



Holmes Chapel Parish Council

Clerk of the Council: Nicola L Clarke

Email: clerk@holmeschapelparishcouncil.gov.uk

01477 533934

Assistant: Sue McKay

Email: admin@holmeschapelparishcouncil.gov.uk

01477 533934



1 Church Walk, Holmes Chapel, Cheshire, CW4 7AZ

TO ALL MEMBERS OF THE PARISH COUNCIL

You are summoned to attend a meeting of the Parish Council on **Thursday 17 August 2017** at the Academy Suite, Holmes Chapel Community Centre at **6.30 p.m.**

CEC will be attending for a Highways Hour prior to the Full council. Please note the start time of 6.30 p.m. and will be kept to a strict 1 hour only.

AGENDA

1. **Apologies** – To approve any apologies for absence.
2. **Declarations of interest** – To receive any declarations of interest.
3. **Public Speaking** - The Chairman will adjourn the meeting to allow questions from members of the public to last no longer than 15 minutes. After questions the Chairman will reconvene the Parish Council meeting.
4. **Council Minutes** - To approve the minutes of the meeting held on 29 June 2017 (draft minutes circulated)
5. **Committee Minutes** – to note the minutes of the committees which have met since the previous meeting.
 - Village Infrastructure Committee held on 6 July 2017 (draft minutes circulated)
 - Amenities Committee held on 13 July 2017 (draft minutes circulated)
 - Strategy and Finance Committee held on 20 July and 10 August 2017 (draft minutes circulated)
6. **Matters arising** – To receive a verbal report of matters arising from the above minutes
 - **Skate board sign** – no news on the sign
 - **Bus Review** – the council submitted its concerns
 - **Police** - the new PCSO is due to start in September 2017 and will be encouraged to visit schools and community groups. A meeting is scheduled on 26 September to meet the new Community Sergeant Claire Lloyd.
7. **Arclid HWRC** – to receive a verbal report from the Clerk and **approve** the creation of a working group to work with Sandbach Town Council on proposals for the Arclid Tip.
8. **Planning application** – **17/3605W land at Rudheath Lodge, New Platt Lane, Cranage and Allostock, CW4 8HJ.** Silica sand extraction and associated development, mineral extraction by dredging, progressive restoration, mineral processing and despatch. To determine and **approve** a response to the planning application.

9. Assessment of New Developments with regard to Open Space and Footpaths – to **approve** the report and agree that the recommendations in section 6 should be pursued through the Clerk by the Strategic Planning Task Group with Cheshire East Council. See separate attachment.

10. Council policies – to **approve** the following policies as recommended by Strategy and Finance Committee: See Appendix 2

- I. Grants and Donations policy
- II. Risk Management policy
- III. Safeguarding policy
- IV. Neighbourhood Plan update policy.

11. Holmes Chapel Community Centre – to note work undertaken at the site recently:

- Boundary fencing – work is being undertaken by Willis Bros;
- A new hot water system for the plant room servicing the Jacuzzi has been installed at a cost of £6,624.80 by HMM Mechanical Services;
- Repairs have been made to the rugby changing rooms boiler at a cost of £396.25 by HMM Mechanical Services;
- Drain work on the driveway is complete and the resurfacing of the driveway is due to take place the week commencing 21 August 2017;
- Valuation of the site for insurance purposes has taken place and has been forwarded to the insurance broker to be used in assessing the renewal premium. A report is due from the District Valuer.

12. Ward Members report - to **resolve** to suspend standing orders to receive a report from any Ward Members present.

13. Finance:

13.1 Accounts for payment – To **note** the following payments as detailed in the schedule attached at Appendix 3.

13.2 Bank reconciliation – to note the balance at 31 July 2017 is £96,204

13.3 New hot water boiler – HCCC – to note the Clerk used emergency powers to **approve** the purchase of a new hot water boiler for the Jacuzzi at the Community Centre.

13.4 Donation to Dane Sound Radio - to **approve** the recommendation from Strategy and Finance Committee to donate £200 to the group.

