

DATE: 8th September 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 15th September 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 18th August 2025 and noted at the Full Council meeting held on 1st September 2025

4. Detailed Income & Expenditure by budget heading as 8th September 2025

For member's information (report attached)

Decision of the committee is requested.

5. Bacs due for payment to 8th September 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 August 2025 payments.

7. AGAR closure

Report attached

Members to note

8. Christmas Lights Tender 2025-2029

Report attached.

Decision of the committee is requested.

9. Next Month's Meeting

Monday 20th October 2025 at 6.00pm

Part B

In accordance with Local Government Act Public Admittance to Meetings Act 1960, the following agenda items are to be considered in the absence of Press and Public

10. Staffing

Report attached.

Decision of the committee is requested.

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 19th AUGUST 2025 at 6.00pm

Members Present : Cllr J Macdonald
Cllr C Fox
Cllr R Waterman
Cllr S Naylor

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

FIN26/25 APOLOGIES FOR ABSENCE OR ABSENCE

Apologies were received from Cllr B Cernik, and, Cllr K Cernik, Cllr A Kent, Cllr C Stewart and Cllr L Siddall

FIN 26/26 DECLARATIONS OF INTEREST

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

FIN 26/27 SIGNING OF THE MINUTES

Minutes of the Finance, Amenities and General Purposes Committee meeting held on 21st July 2025 and to be noted at Full Council meeting on Monday 1st September 2025.

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

FIN 26/28 DETAILED INCOME & EXPENDITURE BY BUDGET

RFO answered various members questions relating to budget headings.

- Grants - Kevin Gardner proposed the creation of an annual £1000 award to recognise individuals or groups who have demonstrated exceptional commitment or performance within the community or organisation. The award will be administered by Northwich Town Council. Kevin Gardner will be responsible for holding the £1000 until the Annual General Meeting. During the AGM, the award will be presented to the individual, or group deemed most deserving based on their contribution. The Award will be called The Barbara Gardner Award in memory of his late wife.

Proposed Cllr S Naylor, seconded Cllr J Macdonald, all agreed

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Date

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Cllr Catherine Fox
Deputy Chair

FIN 26/29 BACS DUE FOR PAYMENT

Bacs payments and direct debit figure approved £253,190.09

Proposed Cllr S Naylor, seconded Cllr J Macdonald, all agreed

FIN 26/30 FINANCE COMMITTEE TO CHECK PAYMENTS

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

Rudheath Parish Council - £1260.00
Thinkprint - £394.04

FIN 26/31 ANNUAL INSURANCE RENEWAL

Annual Insurance of £20,517.02 with a 3 year deal approved for 2025/2026 with Zurich Insurance. RFO had tried to get more quotes but had been unsuccessful due to companies not being able to compete with Zurich Insurance.

Proposed by Councillor Julie McDonald seconded by Councillor Tom Melville

All agreed

Proposed Cllr J Macdonald, seconded Cllr S Naylor, all agreed

FIN 26/32 LOCAL GOVERNMENT PAY INCREASE

Members approved the pay agreement for 2025-2026 backdated to 1st April 2025.

This will be a cost to the council of approx. £20,000.

Proposed Cllr R Waterman, seconded Cllr J Macdonald, all agreed

FIN 26/33 ELECTRICAL VEHICLE QUOTES

Members approved the supply of two electric vans supplied by Select Van Leasing and the installation of a charging point at the Council Offices.

Proposed Cllr J Macdonald, seconded Cllr R Waterman, all agreed

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Date

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**Cllr Catherine Fox
Deputy Chair**

FIN 26/34 ADDITIONAL COSTS (WITTON CEMETERY PATHS)

Members approved the additional cost of £6000.00 plus VAT for the refurbishment of the paths in Witton Cemetery.

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

FIN 26/35 DATE OF NEXT MEETING

Date of the next meeting Monday 15th September 2025 at 6.00pm.

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

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Date

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**Cllr Catherine Fox
Deputy Chair**

Detailed Income & Expenditure by Budget Heading 30/08/2025

Month No: 5

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	27,245	143,017	350,000	206,983		206,983	40.9%	
Central Administration Wages :- Indirect Expenditure	27,245	143,017	350,000	206,983	0	206,983	40.9%	0
Net Expenditure	(27,245)	(143,017)	(350,000)	(206,983)				
<u>105 Parks Salaries</u>								
4020 Salaries - Allotments	253	1,123	700	(423)		(423)	160.4%	
4022 Salaries - Burnside way	38	226	350	124		124	64.7%	
4023 Salaries - Yarwood Close	24	224	400	176		176	56.0%	
4024 Salaries - Old Hall Road	260	1,433	2,300	867		867	62.3%	
4025 Salaries - Church Walk Playgnd	401	3,074	4,000	926		926	76.8%	
4029 Salaries - Defibs	156	992	1,000	8		8	99.2%	
4030 Salaries - James Street	70	606	1,200	594		594	50.5%	
4035 Salaries - Verdin Park	2,857	9,060	23,000	13,940		13,940	39.4%	
4040 Salaries - Vickersway Park	3,274	17,697	41,000	23,303		23,303	43.2%	
4045 Salaries - Whalley Road	205	2,520	3,500	980		980	72.0%	
4083 Salaries - Danefield Play area	246	1,405	2,400	995		995	58.5%	
4086 Salaries - Greenall Road	109	545	1,200	655		655	45.4%	
4092 Salaries - Victoria Street	91	673	1,200	527		527	56.1%	
4093 Salaries - Belmont Road	199	1,650	1,500	(150)		(150)	110.0%	
Parks Salaries :- Indirect Expenditure	8,183	41,229	83,750	42,521	0	42,521	49.2%	0
Net Expenditure	(8,183)	(41,229)	(83,750)	(42,521)				
<u>110 Cemetery</u>								
1025 Income - Witton Cemetery	2,289	20,512	28,000	7,488			73.3%	
1027 Income - Dane Valley Cemetery	1,374	11,073	30,000	18,927			36.9%	
1030 Income - Memorials Application	585	4,302	6,000	1,698			71.7%	
1035 Income - Statutory Declaration	138	736	1,000	264			73.6%	
Cemetery :- Income	4,386	36,623	65,000	28,377			56.3%	0
4080 Salaries - Danebridge Cemetery	305	1,776	4,000	2,224		2,224	44.4%	
4085 Salaries - Danevalley Cemetery	741	3,285	6,500	3,215		3,215	50.5%	
4095 Salaries - Witton Cemetery	3,654	20,991	60,000	39,009		39,009	35.0%	
4100 Salaries - St Helens Church	202	1,124	3,000	1,876		1,876	37.5%	
4537 Exp - Cem graves sold back	0	25	0	(25)		(25)	0.0%	
4539 Exp - Grave Digging	1,458	7,308	9,000	1,692		1,692	81.2%	
4580 Exp - Rates - Cemeteries	1,644	5,006	11,000	5,994		5,994	45.5%	
Cemetery :- Indirect Expenditure	8,004	39,515	93,500	53,985	0	53,985	42.3%	0
Net Income over Expenditure	(3,618)	(2,892)	(28,500)	(25,608)				

Detailed Income & Expenditure by Budget Heading 30/08/2025

Month No: 5

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	958	0	(958)			0.0%	
1034	Income - bank interest	1,039	5,473	4,000	(1,473)			136.8%	
1060	Income - Chapels	660	3,280	3,000	(280)			109.3%	
1176	Income - Precept	0	655,743	655,743	0			100.0%	
	Office :- Income	1,890	665,455	662,743	(2,712)			100.4%	0
4200	Exp - Payroll Admin Costs	146	765	1,300	535		535	58.8%	
4205	Exp - Training	0	52	3,500	3,448		3,448	1.5%	
4215	Exp - Town Mayor's Allowance	0	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	158	889	1,200	311		311	74.1%	
4260	Exp - Photocopier Rental	0	570	500	(70)		(70)	114.0%	
4265	Exp - Postage	0	178	100	(78)		(78)	178.4%	
4270	Exp - Telephone - Office	157	904	2,000	1,096		1,096	45.2%	
4275	Exp - Telephone - Mobiles	233	1,237	2,500	1,263		1,263	49.5%	
4285	Exp - Internet & Hosting	0	1,614	500	(1,114)		(1,114)	322.9%	
4295	Exp - Subscriptions and Audits	3,129	7,642	12,000	4,358		4,358	63.7%	
4300	Exp - Insurance	0	5,364	20,000	14,636	20,517	(5,881)	129.4%	
4316	Exp - Occupational Health	0	680	600	(80)		(80)	113.3%	
4320	Exp - Bank Charges	247	1,098	1,500	402		402	73.2%	
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	100,282	100,469	500	(99,969)		(99,969)	20093.8%	
	Office :- Indirect Expenditure	104,352	124,136	60,390	(63,746)	20,517	(84,263)	239.5%	0
	Net Income over Expenditure	(102,462)	541,319	602,353	61,034				
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	0	3,724	14,000	10,276			26.6%	
1016	Income - Christs Extravaganza	0	0	500	500			0.0%	
	Events :- Income	0	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	1,308	4,899	9,000	4,101	500	3,601	60.0%	

