

Chief Officer: Chris Shaw

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DATE: 8th August 2025

To: The Members of Northwich Town Council

Dear Councillor

You are summoned to attend the meeting of the **FINANCE, AMENITIES & GENERAL PURPOSES COMMITTEE** in the Council Chambers, 78 Church Road, Northwich CW9 5PB to be held on **Monday 18th August 2025 at 6.00pm.**

Yours sincerely

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 Purposes meeting held on 21st July 2025 and to be noted at the Full Council meeting to be held on 1st September 2025

4. Detailed Income & Expenditure by budget heading as 11th August 2025

For member's information (report attached)

Decision of the committee is requested.

5. Bacs due for payment to 11th August 2025

To note and approve payment lists (attached)

Decision of the committee is requested.

6. Finance committee to check payments

Members to pick two suppliers from July 2025 payments.

6. Finance committee to check payments

Decision of the committee is requested.

- 7. Annual Insurance Renewal**
Report attached (quotes to be presented at the meeting)
Decision of the committee is requested.
- 8. Local Government Pay Increase**
Report attached
Decision of the committee is requested.
- 9. Electrical Vehicle Quotes**
Report attached
Decision of the committee is requested.
- 10. Additional Costs (Witton Cemetery)**
Report attached
Decision of the committee is requested.
- 10. Next Month's Meeting**
Monday 15th September 2025 at 6.00pm

Councillors:

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

NORTHWICH TOWN COUNCIL
MINUTES OF THE FINANCE, AMENITIES AND GENERAL PURPOSES
COMMITTEE MEETING HELD ON MONDAY 21st JULY 2025 at 6.00pm

Members Present : Cllr J Macdonald
Cllr K Cernik
Cllr A Kent
Cllr C Stewart
Cllr C Fox

Also Present : Chris Shaw – Chief Officer
Cath Kirwan – Deputy Chief Officer/RFO

FIN26/18 **APOLOGIES FOR ABSENCE OR ABSENCE**

Apologies were received from Cllr R Waterman, Cllr B Cernik, Cllr L Siddall, Cllr T Melville and Cllr S Naylor.

FIN 26/19 **DECLARATIONS OF INTEREST**

Declarations of interest were given by Cllr J Macdonald to Northwich Metals.

FIN 26/20 **SIGNING OF THE MINUTES**

Minutes of the Finance, Amenities and General Purposes Committee meeting held on 23rd June 2025 and noted at Full Council meeting on Monday 7th July 2025.

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

FIN 26/21 **DETAILED INCOME & EXPENDITURE BY BUDGET**

RFO answered various members questions relating to budget headings.

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

FIN 26/22 **BACS DUE FOR PAYMENT**

Bacs payments and direct debit figure approved £108,902.54

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

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Date

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Cllr Kate Cernik
Chair

FIN 26/23 **FINANCE COMMITTEE TO CHECK PAYMENTS**

Members chose two payments from both June 2025 payments. DCO/RFO provided the evidence for:

Cheshire Dance - £3692.55
JMW Solicitors - £3000.00

FIN 26/24 DATE OF NEXT MEETING

Date of the next meeting Monday 18th August 2025 at 6.00pm.

There being no further business the Chairman declared the meeting closed at 6.40pm.

DRAFT

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Date

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**Cllr Kate Cernik
Chair**

Detailed Income & Expenditure by Budget Heading 31/07/2025

Month No: 4

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>NORTHWICH TOWN COUNCIL</u>								
<u>100 Central Administration Wages</u>								
4000 Salaries	28,584	115,772	350,000	234,228		234,228	33.1%	
Central Administration Wages :- Indirect Expenditure	28,584	115,772	350,000	234,228	0	234,228	33.1%	0
Net Expenditure	(28,584)	(115,772)	(350,000)	(234,228)				
<u>105 Parks Salaries</u>								
4020 Salaries - Allotments	182	870	700	(170)		(170)	124.3%	
4022 Salaries - Burnside way	25	189	350	161		161	53.9%	
4023 Salaries - Yarwood Close	43	199	400	201		201	49.8%	
4024 Salaries - Old Hall Road	233	1,174	2,300	1,126		1,126	51.0%	
4025 Salaries - Church Walk Playgnd	596	2,672	4,000	1,328		1,328	66.8%	
4029 Salaries - Defibs	191	836	1,000	164		164	83.6%	
4030 Salaries - James Street	70	536	1,200	664		664	44.6%	
4035 Salaries - Verdin Park	2,309	6,203	23,000	16,797		16,797	27.0%	
4040 Salaries - Vickersway Park	4,186	14,423	41,000	26,577		26,577	35.2%	
4045 Salaries - Whalley Road	843	2,315	3,500	1,185		1,185	66.1%	
4083 Salaries - Danefield Play area	168	1,158	2,400	1,242		1,242	48.3%	
4086 Salaries - Greenall Road	118	437	1,200	763		763	36.4%	
4092 Salaries - Victoria Street	123	582	1,200	618		618	48.5%	
4093 Salaries - Belmont Road	159	1,451	1,500	49		49	96.8%	
Parks Salaries :- Indirect Expenditure	9,248	33,046	83,750	50,704	0	50,704	39.5%	0
Net Expenditure	(9,248)	(33,046)	(83,750)	(50,704)				
<u>110 Cemetery</u>								
1025 Income - Witton Cemetery	5,188	18,223	28,000	9,777			65.1%	
1027 Income - Dane Valley Cemetery	1,806	9,699	30,000	20,301			32.3%	
1030 Income - Memorials Application	455	3,717	6,000	2,283			61.9%	
1035 Income - Statutory Declaration	138	598	1,000	402			59.8%	
Cemetery :- Income	7,587	32,237	65,000	32,763			49.6%	0
4080 Salaries - Danebridge Cemetery	0	1,471	4,000	2,529		2,529	36.8%	
4085 Salaries - Danevalley Cemetery	998	2,544	6,500	3,956		3,956	39.1%	
4095 Salaries - Witton Cemetery	3,951	17,337	60,000	42,663		42,663	28.9%	
4100 Salaries - St Helens Church	325	922	3,000	2,078		2,078	30.7%	
4537 Exp - Cem graves sold back	0	25	0	(25)		(25)	0.0%	
4539 Exp - Grave Digging	1,050	5,850	9,000	3,150		3,150	65.0%	
4580 Exp - Rates - Cemeteries	0	3,362	11,000	7,638		7,638	30.6%	
Cemetery :- Indirect Expenditure	6,324	31,511	93,500	61,989	0	61,989	33.7%	0
Net Income over Expenditure	1,263	726	(28,500)	(29,226)				

