



SHAVINGTON
CUM
GRESTY

**Shavington-cum-Gresty Council
Meeting of Parish Council**

Main Road,
Shavington, Crewe
CW2 5DP

www.shavingtononline.co.uk

29 August 2024

To: **Members of the Shavington-cum-Gresty Parish Council**

Dear Councillor,

You are summoned to attend the Parish Council meeting of the Shavington-cum-Gresty Parish Council to be held at **7:30PM** on **Wednesday 4 September 2024** at **Shavington-cum-Gresty Village Hall, Main Rd, Shavington, CW2 5DP**.

Your sincerely,

Simona Garnero
Parish Clerk

AGENDA

1	To receive and consider apologies for absence
2	To note declarations of Members' interest
3	To confirm and sign the minutes of the Shavington-cum-Gresty Council Meeting held on 3 July 2024 (attached)
4	Public Participation
	<i>A period not exceeding 20 minutes for members of the public to ask questions or submit comments</i>

5	<p>To receive and consider updates from Committee Chairs in relation to meetings held since the previous Shavington-cum-Gresty Parish Council meeting on 3 July 2024 or any items arisen since then:</p> <p><u>Committee:</u> Community and Engagement Committee <u>Chair:</u> Cllr K Gibbs</p> <p><u>Committee:</u> Village Hall Committee <u>Chair:</u> Cllr McIntyre</p> <p><u>Committee:</u> Environment and Recreation Committee <u>Chair:</u> Cllr Ferguson</p> <p><u>Committee:</u> Finance & Strategy Committee <u>Chair:</u></p> <p><u>Committee:</u> Staffing Committee <u>Chair:</u> Cllr Buchanan</p> <p><u>Committee:</u> Planning Committee <u>Chair:</u> Cllr McIntyre Meeting held on 3 July 2024 (minutes attached)</p>
6	To receive the June and July reports from the Village Beat Manager (attached)
7	To note the YTD Parish Council finance position (attached)
8	To note and approve all payments since 1 April 2024 (attached)
9	To receive and consider the next round of payments (attached)
10	To receive and consider a list of regular payments as per Council's Financial Regulation (attached)
11	To receive and consider the External Auditor report for the period ending 31 March 2024 (attached)
12	To receive and consider an update on the Main Road Car Park in Shavington.
13	To receive and consider an update on the Communication Officer recruitment process
14	To receive and consider an update on the Weston Mitigation Land acquisition project
15	<p>To receive and consider a proposal to revise the Shavington-cum-Gresty Village Hall booking hire rates as follows:</p> <ul style="list-style-type: none"> • Extend the special offer of a 16-week consecutive booking block (pay for 12 weeks and get 16 weeks) to include weekends, not just weekdays.
16	To receive and consider a proposal for the necessary electrical repairs at Shavington-

	cum-Gresty Village Hall (attached)
17	To receive and consider a report from the Clerk regarding the installation of the map frame in the Village Hall. Additionally, to consider allocating an additional £200 from reserves to cover costs that exceed the originally allocated budget (attached)
18	To receive and consider a proposal to instruct the Staffing Committee to explore the creation of a Ranger position within the Council, effective from the 2025/26 fiscal year
19	To note the date of the next Council Meeting – 2 October 2024 7:30PM

Shavington-cum-Gresty Parish Council
Parish Council Meeting
Main Road,
Shavington, Crewe
CW2 5DP



SHAVINGTON
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MINUTES of the Meeting of the Parish Council
held on 3 July 2024

In attendance: Cllrs Ferguson, B Gibbs, K Gibbs, Hancock, S Jones, McHugh, McIntyre, Wain

ScG/24/03/1	To receive and consider apologies for absence
	Apologies were received from Cllrs R Jones, Buchanan, Randle and Cruickshank
ScG/24/03/2	To note declarations of Members' interest
	No declaration of interest was made.
ScG/24/03/3	To confirm and sign the minutes of the Shavington-cum-Gresty Council Meeting held on 5 June 2024
	RESOLVED: that the Minutes of the previous meeting are approved and signed as an accurate record.
ScG/24/03/4	Public Participation
	<i>A period not exceeding 20 minutes for members of the public to ask questions or submit comments</i>
	No comment was raised.
ScG/24/03/5	To receive and consider updates from Committee Chairs in relation to meetings held since the previous Shavington-cum-Gresty Parish Council meeting on 5 May or any items arisen since then:
	<u>Committee:</u> Community and Engagement Committee <u>Chair:</u> Councillor K Gibbs Meeting held on 12 June 2024 Items for consideration:

- that the Community Manager is requested to submit the grant application for the historic project and that a recommendation is made to the Full Council to support the project if the grant is awarded.
- The Shavington-cum-Gresty Grant Program is recommended to Full Council for adoption, subject the amendments discussed being made
- that the Shavington-cum-Gresty Village Hall Community Access Program is approved in principle, but final decision is left to Full Council subject to full details of the project being defined

Committee: Village Hall Committee

Chair: Cllr McIntyre

Committee: Environment and Recreation Committee

Chair: Councillor Ferguson

Committee: Finance & Strategy Committee

Chair:

Meeting held on 26 June 2024 (**draft minutes attached**)

Item for consideration

- that the Budget Setting Schedule for 2025/26 is approved and recommended to Full Council for adoption
- that the following policies are approved and recommended to Full Council for adoption:
 - Shavington-cum-Gresty Parish Council Performance Management Policy
 - Shavington-cum-Gresty Parish Council Quality Policy
 - Shavington-cum-Gresty Parish Council Allotment Policy
 - Shavington-cum-Gresty Parish Council Bench Sponsorship Policy
 - Shavington-cum-Gresty Parish Council Child Protection and Safeguarding
 - Shavington-cum-Gresty Parish Council Complaint Policy
 - Shavington-cum-Gresty Parish Council Dignity at Work
 - Shavington-cum-Gresty Parish Council Document Retention Policy
 - Shavington-cum-Gresty Parish Council Environment and Sustainability Policy
 - Shavington-cum-Gresty Parish Council Fixed Asset and Content Management Policy
 - Shavington-cum-Gresty Parish Council Granting of Honorary Freedom of the Parish
- that the following policy is approved, subject to the name being amended from 'Shavington-cum-Gresty Parish Council Fast Fail Policy' to 'Shavington-cum-Gresty Parish Council Fail Fast Policy'.
- that the updated version of the Shavington-cum-Gresty Financial Regulations, revised in alignment with the newly published NALC Model

	<p>Financial Regulations 2024 is approved and recommended to Full Council for adoption</p> <p><u>Committee:</u> Staffing Committee <u>Chair:</u> Cllr Buchanan</p> <p><u>Committee:</u> Planning Committee <u>Chair:</u> Cllr McIntyre Meeting held on 5th June (minutes attached) and 3 July 2024</p>
	<p>Councillors NOTED the update.</p>
ScG/24/03/6	To receive the May report from the Village Beat Manager
	<p>Councillors NOTED the report.</p>
ScG/24/03/7	To note the YTD Parish Council finance position
	<p>Councillors NOTED the YTD finance position of the Council.</p>
ScG/24/03/8	To note and approve all payments since 1 April 2024
	<p>Councillors NOTED the report.</p> <p>RESOLVED: that payments listed since 1 April 2024 are approved</p>
ScG/24/03/9	To receive and consider the next round of payments
	<p>Councillors NOTED the report.</p> <p>RESOLVED: that the next round of payments detailed in the report attached is approved</p>
ScG/24/03/10	<p>To consider the following recommendation from Community & Engagement Committee</p> <ul style="list-style-type: none"> • that the Community Manager is requested to submit the grant application for the historic project and that a recommendation is made to the Full Council to support the project if the grant is awarded.
	<p>Councillors NOTED the report.</p> <p>RESOLVED: that the recommendation from Community & Engagement Committee is accepted, and that the Council agree to support and deliver the historic project if the grant is awarded</p>

ScG/24/03/11	<p>To consider the following recommendation from Community & Engagement Committee</p> <ul style="list-style-type: none"> - The Shavington-cum-Gresty Grant Program is recommended to Full Council for adoption, subject the amendments discussed being made
	<p>Councillors NOTED the report.</p> <p>RESOLVED: that the Shavington-cum-Gresty Grant program is approved and adopted as per Community & Engagement Committee's recommendation</p>
ScG/24/03/12	<p>To consider the following recommendation from Community & Engagement Committee</p> <ul style="list-style-type: none"> • that the Shavington-cum-Gresty Village Hall Community Access Program is approved in principle, but final decision is left to Full Council subject to full details of the project being defined
	<p>Councillors NOTED the report.</p> <p>RESOLVED: The recommendation from the Community & Engagement Committee is approved, and the trial for the Shavington-cum-Gresty Village Hall Community Access Program for the period from 1 September 2024 to 31 March 2025.</p> <p>RESOLVED: That the policy of the program is also approved, with the provision that all requests be considered by the Clerk, who is granted the authority to approve or refuse each application based on the information provided.</p>
ScG/24/03/13	<p>To receive and consider an update on the Main Road Car Park in Shavington.</p>
	<p>Clerk briefed Councillors on the item.</p> <p>Councillors NOTED the report.</p> <p>RESOLVED: that Clerk is authorised, in consultation with the Chair, to conclude the negotiation on behalf of the parish council within the allocated budget</p>
ScG/24/03/14	<p>To receive and consider an update on the Weston Mitigation Land acquisition project</p>
	<p>Clerk briefed Councillors on the item.</p> <p>Councillors NOTED the report.</p>
ScG/24/03/15	<p>To consider the following recommendation from Finance & Strategy Committee</p>

