0	0	0		0	0.0%	
4197 Bank Charges	2,202	182	2,500	2,318		2,318	7.3%	
4198 Cleaning	150	0	0	0		0	0.0%	
4199 Other Expenses	59	0	550	550		550	0.0%	
4400 Storage Unit Rental	3,653	(249)	0	249		249	0.0%	
4630 Legal Fees	0	0	1,500	1,500		1,500	0.0%	
6091 Covid-19	0	1,035	0	(1,035)		(1,035)	0.0%	
6140 Waste Disposal	1,023	137	1,350	1,213		1,213	10.1%	
6290 Advertising	854	614	800	186		186	76.8%	
Administration :- Indirect Expenditure	65,634	10,736	82,470	71,734	0	71,734	13.0%	0
Net Expenditure	(65,634)	(10,736)	(82,470)	(71,734)				

Detailed Income & Expenditure by Budget Heading 30/06/2020

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	122,633	31,385	127,500	96,115		96,115	24.6%	
4001 Employer's NI	12,011	3,019	11,100	8,081		8,081	27.2%	
4002 Employer's Superannuation	25,229	6,694	27,800	21,106		21,106	24.1%	
Staff Costs :- Indirect Expenditure	159,873	41,098	166,400	125,302	0	125,302	24.7%	0
Net Expenditure	(159,873)	(41,098)	(166,400)	(125,302)				
105 Publicity								
4300 Newsletter Printing	4,134	0	4,740	4,740		4,740	0.0%	
4310 Website Maintenance	489	0	420	420		420	0.0%	
Publicity :- Indirect Expenditure	4,623	0	5,160	5,160	0	5,160	0.0%	0
Net Expenditure	(4,623)	0	(5,160)	(5,160)				
110 Grants/Discretionary Payments								
4500 Transport Festival	12,000	0	12,000	12,000		12,000	0.0%	
4503 Hanging Baskets	7,109	145	8,000	7,855		7,855	1.8%	
4508 Christmas Lights	13,367	0	27,500	27,500		27,500	0.0%	
4515 Concert Series	2,500	2,500	2,500	0		0	100.0%	
4530 Community Grants	7,904	0	20,000	20,000		20,000	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	1,800	1,500	1,500	0		0	100.0%	
4598 Other Payments	0	0	300	300		300	0.0%	
4599 Other Regular Donations	100	0	0	0		0	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	0	5,700	5,700		5,700	0.0%	
4660 Allotments	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	14,745	99,100	84,355	0	84,355	14.9%	0
Net Expenditure	(72,052)	(14,745)	(99,100)	(84,355)				
140 Community Events								
4810 Events Income	6,682	0	0	0			0.0%	
Community Events :- Income	6,682	0	0	0				0
4820 Community Events	13,785	0	3,200	3,200		3,200	0.0%	
Community Events :- Indirect Expenditure	13,785	0	3,200	3,200	0	3,200		0
Net Income over Expenditure	(7,103)	0	(3,200)	(3,200)				

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
180 Sandbach Town Hall								
4801 Ticket Income	3,792	0	8,000	8,000			0.0%	
4806 Refreshment sales	6,265	0	8,000	8,000			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	(263)	70,000	70,263			(0.4%)	
6002 Town Hall Bar Income	24,673	0	35,000	35,000			0.0%	
Sandbach Town Hall :- Income	108,537	(263)	127,600	127,863			(0.2%)	0
4831 Town Hall Events Costs	2,739	350	1,000	650		650	35.0%	
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	0	17,500	17,500		17,500	0.0%	
Sandbach Town Hall :- Direct Expenditure	20,712	809	25,750	24,941	0	24,941	3.1%	0
4670 Approved purchases	0	0	24,543	24,543		24,543	0.0%	
6020 Town Hall Salaries	86,467	18,009	107,500	89,491		89,491	16.8%	
6021 Employers NIC	4,544	1,078	5,100	4,022		4,022	21.1%	
6022 Superannuation	9,698	2,828	13,600	10,772		10,772	20.8%	
6070 Training	418	0	660	660		660	0.0%	
6080 Maintenance	5,587	725	4,640	3,915		3,915	15.6%	
6091 Covid-19	0	707	0	(707)		(707)	0.0%	
6100 Light and Heat	13,873	3,274	10,000	6,726		6,726	32.7%	
6110 Rates and Water	7,548	1,540	8,000	6,460		6,460	19.3%	
6120 Repairs	3,569	1,158	4,000	2,842		2,842	29.0%	
6124 Condition Survey	278	250	35,990	35,740		35,740	0.7%	
6140 Waste Disposal	1,397	206	1,450	1,244		1,244	14.2%	
6150 Security	0	0	500	500		500	0.0%	
6220 Cleaning	1,815	144	3,000	2,857		2,857	4.8%	
6230 Equipment renewals	5,159	88	3,000	2,912		2,912	2.9%	
6280 Telephone	4,818	1,180	4,000	2,820		2,820	29.5%	
6300 Performing Rights Licence	11	774	800	26		26	96.8%	
6310 Premises Licence	200	0	500	500		500	0.0%	
6340 Marketing	536	0	2,000	2,000		2,000	0.0%	
6350 Irrecoverable VAT	6,632	0	6,250	6,250		6,250	0.0%	
7000 Public Works Loan Board	29,605	12,336	29,606	17,270		17,270	41.7%	
Sandbach Town Hall :- Indirect Expenditure	182,155	44,297	265,139	220,842	0	220,842	16.7%	0
Net Income over Expenditure	(94,330)	(45,368)	(163,289)	(117,921)				

Detailed Income & Expenditure by Budget Heading 30/06/2020

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	0	0	100,947	100,947		100,947	0.0%	
6080 Maintenance	18	0	500	500		500	0.0%	
Car Parks :- Indirect Expenditure	18	0	101,447	101,447	0	101,447	0.0%	0
Net Expenditure	(18)	0	(101,447)	(101,447)				
184 Town Hall Shop Units								
6005 Town Hall Shop Units	15,850	3,962	15,850	11,888			25.0%	
Town Hall Shop Units :- Income	15,850	3,962	15,850	11,888			25.0%	0
6351 Town Hall Units Expenditure	916	0	1,500	1,500		1,500	0.0%	
Town Hall Shop Units :- Indirect Expenditure	916	0	1,500	1,500	0	1,500	0.0%	0
Net Income over Expenditure	14,934	3,962	14,350	10,388				
185 Ranger								
6230 Equipment renewals	0	0	12,000	12,000		12,000	0.0%	
Ranger :- Indirect Expenditure	0	0	12,000	12,000	0	12,000	0.0%	0
Net Expenditure	0	0	(12,000)	(12,000)				
190 Outdoor Market								
1905 Outdoor Market Income	22,996	283	45,000	44,717			0.6%	
1906 Christmas Markets	3,866	0	0	0			0.0%	
1907 Other Market Income	3,035	100	0	(100)			0.0%	
1911 Gazebo Income	4,556	0	0	0			0.0%	
Outdoor Market :- Income	34,453	383	45,000	44,617			0.9%	0
4670 Approved purchases	0	0	5,284	5,284		5,284	0.0%	
6021 Employers NIC	1,467	431	1,400	969		969	30.8%	
6022 Superannuation	3,281	1,006	3,700	2,694		2,694	27.2%	
6023 Market wages	36,514	7,650	34,000	26,350		26,350	22.5%	
6070 Training	698	0	1,060	1,060		1,060	0.0%	
6080 Maintenance	265	49	2,000	1,951		1,951	2.4%	
6090 Health and Safety	262	0	450	450		450	0.0%	
6091 Covid-19	0	246	0	(246)		(246)	0.0%	
6100 Light and Heat	288	61	500	439		439	12.1%	
6110 Rates and Water	7,457	1,406	8,500	7,094		7,094	16.5%	
6120 Repairs	0	0	500	500		500	0.0%	
6124 Condition Survey	0	0	150	150		150	0.0%	
6140 Waste Disposal	4,581	55	5,000	4,945		4,945	1.1%	