13.5 Insurance – to **approve** the insurance premium from Came and Co for the Parish Council insurance. Papers to follow.

13.6 Donation to St. Luke's Hospice – to **approve** a donation to St. Luke's Hospice in remembrance of PCSO Jill Cope.

14. Community Resilience Event – Holmes Chapel Parish Council is running a table top event in conjunction with Cheshire East Council on Thursday 14 September 2017. As the event starts at 7.00 p.m. Amenities committee will start at 5.45 p.m. in order to allow all members to attend the event.

15. Chairman and Clerks Reports

16. Future Agenda items.

17. Public speaking.

/cont.

Part II

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted

18. Personnel issues. To receive a report on the preparation of recruiting a replacement clerk. Papers to follow

Nicola Clarke
Clerk of the Council
11 August 2017

Appendix 1

Items for the CEC Highways meeting on 17 August 2017

Attendees: Rob Welch (Design Team Leader)
Ian McLauchlan (Structures Manager)
Simon Davies (Operations Manager)

1. Design and road safety
 - London Road traffic lights / right turn from Chester Road
 - Pedestrian crossing: Chester Road adjacent The Drive
 - Chester Road / Middlewich Road junction: priority to A54
 - Sandiford Road traffic survey – September
2. Asset Management
 - Condition of road surfaces especially by mini roundabouts in Holmes Chapel
 - Balmoral Drive & Closes, Selkirk Drive, Brookfield Drive, Crofter's Court
3. Capital delivery
 - Pedestrian crossings – Middlewich Road
 - Zebra crossing upgrade – London Road
4. Structures
 - Hermitage Bridge repairs
5. Street lighting
 - Bus shelter on London Road- repairs outstanding
 - Heritage light opposite Church (on wall)
 - Lamp on Macclesfield Road needs moving
6. Maintenance and operations
 - Red route signs removal
 - Removal of redundant sign on Knutsford Road south into the village centre
 - SID post relocation – Knutsford Road
 - Condition of pavements and edge of roads (weeds growing)
 - Gully maintenance
7. Strategic Updates / Issues

- Congleton by-pass
- Middlewich relief Road
- Roads for the North: A50 corridor study
- Traffic Survey
 - All routes in and out of village
 - Directional, HGVs, Speed

Appendix 2

GRANTS AND DONATIONS POLICY

Introduction

Holmes Chapel Parish Council sets aside a sum of money each to donate to good causes in the parish as either a grant or a donation. The sum allocated by the Parish is part of the annual precept the Parish Council collects from the electorate and is available for distribution from 1 April each year.

The Parish Council is governed by rules set out in the Local Government Act 1972 (section 137) which states the money must be spent on purposes for the direct benefit of the parish and be commensurate with the expenditure incurred, for example, spending a large amount for the benefit of only one or two people is not acceptable.

Contributions may be made to charities and bodies providing a public service on a non-profit making basis, but only in furtherance of their work in the United Kingdom. It is unlawful for a council to contribute to an individual or a charity or a public service body operating overseas. Contributions to UK charities and bodies providing a public service do not have to bring any direct benefit to the council's area or to its inhabitants.

No further amount will be allocated from the annual budget if the money is committed before the end of the financial year (end of March each year).

Policy

Applications will be accepted throughout the financial year from individuals (on behalf of a group) or not for profit community groups, or where the donation is to provide benefit to residents of Holmes Chapel. Any expenditure under section 137 must be properly authorised by resolution, minuted and shown in a separate column in the councils' accounts.

Holmes Chapel Parish Council operate the following criteria:

- Only one application for a grant in each financial year
- A limit of £200 per organisation will be applied except for exceptional circumstances.
- The organisation must be non-profit making (and not an individual)
- Grants are not made retrospectively
- The organisation must be one that, in some way, benefits the local community and this should be clearly stated in the application.
- The organisation must demonstrate a clear need for financial support by providing a description of the project / activity for which a contribution is needed
- A set of audited accounts or suitable financial statement must be submitted to ensure there is a genuine need for a grant
- Organisations that have only recently set up and do not have audited accounts should instead provide a financial statement regarding their proposed budget

- Efforts to generate income from other sources must be submitted
- A report on how the money was spent should be submitted to Holmes Chapel Parish Council with details of the outturn
- Monitoring may take place.