	<p>- that the budget setting schedule 2025/26 is approved</p>
	<p>Councillors NOTED the report.</p> <p>RESOLVED: that the budget setting schedule 2025/26 is approved as per Finance & Strategy Committee's recommendation</p>
<p>ScG/24/03/16</p>	<p>To consider the following recommendation from Finance & Strategy Committee</p> <ul style="list-style-type: none"> - that the following policies are approved: <ul style="list-style-type: none"> ○ Shavington-cum-Gresty Parish Council Performance Management Policy (new) ○ Shavington-cum-Gresty Parish Council Quality Policy (new) ○ Shavington-cum-Gresty Parish Council Allotment Policy (revisions in yellow) ○ Shavington-cum-Gresty Parish Council Bench Sponsorship Policy (revisions in yellow) ○ Shavington-cum-Gresty Parish Council Child Protection and Safeguarding (revisions in yellow) ○ Shavington-cum-Gresty Parish Council Complaint Policy (revisions in yellow) ○ Shavington-cum-Gresty Parish Council Dignity at Work (revisions in yellow) ○ Shavington-cum-Gresty Parish Council Document Retention Policy (revisions in yellow) ○ Shavington-cum-Gresty Parish Council Environment and Sustainability Policy (revisions in yellow) ○ Shavington-cum-Gresty Parish Council Fixed Asset and Content Management Policy (revisions in yellow) ○ Shavington-cum-Gresty Parish Council Granting of Honorary Freedom of the Parish (revisions in yellow) - that the following policy is approved, subject to the name being amended from 'Shavington-cum-Gresty Parish Council Fast Fail Policy' to 'Shavington-cum-Gresty Parish Council Fail Fast Policy'.
	<p>Councillors NOTED the report.</p> <p>RESOLVED: that the following policies are approved and adopted as per Finance & Strategy Committee's recommendation:</p> <ul style="list-style-type: none"> ○ Shavington-cum-Gresty Parish Council Performance Management Policy ○ Shavington-cum-Gresty Parish Council Quality Policy

	<ul style="list-style-type: none"> ○ Shavington-cum-Gresty Parish Council Allotment Policy ○ Shavington-cum-Gresty Parish Council Bench Sponsorship Policy ○ Shavington-cum-Gresty Parish Council Child Protection and Safeguarding ○ Shavington-cum-Gresty Parish Council Complaint Policy ○ Shavington-cum-Gresty Parish Council Dignity at Work ○ Shavington-cum-Gresty Parish Council Document Retention Policy ○ Shavington-cum-Gresty Parish Council Environment and Sustainability Policy ○ Shavington-cum-Gresty Parish Council Fixed Asset and Content Management Policy ○ Shavington-cum-Gresty Parish Council Granting of Honorary Freedom of the Parish ○ 'Shavington-cum-Gresty Parish Council Fail Fast Policy
ScG/24/03/17	<p>To consider the following recommendation from Finance & Strategy Committee</p> <ul style="list-style-type: none"> - That the updated version of Shavington-cum-Gresty Parish Council Financial Regulations, revised in alignment with the newly published NALC Model Financial Regulation 2024, is approved
	<p>Councillors NOTED the report.</p> <p>RESOLVED: that the Shavington-cum-Gresty Parish Council Financial Regulation is approved with the implementation day of 1 October 2024 to ensure business continuity and compliance with contractual obligations.</p>
ScG/24/03/18	<p>To receive and consider an update on the Village Hall Shed Licence</p>
	<p>The Clerk briefed Councillors on the item.</p> <p>Councillors NOTED the report.</p>
ScG/24/03/19	<p>To receive and consider the latest version of the Parish Council Strategy 2024-29 booklet for final approval</p>
	<p>Councillors NOTED the report.</p> <p>RESOLVED: that the Parish Council Strategy 2024-29 booklet is approved</p>
ScG/24/03/20	<p>To receive and consider an update from the Clerk regarding Vine Tree Play Park and the implementation of evening use restrictions following the recommendation from the PCSO.</p>
	<p>The Clerk briefed Councillors on the item.</p>

	Councillors NOTED the report.
ScG/24/03/21	To note the date of the next Council Meeting – 4 September 2024 7:30PM
	Councillors NOTED the date of the next meeting

Meeting Closed 2032 hrs
Chair: Cllr B Gibbs
Clerk: S Garnero

DRAFT

Shavington-cum-Gresty Council
Planning Committee meeting
Main Road,
Shavington, Crewe
CW2 5DP



MINUTES of the meeting held on **Wednesday 3 July 2024**

In attendance: Cllrs Ferguson, K Gibbs, McIntyre, McHugh, Wain

ScG PC/24/02/01	To receive and consider apologies for absence
	No apologies was received.
ScG PC/24/02/02	To note declarations of Members' interests
	No declarations of interest were made.
ScG PC/24/02/03	To confirm and sign the minutes of the Planning Committee Meeting held on 5 June 2024
	RESOLVED: That the Minutes of the previous meeting are approved and signed as an accurate record.
ScG PC/24/02/04	Public Participation <i>A period not exceeding 20 minutes for members of the public to ask questions or submit comments</i>
	No comment was made.
ScG PC/24/02/05	To consider making a response to the following planning applications: a. Application No: 24/2098N Proposal: Variation of condition 2 on approval 21/0653N: It has been established that there are discrepancies between the ordnance survey mapping, on which the approved site layout plan is based, and

	<p>our high level topographical survey. This has resulted in the site width (across plots 3 and 4) being approximately 1m less than approved. In order for the dwellings to fit within the site, we are proposing that the separation distance to the adjacent dwelling is reduced from 13.5m to 12.5m. This remains compliant with window to gable guidelines. Location: Land Adjacent To 16, HUNTERSFIELD, SHAVINGTON National Grid Ref 369559.1993 351205.9718</p> <p>RESOLVED: The planning application is objected to on the grounds of overdevelopment, as there is insufficient room for additional property. Furthermore, the requested reduction in separation distance is considered unacceptable.</p> <p>RESOLVED: Questions have been raised regarding the reasons behind this concession being approved initially, and the parish council expects an explanation from the planning officer who granted this concession.</p> <p>b. Application No: 24/2178N Proposal: Proposed Two-storey Side/Rear Extension to replace existing attached Garage and to provide additional living accommodation + both Internal and External Alterations Location: 35, WESTON LANE, SHAVINGTON, CHESHIRE, CW2 5AN National Grid Ref: 370827.3606 352223.3529</p> <p>RESOLVED: No comments</p>
<p>ScG PC/24/02/06</p>	<p>To consider making responses to any urgent planning application consultations that have arisen since this agenda was published</p>
	<p>No urgent planning application was received.</p>
<p>ScG PC/24/02/07</p>	<p>To receive and consider the latest update of the ScG Parish Council – Planning Application Record</p>
	<p>Councillors NOTED the report</p>
<p>ScG PC/24/02/08</p>	<p>To note the date of the next Planning Committee Meeting – 17 July 2024 7:00PM</p>
	<p>Councillors NOTED the date of the next Planning committee meeting.</p>

Meeting Closed at 1922 hrs

Chair: Cllr McIntyre

Clerk: S Garnero

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Report Statement

Meeting: Parish Council Meeting

Report Purpose: To provide the June and July 2024 reports

Version Control: v0

Author: PCSO Walley

BEAT MANAGERS REPORT

Shavington-Cum-Gresty Council, Parish Council Meeting 04.09.2024 Agenda Item 6	<b style="color: red;">JUNE 2024
Completing officers	<b style="color: red;">P.C.S.O 24152 Dan Walley
Ward	<b style="color: red;">Shavington.
Community Engagement undertaken:	Local shops visited. Patrols of garages, Local convenience stores and pet food shops after an increase in thefts. Continued welfare checks on identified vulnerable residents. Visits to Crewe Alex Training Centre Visits to Alexandra Mill Care Home Regular visits to Co-op Rope Lane Glow Afterschool Club
Traffic activity/enforcement	<u>Tru-Cam.</u> Gresty Lane <u>Speed watch (PCSO Dan Walley and Volunteer).</u>
Surgeries	Replaced By Residents Use Of The Police Mailbox System Installed By The Parish Council At The Village Hall.
Schools + Young People.	Parking Patrols. Shavington Primary School visited Glow Afterschool club Yr 4 School talk, road safety
Priority/problems raised, and activity carried out to combat	Speeding, parking, Increased presence around Play areas reference ASB. Co-op being targeted by shoplifters and kids.
Feedback (how have you made the community aware of what you have done?)	Reduced number of posts onto Shavington face book-high lighting activity due to new guidance on posting. **Drug work not posted** Cheshire Alert.

