

**Bollington Town
Council**

**Full Council
Meeting**

Enclosures

6th June 2023

Table of Contents

Item 2 - Full Council Minutes 16-05-2023	3
Item 5 - Planning and Town Development Minutes 23-05-2023	8
Item 6 - Reconciled Budget 2022/23	15
Item 7 - Payment Schedule June 2023	24



Minutes of the Annual Town Council meeting

held at the Town Hall

on the 16th May 2023 @ 7pm

It was noted this was the first meeting of the Council after the elections on 4th May 2023 and all Cllrs had signed their Acceptance of Office

To Elect the Mayor for the ensuing year 2023/24

Proposer; Cllr J Stewart

Seconder; Cllr J Maitland

RESOLVED Cllr H Ellwood was elected the Town Mayor for the ensuing year 2023/24.

The Acceptance of Office was read out and signed by Cllr HE and the Town Clerk. The Town Mayor was invested with the Chain of Office.

Presentation of Collarette and Bar

The Town Mayor presents the Past Town Mayor's Medallion to the Retiring Town Mayor.

Cllr JCS vote of thanks.

Cllr JCS gave a vote of thanks to his Cllrs for all their support over the past electoral year and the Town Hall team for all their hard work.

The Town Mayor appoints her Chaplain who will be Revd. Nancy Goodrich.

Present: Town Mayor Cllr Helen Ellwood (HE)

Cllrs: Cllr M Broadbent (MB), Cllr K Edwards (KE), Cllr D Kent (DK), Cllr J Maitland (JM), Cllr N Macartney (NM), Cllr R Hardwick (RH), Cllr J Snowball (JS), Cllr J Stewart (JCS), Cllr A Williams (AW), Cllr J Withers (JW).

Cheshire East Ward Representative; Cllr John Place

Town Clerk: Julie Mason

Prayers

Prayers were received By Rev Nancy Goodrich

Declarations of Interest

Cllr RH as his wife rented Brookbank House

Apologies

It was noted there was a vacancy in West Ward.

No apologies.

Public Forum

One past Mayor welcomed Cllr HE as the new Town Mayor and the photographer.

49/23 To receive a vote of thanks to the retiring Mayor.

Cllr HE and Cllr KE gave a vote of appreciation to Cllr JCS.

50/23 To receive a statement from the Town Mayor

The Town Mayor welcomed the new Council and expressed her gratitude to members for voting her in as the new Town Mayor. She promised to endeavour to deliver her year to the best of her ability.

51/23 To Elect the Deputy Mayor for the ensuing year 2023/24.

RESOLVED the appointment of the Deputy Town Mayor would be deferred until September 2023.

52/23 To note the appointment of the Mayor's Youth Consort for the ensuing year 2023/24.

It was noted the Youth Consort for 2023/24 would be Miss Sophie Evans.

53/23 To receive and resolve to confirm the Minutes of the Meeting on 7th March 2023 (Minute Nos 38/23 – 48/23)

The Town Mayor asked for an amendment.

44/23 To note the proposals for the Committee Structure and Working Groups in the next electoral year 2023/24.

RESOLVED *the Committee Structure would remain, and the Working Groups would be tasked with aims and objectives from the Committees subject to FC approval.*

Cllr KE requested an amendment to 43/23 but it was not supported.

RESOLVED the minutes were accepted as true and accurate subject to the amendment to 44/23.

54/23 To receive updates from the minutes.

No updates.

55/23 To receive the new proposed Committee structure for 2023/24

RESOLVED the Committee structure was approved as in the enclosure pack.

56/23 To approve the Terms of Reference for the Committees

Cllr DK pointed out some keying errors and grammatical mistakes.

Cllr JM asked for the removal of point 20 in reference to the businesses be reinstated.

RESOLVED subject to the above amendments the Terms of Reference were agreed.

57/23 To receive the Town Mayor's announcements.

The following announcements were noted:

Planning & Town Development Committee	23/05/23	7 pm
Mayor Making Reception	24/05/23	7pm
Youth Council Meeting	05/06/23	7pm

58/23 To receive a report from the Cheshire East Ward Cllrs – K Edwards and John Place

Cllr KE reported that the new administration team was likely to be the Labour party and the Independent's. He asked that there was a regular monthly meeting with the Town Clerk and the Town Mayor to discuss issues and concerns they could support within Bollington.

The report was accepted.

59/23 To adopt the General Power of Competence for 2023/24

The Clerk had written a report to explain the benefits of adopting the GPC.

RESOLVED the General Power of Competence was adopted.

60/23 To accept the Standing Orders, Financial Regulations and Code of Conduct

Cllr DK pointed out some grammatical errors.

RESOLVED the Standing Orders were adopted.