Procedure

Although applications will be accepted throughout the year, the application, if completed satisfactorily and accompanied by any required supporting information, will be placed on the agenda of the next meeting of the Strategy and Finance Committee agenda where it will be considered. If the committee accepts the validity of the application they will recommend their decision to the next Full Council for ratification.

Please note that all agenda papers are published and therefore in the public domain. The Clerk of the Council will inform the applicant of the Councils' decision and arrange payment if successful or an explanation if the grant or donation was turned down. An unsuccessful application can be resubmitted if the reason(s) are addressed.

Should you be successful:

- A written receipt must be provided by the organisation and a note to show the funds have been used for the purposes specified in the application.
- The council reserves the right to require repayment in the event of the outcome not being achieved.

Grant / donation application form

The application form is available from the Parish Office or to download from the Parish Council website. If you consider your organisation is eligible to apply for a grant or donation please complete the form and return to the Parish Council office at 1 Church Walk, Holmes Chapel, Cheshire, CW4 7AZ. If you have any queries please contact the Clerk of the Council to discuss your application on 01477 533934 or email clerk@holmeschapelparishcouncil.gov.uk

SAFEGUARDING POLICY

Introduction

The Parish Council acknowledges the duty of care to safeguard children, young people and vulnerable adults receiving services provided or commissioned by the parish council. This policy outlines practice that will promote the safety of those using parish council facilities and support the Council, its officers, elected members and volunteers in fulfilling their statutory responsibilities.

Definitions

- Children and young people:
Anyone under the age of 18 years
- Vulnerable adult:
Anyone over 18 who is:

unable to care for themselves
unable to protect themselves from significant harm or exploitation
or may be in need of community care services

To whom this policy applies:

To anyone working for or on behalf of Holmes Chapel Parish Council whether in a paid, voluntary or commissioned capacity.

Promoting a safe environment

The parish council will ensure that it provides safe facilities if any of the above will be using the services of the parish council. An annual check will be made with the tenant of Holmes Chapel Community Centre, ensuring the updating of their Safeguarding Policy on an annual basis.

Employees, councillors and volunteers have a duty to protect children, young people and vulnerable adults but are not responsible for deciding whether abuse is taking place. Any concerns should be directed to CEC. It is not the responsibility of the parish council to investigate allegations of abuse.

Allegations against staff and volunteers

Staff should take care not to place themselves in vulnerable positions with a child or vulnerable adult. It is always advisable for interviews with individual children or parents to be conducted in view of other adults.

What should be a cause for concern

Staff and volunteers should be concerned by any behaviour, action or inaction, which significantly harms the physical and/or emotional development of a child or a vulnerable adult. A child or vulnerable adult may be abused by parents, other relatives or carers, professionals and their peers, and abuse can occur in any family or in other areas of society, regardless of social class, wealth or geographical location.

Abuse falls into four main categories:

1. Physical abuse
2. Emotional abuse
3. Sexual abuse
4. Neglect.

Contact details

Cheshire East Council Domestic Abuse Family safety unit
Cheshire East Council Adult safety unit

01606 363532
0300 123 5010
0300 123 5022

<http://www.cheshireeast.gov.uk/livewell/staying-safe/staying-safe.aspx> provides further information

Monitoring and Review

This policy will be reviewed once per council term or:

- changes in legislation and/or governance guidance
- as a result of any other significant change or event