<p>Notable contact with partner agencies.</p>	<p>Aspire Housing. Guinness housing. NHS Paramedics / Ambulance crew / crisis team. Health safety exec. (Industrial accident.) Probation service. Cheshire Fire and rescue. British transport police. Shavington Parish Council Sage Housing Alexandra Mill Care Home</p>
<p>Any wider community issues, which have been addressed?</p>	<p>01/06/2024- RTC (Gresty Lane)- Vehicle has had wingmirror knocked off. CLOSED DOWN.</p> <p>02/06/2024- Vehicle Fire (Jack Mills Way)- CLOSED FOR FIRE TO DEAL WITH AS VEHICLE IS IN LAYBY.</p> <p>04/06/2024- Highway Obstruction (Lords Mill Road)- Report car is blocking driveway. CLOSED AS VEHICLE WAS NOT BLOCKING DRIVEWAY.</p> <p>05/06/2024- Drugs- Report that property has cannabis smokers inside it. ONGOING INVESTIGATION.</p> <p>06/06/2024- Civil Matter reported regarding payment from a small private business. CLOSED AS NOT FOR POLICE.</p> <p>08/06/2024- Violence (Gresty Road)- Large disturbance reported at location. ALL IN ORDER ON ARRIVAL.</p> <p>08/06/2024- ASB (Mallow Avenue)- Group of lads at location being noisy. DETAILS OBTAINED AND LADS DISPERSED.</p> <p>09/06/2024- Complaint against Police (Alfred King Close) DEALT WITH BY SERGEANT.</p> <p>09/06/2024- Neighbour Issues (Willacy Close)- Report of camera pointed at persons bedroom window. CLOSED AS CAMERA HAS NOW BEEN TAKEN DOWN.</p> <p>11/06/2024- Highway Disruption (Shavington Bypass)- Rolls of turf in the live lanes. CLOSED AS TURF RECOVERED.</p> <p>12/06/2024- Shoplifting (Rope Lane)- Theft from store of £100 of items. SUSPECT IS IN PRISON.</p>

13/06/2024- Suspicious activity- Address is growing cannabis. ONGOING INVESTIGATION.

14/06/2024- Concern for safety (Rope Lane)- Female sitting in road and slurring words. TAKEN TO TRAIN STATION TO GO HOME.

15/06/2024- Neighbour Dispute (Mercian Close)- Neighbour dispute over a fence boundary. SORTED OUT BY RESPONSE PATROL.

17/06/2024- Breach of an injunction at an address In Shavington. ONGOING INVESTIGATION.

18/06/2024- Road Related Issue (Greenfields Avenue)- Report of white vehicle racing through the village. DRIVER HAS BEEN SPOKEN TO.

19/06/2024- Theft (Rope Lane)- Theft of 3 bottles of alcohol from local shop. ONGOING.

21/06/2024- Criminal Damage (Huntersfield)- Workers van was damaged and thinks it was local residents but has no evidence. CLOSED DOWN.

22/06/2024- Road Related (Main Road)- Vehicle reported driving in an erratic manner. SEARCH MADE NO TRACE FOR VEHICLE.

24/06/2024- Theft (Main Road)- Taxi driver has dropped of their fare off and not been paid, they ran off. ONGOING INVESTIGATION.

25/06/2024- Concern for Safety (Weston Lane)- Male in pyjamas wandering down the lane. SEARCHED FOR A WHILE AND COULD NOT FIND MALE. NO FURTHER CALLS.

26/06/2024- ASB- (Shrewsbury Drive)- Report of people racing up and down footpath. TRAFFIC PATROL ATTENDED AND COULD NOT FIND THEM.

28/06/2024- Drink Driver (Shavington)- Report that male has been drinking in garden and then got in vehicle and drove off. SEARCH MADE NO TRACE FOR THE VEHICLE.

	30/06/2024- Theft (Copper Beach Road)- Person has had their bench stolen from in front of their house. ONGOING INVESTIGATION.
Abstractions.	05/06/2024- 3 Hours (Scene Guard)
Other information / Incidents of note.	DOMESTICS NOT LISTED

BEAT MANAGERS REPORT

Shavington cum Gresty Council, Parish Council Meeting 04.09.2024
 Agenda Item 6

JULY 2024

Completing officers	P.C.S.O 24152 Dan Walley
Ward	Shavington.
Community Engagement undertaken:	<p>Local shops visited.</p> <p>Patrols of garages, Local convenience stores and pet food shops after an increase in thefts.</p> <p>Continued welfare checks on identified vulnerable residents.</p> <p>Visits to Crewe Alex Training Centre</p> <p>Visits to Alexandra Mill Care Home</p> <p>Regular visits to Co-op Rope Lane</p> <p>School talk with Yr 6 pupils at Shavington Primary</p> <p>Patrols on Cherry Tree Park Estate ref ASB</p> <p>Vine Tree Park Patrols</p>
Traffic activity/enforcement	<p><u>Tru-Cam.</u></p> <p><u>Speed watch (PCSO Dan Walley and Volunteer).</u></p> <p>Re-instated and awaiting training of volunteers.</p>
Surgeries	Replaced By Residents Use Of The Police Mailbox System Installed By The Parish Council At The Village Hall.
Schools + Young People.	<p>Parking Patrols.</p> <p>Shavington Academy visited.</p> <p>Shavington Primary School visited</p>
Priority/problems raised, and activity carried out to combat	Speeding, parking, Increased presence around Play areas reference ASB. Co-op being targeted by shoplifters and kids.

<p>Feedback (how have you made the community aware of what you have done?)</p>	<p>Reduced number of posts onto Shavington face book-high lighting activity due to new guidance on posting.</p> <p>**Drug work not posted**</p> <p>Cheshire Alert.</p>
<p>Notable contact with partner agencies.</p>	<p>Aspire Housing. Guinness housing. NHS Paramedics / Ambulance crew / crisis team. Health safety excec. (Industrial accident.) Probation service. Cheshire Fire and rescue. British transport police. Shavington Parish Council Sage Housing Alexandra Mill Care Home</p>
<p>Any wider community issues, which have been addressed?</p>	<p>01/07/2024- (Neighbour issues)- Osborne Grove-reporting issues with numerous of her neighbours. SORTED OUT VIA A RESPONSE APPOINTMENT.</p> <p>03/07/2024- (Concern for Safety)- Rotary Way- Mental health issues from resident. RESOLVED AS PERSON WAS SEEN AND GIVEN ADVICE AND SUPPORT.</p> <p>04/07/2024- (Neighbour Issues)- Copper Beach Road-Issues with neighbour being loud and having parties. CLOSED DOWN AS INTEL FOR NOW.</p> <p>07/07/2024- (Missing Person)- Persimmon Estate- Teenager gone missing from home. FOUND AND RETURNED TO PARENTS.</p> <p>08/07/2024- (Parking Issues)- Diamond Close- Car parked on pavement. CAR WAS BUT NOT CAUSING AN OBSTRUCTION.</p> <p>10/07/2024- (Violence incident)- Cherry Tree Park Estate- Report of an air rifle being fired. RESOLVED AS WAS HIGH POWERED BB GUN. MALE ARRESTED.</p> <p>11/07/2024- (Highway Disruption)- Weston Lane- Tree has come into the road. RESOLVED AND HIGHWAYS TOOK OVER.</p>

12/07/2024- (Intel)- Osbourne Grove- Potential drink driver who does it regular. CLOSED FOR INTEL GATHERING AND WORK.

14/07/2024- (Hate Incident)- Humphry Place. RESOLVED BY RESPONSE PATROLS.

15/07/2024- (Concern for Safety)- Rotary Way- Mental health episode from known male. CLOSED AS FAMILY ATTENDED TO ASSIST.

16/07/2024- (Highway Disruption)- Main Road- Parking issue with car potentially blocking driveway. CLOSED AS CAR WAS NOT BLOCKING DRIVEWAY UPON ARRIVAL.

18/07/2024- Theft Other- (Newcastle Road)- Reporting Dog has been stolen. CLOSED AS DOG WAS FOUND AT LOCAL VETS.

19/07/2024- Drugs (Main Road)- Intel report of drugs use happening in local car park. INVESTIGATING STILL.

20/07/2024- Drink Drive Report (Osborne Grove)- report of bad driving possibly through alcohol use. DRIVER BLEW 0 ON MACHINE BUT IS BEING MONITORED.

21/07/2024- RTC (Gresty Road)- Two vehicle RTC. RESOLVED AS DETAILS EXCHANGED AND BOTH ON THEIR WAY.

22/07/2024- ASB (Gresty Road)- Kids throwing stones by train bridge. CLOSED PENDING FURTHER CALLS.

24/07/2024- Suspicious vehicle (Gresty Road)- Report of suspicious vehicle on the bridge. CLOSED AS VEHICLE BROKE DOWN.

26/07/2024- Nuisance Behaviour (Wessex Close)- Report of kids being noisy on the park. CLOSED AS NOISE COMPLAINT.

28/07/2024- Criminal Damage (Edwards Close) – Signs have been damaged at Vine Tree Play Area. CLOSED AT MOMENT AS NO LINES OF ENQUIRY.

