NORTHWICH TOWN COUNCIL

Chief Officer: Chris Shaw

Council Offices, 78 Church Road, Northwich, Cheshire, CW9 5PB - 01606 41510
www.northwichtowncouncil.gov.uk chrisshaw@northwichtowncouncil.gov.uk

DATE 10th December 2024

To: The Members of Northwich Town Council

Dear Councillor

You are summoned to attend the meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** in the Council Chambers, 78 Church Road, Northwich CW9 5PB to be held on **TUESDAY 17th DECEMBER 2024 at 6.00pm.**

Yours sincerely

Chris Shaw

Chris Shaw

Chief Officer

AGENDA

1. Apologies for absence or absence

2. Declaration of interest

Members to declare any interest under the following categories:
* Pecuniary interest
* Outside bodies interest
* Family, friend, or close associate interest

3. Signing of the Minutes

Finance & General Committee meeting held on 18th November 2024 and noted at the Full Council meeting to be held on 2nd December 2024

4. Detailed Income & Expenditure by budget heading as 10th December 2024

For member's information, see attached report
Decision of the committee is requested

5. Bacs due for payment to 10th December 2024

To note and approve attached payment lists
Decision of the committee is requested

6. Finance committee to check payments

Members to pick two suppliers from November 2024 payments

7. 2024/2025 Precept

To receive report from Chief Officer on budget requirements for 2025/26
Report to be given at the meeting
Decision of the committee is requested

8. Next Month's Meeting

Monday 20th January 2025 at 6.00pm

Councillors:

Cllr Miss C Fox	Cllr L Siddall	Cllr T Melville	Cllr Ms R Waterman
Cllr Ms A Gerrard	Cllr Ms J Macdonald	Cllr Mrs K Cernik	Cllr S Naylor

NORTHWICH TOWN COUNCIL
MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON MONDAY 18th NOVEMBER 2024 at 6.00pm

Members Present	**:**	Cllr J Macdonald Cllr S Naylor Cllr R Waterman Cllr C Fox Cllr K Cernik Cllr L Siddall (Arrived at 6.20pm)
Also Present	**:**	Chris Shaw – Chief Officer Cath Kirwan – Deputy Chief Officer/RFO

FIN24/22 **APOLOGIES FOR ABSENCE OR ABSENCE**

Apologies were received from Cllr T Melville and Cllr A Gerrard

FIN 24/23 **DECLARATIONS OF INTEREST**

Declarations of interest were given by Cllr J Macdonald to Northwich Metals and Cllr S Naylor Cllr R Waterman to Cheshire West and Chester.

FIN 24/24 **SIGNING OF THE MINUTES**

Minutes of the Finance and General Purposes Committee meeting held on 16th September and noted at Full Council meeting on Monday 4th November 2024.

Proposed Cllr K Cernik, seconded Cllr J Macdonald, all agreed

FIN 24/25 **DETAILED INCOME & EXPENDITURE BY BUDGET**

RFO answered various members questions relating to budget headings.

Payments were approved by email in October from September payments due to Octobers Finance Meeting not being quorate.

Proposed Cllr J Macdonald, seconded Cllr K Cernik, all agreed

FIN 24/26 **BACS DUE FOR PAYMENT**

Bacs payments and direct debit figure approved £135,269.11

Proposed Cllr R Waterman, seconded Cllr K Cernik, all agreed

……………………….	………..…...……….
Date	**Cllr Catherine Fox** **Chair**

FIN 24/27 **FINANCE COMMITTEE TO CHECK PAYMENTS**

Members chose two payments from both September and October 2024 payments. DCO/RFO provided the evidence for:

September: Northwich Metals - £1380
John Sloan - £150.00

October: Blue Arrow - £444.00
Walkers Plants - £3842.47

FIN 25/28 **DATE OF NEXT MEETING**

Date of the next meeting Tuesday 17th December at 6.00pm.