RISK MANAGEMENT POLICY

| Table 1 Area where there may be scope to use insurance to help manage risk | |
|---|---|
| <p>Risk Identification Insurance cover for risk is the most common approach to certain types of inherent risks: The protection of physical assets owned by the council – buildings, furniture, equipment, etc. (loss or damage)</p> <p>The risk of damage to third party property or individuals as a consequence of the council providing services or amenities to the public (public liability) The risk of consequential loss of income or the need to provide essential services following critical damage, loss or non-performance by a third party (fidelity guarantee) Legal liability as a consequence of asset ownership (public liability)</p> | <p>Council's response Comprehensive insurance is in place with Hiscox. These items are covered. HCCC has adequate landlord insurance cover.</p> <p>Public liability insurance cover for £10,000,000</p> <p>Fidelity cover for £400K Reviewed at appropriate times in the year.</p> <p>Legal advice to confirm liability?</p> |
| <p>Internal controls A council's internal controls may include: An up to date register of assets and investments</p> <p>Regular maintenance arrangements for physical assets</p> <p>Annual review of risk and adequacy of cover</p> <p>Ensuring the robustness of insurance providers</p> | <p>Council's response Yes, reviewed annually and checked by the internal auditor</p> <p>Playing field equipment by CEC Street lighting Office equipment Street Furniture</p> <p>Yes</p> <p>Use insurance brokers recommended by organisations NALC/ChALC</p> |
| <p>Internal audit assurance Internal audit testing may include: Review of internal controls in place and their documentation Review of management arrangements regarding insurance cover Testing of specific internal controls and reporting findings to management</p> | <p>Council's response This is covered by general management arrangements with a financial calendar with reports to Finance Committees.</p> <p>Also compliance with Standing Orders</p> |
| Table 2 Areas where there may be scope to work with others to help manage risk | |
| <p>Risk Identification The limited nature of internal resources in most</p> | <p>Council's response Cheshire East Council (CEC) provide services for</p> |

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| <p>local councils means that councils wishing to provide services often buy them in from specialist external bodies, e.g.</p> <p>Maintenance for vulnerable buildings, amenities or equipment</p> <p>The provision of services being carried out under agency/partnership agreements with principal authorities</p> <p>Banking arrangements, including borrowing or lending</p> <p>Ad hoc provision of amenities/facilities for events to local community groups</p> <p>Markets management</p> <p>Vehicle or equipment lease or hire</p> <p>Trading units (leisure centres, playing fields, burial grounds, etc.)</p> <p>Professional services (planning, architects, accountancy, design etc.)</p> | <p>play areas and have provided professional services for some projects e.g. Croco path Improvements.</p> <p>Holmes Chapel Partnership, Village Volunteers have their own public liability insurance</p> <p>Present banking arrangements with Unity Bank and CCLA are regularly reviewed.</p> <p>Only relevant issue is playing fields where management provided by CEC.</p> <p>Service provided by CEC.</p> |
| <p>Internal controls</p> <p>A council's internal controls may include:</p> <p>Standing orders and financial regulations dealing with the award of contracts for services or the purchase of capital equipment</p> <p>Regular reporting on performance by suppliers, providers, contractors</p> <p>Annual review of contracts</p> <p>Clear statements of management responsibility for each service</p> <p>Regular scrutiny of performance against targets</p> <p>Adoption of and adherence to codes of practice for procurement and investment</p> <p>Arrangements to detect and deter fraud and/or corruption</p> <p>Regular bank reconciliations, independently reviewed</p> | <p>Council's response</p> <p>In place</p> <p>HGPC activities are not on such a regular basis to require such controls. Individual projects have controls in place</p> <p>Part of Financial Calendar at Strategy & Finance Committee</p> <p>Finance member carries out spot check on payments. Committees review reconciliations</p> |
| <p>Internal audit assurance</p> <p>Internal audit testing may include:</p> <p>Review of internal controls in place and their documentation</p> <p>Review of minutes to ensure legal powers are available, and the basis of the powers recorded and correctly applied</p> <p>Review and testing of arrangements to prevent and detect fraud and corruption</p> <p>Review of adequacy of insurance cover provided by suppliers</p> <p>Testing of specific internal controls and reporting findings to management</p> | <p>Council's response</p> <p>A comprehensive internal audit is provided by McEllin Kelly.. Review of this taken by Strategy & Finance committee.</p> <p>This is done on an individual basis because of small number of projects undertaken.</p> <p>Carried out by Finance Member.</p> |
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Table 3
Areas where there may be a need to self-manage