	<p>29/07/2024- Concern for safety (Gresty Road)- Concern for two intoxicated females walking down the road. CLOSED AS COULD NOT LOCATE THEM.</p> <p>30/07/2024- Neighbour issues (Osbourne Grove)- Reporting issues with neighbour again. ONGOING.</p>
Abstractions.	
Other information / Incidents of note.	DOMESTICS NOT LISTED

Summary of Receipts and Payments

All Cost Centres and Codes

Community & Engagement Co

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
20	Newsletter: design, printing and				14,600.00	3,723.56	10,876.44	10,876.44 (74%)
21	General Parish Council design a				3,600.00	1,193.00	2,407.00	2,407.00 (66%)
22	PC/VH subscription and adv				1,600.00	655.27	944.73	944.73 (59%)
24	Christmas Carol				1,500.00		1,500.00	1,500.00 (100%)
25	Remembrance Service				4,100.00		4,100.00	4,100.00 (100%)
26	Community events				2,500.00	275.66	2,224.34	2,224.34 (88%)
43	PPS/PRS				300.00		300.00	300.00 (100%)
49	Micro & Small Grant Scheme				2,500.00	250.00	2,250.00	2,250.00 (90%)
61	Civic events				2,600.00	2,191.34	408.66	408.66 (15%)
70	Parish Map Framework				800.00		800.00	800.00 (100%)
73	Community Event Marketing and				900.00		900.00	900.00 (100%)
SUB TOTAL					35,000.00	8,288.83	26,711.17	26,711.17 (76%)

Environment & Recreation Co

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
27	Ground Maintenance - General a				500.00	89.01	410.99	410.99 (82%)
28	Ground Maintenance- supplier				17,000.00	4,266.26	12,733.74	12,733.74 (74%)
29	Vine Tree Play area - mainten				1,000.00		1,000.00	1,000.00 (100%)
30	Vine Tree Play Area - Inspection				400.00		400.00	400.00 (100%)
31	Allotment fee	700.00	600.00	-100.00				-100.00 (-14%)
32	Allotment maintenance cost				700.00	10.80	689.20	689.20 (98%)
52	Defibrillator and kiosk				300.00		300.00	300.00 (100%)
54	CIL - Community Infrastructure L							(N/A)
74	Ground Maintenance Contingenc				1,000.00		1,000.00	1,000.00 (100%)
SUB TOTAL		700.00	600.00	-100.00	20,900.00	4,366.07	16,533.93	16,433.93 (76%)

External Grants Fund

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
78	SPF E6 Cultural Activity Grant		3,900.00	3,900.00		3,333.19	-3,333.19	566.81 (N/A)
79	Flourish Fund		5,000.00	5,000.00		2,859.23	-2,859.23	2,140.77 (N/A)
80	Improved, Greener, Community							(N/A)
81	IMPACT (budget 2023/24)					1,798.42	-1,798.42	-1,798.42 (N/A)
SUB TOTAL			8,900.00	8,900.00		7,990.84	-7,990.84	909.16 (N/A)

Finance & Strategy Committee

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
3	Staff Expenses				150.00	36.00	114.00	114.00 (76%)
4	Stationary				500.00	175.11	324.89	324.89 (64%)
5	Accountancy software				835.00		835.00	835.00 (100%)

Summary of Receipts and Payments

All Cost Centres and Codes

6	ICT equipment			1,500.00	145.82	1,354.18	1,354.18 (90%)		
9	Audit Fees			1,000.00	583.00	417.00	417.00 (41%)		
10	Insurance			4,000.00		4,000.00	4,000.00 (100%)		
11	Legal and professional fee			2,000.00	750.00	1,250.00	1,250.00 (62%)		
12	Subscription (adobe/office/Chalc			4,050.00	1,896.62	2,153.38	2,153.38 (53%)		
13	Telephone and WiFi			950.00	236.75	713.25	713.25 (75%)		
14	Website subscription			2,400.00	875.00	1,525.00	1,525.00 (63%)		
15	Website transparency			500.00		500.00	500.00 (100%)		
16	Misc/Expenses			1,000.00		1,000.00	1,000.00 (100%)		
17	Precept	116,127.00	116,127.00				116,127.00 (N/A)		
18	VAT reclaim						(N/A)		
19	Other income						(N/A)		
53	Ecological Mitigation Land acqui:			7,000.00		7,000.00	7,000.00 (100%)		
59	Office costs			6,600.00		6,600.00	6,600.00 (100%)		
67	IT support			300.00		300.00	300.00 (100%)		
SUB TOTAL				116,127.00	116,127.00	32,785.00	4,698.30	28,086.70	144,213.70 (439%)

Parish Council Project

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
51	Community Support				41,789.40		41,789.40	41,789.40 (100%)
68	Sponsorship Main Road Car pari				4,837.50		4,837.50	4,837.50 (100%)
72	Sign restoration project				3,000.00		3,000.00	3,000.00 (100%)
75	Rolling Capital Fund (Strategy)				20,000.00		20,000.00	20,000.00 (100%)
SUB TOTAL						69,626.90	69,626.90	69,626.90 (100%)

Staffing Committee

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
1	Staff Salary				86,100.00	35,088.86	51,011.14	51,011.14 (59%)	
2	Payroll Service				800.00	324.50	475.50	475.50 (59%)	
7	Staff Training				1,000.00	401.00	599.00	599.00 (59%)	
8	Members Training				400.00	25.00	375.00	375.00 (93%)	
76	Communication officer				20,000.00		20,000.00	20,000.00 (100%)	
SUB TOTAL						108,300.00	35,839.36	72,460.64	72,460.64 (66%)

Village Hall Committee

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
33	Suppliers				300.00	53.82	246.18	246.18 (82%)
34	Cleaning Service				5,400.00	2,292.70	3,107.30	3,107.30 (57%)
35	Gas supply				4,800.00	630.58	4,169.42	4,169.42 (86%)
36	Power supply				1,600.00	411.00	1,189.00	1,189.00 (74%)
37	Fire equipment				330.00		330.00	330.00 (100%)
39	Online booking system				370.00	369.77	0.23	0.23 (0%)
40	Hygine service				700.00	578.51	121.49	121.49 (17%)
41	Water supply				3,000.00	690.31	2,309.69	2,309.69 (76%)

Summary of Receipts and Payments

All Cost Centres and Codes

42 Waste collection				1,000.00	191.71	808.29	808.29 (80%)
47 General Maintenance				1,500.00	388.47	1,111.53	1,111.53 (74%)
48 Hall hire	15,000.00	5,318.00	-9,682.00				-9,682.00 (-64%)
60 Office costs income	6,600.00		-6,600.00				-6,600.00 (-100%)
71 Roof maintenance				3,000.00		3,000.00	3,000.00 (100%)
77 Fire emergency panel + smoke c				2,500.00	1,972.00	528.00	528.00 (21%)
SUB TOTAL	21,600.00	5,318.00	-16,282.00	24,500.00	7,578.87	16,921.13	639.13 (1%)

Summary

NET TOTAL	22,300.00	130,945.00	108,645.00	291,111.90	68,762.27	222,349.63	330,994.63 (105%)
V.A.T.		2,874.87			2,948.16		
GROSS TOTAL		133,819.87			71,710.43		



SHAVINGTON
CUM
GRESTY

Report Statement

Meeting: Parish Council Meeting

Report Purpose: To provide Members an update with regards to payments since the previous meeting

Version Control: v0

Author: Clerk

1. Report Summary

The report provides Members an update with regards to payments made by the Clerk since the 1 April 2024

2. Background

The Council has been using the Scribe online system to manage and overview its accounts and finance.

3. Position

Members are asked to note the payments made by the Clerk from 1 April 2024

4. Conclusions

Members are asked to consider the following:

- a. Note and approve the payment made by the Clerk under the current delegation scheme.
- b. Note the payments made by the Clerk under the current delegation scheme, and not to approve

5. Consideration Sought

That the payments are noted and approved.

ANNEX 1

List of payments made by the Clerk under the current scheme of delegation.