Detailed Income & Expenditure by Budget Heading 30/06/2020

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
6200 Motor expenses	11,827	444	4,500	4,056		4,056	9.9%	349
6230 Equipment renewals	1,895	0	3,000	3,000		3,000	0.0%	
6280 Telephone	155	32	175	143		143	18.4%	
6290 Advertising	1,807	0	2,500	2,500		2,500	0.0%	
6350 Irrecoverable VAT	1,563	0	3,125	3,125		3,125	0.0%	
6352 Christmas Market costs	2,179	0	0	0		0	0.0%	
Outdoor Market :- Indirect Expenditure	74,239	11,379	75,844	64,465	0	64,465	15.0%	349
Net Income over Expenditure	(39,786)	(10,996)	(30,844)	(19,848)				
9000 plus Transfer from EMR	0	349						
Movement to/(from) Gen Reserve	(39,786)	(10,647)						
<u>191 Indoor Market</u>								
1901 Indoor Market Income	36,089	526	35,000	34,474			1.5%	
1907 Other Market Income	4,568	0	0	0			0.0%	
Indoor Market :- Income	40,656	526	35,000	34,474			1.5%	0
4613 Indoor Market Hall Project	21,837	0	0	0		0	0.0%	
6021 Employers NIC	688	185	600	415		415	30.8%	
6022 Superannuation	1,874	431	1,600	1,169		1,169	27.0%	
6023 Market wages	9,047	2,278	10,000	7,722		7,722	22.8%	
6070 Training	148	0	260	260		260	0.0%	
6080 Maintenance	638	0	800	800		800	0.0%	
6090 Health and Safety	0	0	450	450		450	0.0%	
6091 Covid-19	0	337	0	(337)		(337)	0.0%	
6100 Light and Heat	2,161	619	7,000	6,381		6,381	8.8%	
6110 Rates and Water	5,155	1,523	5,750	4,227		4,227	26.5%	
6120 Repairs	309	280	1,600	1,320		1,320	17.5%	
6124 Condition Survey	0	0	24,600	24,600		24,600	0.0%	
6140 Waste Disposal	1,139	145	1,300	1,155		1,155	11.2%	
6220 Cleaning	414	0	500	500		500	0.0%	
6230 Equipment renewals	734	0	1,000	1,000		1,000	0.0%	
6280 Telephone	62	14	720	706		706	1.9%	
6291 Market Hall Advertising	1,737	0	250	250		250	0.0%	
6350 Irrecoverable VAT	1,979	0	3,125	3,125		3,125	0.0%	
Indoor Market :- Indirect Expenditure	47,921	5,812	59,555	53,743	0	53,743	9.8%	0
Net Income over Expenditure	(7,265)	(5,286)	(24,555)	(19,269)				

Detailed Income & Expenditure by Budget Heading 30/06/2020

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
200 Public Conveniences								
6100 Light and Heat	444	115	600	485		485	19.1%	
6110 Rates and Water	1,706	618	2,500	1,882		1,882	24.7%	
6120 Repairs	1,103	0	1,000	1,000		1,000	0.0%	
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	64	1,000	936		936	6.4%	
6402 Vandalism Repairs	740	0	1,500	1,500		1,500	0.0%	
6406 Contract Cleaning	13,104	2,296	13,500	11,204		11,204	17.0%	
Public Conveniences :- Indirect Expenditure	18,277	3,093	20,425	17,332	0	17,332	15.1%	0
Net Expenditure	(18,277)	(3,093)	(20,425)	(17,332)				
400 Projects								
1192 Community Inf. Levy	0	2,006	0	(2,006)			0.0%	
Projects :- Income	0	2,006	0	(2,006)				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	0	500	500		500	0.0%	
4616 Town Hall Office	48,228	0	0	0		0	0.0%	
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 refurb.	0	0	50,000	50,000		50,000	0.0%	
4629 Repay Loan/Commit	0	0	52,382	52,382		52,382	0.0%	
4645 Project Management Cons Fees	4,300	0	0	0		0	0.0%	
4648 Neighbourhood Plan	138	0	0	0		0	0.0%	
4667 Asset Maintenance Prov	0	0	10,000	10,000		10,000	0.0%	
4670 Approved purchases	4,003	0	0	0		0	0.0%	
6350 Irrecoverable VAT	6,449	0	0	0		0	0.0%	
6500 Christmas Trees	1,650	0	0	0		0	0.0%	
Projects :- Indirect Expenditure	80,581	0	130,382	130,382	0	130,382		0
Net Income over Expenditure	(80,581)	2,006	(130,382)	(132,388)				
Grand Totals:- Income	875,319	350,523	911,442	560,919			38.5%	
Expenditure	740,786	131,969	1,048,372	916,403	0	916,403	12.6%	
Net Income over Expenditure	134,533	218,554	(136,930)	(355,484)				
plus Transfer from EMR	0	349						
Movement to/(from) Gen Reserve	134,533	218,903						

Sandbach Town Council
 Summary of Accounts 2020-2021
 Income and Expenditure report
 Quarter 1 figures
 Pre VAT completion

	Actual Last Year	Current Annual Bud	Quarter 1 Actual	Variance Annual Total	Funds Available	% Of Budget
100 Town Council Income						
Income	669,141	687,992	343,909	344,083		50.0%
101 Administration						
Expenditure	65,634	82,470	10,736	71,734	71,734	13.0%
102 Staff Costs	159,873	166,400	41,098	125,302	125,302	24.7%
105 Publicity	4,623	5,160	-	5,160	5,160	0.0%
110 Grants/Discretionary Payments	72,052	99,100	14,745	84,355	84,355	14.9%
140 Community Events	13,785 6,682	3,200	-	3,200	3,200	0.0%
180 Sandbach Town Hall	202,867 108,537	290,889 127,600	45,105 263	245,784 127,863	245,784 127,863	15.5% -2.0%
182 Car Parks	18	101,447	-	101,447	101,447	0.0%
184 Town Hall Shop Units	916 15,850	1,500 15,850	- 3,962	1,500 11,888	1,500	0.0% 25.0%
185 Ranger		12,000	-	12,000	12,000	0.0%
190 Outdoor Market	74,239 34,453	75,844 45,000	11,379 383	64,465 44,617	64,465	15.0% 0.9%
191 Indoor Market	47,921 40,656	59,555 35,000	5,812 526	53,743 34,474	53,733	9.8% 1.5%
200 Public Conveniences	18,277	20,425	3,093	17,332	17,332	15.1%
400 Projects	80,581	130,382	-	130,382	130,382	
INCOME - EXPENDITURE TOTALS						
Expenditure	740,786	1,048,372	131,969			
Income	875,319	911,442	350,523			
Net Expenditure over Income	- 134,533	136,930	- 218,554			