Detailed Income & Expenditure by Budget Heading 31/07/2025

Month No: 4

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
130	Office								
1003	Income - Green Commute Initiat	192	767	0	(767)			0.0%	
1034	Income - bank interest	1,209	4,435	4,000	(435)			110.9%	
1060	Income - Chapels	660	2,620	3,000	380			87.3%	
1176	Income - Precept	0	655,743	655,743	0			100.0%	
	Office :- Income	2,061	663,564	662,743	(821)			100.1%	0
4200	Exp - Payroll Admin Costs	142	618	1,300	682		682	47.6%	
4205	Exp - Training	25	52	3,500	3,448		3,448	1.5%	
4215	Exp - Town Mayor's Allowance	253	293	1,540	1,247		1,247	19.0%	
4220	Exp - Mayor/Dep Mayor Travel	0	0	250	250		250	0.0%	
4225	Exp - Election Fund	0	0	3,000	3,000		3,000	0.0%	
4230	Exp - Civic Regalia	0	0	1,000	1,000		1,000	0.0%	
4255	Exp - Stationery	79	731	1,200	469	77	392	67.4%	
4260	Exp - Photocopier Rental	438	570	500	(70)		(70)	114.0%	
4265	Exp - Postage	47	178	100	(78)		(78)	178.4%	
4270	Exp - Telephone - Office	156	718	2,000	1,282		1,282	35.9%	
4275	Exp - Telephone - Mobiles	243	1,005	2,500	1,495		1,495	40.2%	
4285	Exp - Internet & Hosting	30	1,614	500	(1,114)		(1,114)	322.9%	
4295	Exp - Subscriptions and Audits	448	4,513	12,000	7,487		7,487	37.6%	
4300	Exp - Insurance	0	5,364	20,000	14,636		14,636	26.8%	
4316	Exp - Occupational Health	80	680	600	(80)		(80)	113.3%	
4320	Exp - Bank Charges	448	851	1,500	649		649	56.7%	
4325	Exp - Advertising & Marketing	0	1,200	2,000	800		800	60.0%	
4330	Exp - IT Support	0	139	400	261		261	34.7%	
4335	Exp - Office Equipment	0	1,014	3,000	1,986		1,986	33.8%	
4337	Exp - Office Cleaning	0	0	3,000	3,000		3,000	0.0%	
4365	Exp - AGM	0	27	0	(27)		(27)	0.0%	
4595	Exp - Refreshments	0	187	500	313		313	37.3%	
	Office :- Indirect Expenditure	2,388	19,754	60,390	40,636	77	40,559	32.8%	0
	Net Income over Expenditure	(328)	643,810	602,353	(41,457)				
135	Events								
1004	Income - Easter Egg Hunt	0	250	0	(250)			0.0%	
1008	Income - Tree of Lights	0	0	100	100			0.0%	
1013	Income - Verdin Park Events	1,407	3,724	14,000	10,276			26.6%	
1016	Income - Christs Extravaganza	0	0	500	500			0.0%	
	Events :- Income	1,407	3,974	14,600	10,626			27.2%	0
4250	Exp - Bridge Illumination	0	0	1,000	1,000		1,000	0.0%	
4345	Exp - Town Centre Enhancement	216	3,592	9,000	5,408	725	4,683	48.0%	