Shavington-cum-Gresty Parish Council

27 August 2024 (2024-2025)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	Fire emergency panel + smoke	23/04/2024	ScG/24/01/20	Parish Council Main /	32588110	Supply and install fire alarm an	North Staffs Fire	S	1,972.00	394.40	2,366.40
2	Website subscription	23/04/2024	ScG/24/01/20	Parish Council Main /	32588432	Website Licence Fee	FearNaught	S	175.00	35.00	210.00
3	Flourish Fund	23/04/2024	ScG/24/01/20	Parish Council Main /	32588570	Marketing & Newsletter	FearNaught	S	927.92	185.58	1,113.50
4	General Maintenance	23/04/2024	ScG/24/01/20	Parish Council Main /	32588706	EICR Village Hall test	MHA Electrical Contractors	X	350.00		350.00
5	Payroll Service	23/04/2024	ScG/24/01/20	Parish Council Main /	32587823	Payroll Service	Beardmore Accountants	S	94.50	18.90	113.40
6	Hygine service	23/04/2024	ScG/24/01/20	Parish Council Main /	32588805	Hygiene disposal at Village Hall	Dame Hygiene Services	S	578.51	115.69	694.20
7	Cleaning Service	23/04/2024	ScG/24/01/20	Parish Council Main /	32588885	Cleaning Village Hall	Crystal Clean	S	663.70	132.74	796.44
8	Subscription (adobe/office/Cha	02/05/2024	ScG/24/01/20	Parish Council Main /	32905360	Chalc Affiliation Fee	Cheshire Assoc Local Coun	X	1,551.66		1,551.66
9	Staff Salary	23/04/2024	ScG/24/01/20	Parish Council Main /	32587682	P30 - April 2024	HMRC	X	2,405.96		2,405.96
10	Staff Salary	23/04/2024	ScG/24/01/20	Parish Council Main /	32587761	April 2024 - pay	Staff	X	940.45		940.45
11	Staff Salary	28/04/2024	ScG/24/01/20	Parish Council Main /	32587897	April 2024 pay + backdated pa	Clerk	X	3,686.87		3,686.87
12	Staff Salary	23/04/2024	ScG/24/01/20	Parish Council Main /	32588038	April 2024 pension contribution	Cheshire Pension Fund (CP	X	1,914.12		1,914.12
13	Audit Fees	23/04/2024	ScG/24/01/20	Parish Council Main /	32589044	Internal audit for year ended 3	JDH Business Services	S	583.00	116.60	699.60
14	SPF E6 Cultural Activity Grant	23/04/2024	ScG/24/01/20	Parish Council Main /	32589384	PRS licence for film at D-Day p	PPL PRS United for Music	S	35.82	7.16	42.98
15	Waste collection	02/04/2024	ScG/24/02/8	Parish Council Main /		VH waste service	ASH Waste Services	S	89.98	18.00	107.98
16	Water supply	02/05/2024	ScG/24/02/8	Parish Council Main /		Village Hall waste collection	ASH Waste Services	S	96.33	19.27	115.60
17	Power supply	02/04/2024	ScG/24/02/8	Parish Council Main /		DD monthly fixed £137	Scottish Power	X	137.00		137.00
18	Subscription (adobe/office/Cha	08/04/2024	ScG/24/02/8	Parish Council Main /		Adobe lightroom	Adobe	S	8.32	1.66	9.98
19	Subscription (adobe/office/Cha	04/05/2024	ScG/24/02/8	Parish Council Main /		Adobe lightroom	Adobe	S	8.32	1.66	9.98
20	IMPACT (budget 2023/24)	08/04/2024	ScG/24/02/8	Parish Council Main /		IMPACT -Seeds	ASDA Superstore	X	14.00		14.00
21	Gas supply	10/04/2024	ScG/24/02/8	Parish Council Main /		British Gas Village Hall	British Gas	L	160.48	8.02	168.50
22	Water supply	18/04/2024	ScG/24/02/8	Parish Council Main /		Water Village Hall	Water Plus	Z	190.27		190.27
23	Water supply	10/05/2024	ScG/24/02/8	Parish Council Main /		water consumption Village Hall	Water Plus	Z	197.28		197.28
24	SPF E6 Cultural Activity Grant	23/04/2024	ScG/24/02/8	Parish Council Main /		D-Day exhibition materials	Amazon Business EU S.à.r.	S	7.09	1.42	8.51
25	SPF E6 Cultural Activity Grant	23/04/2024	ScG/24/02/8	Parish Council Main /		D-Day exhibition materials	Amazon Services Europe S	S	8.95	1.79	10.74
26	SPF E6 Cultural Activity Grant	23/04/2024	ScG/24/02/8	Parish Council Main /		D-Day exhibition materials	Amazon Services Europe S	S	12.44	2.49	14.93
27	SPF E6 Cultural Activity Grant	24/04/2024	ScG/24/02/8	Parish Council Main /		D-Day exhibition materials	ARDISLE TRADING LIMITE	S	47.40	9.54	56.94
28	SPF E6 Cultural Activity Grant	29/04/2024	ScG/24/02/8	Parish Council Main /		D-Day exhibition materials	Amazon Services Europe S	S	32.96	6.60	39.56
29	ICT equipment	29/04/2024	ScG/24/02/8	Parish Council Main /		New charger for staff pc	Amazon Services Europe S	S	55.82	11.17	66.99
30	Telephone and WiFi	29/04/2024	ScG/24/02/8	Parish Council Main /		BT wifi and phone	BT	S	78.83	15.77	94.60
31	IMPACT (budget 2023/24)	30/04/2024	ScG/24/02/8	Parish Council Main /		IMPACT- Compost	Aldi	S	14.13	2.83	16.96
32	Stationary	10/05/2024	ScG/24/02/8	Parish Council Main /		stationary + clean team equipr	Viking	S	156.36	31.27	187.63
32	Stationary	10/05/2024	ScG/24/02/8	Parish Council Main /		stationary + clean team equipr	Viking	Z	18.75		18.75
32	Allotment maintenance cost	10/05/2024	ScG/24/02/8	Parish Council Main /		stationary + clean team equipr	Viking	Z	10.80		10.80

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
32	Ground Maintenance - General	10/05/2024	ScG/24/02/8	Parish Council Main /		stationary + clean team equipr	Viking	Z	19.02		19.02
33	IMPACT (budget 2023/24)	20/05/2024	ScG/24/02/8	Parish Council Main /	33376082	IMPACT -Banner	Solopress	Z	35.99		35.99
34	Civic events	20/05/2024	ScG/24/02/8	Parish Council Main /	33376110	Marketing and design D-Day bc	FearNaught	S	927.92	185.58	1,113.50
35	Website subscription	20/05/2024	ScG/24/02/8	Parish Council Main /	33376131	website hosting @shavingtonoi	FearNaught	S	175.00	35.00	210.00
36	Micro & Small Grant Scheme	20/05/2024	ScG/24/02/8	Parish Council Main /	33376156	Grant scheme - award	Shavington Village Festival	X	250.00		250.00
37	Payroll Service	20/05/2024	ScG/24/02/8	Parish Council Main /	33376177	Payroll Service	Beardmore Accountants	S	50.00	10.00	60.00
38	SPF E6 Cultural Activity Grant	21/05/2024	ScG/24/02/8	Parish Council Main /	33381824	D-Day exhibition materials	Mark Pott	X	189.82		189.82
39	Cleaning Service	20/05/2024	ScG/24/02/8	Parish Council Main /	33376203	Cleaning Village Hall	Crystal Clean	S	511.00	102.20	613.20
40	Flourish Fund	21/05/2024	ScG/24/02/8	Parish Council Main /	33381859	Wellbeing wednesdays - cardio	AJT Dance	Z	300.00		300.00
41	PC/VH subscription and adv	20/05/2024	ScG/24/02/8	Parish Council Main /	33376236	Advertising in Village Voice	Shavington Village Festival	Z	97.20		97.20
42	IMPACT (budget 2023/24)	20/05/2024	ScG/24/02/8	Parish Council Main /	33376264	IMPACT - banner	Solopress	S	29.99	6.00	35.99
43	Civic events	20/05/2024	ScG/24/02/8	Parish Council Main /	33376297	D-Day commemorative booklet	Solopress	Z	42.05		42.05
44	Civic events	20/05/2024	ScG/24/02/8	Parish Council Main /	33376318	D-day exhibition banners	Solopress	S	50.28	10.06	60.34
45	SPF E6 Cultural Activity Grant	20/05/2024	ScG/24/02/8	Parish Council Main /	33376340	D-day event - banner	Solopress	S	50.28	10.06	60.34
46	Newsletter: design, printing an	20/05/2024	ScG/24/02/8	Parish Council Main /	33376363	Distribution of June newsletter	The Leaflet Team	Z	349.00		349.00
46	Civic events	20/05/2024	ScG/24/02/8	Parish Council Main /	33376363	Distribution of June newsletter	The Leaflet Team	Z	174.50		174.50
47	SPF E6 Cultural Activity Grant	21/05/2024	ScG/24/02/8	Parish Council Main /	33382649	D-day poetry workshops at sch	John Lindley	Z	217.00		217.00
48	IMPACT (budget 2023/24)	16/05/2024	ScG/24/02/8	Parish Council Main /		IMPACT- workshop materials	Leoprinting Limited	S	235.00	47.00	282.00
49	Staff Salary	20/05/2024	ScG/24/02/8	Parish Council Main /	33376388	P30 - May 2024	HMRC	X	1,401.90		1,401.90
50	Staff Salary	28/05/2024	ScG/24/02/8	Parish Council Main /	33376398	May 2024 salary	Staff	X	940.45		940.45
51	Staff Salary	28/05/2024	ScG/24/02/8	Parish Council Main /	33376414	May 2024 salary	Clerk	X	2,816.06		2,816.06
52	Staff Salary	20/05/2024	ScG/24/02/8	Parish Council Main /	33376436	Pension contribution -May 2024	Cheshire Pension Fund (CP	X	1,354.50		1,354.50
53	SPF E6 Cultural Activity Grant	18/06/2024	ScG/24/03/8	Parish Council Main /	34195633	D-Day program: poppies gard	NonnaGlass	X	230.00		230.00
54	Newsletter: design, printing an	18/06/2024	ScG/24/03/8	Parish Council Main /	34195908	June newsletter 2024 - printing	Solopress	Z	1,169.72		1,169.72
55	Civic events	18/06/2024	ScG/24/03/8	Parish Council Main /	34196003	D-Day booklet printing	Solopress	Z	839.60		839.60
56	IMPACT (budget 2023/24)	18/06/2024	ScG/24/03/8	Parish Council Main /	34196189	IMPACT- printed flags	Solopress	S	345.33	69.07	414.40
57	Newsletter: design, printing an	18/06/2024	ScG/24/03/8	Parish Council Main /	34196246	Design newsletter and D-day l	FearNaught	S	927.92	185.58	1,113.50
58	Website subscription	18/06/2024	ScG/24/03/8	Parish Council Main /	34196308	website hosting @shavingtonoi	FearNaught	S	175.00	35.00	210.00
59	SPF E6 Cultural Activity Grant	18/06/2024	ScG/24/03/8	Parish Council Main /	34203230	D-Day program: art workshop	Lynsey Ferguson-Rogers	X	550.00		550.00
60	Payroll Service	18/06/2024	ScG/24/03/8	Parish Council Main /	34196388	Payroll Service	Beardmore Accountants	S	80.00	16.00	96.00
61	Staff Training	18/06/2024	ScG/24/03/8	Parish Council Main /	34196669	SLCC membership	SLCC	Z	206.00		206.00
62	Flourish Fund	18/06/2024	ScG/24/03/8	Parish Council Main /	34203294	Wellbeing Wednesdays- trainin	One stop clinical training se	Z	35.00		35.00
63	General Maintenance	18/06/2024	ScG/24/03/8	Parish Council Main /	34196729	Staff Claim - Key cut for Village	Clerk	X	25.00		25.00
64	IMPACT (budget 2023/24)	18/06/2024	ScG/24/03/8	Parish Council Main /	34196966	IMPACT - refreshment	Woodnoth cum Shavington	X	29.18		29.18
65	SPF E6 Cultural Activity Grant	18/06/2024	ScG/24/03/8	Parish Council Main /	34197045	D-Day program: videos and ed	Little Forest Film	Z	900.00		900.00