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List of Payments made between 01/04/2020 and 30/06/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/04/2020	Cheshire East Council	20004	156.80		Business Rates
01/04/2020	Cheshire East Council	20005	109.85		Business Rates: Pconv
01/04/2020	Prism Solutions	20003	196.15		Wi-fi provision [TH]
06/04/2020	Legal and General	20011	192.81		Monthly C. Illness (A)
07/04/2020	BT	20014	148.34		Monthly telephone costs
09/04/2020	BACS P/L Pymnt Page 798	BACS Pymnt	18,112.88		BACS P/L Pymnt Page 798
09/04/2020	RSCDS Cheshire	20019	178.50		Return of deposit for booking
09/04/2020	Prism Solutions	20019	102.00		Remote access
14/04/2020	The Fuel Card People	20023	2.16		Fuel Card fees
14/04/2020	Evo Payments International	20022	29.70		Evo card fees
15/04/2020	Natwest	20027	22.00		Bank charges
15/04/2020	EE Mobile	20029	18.00		Monthly Market mobile
15/04/2020	Staff Salaries	20028	15,192.99		April 2020 Salaries
15/04/2020	EE Mobile	20029C	0.40		Monthly Mobile
17/04/2020	West Merica Energy	20040	2,851.87		Elec: 01-29FEB2020 (Pconv)
21/04/2020	Wirehouse Employer Svs	20042	241.92		Monthly employer srvs
22/04/2020	BACS P/L Pymnt Page 804	BACS Pymnt	720.00		BACS P/L Pymnt Page 804
23/04/2020	BACS P/L Pymnt Page 800	BACS Pymnt	2,296.07		BACS P/L Pymnt Page 800
23/04/2020	This Little Piggy	20055	300.00	PO 1593	Festive Night 11DEC20 Catering
23/04/2020	Wheelock Baptist Church	20047	263.00		Return of duplicate payment
23/04/2020	DJ Warrington	20050	50.00	PO 1592	Festive night 11DEC2020 DJ
23/04/2020	Zoom	CC200202	14.39		Monthly subscription ZOOM
27/04/2020	Prism Solutions	20060	896.69		Monthly ICT support TH/A
28/04/2020	Calor Gas Limited	20063	93.26		Gas for forklift [ODM]
28/04/2020	Credit Card	20062	662.29		Direct Debit C.Card
29/04/2020	Screwfix Direct	CC200201	20.00		Paint (TH)
29/04/2020	CORRECTION	CC20020102	-34.39		Corection
30/04/2020	Natwest	20068	70.43		Bank charges
30/04/2020	HMRC	20070	4,612.74		Monthly PAYE & NI
30/04/2020	Cheshire Pension Fund	20071	4,720.78		Monthly pension cont.
01/05/2020	Prism Solutions	20072	196.15		Monthly Wi-Fi/ICT (TH)
01/05/2020	Cheshire East Council	20073	160.00		Business Rates
01/05/2020	Cheshire East Council	20074	621.50		Business Rates TH
01/05/2020	Cheshire East Council	20075	107.00		Business Rates PC
01/05/2020	Cheshire East Council	20076	695.00		Business Rates ODM
01/05/2020	Cheshire East Council	20077-94	633.37		Business Rates IDM
04/05/2020	Legal and General	20096	192.81		Monthly Critical Illness
11/05/2020	BACS P/L Pymnt Page 806	BACS Pymnt	4,284.89		BACS P/L Pymnt Page 806
15/05/2020	Evo Payments International	20123	20.39		Workpay Fees (A)
15/05/2020	BT	20117	149.49		Monthly telephone costs (TH/A)
15/05/2020	EE Mobile	20124	18.40		Monthly Market mobile
15/05/2020	PWLB	20125	12,335.57		Loan repayment
15/05/2020	Natwest	20121	15.60		Banline charges
15/05/2020	Staff salaries	20122	15,058.08		May 2020 Salaries
21/05/2020	West Merica Energy	20128	2,209.13		Elec: MAR2020 (PC)
21/05/2020	Wirehouse Employer Svs	20127	241.92		Monthly employer srvs
22/05/2020	Anual Grants	20130-137	13,980.00	TCM05.12.19.15	Grant awards 2020-2021

List of Payments made between 01/04/2020 and 30/06/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
27/05/2020	Prism Solutions	20140	885.86		Monthly ICT (A & TH)
28/05/2020	Credit Card	20142	34.39		Credit Card DD
29/05/2020	Natwest	20144	17.50		Bank charges
29/05/2020	HMRC	2146	4,252.59		MAY 2020 PAYE & NI
29/05/2020	Cheshire Pension Fund	20145	4,720.78		MAY2020 Pensions
01/06/2020	Prism Solutions	20150	196.15		Monthly Wi-Fi/ICT (TH)
01/06/2020	Cheshire East Council	20151	160.00		Business Rates
01/06/2020	Cheshire East Council	20152	624.00		Business Rates
01/06/2020	Cheshire East Council	20153	107.00		Business Rates
01/06/2020	Cheshire East Council	20154	699.00		Business Rates
01/06/2020	Cheshire East Council	20155/72	595.00		Business Rates
02/06/2020	BACS P/L Pymnt Page 810	BACS Pymnt	5,110.23		BACS P/L Pymnt Page 810
03/06/2020	Staff Expenses	20178	54.28		Stationery
04/06/2020	Legal and General	20182	192.81		Monthly C. Illness
10/06/2020	Evo Payments International	20191	20.39		Worldpay fees (A)
10/06/2020	BT	20187	150.00		Monthly telephone costs (A/TH)
15/06/2020	Natwest	202193	17.60		Bankline fes/chgs
15/06/2020	EE Mobile	20195	18.40		Monthly mobile costs (Mkts)
15/06/2020	Staff Salaries	20194	15,206.48		June 2020
15/06/2020	Staff Salaries	20194C	-15,206.48		June 2020 Correction
15/06/2020	Staff Salaries	20194B	15,208.58		June 2020
15/06/2020	Staff Salaries	20194BB	168.92		June 2020 Expenses
16/06/2020	BACS P/L Pymnt Page 811	BACS Pymnt	1,369.34		BACS P/L Pymnt Page 811
16/06/2020	Annual Grants	20201	240.00	TCM05.12.19	Annual Maint: EttileyHeath
16/06/2020	Town Hall Income	20203	450.00		Depoist refund 08/08/20
16/06/2020	Annual Grants	20205	380.00		Annual maint: Christ Church
22/06/2020	Wirehouse Employer Svs	20212	241.92		Monthly employer srvs
22/06/2020	BACS P/L Pymnt Page 812	BACS Pymnt	3,676.41		BACS P/L Pymnt Page 812
24/06/2020	Staff expenses	20216	43.00		Sundry purchases
24/06/2020	Cutting Hedge	20219	87.53	KS/AB 24062020	Hanging basket costs
25/06/2020	Prism Solutions	20226	885.86		Monthly ICT (A & TH)
29/06/2020	Credit Card	20232	86.84		DD payment
30/06/2020	HMRC	20237	4,797.92		June 2020 PAYE/NI
30/06/2020	Cheshire Pension Fund	20236	4,966.72		June 2020 Pension
30/06/2020	Natwest	20235	4.90		Bank charges
Total Payments			153,624.85		

SANDBACH TOWN COUNCIL
 BACS PAYMENTS MADE
 1st April 2020 to 30th June 2020
 2020-2021 Quarter 1