Detailed Income & Expenditure by Budget Heading 30/08/2025

Month No: 5

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	870	870	65,000	64,130	5,645	58,485	10.0%	
4366 Exp - Easter Egg Hunt V/Way	0	357	100	(257)		(257)	356.9%	
4375 Exp - Remembrance Sunday	(870)	795	1,500	705	535	170	88.7%	
4390 Exp - Verdin Park Events	1,004	8,941	18,000	9,059		9,059	49.7%	
4394 Exp - NOW Northwich	0	513	5,000	4,487		4,487	10.3%	
4395 Exp - Tree of Lights	7	7	100	93		93	7.2%	
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	2,319	16,390	100,200	83,810	6,680	77,130	23.0%	0
Net Income over Expenditure	(2,319)	(12,417)	(85,600)	(73,183)				
<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%	
4036 Salaries - Rose Meadow	69	69	0	(69)		(69)	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	887	1,287	0	(1,287)		(1,287)	0.0%	
Salary Events/Town :- Indirect Expenditure	956	2,215	6,900	4,685	0	4,685	32.1%	0
Net Expenditure	(956)	(2,215)	(6,900)	(4,685)				
<u>140 Grants</u>								
4450 Exp - School Advantage Fund	0	4,000	5,000	1,000		1,000	80.0%	
4453 Exp - Grants	1,236	1,800	10,000	8,200		8,200	18.0%	
4475 Exp - RBL Poppy Appeal	0	0	200	200		200	0.0%	
Grants :- Indirect Expenditure	1,236	5,800	15,200	9,400	0	9,400	38.2%	0
Net Expenditure	(1,236)	(5,800)	(15,200)	(9,400)				
<u>200 Parks</u>								
1010 Income - Winnington Allotments	60	1,800	1,000	(800)			180.0%	
1014 Income - CW Pool (S106)	15,507	15,507	0	(15,507)			0.0%	
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	0	1,850	0	(1,850)			0.0%	
1031 Income - Austin Street	60	900	500	(400)			180.0%	
1040 Income - Rent Sub Station	0	15	15	0			100.0%	

Detailed Income & Expenditure by Budget Heading 30/08/2025

Month No: 5

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1055 Income - Utility refunds	0	2,413	0	(2,413)			0.0%	
1066 Income - Defib	300	300	500	200			60.0%	
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	15,927	123,510	3,135	(120,375)			3939.7%	0
4500 Exp - Tool and Plant	(105)	8,175	13,000	4,825	364	4,461	65.7%	
4501 Exp - Defib purchased/costs	1,095	1,095	1,000	(95)	300	(395)	139.5%	
4505 Exp - Vehicle Leasing	1,679	10,513	20,000	9,487		9,487	52.6%	
4510 Exp - Fuel	1,855	5,848	11,500	5,652		5,652	50.9%	
4515 Exp - Plants, Seeds, Fert	275	10,325	15,000	4,675	3,507	1,168	92.2%	
4520 Exp - Tree Maintenance	0	1,100	8,000	6,900	500	6,400	20.0%	
4523 Exp - Members budget	0	1,825	0	(1,825)	167	(1,992)	0.0%	
4525 Exp - Building Maint Projects	6,185	16,428	25,000	8,572	25,315	(16,743)	167.0%	
4535 Exp - Play Equipment	97	1,692	3,000	1,308	2,214	(906)	130.2%	
4538 Exp - Memorials	1,061	4,236	8,000	3,764		3,764	53.0%	
4545 Exp - Skips & waste removal	1,380	4,438	10,000	5,562		5,562	44.4%	
4548 Exp - First Aid Equipment	0	4	0	(4)		(4)	0.0%	
4555 Exp - Protective Clothing	1,587	2,529	3,500	971		971	72.2%	
4560 Exp - Aviary Stock and Food	33	132	300	168		168	44.0%	
4570 Exp - Utilities	879	9,456	9,000	(456)		(456)	105.1%	
4575 Exp - Cleansing	37	2,381	4,000	1,619		1,619	59.5%	
4590 Exp - CCTV	0	2,036	4,000	1,964		1,964	50.9%	
4596 DNU	0	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	16,057	182,381	135,300	(47,081)	33,218	(80,299)	159.3%	0
Net Income over Expenditure	(130)	(58,871)	(132,165)	(73,294)				
<u>1315 Dementia Friendly Northwich</u>								
1700 Income	500	500	0	(500)			0.0%	
Dementia Friendly Northwich :- Income	500	500	0	(500)				0
Net Income	500	500	0	(500)				
NORTHWICH TOWN COUNCIL :- Income	22,704	830,062	745,478	(84,584)			111.3%	
Expenditure	168,352	554,684	845,240	290,556	60,415	230,141	72.8%	
Movement to/(from) Gen Reserve	(145,649)	275,378	(99,762)	(375,140)				

CONTRACTS

Detailed Income & Expenditure by Budget Heading 30/08/2025

Month No: 5

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1020 Alvanley Parish Council								
1700 Income	0	0	550	550			0.0%	
Alvanley Parish Council :- Income	0	0	550	550				0
4700 Contract Salary	0	0	55	55		55	0.0%	
Alvanley Parish Council :- Indirect Expenditure	0	0	55	55	0	55		0
Net Income over Expenditure	0	0	495	495				
1110 Barnton Parish Council								
1700 Income	90	450	1,000	550			45.0%	
Barnton Parish Council :- Income	90	450	1,000	550			45.0%	0
4700 Contract Salary	22	164	330	166		166	49.6%	
Barnton Parish Council :- Indirect Expenditure	22	164	330	166	0	166	49.6%	0
Net Income over Expenditure	68	286	670	384				
1120 Barons Quay								
1700 Income	0	0	6,000	6,000			0.0%	
Barons Quay :- Income	0	0	6,000	6,000			0.0%	0
4700 Contract Salary	0	0	600	600		600	0.0%	
Barons Quay :- Indirect Expenditure	0	0	600	600	0	600	0.0%	0
Net Income over Expenditure	0	0	5,400	5,400				
1125 Belmont Road Play Area Refurb								
1700 Income	0	(332)	0	332			0.0%	
Belmont Road Play Area Refurb :- Income	0	(332)	0	332				0
4710 Exp - Contract Costs/Materials	0	2,823	0	(2,823)		(2,823)	0.0%	
Belmont Road Play Area Refurb :- Indirect Expenditure	0	2,823	0	(2,823)	0	(2,823)		0
Net Income over Expenditure	0	(3,155)	0	3,155				
1130 BID Group Gadbrook Park								
1700 Income	260	1,416	1,000	(416)			141.6%	
BID Group Gadbrook Park :- Income	260	1,416	1,000	(416)			141.6%	0
4700 Contract Salary	137	252	500	248		248	50.5%	
4710 Exp - Contract Costs/Materials	15	451	300	(151)		(151)	150.2%	
BID Group Gadbrook Park :- Indirect Expenditure	152	703	800	97	0	97	87.9%	0
Net Income over Expenditure	108	713	200	(513)				

Detailed Income & Expenditure by Budget Heading 30/08/2025

Month No: 5

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1140 BID Group Northwich								
1700 Income	710	12,290	12,000	(290)			102.4%	
BID Group Northwich :- Income	710	12,290	12,000	(290)			102.4%	0
4700 Contract Salary	266	2,835	7,000	4,165		4,165	40.5%	
4710 Exp - Contract Costs/Materials	465	4,289	0	(4,289)	773	(5,062)	0.0%	
BID Group Northwich :- Indirect Expenditure	731	7,124	7,000	(124)	773	(897)	112.8%	0
Net Income over Expenditure	(21)	5,166	5,000	(166)				
1160 Blitz Fireworks Limited								
1700 Income	0	0	2,000	2,000			0.0%	
Blitz Fireworks Limited :- Income	0	0	2,000	2,000			0.0%	0
4700 Contract Salary	0	0	100	100		100	0.0%	
Blitz Fireworks Limited :- Indirect Expenditure	0	0	100	100	0	100	0.0%	0
Net Income over Expenditure	0	0	1,900	1,900				
1165 BID Wilmslow								
1700 Income	0	3,225	6,000	2,775			53.8%	
BID Wilmslow :- Income	0	3,225	6,000	2,775			53.8%	0
4700 Contract Salary	0	180	700	520		520	25.7%	
4710 Exp - Contract Costs/Materials	0	2,136	0	(2,136)		(2,136)	0.0%	
BID Wilmslow :- Indirect Expenditure	0	2,316	700	(1,616)	0	(1,616)	330.9%	0
Net Income over Expenditure	0	909	5,300	4,391				
1190 BID Burnley								
1700 Income	0	0	3,000	3,000			0.0%	
BID Burnley :- Income	0	0	3,000	3,000			0.0%	0
4700 Contract Salary	0	0	100	100		100	0.0%	
BID Burnley :- Indirect Expenditure	0	0	100	100	0	100	0.0%	0
Net Income over Expenditure	0	0	2,900	2,900				
1200 Caernarfon								
1700 Income	0	0	2,900	2,900			0.0%	
Caernarfon :- Income	0	0	2,900	2,900			0.0%	0
4700 Contract Salary	0	0	150	150		150	0.0%	
Caernarfon :- Indirect Expenditure	0	0	150	150	0	150	0.0%	0
Net Income over Expenditure	0	0	2,750	2,750				