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
66	SPF E6 Cultural Activity Grant	18/06/2024	ScG/24/03/8	Parish Council Main /	34197144	D-Day program: filming and ed	Little Forest Film	Z	300.00		300.00
67	Flourish Fund	18/06/2024	ScG/24/03/8	Parish Council Main /	34197235	Wellbeing Wednesdays refresh	Woodnoth cum Shavington	Z	60.00		60.00
68	IMPACT (budget 2023/24)	18/06/2024	ScG/24/03/8	Parish Council Main /	34197419	IMPACT - refreshment costs fo	Woodnoth cum Shavington	X	100.00		100.00
69	Staff Salary	18/06/2024	ScG/24/03/8	Parish Council Main /	34197542	June 2024 - P30	HMRC	X	1,401.90		1,401.90
70	Staff Salary	28/06/2024	ScG/24/03/8	Parish Council Main /	34197720	June 2024 - pay	Staff	X	940.45		940.45
71	Staff Salary	28/06/2024	ScG/24/03/8	Parish Council Main /	34197801	June 2024 - pay	Clerk	X	2,816.06		2,816.06
72	Staff Salary	18/06/2024	ScG/24/03/8	Parish Council Main /	34197903	June 24 - pension contribution	Cheshire Pension Fund (CP	X	1,384.44		1,384.44
73	Flourish Fund	18/06/2024	ScG/24/03/8	Parish Council Main /	34203435	Wellbeing wednesday evening-	Anna's Art	X	60.00		60.00
74	IMPACT (budget 2023/24)	01/05/2024	ScG/24/03/8	Parish Council Main /		IMPACRT plants	Sainsbury's	X	10.00		10.00
75	SPF E6 Cultural Activity Grant	01/05/2024	ScG/24/03/8	Parish Council Main /		D-Day exhibition - table cloths	Amazon Business EU S.à.r.	S	42.02	8.40	50.42
76	SPF E6 Cultural Activity Grant	01/05/2024	ScG/24/03/8	Parish Council Main /		D-Day exhibition - table cloths	Amazon Business EU S.à.r.	S	84.04	16.80	100.84
77	Power supply	01/05/2024	ScG/24/03/8	Parish Council Main /		DD monthly fixed £137	Scottish Power	Z	137.00		137.00
78	SPF E6 Cultural Activity Grant	07/05/2024	ScG/24/03/8	Parish Council Main /		D-day exhibition	Marks&Spencer	Z	11.50		11.50
79	Online booking system	13/05/2024	ScG/24/03/8	Parish Council Main /		Online booking system -12 moi	Skedda	X	359.88		359.88
79	Online booking system	13/05/2024	ScG/24/03/8	Parish Council Main /		Online booking system -12 moi	Skedda	X	9.89		9.89
80	IMPACT (budget 2023/24)	15/05/2024	ScG/24/03/8	Parish Council Main /		IMPACT - Hanging baskets	Amberol Limited	S	77.00	15.40	92.40
81	SPF E6 Cultural Activity Grant	21/05/2024	ScG/24/03/8	Parish Council Main /		D-Day exhibithion visitor book	Amazon Business EU S.à.r.	S	10.61	2.12	12.73
82	SPF E6 Cultural Activity Grant	22/05/2024	ScG/24/03/8	Parish Council Main /		D-Day exhibition - stickers	Big Mabel	X	17.50		17.50
83	SPF E6 Cultural Activity Grant	23/05/2024	ScG/24/03/8	Parish Council Main /		D-day event: lighter for beacor	Amazon Services Europe S	S	10.82	2.17	12.99
84	SPF E6 Cultural Activity Grant	23/05/2024	ScG/24/03/8	Parish Council Main /		D-day exhibition : bunting	Amazon Services Europe S	S	14.98	3.00	17.98
85	SPF E6 Cultural Activity Grant	28/05/2024	ScG/24/03/8	Parish Council Main /		D-Day event - refreshment	ASDA Superstore	X	2.00		2.00
86	Flourish Fund	28/05/2024	ScG/24/03/8	Parish Council Main /		Wellbeing wednesday - cups	Amazon Business EU S.à.r.	S	9.96	1.99	11.95
87	SPF E6 Cultural Activity Grant	28/05/2024	ScG/24/03/8	Parish Council Main /		D-day exhibition - FB adv	Facebook	X	17.00		17.00
88	SPF E6 Cultural Activity Grant	28/05/2024	ScG/24/03/8	Parish Council Main /		D-day exhibition - FB adv	Facebook	X	17.00		17.00
89	SPF E6 Cultural Activity Grant	28/05/2024	ScG/24/03/8	Parish Council Main /		D_Day exhibition material	ASDA Superstore	X	17.95		17.95
90	SPF E6 Cultural Activity Grant	28/05/2024	ScG/24/03/8	Parish Council Main /		D-Da event: fencing pins	ANSIO LTD	S	29.12	5.82	34.94
91	IMPACT (budget 2023/24)	28/05/2024	ScG/24/03/8	Parish Council Main /		IMPACT_ Seed papers	VOID	S			
92	Telephone and WiFi	28/05/2024	ScG/24/03/8	Parish Council Main /		BT wifi and phone	BT	S	78.83	15.77	94.60
93	SPF E6 Cultural Activity Grant	29/05/2024	ScG/24/03/8	Parish Council Main /		D-day exhibition - FB adv	Facebook	X	17.00		17.00
94	PC/VH subscription and adv	29/05/2024	ScG/24/03/8	Parish Council Main /		OpenIA substcription 12 month	OpenAI, LLC	S	470.55	94.11	564.66
94	PC/VH subscription and adv	29/05/2024	ScG/24/03/8	Parish Council Main /		OpenIA substcription 12 month	OpenAI, LLC	X	15.52		15.52
95	General Parish Council design	10/07/2024		Parish Council Main /	34880817	Parish Council strategy booklet	Solopress	Z	265.08		265.08
96	Community events	10/07/2024		Parish Council Main /	34880836	Village Festival event banner	Solopress	S	22.00	4.40	26.40
97	Community events	10/07/2024		Parish Council Main /	34880856	Village Festival event banner	Solopress	S	22.00	4.40	26.40
98	Civic events	10/07/2024		Parish Council Main /	34880869	Village Festival event banner	Solopress	S	22.00	4.40	26.40