| Risk identification | Council's response |
|---|---|
| <p>There are a number of activities that create business risks but do not fall easily into either of the above categories for a number of reasons, principally because they are either difficult to quantify or considered inefficient to have provided externally or just uninsurable.</p> <p>Keeping proper financial records in accordance with statutory requirements`</p> <p>Ensuring all business activities are within legal powers applicable to local councils</p> <p>Complying with restrictions on borrowing</p> <p>Ensuring that all requirements are met under employment law and Inland Revenue regulations</p> <p>Ensuring all requirements are met under Customs and Excise regulations (especially VAT)</p> <p>Ensuring the adequacy of the annual precept within sound budgeting arrangements</p> <p>Monitoring of performance against agreed standards under partnership agreements</p> <p>Ensuring the proper use of funds granted to local community bodies under specific powers or under section 137</p> <p>Proper, timely and accurate reporting of council business in the minutes</p> <p>Responding to electors wishing to exercise their rights of inspection</p> <p>Meeting the laid down timetables when responding to consultation invitation</p> <p>Meeting the requirements for Quality parish status or other accreditation</p> <p>Proper document control</p> <p>Register of members' interests and gifts and hospitality in place, complete, accurate and up to date</p> | <p>Council has a management plan in place</p> <p>Done and checked on internal audit</p> <p>Covered by internal and external audit.</p> <p>Professional advice taken where necessary</p> <p>Payroll calculations check done by Clerk and internal audit. External payroll provider used. VAT checks done regularly as part of Finance Calendar.</p> <p>Part of the budgeting is checked on internal audit</p> <p>Donation/Grant policy is in place. Internal audit check this item.</p> <p>Done</p> <p>Done</p> <p>Clerk responsible for compliance and council calendar.</p> <p>Monitored by Strategy & Finance Committee</p> <p>In place and revised annually</p> |

Table 4
Areas where there may be a need to self-manage risk

| Internal controls | Council's response |
|---|---|
| <p>A council's internal controls may include:</p> <p>Regular scrutiny of financial records and proper arrangements for the approval of expenditure</p> <p>Recording in the minutes the precise powers under which expenditure is being approved</p> <p>Regular returns to the Inland Revenue; contracts of employment for all staff, annually reviewed by the council, systems of updating records for any changes in relevant legislation</p> <p>Regular returns of VAT; training the responsible officer in matters of VAT and other taxation issues as necessary</p> | <p>These items are covered by regular calendar of meetings, financial calendar, management system, attendance on courses so members of staff and councillors keep up to date.</p> |

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| <p>Regular budget monitoring statements</p> <p>Developing systems of performance measurement</p> <p>Procedures for dealing with and monitoring grants or loans made or received</p> <p>Minutes properly numbered and paginated with master copy kept in safekeeping</p> <p>Documented procedures to deal with enquiries from the public</p> <p>Documented procedures to deal with responses to consultation requests</p> <p>Monitoring arrangements by the council regarding Quality Council status</p> <p>Documented procedures for document receipt, circulation, response, handling and filing</p> <p>Procedures in place for recording and monitoring members' interests and gifts and hospitality received</p> <p>Adoption of codes of conduct for members and employees</p> | <p>Covered at Strategy & Finance Committee</p> <p>Covered by Grants & Donations policy</p> <p>Done</p> <p>Log book kept</p> <p>Complaints policy in place with regular management procedures.</p> <p>Covered by Strategy & Finance Committee</p> <p>Part of Code of Conduct</p> |
| | |
| <p>Internal audit assurance</p> <p>Internal audit testing may include:</p> <p>Review of internal controls in place and their documentation</p> <p>Review of minutes to ensure legal powers in place, recorded and correctly applied.</p> <p>Testing of income and expenditure from minutes to cashbook, from bank statements to cashbook, from minutes to statements etc. including petty cash transactions</p> <p>Review and testing of arrangements to prevent and detect fraud and corruption</p> <p>Testing of disclosures</p> <p>Testing of specific internal controls and reporting findings to management</p> | <p>Council's response</p> <p>These are part of the management process, covered by the Financial Calendar and the Internal Audit process.</p> <p>Finance Member</p> <p>Committees and Council carry out monitoring procedures</p> <p>Members are encouraged to carry out checks.</p> |
| <p>Business continuity and disaster recovery</p> <p>How and where data is stored</p> <p>Provision Council has made should the data be compromised.</p> <p>Where does the Council keep key passwords and access information such as HMRC log on. If the office was no longer available where would</p> | <p>Council's response</p> <p>Paper records are stored in the Council office. Electronic data is stored on the main computers in the office and on the Clerk's lap top.</p> <p>A back up to an external hard drive is made on a weekly basis and this is stored in a fireproof safe held at the office. This supplements the information on the Clerk's lap top.</p> <p>Information is also copied to members, and available on the Council's web site to assist any process to reconstitute records.</p> <p>In the event of paper records being destroyed there is sufficient information stored as above in order to reconstruct files.</p> <p>This is held in a fireproof safe at the office.</p> <p>As a temporary measure, staff would be able to</p> |