Detailed Income & Expenditure by Budget Heading 30/08/2025

Month No: 5

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1220 Chelford Parish Council								
1700 Income	6,393	9,258	5,000	(4,258)			185.2%	
Chelford Parish Council :- Income	6,393	9,258	5,000	(4,258)			185.2%	0
4700 Contract Salary	514	1,451	3,000	1,549		1,549	48.4%	
4710 Exp - Contract Costs/Materials	387	497	0	(497)	5,079	(5,575)	0.0%	
Chelford Parish Council :- Indirect Expenditure	901	1,948	3,000	1,052	5,079	(4,027)	234.2%	0
Net Income over Expenditure	5,492	7,310	2,000	(5,310)				
1230 Cheshire West & Chester								
1700 Income	900	8,747	5,000	(3,747)			174.9%	
Cheshire West & Chester :- Income	900	8,747	5,000	(3,747)			174.9%	0
4700 Contract Salary	633	3,851	5,000	1,149		1,149	77.0%	
4710 Exp - Contract Costs/Materials	0	306	0	(306)	1,503	(1,809)	0.0%	
Cheshire West & Chester :- Indirect Expenditure	633	4,157	5,000	843	1,503	(660)	113.2%	0
Net Income over Expenditure	267	4,590	0	(4,590)				
1240 St. Wilfs/Church of Good Sheph								
1700 Income	1,430	5,935	5,350	(585)			110.9%	
St. Wilfs/Church of Good Sheph :- Income	1,430	5,935	5,350	(585)			110.9%	0
4700 Contract Salary	642	3,057	3,000	(57)		(57)	101.9%	
St. Wilfs/Church of Good Sheph :- Indirect Expenditure	642	3,057	3,000	(57)	0	(57)	101.9%	0
Net Income over Expenditure	788	2,878	2,350	(528)				
1251 Church Walk Paddling Pool								
1155 Income - Donations Received	0	20	0	(20)			0.0%	
1700 Income	4,191	13,833	13,000	(833)			106.4%	
Church Walk Paddling Pool :- Income	4,191	13,853	13,000	(853)			106.6%	0
4562 Exp - Pool Chemicals/Maint	747	7,486	5,500	(1,986)	46	(2,032)	136.9%	
4605 Exp - Coffee Machine CW	107	595	1,000	405		405	59.5%	
4610 Exp - Church Walk stock	1,853	4,547	5,000	453		453	90.9%	
4700 Contract Salary	3,757	7,551	10,000	2,449		2,449	75.5%	
4710 Exp - Contract Costs/Materials	29	12,133	0	(12,133)		(12,133)	0.0%	
Church Walk Paddling Pool :- Indirect Expenditure	6,493	32,312	21,500	(10,812)	46	(10,858)	150.5%	0
Net Income over Expenditure	(2,303)	(18,459)	(8,500)	9,959				

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1255 Church Lawton Parish Council								
1700 Income	0	420	0	(420)			0.0%	
Church Lawton Parish Council :- Income	0	420	0	(420)				0
4700 Contract Salary	160	160	0	(160)		(160)	0.0%	
Church Lawton Parish Council :- Indirect Expenditure	160	160	0	(160)	0	(160)		0
Net Income over Expenditure	(160)	260	0	(260)				
1260 Comberbach Parish Council								
1700 Income	0	60	100	40			60.0%	
Comberbach Parish Council :- Income	0	60	100	40			60.0%	0
4700 Contract Salary	49	49	100	51		51	48.9%	
Comberbach Parish Council :- Indirect Expenditure	49	49	100	51	0	51	48.9%	0
Net Income over Expenditure	(49)	11	0	(11)				
1280 Cuddington & Sandiway PFA Ltd								
1700 Income	0	300	5,000	4,700			6.0%	
Cuddington & Sandiway PFA Ltd :- Income	0	300	5,000	4,700			6.0%	0
4700 Contract Salary	0	560	4,000	3,440		3,440	14.0%	
Cuddington & Sandiway PFA Ltd :- Indirect Expenditure	0	560	4,000	3,440	0	3,440	14.0%	0
Net Income over Expenditure	0	(260)	1,000	1,260				
1285 Colliers (Weaver Square)								
1700 Income	282	420	2,000	1,580			21.0%	
Colliers (Weaver Square) :- Income	282	420	2,000	1,580			21.0%	0
4700 Contract Salary	213	1,060	500	(560)		(560)	212.0%	
4710 Exp - Contract Costs/Materials	0	134	0	(134)	255	(389)	0.0%	
Colliers (Weaver Square) :- Indirect Expenditure	213	1,193	500	(693)	255	(948)	289.7%	0
Net Income over Expenditure	69	(773)	1,500	2,273				
1290 Cuddington Parish Council								
1700 Income	1,371	6,525	4,000	(2,525)			163.1%	
Cuddington Parish Council :- Income	1,371	6,525	4,000	(2,525)			163.1%	0

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4700 Contract Salary	531	1,878	1,500	(378)		(378)	125.2%	
4710 Exp - Contract Costs/Materials	310	1,120	0	(1,120)	300	(1,420)	0.0%	
Cuddington Parish Council :- Indirect Expenditure	841	2,998	1,500	(1,498)	300	(1,798)	219.8%	0
Net Income over Expenditure	530	3,528	2,500	(1,028)				
1320 Disley Parish Council								
1700 Income	0	0	2,500	2,500			0.0%	
Disley Parish Council :- Income	0	0	2,500	2,500			0.0%	0
4700 Contract Salary	0	0	100	100		100	0.0%	
Disley Parish Council :- Indirect Expenditure	0	0	100	100	0	100	0.0%	0
Net Income over Expenditure	0	0	2,400	2,400				
1330 Duddon Parish Council								
1700 Income	685	685	0	(685)			0.0%	
Duddon Parish Council :- Income	685	685	0	(685)				0
4710 Exp - Contract Costs/Materials	0	600	0	(600)		(600)	0.0%	
Duddon Parish Council :- Indirect Expenditure	0	600	0	(600)	0	(600)		0
Net Income over Expenditure	685	85	0	(85)				
1420 Elton Parish Council								
1700 Income	0	0	2,500	2,500			0.0%	
Elton Parish Council :- Income	0	0	2,500	2,500				0
Net Income	0	0	2,500	2,500				
1520 Freshwater View								
1700 Income	175	1,230	1,500	270			82.0%	
Freshwater View :- Income	175	1,230	1,500	270			82.0%	0
4700 Contract Salary	71	89	400	311		311	22.1%	
4710 Exp - Contract Costs/Materials	0	215	0	(215)	145	(360)	0.0%	
Freshwater View :- Indirect Expenditure	71	304	400	96	145	(49)	112.1%	0
Net Income over Expenditure	104	926	1,100	174				
1530 Frodsham Town Council								
1700 Income	3,482	18,019	35,000	16,981			51.5%	
Frodsham Town Council :- Income	3,482	18,019	35,000	16,981			51.5%	0

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4700 Contract Salary	2,596	10,615	14,000	3,385		3,385	75.8%	
4710 Exp - Contract Costs/Materials	25	2,303	0	(2,303)	12,734	(15,037)	0.0%	
Frodsham Town Council :- Indirect Expenditure	2,620	12,918	14,000	1,082	12,734	(11,652)	183.2%	0
Net Income over Expenditure	862	5,102	21,000	15,899				
<u>1610 Gawsworth Parish Council</u>								
1700 Income	725	4,500	6,000	1,500			75.0%	
Gawsworth Parish Council :- Income	725	4,500	6,000	1,500			75.0%	0
4700 Contract Salary	457	1,620	3,000	1,380		1,380	54.0%	
4710 Exp - Contract Costs/Materials	0	1,390	0	(1,390)		(1,390)	0.0%	
Gawsworth Parish Council :- Indirect Expenditure	457	3,009	3,000	(9)	0	(9)	100.3%	0
Net Income over Expenditure	268	1,491	3,000	1,509				
<u>1640 Grozone</u>								
1700 Income	0	0	60	60			0.0%	
Grozone :- Income	0	0	60	60			0.0%	0
4700 Contract Salary	0	0	20	20		20	0.0%	
Grozone :- Indirect Expenditure	0	0	20	20	0	20	0.0%	0
Net Income over Expenditure	0	0	40	40				
<u>1645 Groundworks</u>								
1700 Income	0	0	500	500			0.0%	
Groundworks :- Income	0	0	500	500			0.0%	0
4710 Exp - Contract Costs/Materials	0	0	200	200		200	0.0%	
Groundworks :- Indirect Expenditure	0	0	200	200	0	200	0.0%	0
Net Income over Expenditure	0	0	300	300				
<u>1650 Great Warford</u>								
1700 Income	270	540	0	(540)			0.0%	
Great Warford :- Income	270	540	0	(540)				0
4700 Contract Salary	0	116	0	(116)		(116)	0.0%	
Great Warford :- Indirect Expenditure	0	116	0	(116)	0	(116)		0
Net Income over Expenditure	270	424	0	(424)				

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1710 Hartford Civic Society								
1700 Income	60	279	100	(179)			279.0%	
Hartford Civic Society :- Income	60	279	100	(179)			279.0%	0
4700 Contract Salary	18	49	40	(9)		(9)	121.8%	
4710 Exp - Contract Costs/Materials	2	88	0	(88)		(88)	0.0%	
Hartford Civic Society :- Indirect Expenditure	19	136	40	(96)	0	(96)	341.2%	0
Net Income over Expenditure	41	143	60	(83)				
1720 Hartford Parish Council								
1700 Income	7,495	13,695	13,000	(695)			105.3%	
Hartford Parish Council :- Income	7,495	13,695	13,000	(695)			105.3%	0
4700 Contract Salary	754	2,982	2,000	(982)	3,650	(4,632)	331.6%	
4710 Exp - Contract Costs/Materials	285	1,104	0	(1,104)	396	(1,500)	0.0%	
Hartford Parish Council :- Indirect Expenditure	1,039	4,086	2,000	(2,086)	4,046	(6,132)	406.6%	0
Net Income over Expenditure	6,456	9,609	11,000	1,391				
1740 Helsby Parish Council								
1700 Income	0	0	500	500			0.0%	
Helsby Parish Council :- Income	0	0	500	500			0.0%	0
4700 Contract Salary	0	119	150	31		31	79.1%	
Helsby Parish Council :- Indirect Expenditure	0	119	150	31	0	31	79.1%	0
Net Income over Expenditure	0	(119)	350	469				
1750 Holmes Chapel								
1700 Income	525	2,408	2,000	(408)			120.4%	
Holmes Chapel :- Income	525	2,408	2,000	(408)			120.4%	0
4700 Contract Salary	240	464	1,000	536		536	46.4%	
4710 Exp - Contract Costs/Materials	0	519	0	(519)	56	(574)	0.0%	
Holmes Chapel :- Indirect Expenditure	240	983	1,000	17	56	(38)	103.8%	0
Net Income over Expenditure	285	1,425	1,000	(425)				
1760 Hough & Chorlton Parish Council								
1700 Income	1,660	8,250	6,000	(2,250)			137.5%	
Hough & Chorlton Parish Council :- Income	1,660	8,250	6,000	(2,250)			137.5%	0