Detailed Income & Expenditure by Budget Heading 31/07/2025

Month No: 4

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4351 Exp - Christmas Extrav	0	0	65,000	65,000	5,645	59,355	8.7%	
4366 Exp - Easter Egg Hunt V/Way	0	357	100	(257)		(257)	356.9%	
4375 Exp - Remembrance Sunday	870	1,665	1,500	(165)	535	(700)	146.7%	
4390 Exp - Verdin Park Events	13,164	7,937	18,000	10,063	460	9,603	46.6%	
4394 Exp - NOW Northwich	0	513	5,000	4,487		4,487	10.3%	
4395 Exp - Tree of Lights	0	0	100	100		100	0.0%	
4475 Exp - RBL Poppy Appeal	0	0	200	200		200	0.0%	
4701 Exp - Beacon Lighting	0	8	0	(8)		(8)	0.0%	
4740 Exp - Firefest	0	0	300	300		300	0.0%	
Events :- Indirect Expenditure	14,250	14,071	100,200	86,129	7,365	78,764	21.4%	0
Net Income over Expenditure	(12,843)	(10,098)	(85,600)	(75,503)				
<u>136 Salary Events/Town</u>								
4017 Salaries - Firefest	0	0	300	300		300	0.0%	
4021 Salaries - Christmas Extrav	0	0	1,000	1,000		1,000	0.0%	
4026 Salaries - Remembrance Sunday	0	0	500	500		500	0.0%	
4041 Salaries - Tree of Lights	0	0	100	100		100	0.0%	
4089 Salaries - Town Cent Enhance	0	859	5,000	4,141		4,141	17.2%	
4373 Salaries - Verdin Park Events	400	400	0	(400)		(400)	0.0%	
Salary Events/Town :- Indirect Expenditure	400	1,259	6,900	5,641	0	5,641	18.2%	0
Net Expenditure	(400)	(1,259)	(6,900)	(5,641)				
<u>140 Grants</u>								
4450 Exp - School Advantage Fund	1,000	4,000	5,000	1,000		1,000	80.0%	
4453 Exp - Grants	1,300	564	10,000	9,436		9,436	5.6%	
4475 Exp - RBL Poppy Appeal	0	0	200	200		200	0.0%	
Grants :- Indirect Expenditure	2,300	4,564	15,200	10,636	0	10,636	30.0%	0
Net Expenditure	(2,300)	(4,564)	(15,200)	(10,636)				
<u>200 Parks</u>								
1010 Income - Winnington Allotments	(60)	1,740	1,000	(740)			174.0%	
1015 Income - VW - VP - Whalley Rd	0	652	1,000	348			65.2%	
1024 Income - Queensgate Allotments	0	0	60	60			0.0%	
1028 Income - Memb Budget	1,850	1,850	0	(1,850)			0.0%	
1031 Income - Austin Street	(60)	840	500	(340)			168.0%	
1040 Income - Rent Sub Station	0	15	15	0			100.0%	
1055 Income - Utility refunds	0	2,413	0	(2,413)			0.0%	
1066 Income - Defib	0	0	500	500			0.0%	

Detailed Income & Expenditure by Budget Heading 31/07/2025

Month No: 4

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1135	Income - Tool & Plant	0	73	0	(73)			0.0%	
1141	Income - Rose Meadow Play Area	0	100,000	0	(100,000)			0.0%	
1202	Income - Vickersway Allotments	0	0	60	60			0.0%	
Parks :- Income		1,730	107,583	3,135	(104,448)			3431.7%	0
4500	Exp - Tool and Plant	2,602	8,280	13,000	4,720	1,777	2,943	77.4%	
4501	Exp - Defib purchased/costs	0	0	1,000	1,000		1,000	0.0%	
4505	Exp - Vehicle Leasing	2,997	8,835	20,000	11,165		11,165	44.2%	
4510	Exp - Fuel	944	3,993	11,500	7,507		7,507	34.7%	
4515	Exp - Plants, Seeds, Fert	553	10,050	15,000	4,950	855	4,095	72.7%	
4520	Exp - Tree Maintenance	500	1,100	8,000	6,900	500	6,400	20.0%	
4523	Exp - Members budget	113	1,825	0	(1,825)		(1,825)	0.0%	
4525	Exp - Building Maint Projects	408	10,161	25,000	14,839	31,377	(16,538)	166.2%	
4535	Exp - Play Equipment	580	1,595	3,000	1,405	2,214	(809)	127.0%	
4538	Exp - Memorials	203	3,175	8,000	4,825	37	4,788	40.1%	
4545	Exp - Skips & waste removal	1,150	3,058	10,000	6,942		6,942	30.6%	
4548	Exp - First Aid Equipment	0	4	0	(4)		(4)	0.0%	
4555	Exp - Protective Clothing	653	942	3,500	2,558	9	2,550	27.2%	
4560	Exp - Aviary Stock and Food	33	99	300	201		201	33.0%	
4570	Exp - Utilities	855	6,972	9,000	2,028		2,028	77.5%	
4575	Exp - Cleansing	1,173	2,344	4,000	1,656	40	1,616	59.6%	
4590	Exp - CCTV	868	2,036	4,000	1,964		1,964	50.9%	
4596	DNU	100,017	100,017	0	(100,017)	852	(100,869)	0.0%	
4710	Exp - Contract Costs/Materials	0	150	0	(150)		(150)	0.0%	
Parks :- Indirect Expenditure		113,649	164,637	135,300	(29,337)	37,660	(66,998)	149.5%	0
Net Income over Expenditure		(111,919)	(57,054)	(132,165)	(75,111)				
NORTHWICH TOWN COUNCIL :- Income		12,785	807,358	745,478	(61,880)			108.3%	
Expenditure		177,143	384,615	845,240	460,625	45,103	415,523	50.8%	
Movement to/(from) Gen Reserve		(164,359)	422,743	(99,762)	(522,505)				