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
99	SPF E6 Cultural Activity Grant	10/07/2024		Parish Council Main /	34880876	D-Day event - refreshment	Hickory's (ROS) Limited	Z	250.00		250.00
100	ICT equipment	10/07/2024		Parish Council Main /	34880882	Laptop touchpad buttons repair	NGL Technology LTD	S	90.00	18.00	108.00
101	Payroll Service	10/07/2024		Parish Council Main /	34880896	Payroll Service	Beardmore Accountants	S	50.00	10.00	60.00
102	Subscription (adobe/office/Cha	15/07/2024		Parish Council Main /	Inv 00EQ114-0005	Parish Online subscription	Parish Online	S	225.00	45.00	270.00
103	Subscription (adobe/office/Cha	05/06/2024		Parish Council Main /		Adobe lightroom	Adobe	S	8.32	1.66	9.98
104	Waste collection	05/06/2024		Parish Council Main /		Village Hall waste collection	ASH Waste Services	S	101.73	20.35	122.08
105	Members Training	22/07/2024		Parish Council Main /	35166626	Chairmanship training – Cllr Cr	Cheshire Assoc Local Coun	Z	25.00		25.00
106	SPF E6 Cultural Activity Grant	10/06/2024		Parish Council Main /		Paid advert Facebook - D Day	Meta Platforms Ireland Lim	X	19.00		19.00
107	SPF E6 Cultural Activity Grant	10/06/2024		Parish Council Main /		Paid advert Facebook - D Day	Meta Platforms Ireland Lim	Z	21.00		21.00
108	SPF E6 Cultural Activity Grant	01/07/2024		Parish Council Main /		Paid advert Facebook - D Day	Meta Platforms Ireland Lim	Z	4.00		4.00
109	IMPACT (budget 2023/24)	22/07/2024		Parish Council Main /	35150556	IMPACT- workshop	NonnaGlass	Z	200.00		200.00
110	Staff Expenses	22/07/2024		Parish Council Main /	35166729	Staff refund	Staff	X	36.00		36.00
110	IMPACT (budget 2023/24)	22/07/2024		Parish Council Main /	35166729	Staff refund	Staff	X	27.00		27.00
110	SPF E6 Cultural Activity Grant	22/07/2024		Parish Council Main /	35166729	Staff refund	Staff	X	130.00		130.00
110	Flourish Fund	22/07/2024		Parish Council Main /	35166729	Staff refund	Staff	X	14.85		14.85
111	Cleaning Service	22/07/2024		Parish Council Main /	35166837	Village Hall cleaning service	MM Domestic Cleaning (Cr	Z	516.00		516.00
111	Suppliers	22/07/2024		Parish Council Main /	35166837	Village Hall cleaning service	MM Domestic Cleaning (Cr	X	53.82		53.82
112	General Parish Council design &	22/07/2024		Parish Council Main /	35154236	marketing and design services	FearNaught	S	927.92	185.58	1,113.50
113	Website subscription	22/07/2024		Parish Council Main /	35154324	website hosting @shavingtonor	FearNaught	S	175.00	35.00	210.00
114	Ground Maintenance- supplier	22/07/2024		Parish Council Main /	35154520	Garden service - May 24, June	Green Living Horticultural I	Z	2,950.84		2,950.84
115	Legal and professional fee	22/07/2024		Parish Council Main /	35166947	Legal Support for Shavington P	HCR Legal LLP	S	750.00	150.00	900.00
116	Newsletter: design, printing an	22/07/2024		Parish Council Main /	35167018	Newsletter delivery	The Leaflet Team	Z	349.00		349.00
117	Staff Training	22/07/2024		Parish Council Main /	35154880	Safeguarding Everyone e-Cour	SLCC	S	30.00	6.00	36.00
118	Staff Training	22/07/2024		Parish Council Main /	35154977	Staff training - Themed Summi	SLCC	S	65.00	13.00	78.00
119	Staff Training	22/07/2024		Parish Council Main /	35155084	Staff training - Themed Summi	SLCC	S	65.00	13.00	78.00
120	Staff Training	22/07/2024		Parish Council Main /	35155307	Staff training -Operation Londo	SLCC	S	35.00	7.00	42.00
121	IMPACT (budget 2023/24)	25/06/2024		Parish Council Main /		IMPACT - plants for kiosks	Minshulls Garden Centre L1	S	333.33	66.67	400.00
122	Misc/Expenses	18/07/2024		Parish Council Main /		Non-domestic rate demand 20	Cheshire East Council	Z			
123	Civic events	22/07/2024		Parish Council Main /	35182692	D-day community event	Shavington Academy	Z	100.00		100.00
124	Flourish Fund	22/07/2024		Parish Council Main /	35155464	Wellbeing Wednesdays- trainin	AJT Dance	Z	1,320.00		1,320.00
125	Flourish Fund	22/07/2024		Parish Council Main /	35155516	Wellbeing Wednesdays- trainin	AJT Dance	Z	100.00		100.00
126	Flourish Fund	30/06/2024		Parish Council Main /		Wellbeing wednesday - evening	ASDA Superstore	Z	31.50		31.50
127	SPF E6 Cultural Activity Grant	03/06/2024		Parish Council Main /		D-Day refreshment	Morrison	Z	2.00		2.00
128	SPF E6 Cultural Activity Grant	03/06/2024		Parish Council Main /		D-Day exhibition materials	Marks&Spencer	Z	19.50		19.50
129	Civic events	03/06/2024		Parish Council Main /		D-Day exhibition trophy	Concorde Trophies	S	34.99	7.00	41.99

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
130	Power supply	03/06/2024		Parish Council Main /		DD monthly fixed £137	Scottish Power	Z	137.00		137.00
131	SPF E6 Cultural Activity Grant	05/06/2024		Parish Council Main /		D-Day event: Cable for speaker	Amazon Services Europe S	S	14.39	2.88	17.27
132	Gas supply	05/06/2024		Parish Council Main /		British Gas Village Hall	British Gas	L	470.10	23.50	493.60
133	SPF E6 Cultural Activity Grant	10/06/2024		Parish Council Main /		void BANK error	VOID	Z			
134	SPF E6 Cultural Activity Grant	10/06/2024		Parish Council Main /		void BANK error	VOID	X			
135	Water supply	18/06/2024		Parish Council Main /		water consumption Village Hall	Water Plus	Z	206.43		206.43
136	Subscription (adobe/office/Cha	20/06/2024		Parish Council Main /		Amazon Business prime subscri	Amazon EU S.a r.l. UK Brar	S	95.00	19.00	114.00
137	Community events	25/06/2024		Parish Council Main /		Village Festival stall - material	Amazon Business EU S.à.r.	S	4.98	1.00	5.98
138	Community events	26/06/2024		Parish Council Main /		Village Festival stall - material	Amazon Business EU S.à.r.	S	5.82	1.16	6.98
139	Community events	26/06/2024		Parish Council Main /		Village Festival stall - material	Amazon Business EU S.à.r.	S	10.38	2.08	12.46
140	Community events	26/06/2024		Parish Council Main /		Village Festival stall - material	Amazon Services Europe S	S	10.48	2.10	12.58
141	Community events	24/06/2024		Parish Council Main /		Village Festival Stall - gazebo	Argos	Z	200.00		200.00
142	IMPACT (budget 2023/24)	26/06/2024		Parish Council Main /		Village Festival stall - material	Minshulls Garden Centre LI	S	147.47	29.49	176.96
143	PC/VH subscription and adv	27/06/2024		Parish Council Main /		Paid campaign for comms offic	LinkedIn Ireland Unlimited	S	54.88	10.98	65.86
144	PC/VH subscription and adv	02/07/2024		Parish Council Main /		Paid campaign for comms offic	LinkedIn Ireland Unlimited	S	17.12	3.42	20.54
145	Telephone and WiFi	28/06/2024		Parish Council Main /		BT wifi and phone	BT	S	79.09	15.82	94.91
146	Staff Salary	22/07/2024		Parish Council Main /	35155874	P30 - July 2024	HMRC	Z	1,442.63		1,442.63
147	Staff Salary	28/07/2024		Parish Council Main /	35167207	Staff salary July 2024	Staff	X	940.45		940.45
147	Staff Salary	28/07/2024		Parish Council Main /	35167207	Staff salary July 2024	Staff	X	2,775.33		2,775.33
148	Staff Salary	22/07/2024		Parish Council Main /	35156399	Pension contribution - July 202	Cheshire Pension Fund (CP	X	1,384.44		1,384.44
149	General Maintenance	09/08/2024		Parish Council Main /	35716944	Refund - repairs sink kitchen vi	Gordon McIntyre	X	13.47		13.47
150	Cleaning Service	09/08/2024		Parish Council Main /	35716958	Village Hall cleaning service	MM Domestic Cleaning (Cr	Z	602.00		602.00
151	Newsletter: design, printing an	09/08/2024		Parish Council Main /	35716988	Design and Marketing - Newsle	FearNaught	S	927.92	185.58	1,113.50
152	Website subscription	09/08/2024		Parish Council Main /	35717005	Website Licence Fee	FearNaught	S	175.00	35.00	210.00
153	IMPACT (budget 2023/24)	09/08/2024		Parish Council Main /	35717032	IMPACT - kiosk	Green Living Horticultural I	Z	200.00		200.00
154	Ground Maintenance- supplier	09/08/2024		Parish Council Main /	35717057	Ground maintenance contract -	Green Living Horticultural I	Z	1,315.42		1,315.42
155	Ground Maintenance - General	09/08/2024		Parish Council Main /	35717080	New bowser Pump	Green Living Horticultural I	X	69.99		69.99
156	Payroll Service	09/08/2024		Parish Council Main /	35717099	Payroll Service	Beardmore Accountants	S	50.00	10.00	60.00
157	Staff Salary	09/08/2024		Parish Council Main /	35717130	HMRC - P30 August 2024	HMRC	Z	1,499.43		1,499.43
158	Staff Salary	28/08/2024		Parish Council Main /	35717193	Staff salary August 2024	Staff	Z	940.45		940.45
158	Staff Salary	28/08/2024		Parish Council Main /	35717193	Staff salary August 2024	Staff	Z	2,718.53		2,718.53
159	Staff Salary	28/08/2024		Parish Council Main /	35717222	August 2024 - pension contribu	Cheshire Pension Fund (CP	Z	1,384.44		1,384.44
Total									68,762.27	2,948.16	71,710.43



SHAVINGTON
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Report Statement

Meeting: Parish Council Meeting
Report Purpose: To provide Members a list of payments to consider
Version Control: v0
Author: Clerk

1. Report Summary

The report provides Members a list of payments for Members to consider.

2. Background

The Council has been using the Scribe online system to manage and overview its accounts and finance.

3. Position

Members are asked to consider the list of payments attached in Annex 1.

4. Conclusions

Members are asked to consider the following:

- a. Approve the payments listed in Annex 1
- b. Not to approve the payments listed in Annex 1

5. Consideration Sought

That the payments are approved.

ANNEX 1

List of payments to be considered by Members

Shavington-cum-Gresty Parish Council

28 August 2024 (2024-2025)

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
160	Insurance	27/08/2024		Parish Council Main /		Insurance 2024-2025	Hiscox	X	3,419.79		3,419.79
161	Audit Fees	27/08/2024		Parish Council Main /		External audit 2023/24	PKF Littlejohn	S	630.00	126.00	756.00
162	Newsletter: design, printing an	27/08/2024		Parish Council Main /		Newsletter - September 2024	Solopress	X	1,314.81		1,314.81
163	Newsletter: design, printing an	27/08/2024		Parish Council Main /		Newsletter distribution - Septer	The Leaflet Team	Z	349.00		349.00
164	Remembrance Service	27/08/2024		Parish Council Main /		Remembrance service booklet	The Leaflet Team	Z	349.00		349.00
165	Newsletter: design, printing an	27/08/2024		Parish Council Main /		Newsletter distribution -dec 20	The Leaflet Team	Z	349.00		349.00
166	Accountancy software	28/08/2024		Parish Council Main /		Scribe - account software	Scribe	S	777.60	155.52	933.12
								Total	7,189.20	281.52	7,470.72



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Report Statement

Meeting: Parish Council, 04.09.2024

Report Purpose: To present a list of regular payments in accordance with the Council's Financial Regulations.