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4700 Contract Salary	568	3,589	4,000	411		411	89.7%	
4710 Exp - Contract Costs/Materials	0	622	0	(622)		(622)	0.0%	
Hough & Chorlton Parish Council :- Indirect Expenditure	568	4,212	4,000	(212)	0	(212)	105.3%	0
Net Income over Expenditure	1,092	4,038	2,000	(2,038)				
<u>1796 Hob Hey Woods</u>								
1700 Income	0	26,690	0	(26,690)			0.0%	
Hob Hey Woods :- Income	0	26,690	0	(26,690)				0
4710 Exp - Contract Costs/Materials	0	1,310	0	(1,310)		(1,310)	0.0%	
Hob Hey Woods :- Indirect Expenditure	0	1,310	0	(1,310)	0	(1,310)		0
Net Income over Expenditure	0	25,380	0	(25,380)				
<u>1800 Ice Rink - Northwich Town Cent</u>								
1700 Income	0	0	6,000	6,000			0.0%	
Ice Rink - Northwich Town Cent :- Income	0	0	6,000	6,000				0
4028 Ice Rink Hire Costs	0	0	4,878	4,878		4,878	0.0%	
Ice Rink - Northwich Town Cent :- Indirect Expenditure	0	0	4,878	4,878	0	4,878		0
Net Income over Expenditure	0	0	1,122	1,122				
<u>2000 Kingsley Parish Council</u>								
1700 Income	0	1,474	500	(974)			294.8%	
Kingsley Parish Council :- Income	0	1,474	500	(974)			294.8%	0
4700 Contract Salary	0	297	200	(97)		(97)	148.3%	
4710 Exp - Contract Costs/Materials	0	1,200	0	(1,200)		(1,200)	0.0%	
Kingsley Parish Council :- Indirect Expenditure	0	1,497	200	(1,297)	0	(1,297)	748.3%	0
Net Income over Expenditure	0	(23)	300	323				
<u>2010 Kingsmead Parish Council</u>								
1700 Income	700	3,726	2,500	(1,226)			149.0%	
Kingsmead Parish Council :- Income	700	3,726	2,500	(1,226)			149.0%	0
4700 Contract Salary	178	464	1,000	536		536	46.4%	
4710 Exp - Contract Costs/Materials	276	586	0	(586)	10	(596)	0.0%	
Kingsmead Parish Council :- Indirect Expenditure	454	1,050	1,000	(50)	10	(60)	106.0%	0
Net Income over Expenditure	246	2,676	1,500	(1,176)				

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2020 Knutsford Town Council								
1700 Income	0	0	1,500	1,500			0.0%	
Knutsford Town Council :- Income	0	0	1,500	1,500			0.0%	0
4700 Contract Salary	0	0	100	100		100	0.0%	
Knutsford Town Council :- Indirect Expenditure	0	0	100	100	0	100	0.0%	0
Net Income over Expenditure	0	0	1,400	1,400				
2105 Members Budget								
4710 Exp - Contract Costs/Materials	0	69	0	(69)		(69)	0.0%	
Members Budget :- Indirect Expenditure	0	69	0	(69)	0	(69)		0
Net Expenditure	0	(69)	0	69				
2120 Lostock Gramam Parish Council								
1700 Income	0	195	2,500	2,305			7.8%	
Lostock Gramam Parish Council :- Income	0	195	2,500	2,305			7.8%	0
4700 Contract Salary	0	214	200	(14)		(14)	107.1%	
Lostock Gramam Parish Council :- Indirect Expenditure	0	214	200	(14)	0	(14)	107.1%	0
Net Income over Expenditure	0	(19)	2,300	2,319				
2130 Lostock Gramam Church								
1700 Income	960	3,360	0	(3,360)			0.0%	
Lostock Gramam Church :- Income	960	3,360	0	(3,360)				0
4700 Contract Salary	669	2,380	0	(2,380)		(2,380)	0.0%	
Lostock Gramam Church :- Indirect Expenditure	669	2,380	0	(2,380)	0	(2,380)		0
Net Income over Expenditure	291	980	0	(980)				
2210 Mid Cheshire Community Rail								
1700 Income	0	1,465	0	(1,465)			0.0%	
Mid Cheshire Community Rail :- Income	0	1,465	0	(1,465)				0
4700 Contract Salary	0	114	0	(114)		(114)	0.0%	
4710 Exp - Contract Costs/Materials	0	709	0	(709)		(709)	0.0%	
Mid Cheshire Community Rail :- Indirect Expenditure	0	823	0	(823)	0	(823)		0
Net Income over Expenditure	0	642	0	(642)				

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2220 Middlewich Town Council								
1700 Income	0	0	1,500	1,500			0.0%	
Middlewich Town Council :- Income	0	0	1,500	1,500				0
4700 Contract Salary	0	0	100	100		100	0.0%	
Middlewich Town Council :- Indirect Expenditure	0	0	100	100	0	100		0
Net Income over Expenditure	0	0	1,400	1,400				
2310 Nantwich Town Council								
1700 Income	0	0	1,500	1,500			0.0%	
Nantwich Town Council :- Income	0	0	1,500	1,500				0
4700 Contract Salary	0	0	100	100		100	0.0%	
Nantwich Town Council :- Indirect Expenditure	0	0	100	100	0	100		0
Net Income over Expenditure	0	0	1,400	1,400				
2330 Newcastle Under Lyne (BID) Ltd								
1700 Income	0	0	1,500	1,500			0.0%	
Newcastle Under Lyne (BID) Ltd :- Income	0	0	1,500	1,500				0
4700 Contract Salary	0	0	100	100		100	0.0%	
Newcastle Under Lyne (BID) Ltd :- Indirect Expenditure	0	0	100	100	0	100		0
Net Income over Expenditure	0	0	1,400	1,400				
2340 Norley Parish Council								
1700 Income	0	160	100	(60)			160.0%	
Norley Parish Council :- Income	0	160	100	(60)			160.0%	0
4700 Contract Salary	0	18	50	32		32	35.4%	
Norley Parish Council :- Indirect Expenditure	0	18	50	32	0	32	35.4%	0
Net Income over Expenditure	0	142	50	(92)				
2360 NOW Northwich								
4700 Contract Salary	0	211	0	(211)		(211)	0.0%	
4710 Exp - Contract Costs/Materials	0	4,304	0	(4,304)		(4,304)	0.0%	
NOW Northwich :- Indirect Expenditure	0	4,515	0	(4,515)	0	(4,515)		0
Net Expenditure	0	(4,515)	0	4,515				

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2370 Mobberley Parish Council								
1700 Income	758	3,153	4,000	847			78.8%	
Mobberley Parish Council :- Income	758	3,153	4,000	847			78.8%	0
4700 Contract Salary	258	724	500	(224)		(224)	144.9%	
4710 Exp - Contract Costs/Materials	40	653	0	(653)		(653)	0.0%	
Mobberley Parish Council :- Indirect Expenditure	298	1,377	500	(877)	0	(877)	275.5%	0
Net Income over Expenditure	460	1,776	3,500	1,724				
2375 Members Budget (Greenbank)								
4700 Contract Salary	75	562	0	(562)		(562)	0.0%	
Members Budget (Greenbank) :- Indirect Expenditure	75	562	0	(562)	0	(562)		0
Net Expenditure	(75)	(562)	0	562				
2515 Plaza, Northwich								
1700 Income	0	0	100	100			0.0%	
Plaza, Northwich :- Income	0	0	100	100				0
Net Income	0	0	100	100				
2525 Premier Estates (Davenham)								
1700 Income	0	0	75	75			0.0%	
Premier Estates (Davenham) :- Income	0	0	75	75				0
Net Income	0	0	75	75				
2526 Premier Estates (Kinnerton)								
1700 Income	325	325	0	(325)			0.0%	
Premier Estates (Kinnerton) :- Income	325	325	0	(325)				0
Net Income	325	325	0	(325)				
2530 Pina Colada Event								
4700 Contract Salary	0	0	1,000	1,000		1,000	0.0%	
4710 Exp - Contract Costs/Materials	0	0	7,000	7,000		7,000	0.0%	
Pina Colada Event :- Indirect Expenditure	0	0	8,000	8,000	0	8,000		0
Net Expenditure	0	0	(8,000)	(8,000)				

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2535 Premier Estates (Hunters Chase)								
1700 Income	690	3,170	4,000	830			79.3%	
Premier Estates (Hunters Chase) :- Income	690	3,170	4,000	830			79.2%	0
4700 Contract Salary	111	164	500	336		336	32.8%	
4710 Exp - Contract Costs/Materials	0	710	0	(710)	200	(910)	0.0%	
Premier Estates (Hunters Chase) :- Indirect Expenditure	111	874	500	(374)	200	(574)	214.8%	0
Net Income over Expenditure	579	2,296	3,500	1,204				
2536 Premier Estates (Hartford Gran								
1700 Income	0	200	0	(200)			0.0%	
Premier Estates (Hartford Gran) :- Income	0	200	0	(200)				0
4700 Contract Salary	0	206	0	(206)		(206)	0.0%	
4710 Exp - Contract Costs/Materials	0	24	0	(24)		(24)	0.0%	
Premier Estates (Hartford Gran) :- Indirect Expenditure	0	230	0	(230)	0	(230)		0
Net Income over Expenditure	0	(30)	0	30				
2705 River Festival								
4700 Contract Salary	0	0	550	550		550	0.0%	
4710 Exp - Contract Costs/Materials	0	795	0	(795)		(795)	0.0%	
River Festival :- Indirect Expenditure	0	795	550	(245)	0	(245)	144.5%	0
Net Expenditure	0	(795)	(550)	245				
2720 Rudheath PC (Ground Maint)								
1700 Income	989	5,729	7,000	1,271			81.8%	
Rudheath PC (Ground Maint) :- Income	989	5,729	7,000	1,271			81.8%	0
4700 Contract Salary	632	2,853	4,400	1,547		1,547	64.8%	
4710 Exp - Contract Costs/Materials	0	983	0	(983)		(983)	0.0%	
Rudheath PC (Ground Maint) :- Indirect Expenditure	632	3,837	4,400	563	0	563	87.2%	0
Net Income over Expenditure	356	1,892	2,600	708				
2725 Rudheath PC (Bereavement Serv)								
1700 Income	905	9,210	8,000	(1,210)			115.1%	
Rudheath PC (Bereavement Serv) :- Income	905	9,210	8,000	(1,210)			115.1%	0