Detailed Income & Expenditure by Budget Heading 31/07/2025

Month No: 4

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
CONTRACTS :- Income	32,107	168,852	239,835	70,983			70.4%	
Expenditure	22,968	117,473	140,073	22,600	48,188	(25,588)	118.3%	
Movement to/(from) Gen Reserve	9,139	51,380	99,762	48,383				
Grand Totals:- Income	44,891	976,211	985,313	9,102			99.1%	
Expenditure	200,111	502,088	985,313	483,225	93,291	389,934	60.4%	
Net Income over Expenditure	(155,220)	474,123	0	(474,123)				
Movement to/(from) Gen Reserve	(155,220)	474,123	0	(474,123)				

Linked to Cashbook 1

Entered Month 4

Pay by BACS/Online File

Supplier and Invoice Details		Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
AGRIGEM	Agrigem Ltd							
Roundup		14/06/2025	326467	1	265.19	0.00	265.19	0.00
Grass Seed		22/07/2025	345224	1	49.99	0.00	49.99	0.00
Roundup		31/07/2025	347197	1	271.79	0.00	271.79	0.00
						0.00	586.97	
AMBEROL	Amberol Limited							
Holmes Chapel		11/07/2025	25441	1	48.00	0.00	48.00	0.00
						0.00	48.00	
AQUAM	Aquam Water Services							
Standpipe charge		31/07/2025	18/1523826	1	302.04	0.00	302.04	0.00
						0.00	302.04	
AUSTEN	Austen Group Limited							
Bin bags		22/07/2025	2451687	1	168.00	0.00	168.00	0.00
						0.00	168.00	
AVLIES	A.Vlies, Northwich Metals							
Skips		31/07/2025	1142	1	1,380.00	0.00	1,380.00	0.00
						0.00	1,380.00	
BUCCANEER	Buccaneer Group Ltd							
PPE		08/07/2025	870516	1	397.34	0.00	397.34	0.00
						0.00	397.34	
CALC	Cheshire Association of Local Councils							
Induction - Guy		24/07/2025	2025-091	1	25.00	0.00	25.00	0.00
						0.00	25.00	
CHESHCOFFE	Cheshire Coffee Services							
Coffee Beans		17/07/2025	INV-3650	1	69.00	0.00	69.00	0.00
						0.00	69.00	
CHSFDR	Cheshire Self Drive Ltd							
Transit purchase		23/07/2025	1621	1	1,620.00	0.00	1,620.00	0.00
AF21 RUC		31/07/2025	85755	1	493.99	0.00	493.99	0.00

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Linked to Cashbook 1

Entered Month 4

Pay by BACS/Online File

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
<i>MM70 MKP</i>	31/07/2025	85756	1	493.99	0.00	493.99	0.00
<i>MM70 MLZ</i>	31/07/2025	85757	1	493.99	0.00	493.99	0.00
<i>PN23 TGV</i>	31/07/2025	85758	1	493.99	0.00	493.99	0.00
					0.00	3,595.96	
CITYPLUM	City Plumbing and Heating Services						
<i>Boiler Inspection</i>	18/07/2025	519	1	260.00	0.00	260.00	0.00
					0.00	260.00	
COLUM	The Columbaria Company						
<i>Birdsey</i>	23/07/2025	INV0103872	1	248.40	0.00	248.40	0.00
					0.00	248.40	
DCS	DCS Payroll Agency						
<i>Payroll Admin</i>	31/07/2025	112746	1	170.59	0.00	170.59	0.00
					0.00	170.59	
DMHOME	D M Home & Garden Services						
<i>Vickersway shutter</i>	30/07/2025	21	1	98.00	0.00	98.00	0.00
					0.00	98.00	
EARTH	Earth Anchors Ltd						
<i>Rose Meadow Bins</i>	17/07/2025	EA41786	1	1,008.00	0.00	1,008.00	0.00
					0.00	1,008.00	
EASTRIDING	East Riding Horticulture Ltd						
<i>Universal Violet</i>	23/07/2025	124960	1	76.86	0.00	76.86	0.00
					0.00	76.86	
GGM	Gibsons Garden Machinery Ltd						
<i>Handle</i>	17/04/2025	253353	1	40.54	0.00	40.54	0.00
<i>Idler Pulley</i>	09/05/2025	235743	1	71.22	0.00	71.22	0.00
<i>Strimmer Bent Shaft</i>	23/07/2025	237086	1	222.00	0.00	222.00	0.00
<i>Battery</i>	25/07/2025	237129	1	65.20	0.00	65.20	0.00
					0.00	398.96	