<u>Date</u>	<u>Supplier Name</u>	<u>Page number</u>	<u>Invoice No.</u>	<u>Amount Paid</u>	<u>Authorisation Ref.</u>	<u>Transaction details</u>	<u>Invoices</u>
14/04/2020	Agrigem Ltd	798	INV-132202	£ 66.96		Weed killer	1
14/04/2020	Initial Washroom Hygiene	798	60060886	£ 72.43		Hygiene bins	1
14/04/2020	JDH Business Services	798	3609	£ 792.00		Interim internal audit report	1
14/04/2020	Kaberry Building Ltd	798	163654	£ 15,125.09	TCM180625/1803C	IDM Building project	1
14/04/2020	North Rode Timber	798	165615	£ 152.40		Boards for mkt tables	1
14/04/2020	Purity Clean	798	PCI-11618	£ 1,280.52		Cleaning services (TH)	2
14/04/2020	TRG Ralphps Group	798	1165	£ 604.80		Cleaning services (PC)	2
14/04/2020	Initial Washroom Hygiene	798	60062925	£ 18.68		Hygiene bins	1
22/04/2020	Leaflet Team	804	STC0032	£ 720.00		Covid19: Leaflet distribution	1
23/04/2020	Concept Hygiene	800	127039	£ 438.00		Annual Defib service	1
23/04/2020	Flextel Ltd	800	FLX52272	£ 123.50		Monthly telephone costs	1
23/04/2020	Nabma	800	20/194	£ 358.00		Annual subscription	1
23/04/2020	PPL PRD Ltd	800	SIN1428968	£ 928.97		Music licence	1
23/04/2020	Rialtis Business Services	800	SM21499	£ 145.20		Asset Register package	1
23/04/2020	TRG Ralphps Group	800	1167	£ 302.40		Cleaning services (PC)	1
11/05/2020	Agrigem Ltd	806	INV-143429	£ 117.12		Weed killer	1
11/05/2020	Crewe Colour Printer	806	59441	£ 315.00		Covid19: Leaflet printing	1
11/05/2020	Citron Hygiene Ltd	806	CN30024057	£ 59.90		Hygiene bins	1
11/05/2020	Flextel Ltd	806	FLX52963	£ 118.80		Monthly telephone costs	1
11/05/2020	Gaskells Waste Services	806	P417725	£ 660.77		Bin collections	1
11/05/2020	Interdirect Ltd	806	20797	£ 288.00		Website domain name	1
11/05/2020	Purity Clean	806	PCI-171628	£ 1,000.00		Cleaning services (TH)	1
11/05/2020	Staffordshire Reels on Wheels	806	SI-113	£ 549.30		Cinema costs	1
11/05/2020	Rentokil Pest Control	806	21208454	£ 411.97		Pest control	1
11/05/2020	SLCC	806	131570	£ 18.00		Training webinar	1
11/05/2020	TRG Ralphps Group	806	1173	£ 484.40		Cleaning services (PC)	2
11/05/2020	Waterplus	806	INV05552270	£ 11.63		Water rates	2
11/05/2020	Without Leaks	806	2904220	£ 250.00		Water tank clean	1
02/06/2020	John Greenhall & Co	810	234	£ 2,700.00	TCM140518.4	Annual payroll services	1
02/06/2020	Pickerings Lifts	810	J1290732	£ 382.80		Lift repair	1
02/06/2020	TRG Ralphps Group	810	1188	£ 984.00		Cleaning services (PC)	5
02/06/2020	Viking Direct	810	316061	£ 159.86		Covid19: PPE	2
02/06/2020	Waterplus	810	INV05564722	£ 883.57		Water rates	1
16/06/2020	CMJ Embroidery	811	INV-3557	£ 108.00		Covid19: PPE High Viz	1
16/06/2020	JLR Metalworks	811	INV-0042	£ 825.60		TH Gate repairs	1
16/06/2020	Pickerings Lifts	811	INV1914806	£ 181.60		Lift repair	1
16/06/2020	Purity Clean	811	PCI-171648	£ 217.00		Covid19:Sanitiser equip.	1
16/06/2020	VI Distribution	811	66320	£ 37.14		Covid19: Marker tape	1
22/06/2020	Bomford Office Supplies	812	85906	£ 140.82		Covi19: PPE Masks/ Wipes	1
22/06/2020	Claymore Business Machines	812	48621	£ 135.36		Photocopying charges	1
22/06/2020	Flextel Ltd	812	FLX53693	£ 119.00		Monthly telephone costs	1
22/06/2020	Heads (Congleton) Ltd	812	118220	£ 99.84		AGM notice	1
22/06/2020	Purity Clean	812	PCI-171652	£ 1,580.00		Cleaning SRVS & Covid19 PPE	2
22/06/2020	Rialtis Business Services	812	SM21797	£ 1,162.80		Accounting packages	2
22/06/2020	TRG Ralphps Group	812	1194	£ 393.60		Cleaning services (PC)	2
22/06/2020	Viking Direct	812	346681	£ 44.99		Covid19: PPE Masks	1

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SANDBACH TOWN COUNCIL

COVID 19 FINANCIAL UPDATE

6

This summary is to highlight to the Finance Policy and Governance Committee (FPG) of the financial position due to Covid-19 on The Town Council's Income. There have been a few extra purchases for Covid-19, these currently total £2,325 which covers PPE, Masks, Security Staff, cleaning equipment.

Town Hall

2020 Cancelled bookings: Q1 £17,111 Q2 £7,466

The above figures include all Town hall hiring's and Market Hall hiring. Associated with some cancelled bookings would also be loss of Bar takings which cannot be projected as these are dependent on the type of events and clients. (This also influences costs as no bar stock purchases have been made to date for the current financial year.) As a comparison, 2019 -2020 information is as below:

Bar Takings Q1 £3,967 Q2 £6,486

Bar Purchases Q1 £1,511 Q2 £1,356

Casual staff have been on Furlough since April 2020, furlough pay commenced in May 2020 (they are paid in arrears) They have been paid 80% of their average pay and the Furlough scheme has been accessed to reclaim this 80%.

Markets

Loss of income based on comparison of takings from 2019-2020 financial year:

		2019	2020
Outdoor Market:	Q1	£7,224	£283
	Q2	£7,201	Not yet available
Outdoor Mkt Gazebo	Q1	£1,306	£0
	Q2	£1,259	Not yet available
Indoor Market	Q1	£10,258	£526
	Q2	£9,276	Not yet available

Market operative has also been Furloughed since April 2020, they have been paid 100% of their salaries, with access to the Furlough scheme to reclaim 80% of these salaries. The Outdoor Market re-opened on 18th June on and the Indoor Market re-opened on 25th June.

Recommendation: That the FPG committee note the summary.

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7.1

-----Original Message-----

From: [REDACTED]
Sent: 11 January 2020 15:14
To: Info <info@sandbach.gov.uk>
Subject: Local team GB athlete

Hi there, I wonder if you can help me? My daughter Mia is 12 (13 next week) she attends Sandbach high school, currently in year 8.

We are and have been supporting Mia from a very early age in competitive snowboarding - both financially and academically trying to keep the sport/school balance just right. Mia works incredibly hard and is passionate about both! Mia has been the winner of Cheshire's young sport achiever for the past two years.

Mia is currently Great British woman's slopestyle champion, both indoor at the UK snowdome comps and also on snow-held over in Switzerland. She has also taken a number of titles in the junior categories internationally, in fact last year Mia was ranked no1 in the under 18s on the world rankings (& a top 50 worldwide for overall females!!) Mia has recently been selected to represent team GB being selected to the GB 'A' snowboard team & although she won't be old enough for the 2022 Winter Olympics, she is now on a 6yr (unfunded due to her age) programme for the 2026 games, recently announced to be held in Italy. Mia now trains alongside our top Olympians regularly and has been interviewed on BBC sports platforms often, had mentions on Ski Sunday, filmed for Blue Peter, Granada News, & next week filming for Sky at Chill Factore in Manchester. Mia is currently away in Italy with dad, I've come home to run our local business, we take it in turns to travel with Mia.