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| <p>the Council operate from?</p> <p>How would any costs of recovery be paid?</p> | <p>operate from their homes, pending damage repair or sourcing alternative premises. There are various venues available in the village to hire rooms for meetings. The Holmes Chapel Community Centre or Library would be approached to provide an information point and surgery on a temporary / periodic basis.</p> <p>The Councils' insurance cover includes an item for Increased cost of Working - Limit of Indemnity £10,000. Any additional costs would be capable of being used from deposits / reserves.</p> |
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| <p>Table 5 Partnership</p> |
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| <p>Ensure that proper safeguards exist when the Council works in partnership with another body.</p> | <p>If the Council is working in Partnership with another body the Council should take a critical look at the situation with particular emphasis on:</p> <ol style="list-style-type: none"> 1. If the body is not a statutory body check if a constitution is in place and appropriate officers are in place. 2. Review the financial position of the body. 3. Where appropriate check for public liability insurance. 4. Keep records of the relationship of the parties by a written agreement where appropriate or the use of regular notes and minutes <p>HCP or any individual or organisation receiving money from the Council to assist with a grant application, or to finance a project, or receiving grant money in respect of a project, should carry both indemnity and public liability insurance and the risk strategy / assessment should be amended accordingly.</p> |
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| <p>Holmes Chapel Community Centre Ensure adequate review is undertaken on the management of the community centre Review PC responsibilities as landlord for building and grounds</p> <p>Review PWL and means of repayment</p> | <p>PC sits on the JMLC to monitor financial performance of the centre Reviewed regularly by Strategy & Finance committee. As the PC owns the site the value will increase and therefore cover its costs should the tenant go into administration.</p> <p>Reviewed by Strategy & Finance committee</p> |
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NEIGHBOURHOOD PLAN UPDATE POLICY

Background

The Holmes Chapel Neighbourhood Plan was adopted by Cheshire East Council in April 2017. The Plan policies remain in force until 2030 or until the plan policy is replaced.

There is no requirement to review or update a neighbourhood plan. However, policies in a Neighbourhood Plan may become out of date, for example if they conflict with policies in a Local Plan that is adopted after the making of the Neighbourhood Plan. In such cases, the more recent plan policy takes precedence. In addition, where a policy has been in force for a period of time, other material considerations may be given greater weight in planning decisions as the evidence base for the plan policy becomes less robust.

Communities in areas where policies in a made neighbourhood plan have become out of date may decide to update their plan, or part of it.

Detailed information can be found at the DCLG website on Neighbourhood Planning:
<https://www.gov.uk/guidance/neighbourhood-planning--2>

Review of Neighbourhood Plan

The Plan will be reviewed in April 2019 and thereafter every 12 months. The results will be taken to the relevant Parish Council committee and then onto the Full Council for approval.