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Linked to Cashbook 1

Entered Month 4

Pay by BACS/Online File

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
GRNDWORK Groundwork & Leisure Services Ltd							
<i>Rose Meadow</i>	18/07/2025	G6287	1	120,020.40	0.00	120,020.40	0.00
<i>Duddon PC</i>	18/07/2025	G6684	1	380.00	0.00	380.00	0.00
<i>Duddon PC</i>	18/07/2025	G6779	1	220.00	0.00	220.00	0.00
<i>Premier Estates Bron Y Castell</i>	24/07/2025	G6766	1	440.00	0.00	440.00	0.00
					0.00	121,060.40	
GTSECURITY G T Security Ltd							
<i>Security VP</i>	11/07/2025	1107	1	3,830.40	0.00	3,830.40	0.00
					0.00	3,830.40	
HIPSWING Hipswing Entertainments							
<i>Deposit for xmas</i>	15/07/2025	INV-1217	1	1,044.00	0.00	1,044.00	0.00
					0.00	1,044.00	
INITIAL Inital Washroom Solutions							
<i>Bins</i>	14/07/2025	35534572	1	275.72	0.00	275.72	0.00
					0.00	275.72	
INSTANT Instant Tool and Plant Hire							
<i>Event Toilets (VP)</i>	22/07/2025	67869	1	1,567.99	0.00	1,567.99	0.00
					0.00	1,567.99	
JAROSALW Jaroslaw Wawryk Wooden Urns							
<i>Wooden Caskets</i>	16/07/2025	URNS	1	130.00	0.00	130.00	0.00
					0.00	130.00	
MPS Morral Play Services							
<i>Gawsworth/Mobberley</i>	22/07/2025	2448	1	538.20	0.00	538.20	0.00
<i>NTC Play Inspections</i>	23/07/2025	2247	1	696.00	0.00	696.00	0.00
					0.00	1,234.20	
NETVISION Network Vision Ltd							
<i>Witton Cemetery Cenotaph</i>	31/07/2025	INV-1907	1	1,041.60	0.00	1,041.60	0.00
					0.00	1,041.60	

Continued over page

Linked to Cashbook 1

Entered Month 4

Pay by BACS/Online File

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
NORTH TREE Northwich Tree Surgery							
<i>Hartford PC</i>	22/05/2025	INV-0984	1	96.00	0.00	96.00	0.00
<i>Willow on riverbank</i>	29/07/2025	INV-1004	1	600.00	0.00	600.00	0.00
					<u>0.00</u>	<u>696.00</u>	
OFFESS Office Essentials							
<i>Stationery</i>	21/07/2025	156443	1	45.58	0.00	45.58	0.00
<i>Pens</i>	22/07/2025	156566	1	28.78	0.00	28.78	0.00
					<u>0.00</u>	<u>74.36</u>	
PAINTWELL Paintwell Limited							
<i>NWH/300935/Paintwell Limited</i>	25/07/2025	NWH/300935	1	18.95	0.00	18.95	0.00
<i>Paint</i>	30/07/2025	NWH/300966	1	165.60	0.00	165.60	0.00
<i>Paint</i>	30/07/2025	NWH/300967	1	167.71	0.00	167.71	0.00
					<u>0.00</u>	<u>352.26</u>	
PUGH Steve Pugh Grave Digger							
<i>Grave digging</i>	31/07/2025	2447	1	1,400.00	0.00	1,400.00	0.00
					<u>0.00</u>	<u>1,400.00</u>	
RSS Rory Scott Services							
<i>Tractor Repairs</i>	21/07/2025	SI-085	1	352.22	0.00	352.22	0.00
					<u>0.00</u>	<u>352.22</u>	
RUDHEATH P Rudheath Parish Council							
<i>Burial Work (Millington)</i>	08/05/2025	172	1	335.00	0.00	335.00	0.00
<i>Burial Work (Cook)</i>	17/05/2025	204	1	70.00	0.00	70.00	0.00
<i>Burial Work (Cotton)</i>	17/07/2025	204 A	1	670.00	0.00	670.00	0.00
<i>Burial Work (Beech)</i>	23/07/2025	206	1	830.00	0.00	830.00	0.00
<i>Burial Work 1559</i>	23/07/2025	207	1	335.00	0.00	335.00	0.00
					<u>0.00</u>	<u>2,240.00</u>	
SBSON S B & Son Window Cleaning							
<i>Window cleaning</i>	21/07/2025	AUGUST 25	1	32.00	0.00	32.00	0.00
					<u>0.00</u>	<u>32.00</u>	