RESOLVED the Financial Regulations were adopted.

RESOLVED the Code of Conduct was adopted.

61/23 To note the memberships of the following bodies.

- i) CHALC
- ii) SLCC

RESOLVED the memberships were accepted.

62/23 To approve the Mayoral Allowance of £1,000

RESOLVED the Mayoral allowance would be the sum of £1,000 to the Town Mayor for the Civic year 2023/24

63/23 To receive the minutes from the Council Committees and RESOLVE to accept their recommendations and decisions:

FACILITIES 03/04/23 (FC 17/23- 25/23)

RESOLVED the minutes were accepted as a true and accurate record.

COMMUNITY & ENVIRONMENT COMMITTEE 11/04/23

Please note this was not correctly convened meeting and these are only notes.

The notes were accepted.

- **To make a decision on the allocation of the budget to Christmas in 2023**

The Christmas budget had been reduced to £8,000 this year and some areas had to have their budget revised compared to last year.

RESOLVED the Town Council would only have one Christmas tree this year. It would be outside the Town Hall.

There would be no Christmas tree at Bollington Cross, at Market Place or outside the Bulls Head.

RESOLVED the sycamore tree would be illuminated at Bollington Cross.

RESOLVED the Council would organise 'Carols around the Tree' outside the Town Hall.

It was agreed the decision of the light switch on event would be deferred at this stage.

- **To consider a request to fund the planting of the Market Place hanging baskets.**

RESOLVED the hanging baskets would be planted at a cost of the Town Council this year.

PLANNING & TOWN DEVELOPMENT COMMITTEE 18/04/23 (PT 47/23- 53/23)

RESOLVED the minutes were accepted as a true and accurate record.

64/23 To note the period of Public Rights to Inspect the Accounts and to note it will be between Monday 5th June and Friday 14th July 2023

RESOLVED the Public Rights to Inspect the Accounts was accepted.

65/23 To receive and Resolve to approve the Annual Internal Audit Report 2022/23, part of the Annual Governance and Accountability Return 2022/23

RESOLVED the Internal Audit report was accepted by Full Council and they acknowledged any recommendations would be undertaken by the Finance and Audit committee.

Cllr JM and Cllr KE thanked the Clerk and the Finance Assistant for a clean audit.

66/23 To receive and Resolve to approve Section 1 The Annual Governance Statement of the Annual Governance and Accountability Return 2022/23.

The Town Mayor read each question out to the members and the council considered their reply and voted on each question.

RESOLVED Section 1 of the Governance and Accountability Return 2022/23 was accepted.

The past Chair – Cllr JCS signed the audit.

67/23 To receive and Resolve to approve Section 2 The Accounting Statements 2022/23 of the Annual Governance and Accountability Return 2022/23 together with the supporting documents.

RESOLVED Section 2 of the accounting statements was accepted.

68/23 To receive the minutes from the Youth Council on 2nd May 2023

RESOLVED the minutes were accepted as a true and accurate record.

69/23 To consider Planning Applications which require comments before the next Planning and Development Meeting

23/1442M

32 GRIMSHAW LANE, BOLLINGTON, SK10 5NB

Demolition of an existing single-storey outrigger and the erection of a new single-storey rear extension within the footprint of previously approved proposals 10/1784M.

RESOLVED NO OBJECTION

70/23 To note the signatures on the bank accounts and make necessary amendments.

RESOLVED Mr M Fearn, Mr J Weston and Ms A Stott would be removed and Cllr J Maitland would be an addition to the Natwest and the Santander.

71/23 To note the balance of Accounts Co-op Current - £5,946.24 Co-op Savings - £20,075.00 Natwest - £184,505.67 Santander - £70,000.00 = £195,448.39

RESOLVED the approval of the Accounts for Payment dated 16/05/25 £34,895.82 + VAT £1,1144.65 = £36,040.47 and note Receipts = £130,633.62
The information was inspected by the Town Mayor and Cllr J Stewart due no Chair of Finance & Audit Committee

72/23 To note the next meeting will be held on 6th June 2023 at the Town Hall @ 7pm and Mayor Making on 24th May at 7pm.

Meeting closed at 8.40 pm.

Signed:..... Date:.....



Minutes of the Meeting of the Planning and Development Committee of the Town Council

Held in the Town Hall

on Tuesday 23rd May 2023 @ 7pm

Present

Cllrs; Mike Broadbent (MB), Ken Edwards (KE), Richard Hardwick (RH), Judy Snowball (JS), John Stewart (JCS) John Withers (JW)

Chair - Cllr J Snowball

Officer – Julie Mason, Town Clerk

Election of the Chair for the ensuing year.

RESOLVED Cllr J Snowball was elected as the Chair.