There being no further business the Chairman declared the meeting closed at 6.35pm

……………………….

Date

……….…..……….

Cllr Catherine Fox
Chair

Linked to Cashbook 1 **Entered Month 8**

Pay by BACS/Online File

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
ACS **Another Clean Sweep (NW) Limited**							
Remembrance Sunday	10/11/2024	54519	1	484.50	0.00	484.50	0.00
Christmas Extrav.	10/11/2024	54611	1	510.00	0.00	510.00	0.00
					0.00	**994.50**	
AGRIGEM **Agrigem Ltd**							
Ecoplugs	30/10/2024	282539	1	100.68	0.00	100.68	0.00
Sapphire Cleaner	30/10/2024	283936	1	292.79	0.00	292.79	0.00
					0.00	**393.47**	
ALLIANCE **Alliance Disposables Ltd**							
Cleansing	30/11/2024	I2456604	1	68.94	0.00	68.94	0.00
					0.00	**68.94**	
AMR **Alan Radband**							
Christmas	20/11/2024	515	1	1,564.80	0.00	1,564.80	0.00
					0.00	**1,564.80**	
AVLIES **A.Vlies, Northwich Metals**							
Skips	30/11/2024	1087	1	1,380.00	0.00	1,380.00	0.00
					0.00	**1,380.00**	
BATALA **Batala Mersey**							
Christmas Extrav	26/11/2024	215	1	450.00	0.00	450.00	0.00
					0.00	**450.00**	
BID **Northwich Business Improvement District**							
Pina Colada Contribution	19/11/2024	5175	1	4,846.04	0.00	4,846.04	0.00
					0.00	**4,846.04**	
BLUEARROW **Blue Arrow Traffic Management Ltd**							
Remembrance Sunday	14/11/2024	2813	1	642.00	0.00	642.00	0.00
Xmas Extrav	30/11/2024	2838	1	846.00	0.00	846.00	0.00
					0.00	**1,488.00**	

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Linked to Cashbook 1 **Entered Month 8**

Pay by BACS/Online File

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
CALBARRIE Calbarrie							
Appliance Test	21/11/2024	210648	1	97.50	0.00	97.50	0.00
					0.00	**97.50**	
CHELFORD Chelford Farm Supplies Ltd							
Forks	30/11/2024	1092781	1	53.90	0.00	53.90	0.00
Rake & Blower Tube repairs	30/11/2024	1092782	1	162.70	0.00	162.70	0.00
					0.00	**216.60**	
CHSFDR Cheshire Self Drive Ltd							
AF21 RUC	30/11/2024	84422	1	493.99	0.00	493.99	0.00
AX65 EEG	30/11/2024	84423	1	342.00	0.00	342.00	0.00
MM70 MKP	30/11/2024	84424	1	493.99	0.00	493.99	0.00
MM70 MLZ	30/11/2024	84425	1	493.99	0.00	493.99	0.00
PN23 TGV	30/11/2024	84426	1	546.00	0.00	546.00	0.00
					0.00	**2,369.97**	
COLUM The Columbaria Company							
Finnagan	30/10/2024	INV0099400	1	712.00	0.00	712.00	0.00
					0.00	**712.00**	
DEFIB SHOP Defib Shop							
Charging Stick	30/11/2024	1000252030	1	174.00	0.00	174.00	0.00
					0.00	**174.00**	
GGM Gibsons Garden Machinery Ltd							
Chainsaw	14/11/2024	233179	1	340.20	0.00	340.20	0.00
					0.00	**340.20**	
GRNDWORK Groundwork & Leisure Services Ltd							
Frodsham TC	19/11/2024	G6001	1	105.60	0.00	105.60	0.00
Hartford PC	25/11/2024	G6129	1	800.00	0.00	800.00	0.00
Premier Estates/Davenham	26/11/2024	G6076	1	480.00	0.00	480.00	0.00
					0.00	**1,385.60**	

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Linked to Cashbook 1 **Entered Month 8**