So, there's an insight on what Mia does & we were wondering if you know of any local grants that could help us with funding for this amazing journey ahead? Mia currently receives a sportsaid grant which is incredible but we still need to raise an additional 10-12k per year to support Mia, we have managed until now but it is starting to get increasingly difficult the higher up she goes (literally!!) The past few seasons have cost in excess of 15k per yr. competing world wide on a junior level but has proven that she can go further! I realise this isn't your 'normal' sport, especially in mountain-less Cheshire, but I suppose this makes it all the more incredible & interesting as we don't have mountains and Mia is at this level already on a worldwide scale! [REDACTED] kindly donated £500 last season of which she got to the world rookie finals in Austria and placed 3rd! and also an [REDACTED] grant £250, helped us with travel costs to take Mia to a comp in Switzerland, where she won! These were one off awards although very helpful! We travel around in our camper van, which always amazes people, it can be tough (-28 coldest yet!) but it is incredibly rewarding at the same time:) Let me know if you have any ideas?

People always mention a go fund me page, but I always feel these should be for people in real need & not just to fund someone's Olympic dream if you understand me, but I'm sure there must be someone or a company out there that would love to help local sporting talent, especially a female as there's such a big push on women in sport right now?

Many thanks for reading & hopefully speak soon!

Victoria [REDACTED]
[REDACTED]

Sent from my iPhone

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SANDBACH TOWN COUNCIL

7.2

APPLICATION FORM - GRANTS TO VOLUNTARY ORGANISATIONS

Name of Organisation or Group: BREKETON HANDBELL RINGERS

Contact Person: JUDITH WHYATT

Address: [REDACTED]

[REDACTED]

[REDACTED] Post Code [REDACTED] N

Tel No: Day [REDACTED] Eve [REDACTED]

E-mail: breretonhandbellringers@gmail.com

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

THE OBJECT OF THE GROUP IS TO PROVIDE AND ENCOURAGE THE ART OF HANDBELL RINGING FOR PUBLIC BENEFIT AND TO PROMOTE/ TAKE PART IN CONCERTS FOR THE BENEFIT OF OTHERS.

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

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

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 49 HANDBELLS PURCHASED IN 2004 ARE IN NEED OF SOME SERVICING AND RE-TUNING AT THE WHITECHAPEL BELL FOUNDRY (NOW IN BROMLEY). THIS IS COSTLY, AND COURIER SERVICE WILL BE NEEDED FOR CARRIAGE.

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

NO

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 meets these priorities? WE ARE A GROUP WHO MEET WEEKLY (IN ETTILEY HEATH) FOR ANY AGE OR ABILITY, IT IS NOT NECESSARY TO READ MUSIC TO PLAY THE BELLS. CONCERTS ARE DELIVERED IN A WIDER AREA AROUND CHESHIRE EAST.

3 Total cost of your project? £1,500..... Sum requested from STC £1,000.....

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

4 Have you raised funds from any other sources for this project? YES NO
If yes, please state source and amount. FUNDS RECEIVED FROM RECITALS GO TOWARDS ANNUAL INSURANCE, MUSIC LICENCE, ANY FUNDS LEFT OVER ARE TO CONTRIBUTE TO UPKEEP OF BELLS.

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	2017	2018	2019
Income	160.82	225.77	270.36
Expenditure	230.41	242.68	330.33
YE Bank Balance	89.54	87.63	81.86

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

8 Describe the geographical area in which your Organisation works.
MEET IN ETTILEY HEATH, SANDBACH, CONCERTS WITHIN CHESHIRE AREA (MAINLY CHESHIRE EAST)

9 What proportion of the work takes place in Sandbach?
THE GROUP MEETS WEEKLY IN ETTILEY HEATH. A LARGE PROPORTION OF CONCERTS/RECITALS ARE IN SANDBACH AREA WITH ANOTHER 4 OR 5 CONCERTS A YEAR OUTSIDE OF SANDBACH.
If the Organisation were to be successful in securing a grant, to whom should the cheque be made payable?

Name BRERETON HANDBELL RINGERS

Address, if different from that stated overleaf:

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

Signed: [Redacted] Position within the Organisation: TREASURER

Signed: [Redacted] Position within the Organisation: SECRETARY

On behalf of BRERETON HANDBELL RINGERS Date: 3/2/2020

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

7.3

APPLICATION FORM - GRANTS TO VOLUNTARY ORGANISATIONS

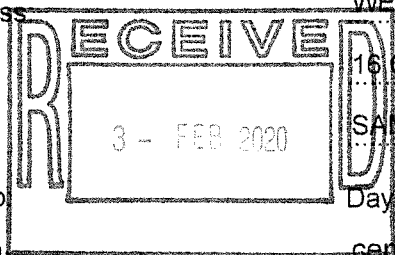
Name of Organisation or Group: LIFELINE DEBT ADVICE

Contact Person: ROSEMARY PRIAULX

Address: WESLEY CENTRE,
16 CHAPEL STREET
SANDBACH Post Code CW11 1DS

Tel No: Day 01270 750358 Eve 01270 765927

E-mail: centremanager@lifelineadvice.co.uk



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

The purpose of our organisation is to provide a free, face to face debt advice service which is open to all for our local community

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 1173520

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 project aims at increasing the capacity of the service to meet the increased demand for face to face debt advice, by using less qualified volunteers for data collection, thus enabling the qualified Debt Advisers to focus their time and attention on helping clients get out of the spiral of debt and make a new start. We would use the grant to purchase a laptop to access the internet and a mobile phone to contact creditors and clients

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

No

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 meets these priorities?

By increasing our ability to give support to residents with debt issues, the project will benefit the people of Sandbach by improving their financial situation, reducing the level of debt and also, by reducing the stress which debt causes, improving their mental health. It will help individual clients and extends financial inclusion

3 Total cost of your project? £ 650 Sum requested from STC £ 650

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

Laptop: £450

Smartphone: £200 We anticipate that the funds will come from grants or donations

4 Have you raised funds from any other sources for this project?
If yes, please state source and amount.

YES/NO

5 Are you awaiting the outcome of any other applications for funding, towards this project?
If yes, please state whom you have applied to and the amount of any application.

YES/NO

6 Has the Organisation previously applied for a Grant from Sandbach Town Council?
If yes, please give details

YES/NO

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

Year	2018-19	2017-18	2016-17
Income	2500.00	3195.00	3630.00
Expenditure	4514.14	1576.39	3485.71
YE Bank Balance	2562.23	4576.37	4906.58

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

8 Describe the geographical area in which your Organisation works.

Sandbach and the surrounding area

9 What proportion of the work takes place in Sandbach?

Almost all our work takes place in Sandbach, by appointment in our office

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

Name Lifeline Debt Advice

Address, if different from that stated overleaf:

c/o David Priaux (treasurer), 103 Park Lane, Sandbach, CW11 1EJ

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

Signed: [Redacted] Position within the Organisation: Treasurer

Signed: [Redacted] Position within the Organisation: Volunteer

On behalf of Lifeline Debt Advice

Date: 31/01/2020

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

7.4

Name of Organisation or Group: Hope House Children's Hospice
Contact Person:

Address: Nant Lane, Morda, Oswestry
.....
..... Post Code SY10 9BX

Tel No: Day 01691 671671 Eve 07561511979.

E-mail: Vanessa.baldry@hopehouse.org.uk

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

'To promote relief of illness and suffering by establishing, maintaining and conducting residential convalescent and nursing homes for the reception of young persons who are suffering from any chronic or terminal illness.'

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

Is it a Registered Charity? YES If so, please give Charity Number 1003859

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 children and young people in our care need us more than ever in these challenging times. During the coronavirus pandemic, we are prioritising vital end-of-life care and care after death for children, young people and their families, at the hospice and at home. We are working closely with the NHS; freeing up beds on children's wards by transferring children with life-threatening illness from hospital to our hospices, where they will be cared for by our experienced palliative care nurses.