Detailed Income & Expenditure by Budget Heading 30/08/2025

Month No: 5

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4710 Exp - Contract Costs/Materials	3,290	9,409	5,000	(4,409)		(4,409)	188.2%	
Rudheath PC (Bereavement Serv) :- Indirect Expenditure	3,290	9,409	5,000	(4,409)	0	(4,409)	188.2%	0
Net Income over Expenditure	(2,385)	(199)	3,000	3,199				
<u>2750 Rose Meadow</u>								
1700 Income	0	36	0	(36)			0.0%	
Rose Meadow :- Income	0	36	0	(36)				0
4710 Exp - Contract Costs/Materials	(100,017)	(98,822)	0	98,822	408	98,414	0.0%	
Rose Meadow :- Indirect Expenditure	(100,017)	(98,822)	0	98,822	408	98,414		0
Net Income over Expenditure	100,017	98,858	0	(98,858)				
<u>2805 Sandymoor Parish Council</u>								
1700 Income	0	0	1,500	1,500			0.0%	
Sandymoor Parish Council :- Income	0	0	1,500	1,500				0
4700 Contract Salary	0	0	100	100		100	0.0%	
4710 Exp - Contract Costs/Materials	0	0	1,000	1,000		1,000	0.0%	
Sandymoor Parish Council :- Indirect Expenditure	0	0	1,100	1,100	0	1,100		0
Net Income over Expenditure	0	0	400	400				
<u>2820 Shavington Parish Council</u>								
1700 Income	0	815	0	(815)			0.0%	
Shavington Parish Council :- Income	0	815	0	(815)				0
4700 Contract Salary	200	200	0	(200)		(200)	0.0%	
Shavington Parish Council :- Indirect Expenditure	200	200	0	(200)	0	(200)		0
Net Income over Expenditure	(200)	615	0	(615)				
<u>2840 St. Lukes Hospice</u>								
1700 Income	0	0	500	500			0.0%	
St. Lukes Hospice :- Income	0	0	500	500				0
4700 Contract Salary	0	0	250	250		250	0.0%	
St. Lukes Hospice :- Indirect Expenditure	0	0	250	250	0	250		0
Net Income over Expenditure	0	0	250	250				

Detailed Income & Expenditure by Budget Heading 30/08/2025

Month No: 5

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
2850 Stockton Heath Parish Council								
1700 Income	155	465	0	(465)			0.0%	
Stockton Heath Parish Council :- Income	155	465	0	(465)				0
4700 Contract Salary	0	67	0	(67)		(67)	0.0%	
Stockton Heath Parish Council :- Indirect Expenditure	0	67	0	(67)	0	(67)		0
Net Income over Expenditure	155	398	0	(398)				
2870 Delamere and Oakmere PC								
1700 Income	8,205	8,205	0	(8,205)			0.0%	
Delamere and Oakmere PC :- Income	8,205	8,205	0	(8,205)				0
4710 Exp - Contract Costs/Materials	6,475	6,475	0	(6,475)	1,135	(7,610)	0.0%	
Delamere and Oakmere PC :- Indirect Expenditure	6,475	6,475	0	(6,475)	1,135	(7,610)		0
Net Income over Expenditure	1,730	1,730	0	(1,730)				
2910 Tarporley Parish Council								
1700 Income	0	0	3,000	3,000			0.0%	
Tarporley Parish Council :- Income	0	0	3,000	3,000				0
4700 Contract Salary	0	0	100	100		100	0.0%	
Tarporley Parish Council :- Indirect Expenditure	0	0	100	100	0	100		0
Net Income over Expenditure	0	0	2,900	2,900				
3107 Vickersway Park								
1000 Income - Vickersway Games	1,187	4,560	4,000	(560)			114.0%	
1700 Income	2,452	11,052	12,000	948			92.1%	
Vickersway Park :- Income	3,639	15,611	16,000	389			97.6%	0
4600 Exp - Vickersway stock	1,092	4,759	5,000	241		241	95.2%	
4700 Contract Salary	2,342	8,470	12,000	3,530		3,530	70.6%	
4710 Exp - Contract Costs/Materials	0	1,381	0	(1,381)		(1,381)	0.0%	
Vickersway Park :- Indirect Expenditure	3,434	14,610	17,000	2,390	0	2,390	85.9%	0
Net Income over Expenditure	205	1,002	(1,000)	(2,002)				
3120 Vivo Care - DNU								
4700 Contract Salary	44	44	0	(44)		(44)	0.0%	
Vivo Care - DNU :- Indirect Expenditure	44	44	0	(44)	0	(44)		0
Net Expenditure	(44)	(44)	0	44				

Detailed Income & Expenditure by Budget Heading 30/08/2025

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Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
3205 Walkers Nursery								
1700 Income	1,103	5,843	6,000	158			97.4%	
Walkers Nursery :- Income	1,103	5,843	6,000	158			97.4%	0
4700 Contract Salary	571	1,466	3,000	1,534		1,534	48.9%	
4710 Exp - Contract Costs/Materials	56	266	0	(266)		(266)	0.0%	
Walkers Nursery :- Indirect Expenditure	628	1,732	3,000	1,268	0	1,268	57.7%	0
Net Income over Expenditure	475	4,110	3,000	(1,110)				
3210 Weaverham Parish Council								
1700 Income	0	0	2,000	2,000			0.0%	
Weaverham Parish Council :- Income	0	0	2,000	2,000			0.0%	0
4700 Contract Salary	0	0	100	100		100	0.0%	
4710 Exp - Contract Costs/Materials	0	0	1,500	1,500		1,500	0.0%	
Weaverham Parish Council :- Indirect Expenditure	0	0	1,600	1,600	0	1,600	0.0%	0
Net Income over Expenditure	0	0	400	400				
3230 Wincham Parish Council								
1700 Income	1,198	3,445	3,500	55			98.4%	
Wincham Parish Council :- Income	1,198	3,445	3,500	55			98.4%	0
4700 Contract Salary	305	1,624	2,500	876		876	65.0%	
4710 Exp - Contract Costs/Materials	95	95	0	(95)	660	(755)	0.0%	
Wincham Parish Council :- Indirect Expenditure	400	1,719	2,500	781	660	121	95.2%	0
Net Income over Expenditure	798	1,726	1,000	(726)				
3245 Premier Estates (Winnington)								
1700 Income	650	2,912	2,000	(912)			145.6%	
Premier Estates (Winnington) :- Income	650	2,912	2,000	(912)			145.6%	0
4700 Contract Salary	124	487	1,000	513		513	48.7%	
4710 Exp - Contract Costs/Materials	0	44	0	(44)		(44)	0.0%	
Premier Estates (Winnington) :- Indirect Expenditure	124	531	1,000	469	0	469	53.1%	0
Net Income over Expenditure	526	2,381	1,000	(1,381)				
3246 Premier Estates (Penymyndd)								
4710 Exp - Contract Costs/Materials	1,420	1,420	0	(1,420)		(1,420)	0.0%	
Premier Estates (Penymyndd) :- Indirect Expenditure	1,420	1,420	0	(1,420)	0	(1,420)		0
Net Expenditure	(1,420)	(1,420)	0	1,420				

Detailed Income & Expenditure by Budget Heading 30/08/2025

Month No: 5

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
3250 Winsford Town Council								
1700 Income	520	2,236	4,000	1,764			55.9%	
Winsford Town Council :- Income	520	2,236	4,000	1,764			55.9%	0
4700 Contract Salary	241	1,290	2,000	710		710	64.5%	
4710 Exp - Contract Costs/Materials	0	0	0	0	3,840	(3,840)	0.0%	
Winsford Town Council :- Indirect Expenditure	241	1,290	2,000	710	3,840	(3,130)	256.5%	0
Net Income over Expenditure	279	946	2,000	1,054				
3255 Premier Estates (Congleton)								
1700 Income	750	750	0	(750)			0.0%	
Premier Estates (Congleton) :- Income	750	750	0	(750)				0
4710 Exp - Contract Costs/Materials	0	0	0	0	550	(550)	0.0%	
Premier Estates (Congleton) :- Indirect Expenditure	0	0	0	0	550	(550)		0
Net Income over Expenditure	750	750	0	(750)				
3265 Premier Estates Hartford								
1700 Income	0	451	5,000	4,549			9.0%	
Premier Estates Hartford :- Income	0	451	5,000	4,549			9.0%	0
4700 Contract Salary	0	102	500	398		398	20.4%	
Premier Estates Hartford :- Indirect Expenditure	0	102	500	398	0	398	20.4%	0
Net Income over Expenditure	0	349	4,500	4,151				
3270 Wilmslow Town Council								
1700 Income	1,350	10,920	12,000	1,080			91.0%	
Wilmslow Town Council :- Income	1,350	10,920	12,000	1,080			91.0%	0
4700 Contract Salary	868	2,435	4,000	1,565		1,565	60.9%	
4710 Exp - Contract Costs/Materials	15	5,016	8,000	2,984	4,249	(1,265)	115.8%	
Wilmslow Town Council :- Indirect Expenditure	883	7,452	12,000	4,548	4,249	300	97.5%	0
Net Income over Expenditure	467	3,468	0	(3,468)				
3275 Premier Estates (Bron Y Cast)								
1700 Income	0	1,345	0	(1,345)			0.0%	
Premier Estates (Bron Y Cast) :- Income	0	1,345	0	(1,345)				0
4710 Exp - Contract Costs/Materials	0	0	0	0	440	(440)	0.0%	
Premier Estates (Bron Y Cast) :- Indirect Expenditure	0	0	0	0	440	(440)		0
Net Income over Expenditure	0	1,345	0	(1,345)				