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Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
GTSECURITY G T Security Ltd							
Christmas Extrav	30/11/2024	1009	1	1,207.20	0.00	1,207.20	0.00
					0.00	**1,207.20**	
HIPSWING Hipswing Entertainments							
Xmas Extrav	01/11/2024	INV-0050	1	3,012.00	0.00	3,012.00	0.00
					0.00	**3,012.00**	
HUWSGRAY Huws Gray Limited							
Colliers/Blue Barrell	30/11/2024	II948841	1	195.02	0.00	195.02	0.00
					0.00	**195.02**	
IDEALGAR Ideal Gardens							
Dane Valley	26/11/2024	009	1	45.00	0.00	45.00	0.00
					0.00	**45.00**	
JHARDING John Harding & Son Ltd							
Green Waste	30/11/2024	9191	1	270.90	0.00	270.90	0.00
					0.00	**270.90**	
KARL BROOK Karl Brooks Photograpy							
Remembrance Sunday	12/11/2024	2410	1	75.00	0.00	75.00	0.00
Christmas	30/11/2024	2411	1	150.00	0.00	150.00	0.00
					0.00	**225.00**	
LANDSCAPE The Landscape Centre							
Top Soil	22/11/2024	SI-14555	1	360.00	0.00	360.00	0.00
					0.00	**360.00**	
LITE Liting & IlluminationTechnology Exp Ltd							
BID Wilmslow	01/11/2024	571380	1	2,304.00	0.00	2,304.00	0.00
BID Wilmslow & Runcorn	13/11/2024	571469	1	2,190.00	0.00	2,190.00	0.00
					0.00	**4,494.00**	
MACLIN Maclin Sourcing Solutions Limited							
Barons Quay	25/11/2024	23424	1	370.80	0.00	370.80	0.00
Barons Quay	30/11/2024	23509	1	1,686.00	0.00	1,686.00	0.00
					0.00	**2,056.80**	

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Linked to Cashbook 1 **Entered Month 8**

Pay by BACS/Online File

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
MARTHALL Marthall Tree Products Ltd							
Sandymoor/Runcorn	13/11/2024	330699	1	479.40	0.00	479.40	0.00
					0.00	**479.40**	
NORTH TREE Northwich Tree Surgery							
Frodsham	12/11/2024	INV-0776	1	1,800.00	0.00	1,800.00	0.00
					0.00	**1,800.00**	
PUGH Steve Pugh Grave Digger							
Grave digging	31/10/2024	2238	1	1,400.00	0.00	1,400.00	0.00
					0.00	**1,400.00**	
REALCHRIST Real Christmas Trees Limited							
Christmas Extrav	29/10/2024	100024730	1	252.00	0.00	252.00	0.00
Middlewich TC	29/10/2024	1000024721	1	1,020.00	0.00	1,020.00	0.00
Caernarfon	29/10/2024	1000024722	1	1,020.00	0.00	1,020.00	0.00
Runcorn	29/10/2024	1000024723	1	444.00	0.00	444.00	0.00
Sandymoor	29/10/2024	1000024724	1	342.00	0.00	342.00	0.00
Wilmslow BID	29/10/2024	1000024726	1	840.00	0.00	840.00	0.00
Members Budget/Victoria Rd	29/10/2024	1000024727	1	252.00	0.00	252.00	0.00
Tarporley PC	29/10/2024	1000024728	1	636.00	0.00	636.00	0.00
St. Lukes/Middlewich/Winsford/	29/10/2024	1000024729	1	1,020.00	0.00	1,020.00	0.00
Blitz	29/10/2024	1000024731	1	840.00	0.00	840.00	0.00
Infirmary/MB	29/10/2024	1000024732	1	252.00	0.00	252.00	0.00
NTC 30fft	29/10/2024	1000024733	1	1,020.00	0.00	1,020.00	0.00
Nantwich	01/11/2024	1000024735	1	1,020.00	0.00	1,020.00	0.00
Lostock Gralam PC	01/11/2024	1000024736	1	444.00	0.00	444.00	0.00
Knutsford	01/11/2024	1000024737	1	840.00	0.00	840.00	0.00
Hartford PC	01/11/2024	1000024738	1	444.00	0.00	444.00	0.00
MB/Church Walk	01/11/2024	1000024739	1	252.00	0.00	252.00	0.00
CWAC	01/11/2024	1000024740	1	3,840.00	0.00	3,840.00	0.00
BID Northwich	01/11/2024	1000024741	1	1,464.00	0.00	1,464.00	0.00
Barons Quay	01/11/2024	1000024742	1	1,020.00	0.00	1,020.00	0.00
BID Newcastle	14/11/2024	100024734	1	1,560.00	0.00	1,560.00	0.00
					0.00	**18,822.00**	