Declarations of Members Interests

Cllr J Stewart – 23/1400M - cricket nets

Public Forum Time

Four members of the public.

Cllr H Ellwood (Town Mayor) attended to express her concern that the Committee may withdraw the budget from the extra weed kill across the town. She felt the town looked so much better last year following the extra weed kill as paid for by the TC.

Two members of the public (father and son) asked for support with the replacement of the two basketball nets on the recreational ground. The basketball backboards, rims and nets were not fit for purpose, and basketball is growing in the Macclesfield area as a sport, especially for children.

The third resident (who represented several residents) came for support with the parking outside their houses on Hurst Lane. When people arrived and went travel ling on the canal, they left their cars for a period of time sometimes up to three months and they were unable to park their car. They accepted this during the day but overnight it was a huge inconvenience. They had approached the Canals and River trust to ask for signage, but it was to no avail. He asked the Town Council for support.

PT 54/23 To receive apologies for absence.

Nil.

PT 55/23 To Resolve to agree that the Town Council instruct an extra weed kill across the hard surfaces in the town.

The committee discussed non-glyphosate alternatives, as the Chair advised is used by Congleton Town Council. The committee agreed to consider glyphosate alternatives as used by other local councils for future weed killing.

RESOLVED the Committee recommended an extra weed kill this summer on the hard surfaces throughout the town.

PT 56/23 To agree the Cllrs to conduct the consultation on traffic concerns on and around Lord Street / Hurst Lane following concerns.

The Committee discussed the issues on Hurst Lane and acknowledged there were issues, but the residents needed to be consulted before any recommendations could be undertaken.

It was agreed this would now be taken to the T, T, WG for consideration.

PT 57/23 To approve the Minutes of the Planning and Development Committee Meeting 18th April 2023 (PT 47/23 – PT 53/23)

RESOLVED the minutes were approved as a true and accurate record.

It was noted that there were not enough members to approve the minutes but Cllr KE recommended approval.

PT 58/23 To accept updates from the minutes.

- Feedback from the Clerk on the lack of publication on BTC planning comments under the Cheshire East Portal

The Clerk reported that she had contacted Mr. D Malcom Head of Planning at CE to ask for support, that there had been several instances where BTC had submitted comments on planning applications, and they had not been published. He has investigated it and asked for examples and referred it to the planning department.

- To receive an update on the Clerk on the S106 monies.

The Clerk had made a formal complaint and it had now been reported and gone through CE full council and the legal agreements had been approved. CE was now awaiting the sign off on the costs of a Masterplan implementation. The Clerk had also been approached by the Bollington Town football club to ask for support with their pitch as due to promotion the Cheshire League had not passed their pitch. The drainage was not satisfactory or the goal posts.

Cllr KE, as CEC Ward Councillor, reported that he had contacted CEC officers on the lack of progress and is awaiting their response.

59/23 To receive the Decisions on Planning Applications and Notifications from Cheshire East Council:

- **Planning Applications APPROVED: None**
- **Planning Applications APPROVED WITH CONDITIONS:**

22/1845M

POOL HOUSE, CLARKE LANE, BOLLINGTON, SK10 5AH

Proposed new single storey garage building.

BTC – OBJECTION – over development in the green belt.

22/4633M

7 SANDY CLOSE, BOLLINGTON, SK10 5DT

Demolition of existing side porch, rear bay window & garage structure, proposed single storey side/rear extension.

BTC – NO OBJECTION

22/4347M

5 OAK FOLD, KERRIDGE, SK10 5AW

Minor alterations to existing garage.

BTC – NO COMMENT MADE

23/0323M

68 CHURCH STREET, BOLLINGTON, SK10 5QD

Single storey rear extension

BTC – NO OBJECTION

23/0341M

80 CEDARWAY, BOLLINGTON, SK10 5NS

Front dormer window

BTC – NO OBJECTION

23/0517M

36 HENSHALL ROAD, BOLLINGTON, SK10 5HX

Ground floor kitchen extension

BTC – NO OBJECTION

23/0676M

83 PALMERSTON STREET, BOLLINGTON, SK10 5JX

Remodelling and re-roofing of the existing detached garage.

BTC – NO COMMENT MADE

23/0875M

14 HIGHER LANE, KERRIDGE, SK10 5AR

Removal of chimney stack and reinstatement of stone slated roof.

BTC – NO OBJECTION

23/0957M

10 FOXGLOVE CLOSE, BOLLINGTON, SK10 5DH

Replacement of existing white UPVC windows with slimline aluminium window frames and enlargement of bedroom window to form Juliet balcony with sliding doors.

BTC – NO OBJECTION

23/1025M

16 ADLINGTON ROAD, BOLLINGTON, SK10 5JT

Small rear extension for kitchen/living room, plus dormer and velux lights for loft conversion.