Detailed Income & Expenditure by Budget Heading 30/08/2025

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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>3276</u>	<u>Premier Estates (Northop Park)</u>								
1700	Income	580	580	0	(580)			0.0%	
	Premier Estates (Northop Park) :- Income	580	580	0	(580)				0
	Net Income	580	580	0	(580)				
<u>3290</u>	<u>Premier Estates (Erdigg Place)</u>								
1700	Income	1,050	1,050	0	(1,050)			0.0%	
	Premier Estates (Erdigg Place) :- Income	1,050	1,050	0	(1,050)				0
	Net Income	1,050	1,050	0	(1,050)				
<u>3295</u>	<u>Premier Estates (Heritage Park)</u>								
1700	Income	1,680	1,680	0	(1,680)			0.0%	
	Premier Estates (Heritage Park) :- Income	1,680	1,680	0	(1,680)				0
	Net Income	1,680	1,680	0	(1,680)				
<u>3300</u>	<u>Premier Estates (Abergele)</u>								
4710	Exp - Contract Costs/Materials	0	600	0	(600)		(600)	0.0%	
	Premier Estates (Abergele) :- Indirect Expenditure	0	600	0	(600)	0	(600)		0
	Net Expenditure	0	(600)	0	600				
<u>3305</u>	<u>Prestbury Parish Council</u>								
1700	Income	8,245	8,915	0	(8,915)			0.0%	
	Prestbury Parish Council :- Income	8,245	8,915	0	(8,915)				0
4700	Contract Salary	320	580	0	(580)		(580)	0.0%	
4710	Exp - Contract Costs/Materials	6,702	6,702	0	(6,702)	75	(6,777)	0.0%	
	Prestbury Parish Council :- Indirect Expenditure	7,022	7,282	0	(7,282)	75	(7,357)		0
	Net Income over Expenditure	1,223	1,633	0	(1,633)				
	CONTRACTS :- Income	65,154	236,288	239,835	3,547			98.5%	
	Expenditure	(57,766)	59,707	140,073	80,366	36,504	43,862	68.7%	
	Movement to/(from) Gen Reserve	122,920	176,581	99,762	(76,819)				

Detailed Income & Expenditure by Budget Heading 30/08/2025

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Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	87,858	1,066,350	985,313	(81,037)			108.2%	
Expenditure	110,586	614,391	985,313	370,923	96,919	274,004	72.2%	
Net Income over Expenditure	(22,728)	451,959	0	(451,959)				
Movement to/(from) Gen Reserve	(22,728)	451,959	0	(451,959)				

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Pay by BACS/Online File

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
1STOPFENCE Bibby Factors Manchester Ltd							
<i>Bags post crete</i>	27/08/2025	79541	1	324.00	0.00	324.00	0.00
					0.00	324.00	
AGRIGEM Agrigem Ltd							
<i>Enforcer 5L/Roundup</i>	01/08/2025	338820	1	329.88	0.00	329.88	0.00
<i>Dipel DF 500g</i>	31/08/2025	335709	1	61.79	0.00	61.79	0.00
					0.00	391.67	
AMBEROL Amberol Limited							
<i>Brackets</i>	27/08/2025	0000025557	1	48.00	0.00	48.00	0.00
					0.00	48.00	
AQUAM Aquam Water Services							
<i>Standpipes hire charge</i>	31/08/2025	11276	1	189.36	0.00	189.36	0.00
					0.00	189.36	
AVLIES A.Vlies, Northwich Metals							
<i>skip 8 yard</i>	28/08/2025	1150	1	1,656.00	0.00	1,656.00	0.00
					0.00	1,656.00	
BOWNES John Bownes Ltd							
<i>Terminal/agripack/wheeljack</i>	01/08/2025	155104	1	140.82	0.00	140.82	0.00
					0.00	140.82	
BUCCANEER Buccaneer Group Ltd							
<i>Shirts</i>	21/08/2025	868763	1	52.80	0.00	52.80	0.00
					0.00	52.80	
CHELFORD Chelford Farm Supplies Ltd							
<i>Spare parts/jubileeclips</i>	31/08/2025	1196121	1	101.82	0.00	101.82	0.00
					0.00	101.82	
CHSFDR Cheshire Self Drive Ltd							
<i>repair to MM7 MKP</i>	29/08/2025	1628	1	38.42	0.00	38.42	0.00
<i>AF21 RUC</i>	31/08/2025	85894	1	493.99	0.00	493.99	0.00
<i>MM70 MKP</i>	31/08/2025	85895	1	493.88	0.00	493.88	0.00

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Pay by BACS/Online File

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
<i>MM70 MLZ</i>	31/08/2025	85896	1	493.99	0.00	493.99	0.00
<i>PN23TGV</i>	31/08/2025	85897	1	493.99	0.00	493.99	0.00
					0.00	2,014.27	
CLEWLEY Clewley Sweepers							
<i>Hire of roadsweeper</i>	15/08/2025	32904	1	1,080.00	0.00	1,080.00	0.00
					0.00	1,080.00	
COFFE Coffee-2-Cup							
<i>Hot choc/cups/lids/milk</i>	07/08/2025	INV-3738	1	191.20	0.00	191.20	0.00
					0.00	191.20	
DCS DCS Payroll Agency							
<i>Payroll</i>	31/08/2025	113322	1	175.50	0.00	175.50	0.00
					0.00	175.50	
DEFIB SHOP Defib Shop							
<i>Powerheat battery</i>	12/08/2025	1000285041	1	360.00	0.00	360.00	0.00
					0.00	360.00	
ECOLOGY Ecology Elements							
<i>Badger sett monitoring</i>	12/08/2025	EE-INV-0147	1	7,248.00	0.00	7,248.00	0.00
					0.00	7,248.00	
GGM Gibsons Garden Machinery Ltd							
<i>Guard - flywheel</i>	08/08/2025	237369	1	28.38	0.00	28.38	0.00
<i>ASSY filter, fuel</i>	08/08/2025	237370	1	10.44	0.00	10.44	0.00
<i>Assy fuel filters</i>	31/08/2025	237478	1	14.88	0.00	14.88	0.00
					0.00	53.70	
GRANART Granart							
<i>Vault Fitsimmons</i>	07/08/2025	INV-906/25	1	123.60	0.00	123.60	0.00
<i>Bench - Tomlinson</i>	14/08/2025	INV-9632/25	1	1,149.60	0.00	1,149.60	0.00
					0.00	1,273.20	

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Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
GRNDWORK Groundwork & Leisure Services Ltd							
G6834	12/08/2025	G6834	1	372.00	0.00	372.00	0.00
War memorial Prestbutry	16/08/2025	G6836	1	6,560.00	0.00	6,560.00	0.00
Bowyers boardwalk	21/08/2025	G6755	1	6,810.00	0.00	6,810.00	0.00
heritage park Penymyndd	26/08/2025	G6856	1	1,420.00	0.00	1,420.00	0.00
					0.00	15,162.00	
IDEALGAR Ideal Gardens							
Products x 4	07/08/2025	013	1	14.40	0.00	14.40	0.00
014/11407/Ideal Gardens	20/08/2025	014	1	156.00	0.00	156.00	0.00
					0.00	170.40	
JDH J D H Business Services Ltd							
2024/25 year end internal aud	26/08/2025	5151	1	726.00	0.00	726.00	0.00
					0.00	726.00	
LIZA Liza Clansey							
Payment towards work glasses	26/08/2025	BOOTS OPTICIANS	1	80.00	0.00	80.00	0.00
					0.00	80.00	
NETVISION Network Vision Ltd							
Router & Sims	21/08/2025	INV-1911	1	446.40	0.00	446.40	0.00
					0.00	446.40	
NORTH TREE Northwich Tree Surgery							
12 x dead cherry tree fell	21/08/2025	1022	1	960.00	0.00	960.00	0.00
					0.00	960.00	
NWF FUELS NWF Fuels							
Gas oil	07/08/2025	3286499	1	754.61	0.00	754.61	0.00
					0.00	754.61	
NWTYRES Northwich Tyres and Autocare Ltd							
JC124172	31/08/2025	JC124172	1	90.00	0.00	90.00	0.00
					0.00	90.00	