However, our ability to raise vital funds has been severely affected by the pandemic. 68% of our annual income is raised through fundraising activity and a further 9% through retail, but shops are closed and all our events have been cancelled. That's why your support is crucial. We are raising funds to purchase a 'Cuddle Bed' to support end-of-life care.

Children and young people at end-of-life or during difficult parts of their treatment journey benefit hugely from positive physical touch - a hug, a cuddle and sharing a bed with a loved one. Parents of a very ill or dying child also benefit from being close to their child. Many of us will have our own childhood memories of parents sleeping next to us when we were unwell or distressed and many of us will also have spent nights tucked up in bed next to a poorly child of our own. Cuddles can reduce anxiety, release feel-good hormones, support pain-relief and promote better sleep.

Children at Hope House are nursed in fully profiling beds which can be easily moved at a push of a button to allow their position to be changed. This and the special pain-relieving mattresses we use, ensure that children and young people at the end of life are as comfortable as possible and their postural needs are met. The downside of these beds is that they are a standard single in size and do not accommodate a parent, carer, grandparent or sibling lying with the child. Often children and young people are too fragile at end of life to be lifted onto a knee or to sleep on a standard double bed. Therefore we have no way at present for a parent to lie next to their dying child.

A cuddle bed is a safe, supportive bed system that can be widened electronically and is adaptable, so meets the postural and pressure relief needs of the child or young person whilst allowing them to lie down next to, and cuddle a family member. Being able to hold their child closely when they are in pain or in their precious

last hours, would offer great comfort for families at an extremely tough time, supporting the grieving process and their ongoing wellbeing.

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

NO

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 meets these priorities?

Our care is available to all children with life threatening illness who needs us, across Cheshire, Shropshire, north and mid-Wales. At present, there are 15 children and families accessing our services from across Cheshire east specifically. This includes one family living in Sandbach. Importantly, any support you are able to offer us will ensure we are here for anyone in your local area needing our care, throughout the pandemic and into the future.

3 Total cost of your project? £14,250 (Sum requested from STC, £250

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

We have been quoted £14,250 for the bed. Please see quote and specification attached – (the quote does not include a £700 discount we were subsequently offered).

Have you raised funds from any other sources for this project? YES If yes, please state source and amount.

MBNA, £2000 (received)
E&A mellows Charitable Trust, £1000 (received)
Charles Littlewood Hill Trust, £2000
Tula Trust, £2000

Are you awaiting the outcome of any other applications for funding, towards this project? YES
If yes, please state whom you have applied to and the amount of any application.

Brecon Town Council, £500
Rhayader Town Council, £250
Crewe Town Council, £1000

We are now working on a number of smaller grant applications to trusts and to Parish and Town Councils to meet any shortfall.

4 Has the Organisation previously applied for a Grant from Sandbach Town Council? NO

If yes, please give details

Although we have not applied to your grant scheme before, we have received general funds from your local fundraising campaigns/events. The last donation was in 2007.

5 The Organisation's accounts for the last three years.

Year	2018	2017
Income	9,081,378	8,783,987
Expenditure	8,761,007	8,774,373
YE Bank Balance	320,371	9,614

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

6 Describe the geographical area in which your Organisation works.

Our organisation is comprised of 2 children's hospices – Hope House in Shropshire and Ty Gobaith in Conwy. While the majority of families across north Wales access care at Ty Gobaith, Hope House offers care across Shropshire, Cheshire and mid-Wales.

7 What proportion of the work takes place in Sandbach?

1 child and family we care for at present lives in Sandbach.

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

Name: Hope House Children's Hospices

Address, if different from that stated overleaf: As above

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

Signed: [Redacted] Position within the Organisation: Chief Executive Officer

Signed: [Redacted] Position within the Organisation: Head of Finance

On behalf of Hope House Children's Hospices Date: 19/05/2020

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

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SANDBACH TOWN COUNCIL

7.5

APPLICATION FORM - GRANTS TO VOLUNTARY ORGANISATIONS

Name of Organisation or Group:Sandbach Karate Academy

Contact Person:Peter Barker.....

Address:

.....

.....

..... Post Code .

Tel No:

Day

.....

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

The teaching of the martial art Shukokai and ShitoRyu Karate from complete beginner to advanced Dan gradings (black belts) for all ages and abilities. Teaching is structured around the syllabus covering the structured coloured belt system from white belt to black belt then various levels of black belts

The Sandbach Karate Academy is part of the Shukokai ShitoRyu Karate Association (SSKA)

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 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:

I have been learning and instructing in karate in Sandbach for 20 years. The style of karate I practice is Shukokai karate which is a traditional form of this martial art. To enable safe training of all disciplines of Shukokai karate; kata, kumite (fighting), self defence and fitness and strength training, the correct matted surface is required. The project I am working on is to provide a full matted area using the correct karate matts to provide a safe training area incorporating a full sized competition area to enable training for all students from novice to advanced level. The project consists of;

1. 150m² of 20mm red / blue karate matts (purchase in 1m² matts)
2. 36m² of 40mm black / grey mixed martial arts matts for MMA training and self defence training

Such a facility will benefit all karate students in Sandbach and also the MMA martial arts club also located at the Sandbach rugby club fitness studio

I have already raised separate funds to purchase 100m² of the 20mm matts. This grant application, if successful, will go towards the remaining parts of this project

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

No advertising or wages involved

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 - YES
- Create an Inclusive Society - YES
- Promoting our Environment, Heritage and Culture - YES

- Work towards improving Leisure and Amenities - YES

How does the project meets these priorities?

- Projects which benefit the people of Sandbach.

All training for both the karate club and the MMA training club are based at the Sandbach Rugby Club Health & Fitness studio. The karate club and MMA club are for Sandbach residents.

- Create an Inclusive Society

Traditional Shukokai karate is a martial art suitable for all ages, abilities and gender. The karate club has an age range from 12 years old to 55 years old and the highest rank is 4th Dan black belt. Sandbach karate students practice the traditional forms of karate termed Shukokai and Shitoryu and are parts of 3 separate governing associations. We all know and respect each other well and having a proper facility will enable all the karate students to train in the one facility while also supporting the MMA club

- Promoting our Environment, Heritage and Culture

Karate has been in Sandbach for over 35 years and has a long proud history of training students of all ages from those that want to enjoy the fitness and mental side of martial arts to those that want to achieve at the highest level of international competitions. I have lived in Sandbach since 1998 and have been training and teaching karate in Sandbach for 20 years.

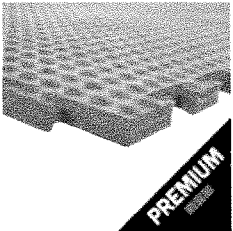
- Work towards improving Leisure and Amenities

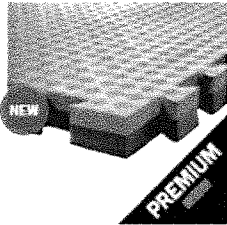
Sandbach currently does not have a proper karate area / martial arts training facility. Such a proper matted area will enable both karate and MMA students to train safely in the correct surface and help prepare for local, national and international competitions.

3 Total cost of your project? £..3392.28... Sum requested from STC £..1898.28...

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

The whole project is to create a safe correct internal training room for karate, martial arts and self defence where Sandbach students can train all disciplines of martial arts on the correct surface. The total size of the training area to include a competition sized set up and the required safety zones around this area is 150 x 1m2 jigsaw red / blue mats. So far, through the efforts of the karate club students and parents, funds have previously been raised to secure the purchase of 100 x 1m2 20mm mats already. In addition to further enhance the training of karate / martial arts activities in Sandbach, the purchase of thicker 40mm mats will allow the development of self defence, throws, ground work where the extra thickness of mats ensures optimum safety for the students.