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Linked to Cashbook 1 **Entered Month 8**

Pay by BACS/Online File

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
ROBERTS **Roberts Bakery Band**							
Christmas Extrav	30/11/2024	RBB2024/003	1	500.00	0.00	500.00	0.00
					0.00	**500.00**	
SPARK **Spark Medical Limited**							
Xmas Extravaganza	30/10/2024	INV-3265	1	2,946.00	0.00	2,946.00	0.00
					0.00	**2,946.00**	
SQUEAKY CL **Squeaky Clean Company**							
Office Cleansing	30/11/2024	301	1	140.00	0.00	140.00	0.00
					0.00	**140.00**	
SUTCLIFFE **Sutcliffe Play**							
Play Equipment	30/10/2024	OP/I125758	1	402.07	0.00	402.07	0.00
					0.00	**402.07**	
WARNHILL **Warnhill Tool & Fasteners Ltd**							
PPE/Tool and Plant	29/11/2024	IN366961	1	1,246.11	0.00	1,246.11	0.00
					0.00	**1,246.11**	
ZURICH **Zurich Insurance**							
Insurance Luton	18/11/2024	539166564	1	138.71	0.00	138.71	0.00
					0.00	**138.71**	
				Proposed Payment Total	**0.00**	**56,221.83**	

Northwich Town Council

List of Purchase Ledger Payments

November 2024

Bacs payment (to be approved and not yet paid)	56,221.83	
Salary	57,776.57	(to be approved) (to pay 18/12/2024)
Total	**113,998.40**	

Direct Debits/Bacs/Cheques to approve in addition to above

Cheshire West and Chester (Witton)	636.00
Cheshire West and Chester (Dane Valley)	349.00
Cheshire West and Chester (Offices)	124.00
EE	416.22
Zurich Insurance	236.17
HSBC Credit Card	1917.52
Water Plus (Vickersway)	79.32
Water Plus (Winnington Allotments)	17.15
Water Plus (Witton)	177.50
Water Plus (Church Walk)	11.22
Bookers	15.59
Batala Mersey	50.00
Lily Comms	175.36
British Gas	455.10
BT	32.53
Total Energies (Office electric)	510.52
Total Energies (Office Gas)	61.66
JS/OS Firefest	120.00
SA (Fuel reimbursement(	15.00
Grave sold back	1500.00
Bank charges	21.45
Tower Leasing (Coffee machine/Church Walk)	128.40
Total	**7,049.71**
To Approve	**121,048.11**

Approved last month, paid out in this month's Bank Statement

Bacs payment (Purchase ledger)	43,508.89
Salary	69,518.93
Grand Total	**234,075.93**

Dated:

Chris Shaw ______________________________

Finance member ________________________

Chair of Finance ____________________________ 10th December 2024

Report to :	**Finance & General Purposes**
Meeting Date :	**17th December 2024**
Agenda Item :	**6**
Prepared By :	Cath Kirwan
Subject :	**Bank payments to be checked by Finance**

Members to pick two suppliers from November 2024 payments

Evidence to be shown to Finance Committee at the meeting.