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Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
PAINTWELL Paintwell Limited							
<i>Brushes</i>	06/08/2025	NWH/301108	1	5.86	0.00	5.86	0.00
<i>Brushes/rollers/paint town cen</i>	12/08/2025	NWH/301160	1	102.28	0.00	102.28	0.00
					0.00	108.14	
PKF PKF Littlejohn LLP							
<i>External Auditors</i>	22/08/2025	SB20250904	1	2,520.00	0.00	2,520.00	0.00
					0.00	2,520.00	
PLAYLEISUR Play & Leisure Limited							
<i>M10 plasitc cap sets</i>	27/08/2025	16269	1	59.52	0.00	59.52	0.00
					0.00	59.52	
PUGH Steve Pugh Grave Digger							
<i>August burials</i>	31/08/2025	2463	1	1,750.00	0.00	1,750.00	0.00
					0.00	1,750.00	
RSS Rory Scott Services							
<i>Kubota G21 & Transit wiring</i>	10/08/2025	SI-092	1	300.00	0.00	300.00	0.00
<i>Kubota G21 & Transit wiring</i>	22/08/2025	SI-095	1	210.00	0.00	210.00	0.00
<i>Call out to watering van</i>	27/08/2025	SI-098	1	60.00	0.00	60.00	0.00
					0.00	570.00	
RUDHEATH P Rudheath Parish Council							
<i>Burial work re-invoiced</i>	12/08/2025	209	1	70.00	0.00	70.00	0.00
<i>Burial work recharge</i>	18/08/2025	217	1	250.00	0.00	250.00	0.00
<i>Burials recharged</i>	18/08/2025	218	1	1,500.00	0.00	1,500.00	0.00
<i>Burial work recharged</i>	18/08/2025	219	1	980.00	0.00	980.00	0.00
<i>Burial work recharged</i>	31/08/2025	222	1	490.00	0.00	490.00	0.00
					0.00	3,290.00	
SBSON S B & Son Window Cleaning							
<i>August window clean</i>	02/08/2025	AUGUST INV	1	32.00	0.00	32.00	0.00
					0.00	32.00	

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Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
SHERRATT Sherratt Group							
<i>Initial Mark 5v5 Pitch</i>	25/08/2025	14954	1	114.00	0.00	114.00	0.00
					<u>0.00</u>	<u>114.00</u>	
TATTENHALL Cheshire Farm Ice Cream							
<i>V/W icecream</i>	07/08/2025	338721	1	123.56	0.00	123.56	0.00
<i>V/W icecream stock</i>	14/08/2025	339217	1	190.95	0.00	190.95	0.00
<i>C/W icecream stock</i>	14/08/2025	339218	1	381.88	0.00	381.88	0.00
<i>CW icecream</i>	21/08/2025	21/08/2025	1	213.41	0.00	213.41	0.00
<i>VW icecream</i>	21/08/2025	339631	1	258.34	0.00	258.34	0.00
<i>CW icecream</i>	21/08/2025	339632	1	213.41	0.00	213.41	0.00
<i>VW stock icecream</i>	28/08/2025	340169	1	190.94	0.00	190.94	0.00
<i>CW icecream</i>	28/08/2025	340170	1	190.95	0.00	190.95	0.00
					<u>0.00</u>	<u>1,763.44</u>	
TOTAL POOL Total Pool Limited							
<i>Sodium Hypochlorite</i>	11/08/2025	000355179	1	35.94	0.00	35.94	0.00
					<u>0.00</u>	<u>35.94</u>	
VIKING Viking Direct							
<i>V/W & C/W Spring water</i>	06/08/2025	6176004	1	160.62	0.00	160.62	0.00
					<u>0.00</u>	<u>160.62</u>	
WARNHILL Warnhill Tool & Fasteners Ltd							
<i>Tamorque</i>	13/08/2025	IN384027	1	24.00	0.00	24.00	0.00
<i>Banding clips</i>	14/08/2025	IN384025	1	114.96	0.00	114.96	0.00
<i>Months invoice various</i>	28/08/2025	IN385037	1	1,142.44	0.00	1,142.44	0.00
					<u>0.00</u>	<u>1,281.40</u>	
Proposed Payment Total					<u>0.00</u>	<u>45,374.81</u>	

Northwich Town Council
List of Purchase Ledger Payments

August 2025

Bacs payment (to be approved and not yet paid)	
Salary	70,915.63 (to be approved) (to pay 18/09/2025)
	45374.81
Total	116,290.44

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

Cheshire West and Chester (Witton)	636.00
Cheshire West and Chester (Dane Valley)	155.00
Cheshire West and Chester (Offices)	349.00
HSBC Credit Card	2508.57
Defib Supplies (Rose Meadow)	882.00
Bookers	1160.68
BT	35.84
CS (Reimbursement)	57.42
SA (Reimbursement)	11.94
Everflow (Witton Water)	1604.6
JC (Reimbursement)	206.06
PD (Reimbursement)	20.19
CK (Reimbursement)	40.34
AH (Reimbursement)	3.99
VAT payment	8868.56
Shane Hurst (Verdin Vibes)	350.00
Lion Salt Works (Grant)	736.00
Wirehouse	357.00
Restore	189.40
Lily Comms	188.09
Total Energies (Office electric)	243.97
Total Energies (Office gas)	41.30
Northwich Rotary Club sponsorship	110.00
HSBC Bank charges	94.45
Tower Leasing (Coffee machine/Church Walk)	128.40
Total	18,978.80

<u>To Approve</u>	<u>135,269.24</u>
--------------------------	--------------------------

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

Bacs payment (Purchase ledger)	149,148.80
Salary	60,532.63
Grand Total	344,950.67

Dated:

Chris Shaw _____

Finance member _____

Chair of Finance _____

8th September 2025

Report to : Finance & General Purposes

Meeting Date : 15th September 2025

Agenda Item : 6

Prepared By : Cath Kirwan

Subject : Bank payments to be checked by Finance



Members to pick two suppliers from August 2025 payments

Evidence to be shown to Finance Committee at the meeting.

Report to : Finance & General Purposes

Meeting Date : 15th September 2025

Agenda Item : 7

Prepared By : Cath Kirwan

Subject : AGAR Closure



Background

PKF Littlejohn have now completed the review of the Annual Governance & Accountability Return (AGAR) for Northwich Town Council for the year ended 31 March 2025. (External auditor report and certificate attached)

Members to note report

Northwich Town Council
BY EMAIL

DDI:
+44 (0)20 7516 2200
Email:
sba@pkf-l.com
Date:
22 August 2025
Our Ref:
CH0151
SAAA Ref:
SB06337

Northwich Town Council
Completion of the limited assurance review for the year ended 31 March 2025

Dear Mr Shaw

We have completed our review of the Annual Governance & Accountability Return (AGAR) for Northwich Town Council for the year ended 31 March 2025. Please find our external auditor report and certificate (Section 3 of the AGAR Form 3) included for your attention as an attachment to the email containing this letter along with a copy of Sections 1 and 2 of the AGAR, on which our report is based.

The external auditor report and certificate details any matters arising from the review. The smaller authority must publish these documents immediately and at the next meeting consider the final external auditor report and decide what, if any, action is required.

Action you are required to take at the conclusion of the review

The Accounts and Audit Regulations 2015 (SI 2015/234) set out what you must do at the conclusion of the review. In summary, you are required to:

- Prepare a “Notice of conclusion of audit” which details the rights of inspection, in line with the statutory requirements. We attach a pro forma notice you may use for this purpose (a Word version is available on request).
- Publish the “Notice” along with the certified AGAR (Sections 1, 2 & 3) before 30 September 2025, which must include publication on the smaller authority’s website. (Please note that when the statute and regulations were amended in 2014 and 2015, they did not include a requirement for the length of time for which that the “Notice” must be published. The previous statute required 14 days; but it is now up to the authority to make this decision).
- Keep copies of the AGAR available for purchase by any person on payment of a reasonable sum.
- Ensure that Sections 1, 2 and 3 of the published AGAR remain available for public access for a period of not less than 5 years from the date of publication.

Fee

We enclose our fee note, on page 4 of this attachment, for the limited assurance review, which is in accordance with the fee scales set by Smaller Authorities' Audit Appointments Ltd which can be found at <https://www.saaa.co.uk/audit-fees/>. This fee is statutory, must be paid and is due immediately on receipt of invoice, please arrange for this to be paid **at the earliest opportunity**.

Additional charges are itemised on the fee note, where applicable. These arise where either:

- we have had to issue chaser letters and/or exercise our statutory powers due to a failure to provide an AGAR by the submission deadline; or
- it was necessary for us to undertake additional work.

Please return the remittance advice with your payment, which should be sent to: PKF Littlejohn LLP, Ref: Credit control (SBA), 5th Floor, 15 Westferry Circus, Canary Wharf, London, E14 4HD. Please include the reference CH0151 or Northwich Town Council as a reference when paying by BACS.

Timetable for 2025/26

Next year we plan to set a submission deadline for the return of the completed AGAR Form 3 and associated documents (or Certificate of Exemption) in the usual way and this is expected to be Wednesday 1 July 2026. It is anticipated that the instructions will be sent out during March 2026, subject to arrangements for the 2025/26 AGARs and Certificates of Exemption being finalised by Smaller Authorities' Audit Appointments Limited (SAAA). Our instructions will cover any changes about which smaller authorities need to be aware.

- The smaller authority must inform the electorate of a single period of 30 working days during which public rights may be exercised. The period must be **exactly** 30 working days, please do not set public rights dates that cover a longer period. This information **must be published at least the day before** the inspection period commences;
- The inspection period **must** include the first 10 working days of July 2026, i.e. 1 to 14 July inclusive. In practice this means that public rights may be exercised:
 - at the earliest, between Wednesday 3 June and Tuesday 14 July 2026; and
 - at the latest, between Wednesday 1 July and Tuesday 11 August 2026.

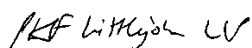
As in previous years, in order to assist you in this process we plan to include a pro forma template notice with a suggested inspection period on our website. On submitting your AGAR and associated documentation, as was the case for this year, we will need you to either confirm that the suggested dates have been adopted or inform us of the alternative dates selected.

We would like to draw your attention to a change within the Practitioners' Guide 2025 which is mandatory for the 2025/26 period. Paragraphs 1.47 to 1.54 relate to an additional assertion to be included in the 2025-26 AGAR, Assertion 10, regarding email management, websites, compliance with both the General Data Protection Regulation (GDPR) 2016 and the Data Protection Act (DPA) 2018 and the requirement to have an IT policy. The requirements in relation to Assertion 10 are listed in Paragraphs 1.47 to 1.54 and the local authority should review these requirements and take appropriate steps to ensure compliance.