 <p>Premium 20mm MMA Jigsaw Mats (Blue Red) £17.94 £14.94 inc. Vat</p>	<p>20mm mats for karate training and periodic ground work</p> <p>To ensure all the students that train have access to the correct safe floor surface a further 50 mats are required of the red / blue 20mm jigsaw mats. These are suitable for standard karate training, fight training and katas.</p> <p>Cost is 50 x £14.94 = £747.00</p>
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 <p>Premium 40mm MMA Jigsaw Mats (Grey Black) £34.98 £31.98 inc Vat</p>	<p>40mm mats for MMA training and karate ground works and self defence</p> <p>To ensure all the students that train have access to the correct safe floor surface 36 mats are required of the grey/black 40mm jigsaw mats. These are suitable for karate and MMA training including ground work and self defence</p> <p>Cost is 36 x £31.98 = £1151.28</p>
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JANUARY 2013 – v1.02

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

Below is a summary of the funds that have been raised with the support of the karate students towards this project. The below funds have enabled the purchase of 100 x 1m2 mats

Date	Company	Amount	Use
Feb 2018	Aviva Community Fund	£1000.00	Towards the purchase of 100 x 1m2 tatami mats. All money spent. Receipts and project completion form are available
Mar 2018	Private donor	£350.00	Towards the purchase of 100 x 1m2 tatami mats + training mitts. All money spent. Receipts and project completion form are available
Jan 2018	Tata Steel Europe local community support	£250.00	Towards the purchase of 100 x 1m2 tatami mats. All money spent. Receipts and project completion form are available

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

Full feedback and copies of invoices confirming how money was spent has been sent to Sandbach Town Council

Applicant: Peter Barker

Organisation: Sandbach Karate Club – Koshido-Ryu Sandbach Karate Centres

Grant received £625.98 awarded in August 2019

Objective: To expand the facilities for Sandbach students the club are seeking to funds to purchase the safety equipment for kumite (fighting) training which will enable entry to local, national and international competitions. All the equipment will be stored at the Sandbach Rugby club health and fitness facilities allowing all students access

Results: Following the award of the grant, the club has purchased 4 safety helmets with protective face guards, 6 sets of shin and foot protectors and 8 sets of chest / body armour. I was able to negotiate a better

price than originally quoted (saving £108.12 as I became a "club owner purchaser" with the supplier) and was able to purchase 2 sets of agility ladders, 1 set of marker cones and 3 storage bags for the equipment with the additional £108.12

Comments: The project has been very successful enabling safety equipment to be purchased for the Sandbach students enabling correct training and to enter competitions with the correct safety equipment. In addition, the grant enabled me to negotiate better prices and obtain further equipment.

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

Year	..2018..	...2019..	...2020 to date..
Income	..£3440.36..	..£1010.98..	...£440.00..
Expenditure	..£3244.25..	..£977.86..	...£469.94..
YE Bank Balance	..£196.11..	...£229.23..	...£294.45..

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

Bank statement from each year is attached. Further bank statements can be made available if required. I set this business account of which I'm the sole trader to manage funds raised by the students for competitions, equipment and support for the karate club

8 Describe the geographical area in which your Organisation works.

I have lived in Sandbach since 1998 and have been learning and teaching karate in Sandbach for 20 years. The karate club is based solely in Sandbach and all the mats and equipment are stored in the fitness studio based at Sandbach Rugby club Fitness Centre.

9 What proportion of the work takes place in Sandbach?

All the karate training takes place in Sandbach. Virtually all the students that attend live in Sandbach. Only 2 travel from further away

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

NameKoshido-Ryu Sandbach Karate Centres.....

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: .Club owner / senior instructor

Signed: Position within the Organisation:

On behalf of  (Peter Barker) Date: 26/7/20.

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**DIRECT DEBIT AND BACS PAYMENTS****Information**

Sandbach Town Council pay several suppliers by Direct Debit and other suppliers are paid by BACS (Bank Transfer)

The most up to date Direct Debit list is presented annually to Finance Policy and Governance, for information, this is as below. The approval of the use of a variable Direct Debit and the use of BACS or CHAPS is required be renewed by resolution of the council at least every two years.

SUPPLIER	INFO	AMOUNT
PRISM BUSINESS DEV	Monthly ICT services	£885.86
WEST MERCIA ENERGY	Utilities	Varies
WIREHOUSE EMP SERV	Monthly Employer Services	£241.92
EE LIMITED	Market mobile phone	£18.40
FUEL CARD SERVICES	Fuel for vans	£2.16
EVO PAYMENTS INT	Credit/ Debit card machine fees	Varies
BRITISH TELECOM	Monthly telephone and broadband costs	Varies
LEG & GEN MAIN A/C	Critical Illness insurance	£192.81
CHESHIRE EAST BC	Busines Rates x 21 debits	Varies
TELECOMS	Prism: Monthly W-fi costs	£196.15
NW BUSINESS CREDIT	Business Credit Card	Varies
PUBLIC WORKS LOANS	Loan: 4 annual payments	2 different amounts
CALOR DIRECT DEBIT	Gas for Forklift	Varies
ICO	Data Protection: Annual	£35.00
STAMPS&COLLECTIBLE	Postage stamps	Varies

Recommendation

That Finance Policy and Governance Committee:

i-Note the Direct Debit List

iii-Recommend the Direct Debit list to Full Council for approval to continue to pay suppliers by Direct Debit.

iiii-Recommend the request to continue to pay suppliers by BACS to Full Council for approval.

SVS Finance Officer

27th July 2020

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SANDBACH TOWN COUNCIL**COVID-19 GRANTS PRESS RELEASE**

This item has been passed to the Finance, Policy and Governance Committee by Council from the 2020 AGM meeting (AGM11062020), the resolution from that meeting was:

14. COVID-19 GRANTS

Resolved: that Sandbach Town Council invites Community Groups and Organisations who are supporting Sandbach Residents through the epidemic and its consequences to apply for a Grant from the existing Grant fund. The Grants are to be administered by the Finance Committee in accordance to existing policy

Below is the draft press release:

PRESS RELEASE

At the AGM on 11th June, Sandbach Town Council resolved to invite community groups and organisations who are supporting Sandbach residents through the epidemic and it's consequences to apply for a Grant from our existing Grant fund.

Note: This fund will be administered by the Finance Policy and Governance Committee according to our existing policy

Recommendation: That the press release be approved and announced to invite applications.

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SANDBACH TOWN COUNCIL**TAKINGS**

This report is to bring attention to the Finance Committee (FPG) that there is currently a discrepancy in monies not banked from the Market rent from Thursday 19th March 2020.

Details/ Timeline:

- Monies collected for Market Trader takings on 19th March 2020: According to the taking sheet the total due to be banked is £388. (Monies from 14th March market have been banked, monies from 21st March market have been banked, possible discrepancy on this date too, once investigated committee will be updated). Takings sheet signed ready for banking on 19th March 2020 with paying in slip reference noted.
- Finance Officer completed March 2020 bank reconciliation towards end of April, the sheet for the 19th March 2020 was outstanding as no deposit to match in the bank. A check of the safe was completed to see if the money was there, but it was not. (20th April 2020). Finance Officer contacted the bank to request they double check on any discrepancies from un - allocated monies on that date, none where found.
- Email was sent to RFO on 20th April 2020 raising the issue, who took on investigations. RFO liaised with Facilities Supervisor to obtain order of events for that day, and then informed the previous Mayor, Deputy Mayor and Chair of Finance, with information to deal with this on our return to the office. Further physical checks took place by RFO and F.S in July but nothing found.
- Money and paying in book remain missing. No further paying in slips after the one related to this date have been presented to the bank.