Version Control: v1

Author: Clerk

1. Report Summary

To present a list of regular payments in accordance with the Council's Financial Regulations.

2. Background

The newly adopted Financial Regulation requires the Council to approve a list of regular payments associated with ongoing contracts or obligations (such as salaries, PAYE, National Insurance, pension contributions, rent, rates, regular maintenance contracts, and similar items). This list may be authorised in advance for the year by the Council or a duly delegated committee.

3. Position

Attached to this report is the list of regular payments for the Council's approval.

4. Equality Impact

The approval of this list of regular payments ensures equitable treatment by maintaining consistent financial obligations for all employees and service providers.

5. Sustainability Impact

Approving this list of regular payments ensures consistent financial planning and supports the sustainable management of ongoing obligations.

6. Community Impact

Approving this list of regular payments ensures uninterrupted services and financial stability for the community.

7. Governance

Shavington-cum-Gresty Parish Council Financial Regulations

8. Financial Impact

Within budget

9. Resource Impact



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GRESTY

Clerk

10. Conclusions

Councillors are asked to note the report and to consider the following options:

- a. Approve the list of regular payments attached
- b. Approve the list of regular payments attached subject to some amendments being made
- c. Not approve the list of regular payments attached

11. Consideration Sought

That the report is noted and that the list of regular payments attached is approved.



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List of regular payments

- Solopress – printing of newsletter
- The Leaflet Team – distribution of newsletters and booklet
- Cheshire Pension Fund
- Staff Salaries
- HMRC
- Beardmore Accountants
- Green Living Horticultural Ltd
- FearNaught
- MM Domestic Cleaning Ltd
- BT
- Water Plus
- British Gas
- Scottish Power
- AJT Dance
- ASH Waste Services
- Adobe
- Cheshire Constabulary



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Report Statement

Meeting: Parish Council

Report Purpose: To provide Members an update with regards to the conclusion of Audit and the external auditor comments on the AGAR submitted

Version Control: v1

Author: Clerk

1. Report Summary

The reports provide Members an update with regards to the conclusion of audit and comments received from the external Auditor with regards to the AGAR submitted.

2. Background

On 24 May 2024 the Clerk submitted the approved AGAR together with the accompanying documents to the external auditor.

3. Position

On 27 August 2024, the Clerk received the external auditor report and certificate.

The notice of conclusion of audit was published on the Parish Council website on 27 August 2024 together with the certified AGAR, and displayed on the Parish Council notice board.

None points were raised by the external auditor.

4. Governance

Shavington cum Gresty Parish Council Finance Regulation

5. Financial Impact

Neutral

6. Resource Impact

Clerk time

7. Conclusions

Members asked to note the conclusion of audit.

Section 1 – Annual Governance Statement 2023/24

We acknowledge as the members of:

Shavington-cum-Gresty Parish 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 2024, that:

	Agreed			'Yes' means that this authority:
	Yes	No*		
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓			prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓			made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
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.	✓			has only done what it has the legal power to do and has complied with Proper Practices in doing so.
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.	✓			during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
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.	✓			considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓			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.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓			responded to matters brought to its attention by internal and external audit.
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.	✓			disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
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	has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.
			✓	

*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:

01/05/2024

and recorded as minute reference:

SCG/24/01/14

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

Chair

Clerk

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

Chair: *[Signature]*

Clerk: *[Signature]*

www.shavingtononline.co.uk PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

Section 2 – Accounting Statements 2023/24 for

Shavington-cum-Gresty Parish Council

* PLEASE NOTE 2022/23 Restated! Passage from RPP to IFE.

	Year ending		Notes and guidance
	31 March 2023 <i>RESTATED</i>	31 March 2024 £	
1. Balances brought forward	88,240	82,613	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	161,154	179,592	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	20,758	39,481	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	66,347	71,750	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	121,192	126,040	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	82,613	103,896	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	82,240	106,451	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	787,003	792,282	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 2024 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

Amos James

Date

18.04.2024

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

01/05/2024

as recorded in minute reference:

SCG/24/01/17

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

B. James

Section 3 – External Auditor’s Report and Certificate 2023/24

In respect of **Shavington Cum Gresty Parish Council – CH0177**

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 2024; 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 2023/24

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.

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

none

3 External auditor certificate 2023/24

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 2024.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature



Date

21/08/2024



SHAVINGTON
CUM
GRESTY

Report Statement

Meeting: Parish Council

Report Purpose: To consider a proposal for the necessary electrical repairs at Shavington-cum-Gresty Village Hall

Version Control: v1

Author: [officer]

1. Report Summary

To consider a proposal for the necessary electrical repairs at Shavington-cum-Gresty Village Hall

2. Background

On 8 August 2024, an electrician was called to provide an estimate for the following repairs at the Shavington-cum-Gresty village hall:

- Lounge: Relocating wall lights to the ceiling for safety.
- Replacing a faulty light bar at the top of the stairs.
- Replacing four corridor lights.
- Replacing two porch lights.

3. Position

Attached to this report the estimate for Councillors approval

4. Equality Impact

Proceeding with these works ensures a safer and more accessible environment for all users of the village hall, promoting inclusivity and equal access

5. Sustainability Impact

Proceeding with these electrical repairs will enhance energy efficiency and reduce the environmental impact of the village hall.

6. Community Impact

Proceeding with these electrical repairs will enhance safety and improve the overall functionality of the village hall for community use.

7. Governance

Shavington-cum-Gresty Parish Council Financial Regulations
Shavington-cum-Gresty Parish Council H&S



8. Financial Impact

£607.31

9. Resource Impact

Clerk

10. Conclusions

Councillors are asked to note the report and the estimate attached and to consider the following:

- a. Approve the estimate and instruct the clerk to progress with the repairs
- b. Not approve the estimate

11. Consideration Sought

That the quote is accepted and the clerk is instructed to progress with the repairs



ESTIMATE

Date: 08/08/24
ESTIMATE # MHA097

SIMONA GARNERO
SHAVINGTON PARISH COUNCIL
VILLAGE HALL
SHAVINGTON
CREWE
CW2 5DP

To

SIMONA GARNERO
SHAVINGTON PARISH COUNCIL
MAIN ROAD,
SHAVINGTON, CREWE, CW2 5DP

Quote No:	Job	Payment Terms	Due Date
	VARIOUS	AS PER T&Cs	

Qty	Description	Unit Price	Line Total
	<u>MOVING WALL LIGHTS TO CEILING +</u>		
	<u>MAKE SAFE</u>		
	<u>REPLACE FAULTY LIGHTS BAR AND TOP OF</u>		
	<u>STAIRS</u>		
	MAT	34.49	68.98
	<u>REPLACE 4 X CORRIDOR LIGHTS</u>		
	MAT	34.49	137.96
	<u>REPLACE 2 X PORCH LIGHTS</u>		
	MAT – 2 X LED TRAYS	42.68	85.37
	LABOUR – ALL JOBS 1 X ELECTRICIAN	45.00	315.00
		Subtotal	607.31
		Cash	0.00
		Total	607.31

Thank you for your business!



SHAVINGTON
CUM
GRESTY

Report Statement

Meeting: Parish Council

Report Purpose: To consider a report regarding the installation of the map frame in the village hall and the allocation of an additional £200 from reserves to cover the cost that exceed the originally allocated budget

Version Control: v1

Author: Clerk

1. Report Summary

To consider a report regarding the installation of the map frame in the village hall and the allocation of an additional £200 from reserves to cover the cost that exceed the originally allocated budget.

2. Background

The Council allocated a budget of £800 for a new frame to display the village hall's embroidered map donated by the WI. The Clerk was instructed to proceed with selecting a supplier and to obtain three quotes. However, all three quotes exceeded the allocated budget, primarily due to the need for a larger frame than initially estimated.

As per the resolution of the Community and Engagement Committee (ScG CE/24/01/11), the Clerk, in consultation with the Chairs of the Community and Engagement Committee and the Village Hall Committee, reviewed the quotes and agreed to select Eastfield Joinery Ltd as the supplier. Their quote is £925 + VAT, which exceeds the allocated budget.

3. Position

Councillors are asked to consider allocating an additional £200 to the original budget to cover the extra costs and allow the project to proceed

4. Equality Impact

Allocating the extra budget ensures equal access to community resources, preserving the project's inclusivity and benefiting all members.

5. Sustainability Impact

Allocating the extra budget ensures the project's completion, preserving the village hall's heritage and promoting sustainable community engagement.

6. Community Impact



Allocating the additional budget will ensure the timely completion of the project, preserving a valued community artifact for all to enjoy.

7. Governance

Shavington-cum-Gresty Financial regulation

8. Financial Impact

£925 +VAT (£125 more than originally budgeted)

9. Resource Impact

Clerk time

10. Conclusions

Councillors are asked to note the report and consider the following options:

- a. Approve allocating up to £200 from reserves for the project and appoint Eastfield Joinery Ltd as the supplier for the frame, as recommended by the Clerk, the Chair of the Community and Engagement Committee, and the Chair of the Village Hall Committee.
- b. Decide not to allocate the additional budget for the project.

11. Consideration Sought

Approve allocating up to £200 from reserves for the project and appoint Eastfield Joinery Ltd as the supplier for the frame, as recommended by the Clerk, the Chair of the Community and Engagement Committee, and the Chair of the Village Hall Committee.