Continued over page

Linked to Cashbook 1

Entered Month 4

Pay by BACS/Online File

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
SECUREHAVN Yarwood Memorial Products (was Secure)							
<i>SI-6284/11299/Yarwood Memorial</i>	22/05/2025	SI-6284	1	114.00	0.00	114.00	0.00
					0.00	114.00	
SHAR Sharrocks							
<i>Scraper Cable</i>	29/07/2025	309322	1	48.49	0.00	48.49	0.00
					0.00	48.49	
SIMPLY Simply Signs							
<i>Rose Meadow Sign</i>	24/07/2025	INV-21637	1	426.00	0.00	426.00	0.00
					0.00	426.00	
SMART CLIN Smart Clinic							
<i>AH Occupational Health</i>	28/07/2025	INV018202	1	80.00	0.00	80.00	0.00
					0.00	80.00	
TATTENHALL Cheshire Farm Ice Cream							
<i>VW Stock</i>	29/05/2025	334227	1	258.34	0.00	258.34	0.00
<i>CW Stock</i>	10/07/2025	336808	1	123.55	0.00	123.55	0.00
<i>VW Stock</i>	17/07/2025	337337	1	67.39	0.00	67.39	0.00
<i>CW Stock</i>	17/07/2025	337338	1	258.33	0.00	258.33	0.00
<i>CW Stock</i>	24/07/2025	33766	1	123.54	0.00	123.54	0.00
<i>VW Stock</i>	24/07/2025	337665	1	157.25	0.00	157.25	0.00
<i>VW Stock</i>	31/07/2025	338283	1	235.87	0.00	235.87	0.00
<i>CW Stock</i>	31/07/2025	338284	1	247.10	0.00	247.10	0.00
					0.00	1,471.37	
TOTAL POOL Total Pool Limited							
<i>pH Reducer</i>	31/07/2025	354267	1	128.97	0.00	128.97	0.00
					0.00	128.97	
WARNHILL Warnhill Tool & Fasteners Ltd							
<i>PPE/Cleansing/T&P</i>	31/07/2025	11347	1	2,420.02	0.00	2,420.02	0.00
<i>Tool and Plant</i>	31/07/2025	IN383083	1	295.68	0.00	295.68	0.00
					0.00	2,715.70	
Proposed Payment Total					0.00	149,148.80	

Northwich Town Council
List of Purchase Ledger Payments

July 2025

Bacs payment (to be approved and not yet paid)	149,148.80
Salary	60,532.63 (to be approved) (to pay 18/08/2025)
Total	209,681.43

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

EE	321.72
Cheshire West and Chester (Witton)	636.00
Cheshire West and Chester (Dane Valley)	155.00
Cheshire West and Chester (Offices	349.00
Bookers	258.83
Michelle Lawson (Verdin Vibes)	1000.00
Hartford Parish	87.42
HSBC Credit Card	1715.34
Race The Dragon	315.00
Race The Dragon	315.00
Sophie Toner (Verdin Vibes)	1650.00
Bookers	140.10
BT	35.84
CS (Reimbursement)	3522.59
Everflow (Witton Water)	439.57
JC (Reimbursement)	33.26
LC (Reimbursement)	14.39
Bookers	717.59
Victoria Road Primary School (SN Member Budget)	113.00
Jonathan Hulme (Verdin Vibes)	175.00
Wirehouse	357.00
Victoria Road Primary School (School Advantage Fund)	1000.00
Lily Comms	186.91
Total Energies (Office gas)	225.10
PK (Verdin Vibes)	300.00
HSBC Bank charges	44.29
Spark Medical Limited	2716.80
Achray Properties	360.00
Walkers Plant Centre	24661.98
Bookers	344.40
British Gas	211.40
CS (Reimbursement)	201.99
JM (Town Mayors Allowance)	150.00
HK (Verdin Vibes)	100.00
JK Ashbrook (Now Festival)	525.74
Tower Leasing (Coffee machine/Church Walk)	128.40
Total	43,508.66

<u>To Approve</u>	253,190.09
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Approved last month, paid out in this month's Bank Statement

Bacs payment (Purchase ledger)	50,079.28
Salary	57,473.71
Grand Total	360,743.08

Dated:

Chris Shaw _____

Finance member _____

Chair of Finance _____

6th August 2025

Report to : Finance & General Purposes

Meeting Date : 18th August 2025

Agenda Item : 6

Prepared By : Cath Kirwan

Subject : Bank payments to be checked by Finance



Members to pick two suppliers from July 2025 payments

Evidence to be shown to Finance Committee at the meeting.

Report to : Finance & General Purposes

Meeting Date : 18th August 2025

Agenda Item : 7

Prepared By : Cath Kirwan

Subject : Annual Insurance Renewal



Background

Our current insurance provider is Zurich Insurance, we have been with Zurich for over 15 years, and they provide fully comprehensive cover for all our Council needs.

We have currently come to the end of a five-year deal which because of the reduced rates we agreed have saved money over the last 5 years, all insurance premiums have risen and we are finding it extremely difficult to get alternative quotes that are as competitive Zurich.

Proposal

Members to agree the new Insurance Policy after reviewing at the meeting of £21,929.73

Decision of Committee is requested.

Competitive pricing

We are proposing premiums shown in the table below

LTA Term*	Price proposed (including all applicable taxes)
1 Year	£21,929.73
3 Year	£20,517.02

* You may choose to enter a Long Term Agreement with us, this would reduce the price of your policy over the life of the agreement in return for your commitment to stay with us. See Section 4 for details.

In addition to these benefits, if you choose to renew with us you will have bought from a company that makes a significant contribution to society: The Zurich Community Trust, a registered charity that is funded by corporate and employee donations, has given support to over 600 UK and overseas charities through grants and volunteering programmes.