Further information:

- Finance Officer is currently waiting for the Market Takings receipt books used in March to double check all takings for the date in question.
- Should any further issues be raised they will be presented to the Committee at the meeting along with any updates.

Recommendation: That the FPG committee note this report and await further updates on possible write off the missing £388.

SVS

29th July 2020

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Grant Feedback Email

Sandbach Karate Club – Koshido-Ryu Sandbach Karate Centres

Dear Serena,

Please find below feedback following the grant award. Please let me know if you need any further information as feedback.

Applicant: Peter Barker

Organisation: Sandbach Karate Club – Koshido-Ryu Sandbach Karate Centres

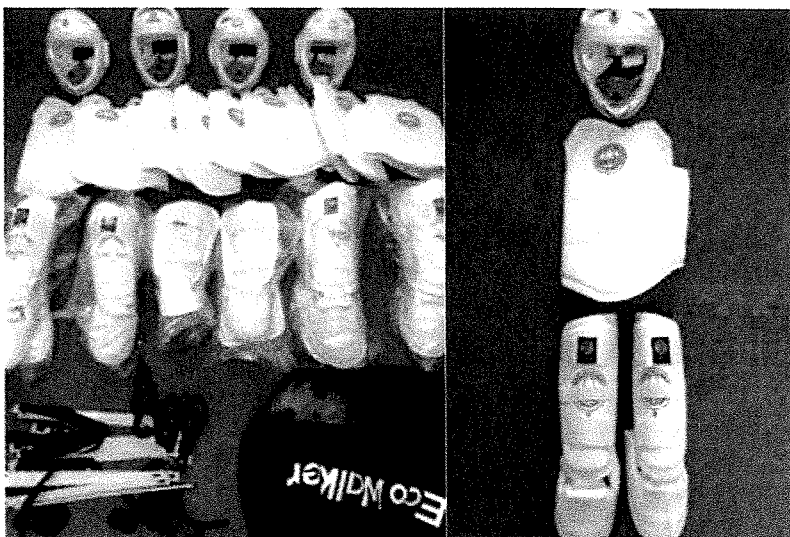
Grant received £625.98 we awarded in August 2019

Objective: To expand the facilities for Sandbach students the club are seeking to funds to purchase the safety equipment for kumite (fighting) training which will enable entry to local, national and international competitions. All the equipment will be stored at the Sandbach Rugby club health and fitness facilities allowing all students access

Results: Following the award of the grant, the club has purchased 4 safety helmets with protective face guards, 6 sets of shin and foot protectors and 8 sets of chest / body armour. I was able to negotiate a better price than originally quoted (saving £108.12 as I became a "club owner purchaser" with the supplier) and was able to purchase 2 sets of agility ladders, 1 set of marker cones and 3 storage bags for the equipment with the additional £108.12

Comments: The project has been very successful enabling safety equipment to be purchased for the Sandbach students enabling correct training and to enter competitions with the correct safety equipment. In addition, the grant enabled me to negotiate better prices and obtain further equipment.

Photos: Since we can't train inside, here's the equipment purchased. I can do action shots once we can get back to full training, hopefully end of July



Statement of expenditure

[Order #3400] (November 1, 2019)

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Sandbach Town Council Grant Feedback Form

Form to be completed by the applicant/s and returned to Sandbach Town Council within four weeks of the completion of the Project/Event.

PROJECT/EVENT NAME:	
Applicant/s	Miss Elizabeth Jill Young
Organisation	Act it Out CIC
Description of Project/Event: 'Me, Myself and Everyone Else' Mental Health and Wellbeing Workshops. KS2 workshops taken to 3 Sandbach Primary Schools and 1 Twilight for staff.	
Project Objectives: To help young people develop A Positive Sense of Self, Emotional Intelligence and Emotional resilience through engagement in fun activities, discussions and relaxation opportunities thus teaching strategies to assist with challenging life situations with a strong mental health. Our ethos is to prevent the onset of mental health problems rather than wait for them to manifest and need intervention.	
How did the grant enable you to meet the Project Objectives? We were able to fulfill the objectives by attending 3 local schools, Sandbach Primary Academy, Offley and St.Johns. We also completed a very successful Twilight for Offley.	
What were the benefits of the Project/Event? We worked with over 100 young people aged 9-11 years of age, some were really struggling to engage in school however soon joined in with activities and all those who took part enjoyed and learnt some valuable and simple ways to identify how they were feeling, angry, confused, sad, over wrought, frightened etc and resilience techniques to be able to counter the adverse effects of these stresses. Teachers were impressed with these strategies and were going to continue to employ them.	
Date of Completion Project/Event:23rd October 2019	
What promotional material was used to publicise your event?	

Social media with Gratitude post to Sandbach Town Council and with information sent to the schools again thanking the Council for facilitating the opportunity		
Did STC receive any recognition for its support?	YES	NO
Grant Received from Sandbach Town Council:	£1000.00	
Did the Grant lever any additional income or grant funding, if so how much and from what source?		
Amount	From	
N/A		

Grant/s Received from other bodies:	
Amount	From
N/A	
Total Event/Project cost	£1000.00
Please provide a statement of Expenditure of Grant Monies on a separate sheet. This was a simple £300 per workshop and £100 for the Twilight	
<p>If you feel that your event/project was successful, please provide details of the success criteria it fulfilled:</p> <p>As above and from teacher feedback the workshop was a start in the constant battle to help young people understand the need to maintain good mental health and that to talk about mental health issues is as important as to talk about not feeling physically well. Obviously one workshop cannot cover everything or indeed be of a huge lasting benefit, what we do feel though is that if a child remembers one strategy during a challenging time the workshop was successful..we hope that teachers can reinforce the work we did despite being so very busy.</p> <p>The original feedback form was posted pre Covid but now we are seeing the need for these intervention workshops even more keenly across age groups as children and Young adults are having to adapt to the changing and some times frightening situations around them, we also feel that a community or adult group workshop may be relevant to develop. These workshops are not counselling but fun, engaging and leaving room for discussion as felt.</p>	
Completed by: Jill Young	Date: original date sent 31st Oct 2019 re sent July 15th 2020

Additional Information which you may feel useful:

We have a facebook page Act it out CIC and website actitout.co.uk which shows some wonderful reviews from teachers about this project

SANDBACH TOWN COUNCIL
FINANCE POLICY AND GOVERNANCE COMMITTEE
UNDISCHARGED RESOLUTIONS
FPG 06.08.2020

DATE		NOTES	REVIEW (include date)	DATE DISCHARGED/CLOSED
<u>Finance</u> <u>06.02.20</u>	GRANT FEEDBACK FORMS RESOLVED: that the feedback forms are received. A request was made to follow up any feedback forms that are outstanding.	Being presented at 06.08.20 meeting	06.08.2020	
<u>Town Council</u> <u>=</u> <u>27.02.20</u>	14.3 Partnership SLA The Clerk reported that, due to changes that had been discussed at the last F,P&G Meeting, the Partnership had not yet approved the amendments, therefore the document was not available for adoption at the meeting. RESOLVED: that the Clerk's report be noted.	Update requested		

<p><u>Town Council</u> = <u>27.02.20</u></p>	<p>25.2 Local Team GB Athlete Letter dated 11 January regarding support for fundraising. Cllr Hovey declared an interest. RESOLVED: that this is delegated to the F,P&G Committee for consideration.</p>	<p>Being presented at FPG 06.08.2020 as part of Community Grants section</p>	<p>06.08.2020</p>	
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