Appendix 3

Schedule of Payments: June 22nd – August 11th 2017 (including VAT)

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Transaction Detail</u> |
|-----------------------|--------------------------|------------------|--------------------|----------------------------------|
| 22/06/2017 | Weaver Business Machines | 17049 | 268.59 | Copier use 1st quarter |
| 22/06/2017 | Mrs N Clarke | 17050 | 27.71 | Expenses June 2017 |
| 22/06/2017 | Mrs S McKay | 17051 | 22.34 | Expenses Apr-Jun 2017 |
| 22/06/2017 | Cheshire Pension Fund | 17052 | 510.36 | Pension Contribution June 2017 |
| 22/06/2017 | Standard Life | 17053 | 125.00 | Pension AVC June 2017 |
| 22/06/2017 | HM Revenues & Customs | 17054 | 1,468.76 | Tax & NI Qtr 1 |
| 28/06/2017 | Defib Store Ltd | 17055 | 1,792.80 | Defibrillator & Case |
| 28/06/2017 | W Mandeville Ltd | 17056 | 42.30 | Cake for Community Service |
| 28/06/2017 | Cheshire SLCC | 17057 | 50.00 | 2 attending Branch Conference |
| 28/06/2017 | S McKay | 17058 | 42.55 | Stationery for office |
| 28/06/2017 | Office Depot | 17059 | 68.21 | Stationery for office |
| 30/06/2017 | R Cussons | 17060 | 937.50 | Rent 1 Church Walk 1st Qtr |
| 30/06/2017 | Staff salaries | 17061 | 2,050.82 | Staff salaries June 2017 |
| 30/06/2017 | Unity Trust Bank | 17062 | 18.00 | Quarterly Service Charge |
| 07/07/2017 | BT Payment Services | 17063 | 106.93 | Phone & Internet June 2017 |
| 10/07/2017 | Scottish Power | 17064 | 53.07 | Office Electricity July 2017 |
| 10/07/2017 | Scottish Power | 17065 | 38.11 | Electricity Church Floodlights |
| 19/07/2017 | HMM Mechanical Services | 17066 | 7,871.66 | New Boiler HCCC |
| 19/07/2017 | CHALC | 17067 | 70.00 | Cllr & staff training |
| 19/07/2017 | Cheshire Pension | 17068 | 706.17 | Pension July 2017 |
| 19/07/2017 | Standard Life | 17069 | 125.00 | Pension AVC July 2017 |
| 19/07/2017 | Scottish Power | 17070 | 186.86 | Parish Streetlighting 1st Qtr |
| 19/07/2017 | South Cheshire Print | 17071 | 79.20 | Display Boards Village Fair |
| 31/07/2017 | Staff Salaries | 17072 | 2,009.87 | Staff salaries July 2017 |
| 07/08/2017 | BT Payment Services | 17073 | 106.74 | Phone & Internet July 2017 |
| 09/08/2017 | Scottish Power | 17074 | 53.07 | Office Electricity August 2017 |
| 09/08/2017 | Scottish Power | 17075 | 38.11 | Electricity Church Floodlights |
| 10/08/2017 | GP Green | 17076 | 1,568.63 | LED Christmas Lights Church |
| 10/08/2017 | P Capps Village Mag | 17077 | 75.00 | August Edition News |
| 10/08/2017 | L W Weeks | 17078 | 250.00 | Installation of Defib Chester Rd |
| Total Payments | | | 20,763.36 | |

Receipts: June 22nd – August 11th 2017

| <u>Date</u> | <u>Cash Received from</u> | <u>Receipt No</u> | <u>Receipt Description</u> | <u>Receipt Total</u> |
|-----------------------|----------------------------|-------------------|---------------------------------------|----------------------|
| 28/06/2017 | HC Partnership | R1712 | Contribution for defibrillator | 442.02 |
| 30/06/2017 | Unity Trust Bank | R1713 | Interest from 1 st Quarter | 4.67 |
| 04/07/2017 | Public Sector Deposit Fund | R1714 | Interest June 2017 | 9.04 |
| 27/07/2017 | HM Revenues & Customs | R1715 | Vat Refund 1st Qtr 2017/18 | 10,075.78 |
| 02/08/2017 | CCLA Deposit Fund | R1716 | Interest July 2017 | 8.86 |
| Total Receipts | | | 20,535.70 | |