2. Next steps

It is important that you **carefully read the attached document your 'Local Council Policy Schedule'** and check that the facts we have about you are correct and that we have included all the covers that you want. Please call us if you have any questions or need to make changes.

Once you are happy with the Schedule, all your organisation needs to do to purchase your policy is send us an acceptance email.

Report to : Finance & General Purposes

Meeting Date : 18th August 2025

Agenda Item : 8

Prepared By : Cath Kirwan

Subject : Local Government Pay Increase



Proposal

Please find attached a copy of the Local Government Service Pay Agreement 2025/26 along with a summary below:

The Local Government Association (LGA) has informed us that the National Joint Council for Local Government Services has agreed on pay rates applicable from 1 April 2025 to 31 March 2026. For all spinal column points to 43, the agreed award was increased by 3.20 per cent, in accordance with Green Book Part 2 Para 5.41.

Decision

Members to approve the pay agreement for 2025/26 backdated to 1st April 2025.

Decision of the Council is requested.

Local Government Services Pay Agreement 2025 / 26 (issued 25 July 2025 based on NJC tables)

Please find below the new pay scales for Local Councils produced by Council HR & Governance Support based on the NJC tables and the existing payscales for clerks above the NJC maximum pay scale of scp 43.

NJC advice is that *employers are encouraged to implement this pay award as swiftly as possible.*

Agreement has been reached on rates of pay applicable from 1 April 2025 (covering the period 1 April 2025 to 31 March 2026). The new pay rates, each increased by 3.20 percent as detailed below.

*All locally determined pay points above the maximum of the pay spine but graded below deputy chief officer, should also be increased by 3.20 per cent, in accordance with Green Book Part 2 Para 5.41. **This point applies to clerks scp 44 through to scp 62.***

The NJC has agreed that from 1 April 2026, Spinal Column Point (SCP) 2 will be permanently deleted from the NJC pay spine.

Backpay for employees who have left employment since 1 April 2025

If requested by an ex-employee to do so, we recommend that employers should pay any monies due to that employee from 1 April 2025 to the employee's last day of employment.

When salary arrears are paid to ex-employees who were in the LGPS, the employer must inform its local LGPS fund. Employers will need to amend the CARE and final pay figures (if the ex-employee has pre-April 2014 LGPS membership and / or underpin protection) accordingly.

If your Council requires a review of employees payscales (a job evaluation), please do get in touch with Council HR & Governance Support, the Parish and Town Council experts in all things HR.

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VAT registration number 467 7937 26. Company Registration 14045216

SCP	01-Apr-24		01-Apr-25		Scale ranges
	per annum	per hour	per annum	per hour	Based on SCP
1	<i>Deleted wef 01 Apr 23</i>				
2	£23,656	£12.26	£24,413	£12.65	Below LC Scale (for staff other than clerks)
3	£24,027	£12.45	£24,796	£12.85	
4	£24,404	£12.65	£25,185	£13.05	
5	£24,790	£12.85	£25,583	£13.26	LC1 (below substantive range)
6	£25,183	£13.05	£25,989	£13.47	
7	£25,584	£13.26	£26,403	£13.69	LC1 (substantive benchmark range)
8	£25,992	£13.47	£26,824	£13.90	
9	£26,409	£13.69	£27,254	£14.13	
10	£26,835	£13.91	£27,694	£14.35	
11	£27,269	£14.13	£28,142	£14.59	
12	£27,711	£14.36	£28,598	£14.82	
13	£28,163	£14.60	£29,064	£15.06	LC1 (above substantive range)
14	£28,624	£14.84	£29,540	£15.31	
15	£29,093	£15.08	£30,024	£15.56	
16	£29,572	£15.33	£30,518	£15.82	
17	£30,060	£15.58	£31,022	£16.08	
18	£30,559	£15.84	£31,537	£16.35	LC2 (below substantive range)
19	£31,067	£16.10	£32,061	£16.62	
20	£31,586	£16.37	£32,597	£16.90	
21	£32,115	£16.65	£33,143	£17.18	
22	£32,654	£16.93	£33,699	£17.47	
23	£33,366	£17.29	£34,434	£17.85	
24	£34,314	£17.79	£35,412	£18.35	LC2 (substantive benchmark range)
25	£35,235	£18.26	£36,363	£18.85	
26	£36,124	£18.72	£37,280	£19.32	
27	£37,035	£19.20	£38,220	£19.81	
28	£37,938	£19.66	£39,152	£20.29	
29	£38,626	£20.02	£39,862	£20.66	LC2 (above substantive benchmark range)
30	£39,513	£20.48	£40,777	£21.14	
31	£40,476	£20.98	£41,771	£21.65	
32	£41,511	£21.52	£42,839	£22.20	