Feedback on 2024/25

We would welcome feedback on your experiences with PKF Littlejohn LLP during the review for the year ended 31 March 2025. Such feedback is important to us to help us drive improvements in client service. If you wish to provide feedback, our satisfaction survey template can be used, which is available on our website on this page: <https://www.pkf-l.com/services/limited-assurance-regime/useful-information-and-links/>

Yours sincerely



PKF Littlejohn LLP

Northwich Town Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2025

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Section 16 of the Accounts and Audit Regulations 2015 (SI 2015/234)

	Notes
1. The audit of accounts for Northwich Town Council for the year ended 31 March 2025 has been completed and the accounts have been published.	This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.
2. The Annual Governance & Accountability Return including the auditor's certificate and opinion is available for inspection and copying by any local government elector of the area of Northwich Town Council on application to:	
(a) _____ _____ _____ _____	(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR
(b) _____ _____ _____	(b) Insert the hours during which inspection rights may be exercised
3. Copies will be provided to any local government elector of the area on payment of £____ (c) for each copy of the Annual Governance & Accountability Return.	(c) Insert a reasonable sum for copying costs
Announcement made by: (d) _____	(d) Insert the name and position of person placing the notice
Date of announcement: (e) _____	(e) Insert the date of placing of the notice

Northwich Town Council

Our ref CH0151**SAAA Ref** SB06337**Invoice No.** SB20250904**VAT No.** GB 440 4982 50**Email:** sba@pkf-l.com**Date:** 22 August 2025

INVOICE

Professional services rendered in connection with the following:

Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2025	£2,100.00
Additional charges (where applicable) as detailed on attached appendix A	£0.00
Additional fees (where applicable) as detailed by separate cover	£0.00
TOTAL NET	£2,100.00
VAT @ 20%	£420.00
TOTAL PAYABLE	£2,520.00

THIS IS A STATUTORY FEE WHICH MUST BE PAID. PAYMENT IS DUE ON RECEIPT OF INVOICE

The fees and charges are in accordance with the fee scales set by Smaller Authorities' Audit Appointments Ltd which can be found at <https://www.saaa.co.uk/audit-fees/>

**For payments by cheque, please return the remittance advice with your payment to:
PKF Littlejohn LLP, Credit Control (SBA), 5th Floor, 15 Westferry Circus, Canary Wharf, London E14 4HD**

For payments by credit transfer, our bank details are:-

HSBC Bank plc
Address: 1-3 Bishopsgate, London, EC2N 3AQ
Sort Code: 40-02-31
Account number: 11070797
Account Name: PKF Littlejohn LLP
Please include CH0151 or Northwich Town Council as the reference.

For account queries, contact sba@pkf-l.com

PKF Littlejohn LLP
15 Westferry Circus,
Canary Wharf, London
E14 4HD

T: +44 (0)20 7516 2200
pkf-l.com

Northwich Town Council

Our ref CH0151**SAAA Ref** SB06337**Invoice No.** SB20250904**VAT No.** GB 440 4982 50**Email:** sba@pkf-l.com**Date:** 22 August 2025

REMITTANCE ADVICE

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Sort Code: 40-02-31
Account number: 11070797
Account Name: PKF Littlejohn LLP
Please include CH0151 or Northwich Town Council as the reference.

For account queries, contact sba@pkf-l.com

Section 1 – Annual Governance Statement 2024/25

We acknowledge as the members of:

EN Northwich Town Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2025, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

19/5/25

and recorded as minute reference:

25/12

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

[Signature]

Clerk

[Signature]

www.northwichtowncouncil.gov.uk

AVAILABLE WEBSITE/WEBPAGE ADDRESS

Section 2 – Accounting Statements 2024/25 for

Northwich Town Council

	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	
1. Balances brought forward	536,949	442,781	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	561,570	590,000	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	764,157	857,927	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	580,056	668,003	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	839,839	886,356	Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	442,781	336,349	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	432,056	328,921	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	1,466,598	1,478,000	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)			✓	The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2025 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

 **RESponsible Financial Officer**

Date

19/5/25

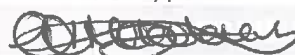
I confirm that these Accounting Statements were approved by this authority on this date:

19/5/25.

as recorded in minute reference:

25/12

Signed by Chair of the meeting where the Accounting Statements were approved

 **Chair of the meeting**

Section 3 – External Auditor’s Report and Certificate 2024/25

In respect of **Northwich Town Council – CH0151**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2025; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2024/25

Except for the matters reported below, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Information has come to our attention from the internal auditor highlighting the fact that a Notice of Public Rights, containing the correct required information ,was not published on the authority’s website by the dates specified in the Accounts and Audit Regulations 2015

Other matters not affecting our opinion which we draw to the attention of the authority:

In the completion of the Annual Internal Audit Report, and their detailed report, the internal auditor has drawn attention to significant weaknesses in relation to local authority must also publish details of any contract, commissioned activity, purchase order, framework agreement and any other legally enforceable agreement. The smaller authority must ensure that action is taken to address these areas of weakness in a timely manner.

3 External auditor certificate 2024/25

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2025.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature



Date

20/08/2025

Report to : Finance & General Purposes

Meeting Date : 15th September 2025

Agenda Item : 7

Prepared By : Chris Shaw

Subject : Christmas Light Tender 2025 – 2029



Background

Northwich Town Council currently own all our Christmas Motifs and Festoon lighting which has been added to over the years. This has served us well but unfortunately all the lights are beginning to fail each time erected.

Some motifs are over seven years old and the festoon is eleven years old, the cost to keep repairing increases each year and we have failures throughout the festive period. Members agreed at Full Council to explore leasing the festive lighting over a five-year period with the maintenance, storage and delivery being passed onto the supplier.

Chief Officer worked up a tender document which was advertised on our website and sent to suppliers we have used previously, quotes were then received from two suppliers only. Suppliers were asked to submit a bronze, silver and gold scheme for the town with options to change some designs if required.

Due to tight timescales Chief Officer requested that a small working group be set up to open the tenders (Chief Officer, Deputy Chief Officer, Finance Chair, Finance Deputy Chair, Cllr Sam Naylor, Cllr Catorina Stewart) to open the tenders and appoint a supplier.

Outcome

Working Group met and worked through both tender submissions in detail.

Cost breakdown below.

Festive Lighting

Bronze	Silver	Gold
£21,166.20	£25,474.32	£26,589.12

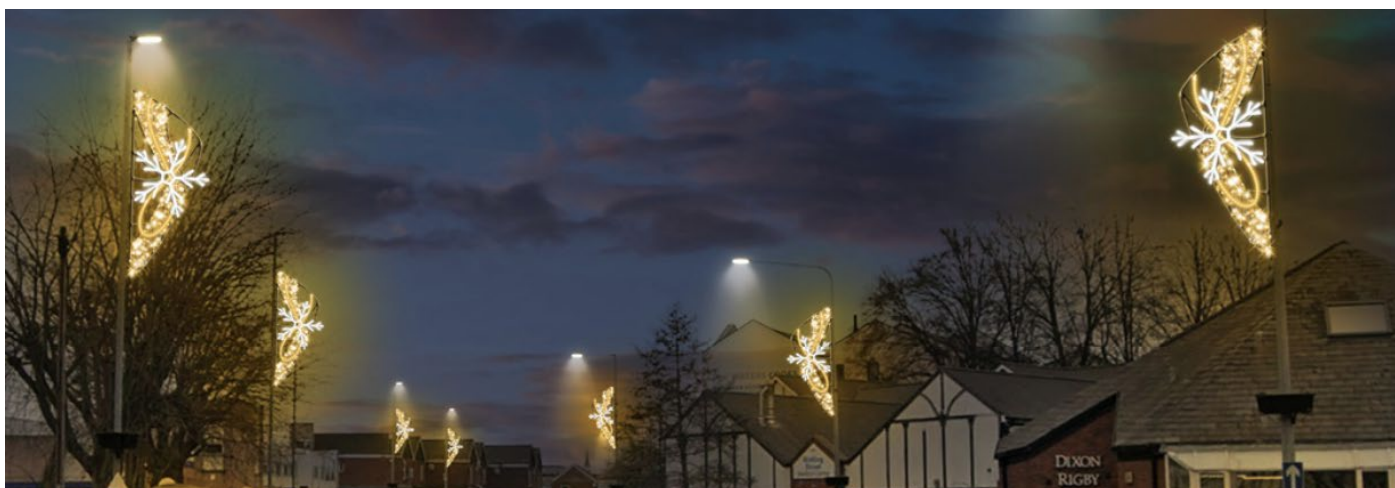
Lite

Bronze	Silver	Gold
£25,040.00	£29,990.00	£32,325.00

After detailed consideration of all documents and designs submitted members agreed to award LITE the contract to supply the Festive Lighting contract for the next five years. Members requested that the Chief Officer arrange to meet LITE to discuss detailed options as members wished to mix some bronze options with gold options at key points in the town centre.

After meeting with LITE and discussing detailed options the following scheme and costs was agreed.

Snowflake Sail will be used throughout the town center x 95



Star Chandelier will be used at the Aldi roundabout x 2 and Memorial Court x 7



Proposed Costs

Costs will be split with Northwich BID over the five years, install costs are in addition to the costs below.

	Year 1	Year 2	Year 3	Year 4	Year 5
NTC	£24,555	£24,555	£24,555	£24,555	£24,555
BID	£5,450	£5,450	£5,450	£5,450	£5,450
Total	£30,005	£30,005	£30,005	£30,005	£30,005

Decision of the Committee is Requested

Members to approve above costs and to award LITE the contract to supply the Festive Lighting to Northwich for a five year period.at a total cost of £30,005 per annum.

Chris Shaw

Chief Officer