SCP	01-Apr-24		01-Apr-2025		Scale ranges
	per annum	per hour	per annum	per hour	
33	£42,708	£22.14	£44,075	£22.85	LC3 (below substantive range)
34	£43,693	£22.65	£45,091	£23.37	
35	£44,711	£23.17	£46,142	£23.92	
36	£45,718	£23.70	£47,181	£24.46	
37	£46,731	£24.22	£48,226	£25.00	LC3 (substantive benchmark range)
38	£47,754	£24.75	£49,282	£25.54	
39	£48,710	£25.25	£50,269	£26.06	
40	£49,764	£25.79	£51,356	£26.62	
41	£50,788	£26.32	£52,413	£27.17	
42	£51,802	£26.85	£53,460	£27.71	LC3 (above substantive benchmark range)
43	£52,805	£27.37	£54,495	£28.25	
44	£54,071	£28.03	£55,801	£28.92	
45	£55,367	£28.70	£57,139	£29.62	
46	£56,708	£29.39	£58,523	£30.33	LC4 (below substantive range)
47	£58,064	£30.10	£59,922	£31.06	
48	£59,300	£30.74	£61,198	£31.72	
49	£60,903	£31.57	£62,852	£32.58	
50	£62,377	£32.33	£64,373	£33.37	LC4 (substantive benchmark range)
51	£63,881	£33.11	£65,925	£34.17	
52	£65,943	£34.18	£68,053	£35.27	
53	£68,000	£35.25	£70,176	£36.37	
54	£70,065	£36.32	£72,307	£37.48	
55	£72,145	£37.39	£74,454	£38.59	LC4 (above substantive benchmark range)
56	£74,198	£38.46	£76,572	£39.69	
57	£76,277	£39.54	£78,718	£40.80	
58	£78,315	£40.59	£80,821	£41.89	
59	£80,247	£41.59	£82,815	£42.93	
60	£82,221	£42.62	£84,852	£43.98	
61	£84,243	£43.67	£86,939	£45.06	
62	£86,319	£44.74	£89,081	£46.17	

NB: hourly rate calculated using the NJC agreed formula by dividing annual salary by 52.143 weeks (which is 365 days divided by 7) and then divided by 37 hours (the standard working week)

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Report to : Finance Committee

Meeting Date : 18th August 2025

Agenda Item : 9

Prepared By : Chris Shaw

Subject : Electric Vehicles



Background

Northwich Town Council currently lease five vans which are mainly used by our grounds maintenance staff to carry out a range of works in the town and further afield.

For the large vans electric is currently not possible due to the vans carrying heavy weight, towing trailers and longer distances travelled. We have looked but there is currently nothing on the market that would fulfil our current requirements.

One of the vans that we lease is a small van that is used for call outs, funerals, supervision, and collecting supplies for our onsite shops. One of the reasons we have not replaced this with electric is previous costs of leasing an electric van but this seems to have now changed with better deals coming through currently.

Northwich Town Council is also expanding and taking on additional responsibilities within the town centre which will require additional vehicles for our staff.

Proposal

To replace our existing small van and outright purchase our oldest van which is primarily used for watering in the summer and gritting in the winter.

Lease two electric vans and install a charge point at the Council Office.

Current Leasing costs per month

Small Toyota Proace - £455 plus vat

Ford Transit Custom - £285 plus vat

Total Cost per Month - £740 – plus vat

Purchase price of transit Custom - £1350 plus vat.

We will not have a monthly leasing cost for our transit van as we will have purchased it outright.

Proposed leasing costs of new electric vans per month

Cheshire Self Drive – Ford Transit Custom - £644 per month (x 2 vehicles £1288)

Total Annual cost for two vehicles - £15,456

The LCV Group – Volkswagen ID BUZZ - £313.70 per month (x 2 vehicles £627.40)

Upfront rental - £941 one off payment x 2

Admin Fee - £275 one off payment x 2

Total Annual cost for two vehicles - £9,960.80

Select Van Leasing – Volkswagen ID BUZZ - £337.03 per month (x 2 vehicles £674.06)

Upfront rental - £337.03 one off payment x 2
Admin Fee - £150.00 one off payment x 2

Total Annual cost for two vehicles - £9,062.78

Charging Point

Charging point will be installed at the Council Offices, estimated install costs will be between £1000 – £1500, we are still looking at the most cost effective solution and cheapest tariff for the vehicles to go on.

Recommendation

Select Van Leasing works out the most cost effective deal for the supply of two electric vehicles, on top of this saving we will have no fuel costs and I will seek the best deal to deliver the electricity for the charging points.

I would recommend that we return the current Toyota and order the two electric vehicles from Select Van Hire.

Decision of the Committee is requested.

Chris Shaw

Chief Officer

Report to : Finance Committee

Meeting Date : 18th August 2025

Agenda Item : 10

Prepared By : Chris Shaw

Subject : Additional Costs (Witton Cemetery Paths)



Background

Members agreed costs to refurbish the main path withing Witton Cemetery, these works have now begun but on excavation the subbase is in a much worse condition than originally thought. To ensure we have a path that will last the next 50 years and not incur any addition costs we need to install additional subbase to bring the levels to a suitable standard.

The additional cost for this is £6000 plus vat.

Recommendation

To accept the additional cost to install the refurbished paths within Witton Cemetery.

Decision of the Committee is requested.

Chris Shaw

Chief Officer