BTC – NO OBJECTION

- **Consent for works in TPO with conditions:**

23/0045T

44 WATERWHEEL WAY, BOLLINGTON, SK10 5DQ

We would require works to two lime trees – crown lift to 5m to reduce overhang and shading.

NO CONSULTTEES

- **Planning decisions NEGATIVE CERTIFICATE: None**
- **Planning decisions WITHDRAWN:**

21/1251M

NAB QUARRY, LONG LANE, POTT SHRIGLEY

Resubmission for the regularisation of warehouse storage buildings and demolition of existing shed and replacement with 2 storey office building.

22/4280M

HOBSON HOUSE, CLARKE LANE, BOLLINGTON, SK10 5AH

Certificate of proposed lawful development for Erection of single storey side extension, demolition of existing conservatory, external elevation alterations and erection of garage and associated external works, including landscaping.

23/0140M

22 INGERSLEY ROAD, BOLLINGTON, SK10 5RF

Double-storey five-bedroom house to include swimming pool following demolition of existing property.

23/0877M

32 GRIMSHAW LANE, BOLLINGTON, SK10 5NB

Non-material amendment to original application 10/1784M following change of ownership.

- **Tree 6-week date expired:**

23/0092T

PLAYGROUND, ADLINGTON ROAD, BOLLINGTON, SK10 5JT

Group of Common Ash (*Fraxinus excelsior*) with Ash Die-Back (*Hymenoscyphus fraxineus*), crowns contain extensive deadwood over 24mm diameter. Reduce to 1.5m stump to allow for regrowth, removing risings from site. Restocking of suitable saplings on embankment. Ash tag 001599 (*Fraxinus excelsior*), extensive deadwood in crown due to ADB, decay within crown, limb failures over 100mm diameter in occurrence. Section dismantle tree to ground, chip and stack risings in woods, Restocking using whips in suitable locations on site.

23/0731T

22 CLARENCE TERRACE, BOLLINGTON, SK10 5LD

Fell Sycamore tree.

23/1090T

68 HENSHALL ROAD, BOLLINGTON, SK10 5DN

Tree 1 - Alder tree in dangerous location on top of retaining wall leaning over. Propose felling to ground level Tree 2 - Sycamore on top of retaining wall at rear of property. Blocks light to 68 and excessive shading to 64, 66 and 68 Henshall Road and risks further damage to retaining wall. Propose felling to ground level.

- **Tree 5-day exemption notice:**

MOUNT HALL NURSING HOME, BOLLINGTON, SK10 5AQ

with regard to your 5-day Exemption Notice to remove a Protected Beech Tree dated 27th April 2023 at Mount Hall Nursing Home SK10 5AQ. The request is

supported by a site visit / inspection including photos taken by yourself and photos taken for our reference.

Having considered your request to remove the Beech tree which forms part of the G1 Group Order of the Macclesfield Borough Council (Bollington-Mount, Flash Lane 1988. It was identified that the tree in advanced stages of decline and large fungal brackets of Ganoderma has hosted the mainstem, with years of fungal growth evident. A sounding of the tree identified large areas of cavities to the mainstem.

The Beech tree can be removed as an exception to the requirement to obtain formal consent in accordance with Regulation 14 (1) (c) of The Town and Country Planning (Tree Preservation) (England) Regulations 2012. It is therefore advisable that the tree is removed at your earliest convenience and a 4-5 metre a habitat monolith is left.

- **Planning decisions REFUSED:**

[22/3976M](#)

SYNERGIST EXPRESS LIMITED, CLARENCE MILL, CLARENCE ROAD, BOLLINGTON, SK10 5JZ

new external air handling unit including fixing of pipework to building.

BTC – OBJECTION

[22/3977M](#)

SYNERGIST EXPRESS LIMITED, CLARENCE MILL, CLARENCE ROAD, BOLLINGTON, SK10 5JZ

Listed building consent for new external air handling unit including fixing of pipework to building.

BTC – OBJECTION

- **Appeals Notified: None**

60/23 To make observations on Planning Applications currently on deposit upon the production of the agenda but to allow consideration of applications submitted in between:

[23/1400M](#)

BOLLINGTON RECREATION GROUND, ADLINGTON ROAD, BOLLINGTON

Replacement of existing cricket training nets with new.

RESOLVED NO OBJECTION

[23/1541M](#)

11A COW LANE, BOLLINGTON, SK10 5BL

Proposed rear elevation alterations to form new window and door opening with balcony area.

RESOLVED OBJECTION

[23/1659M](#)

19 SOUTH WEST AVENUE, BOLLINGTON, SK10 5DX

Proposed single two storey side extension and single storey rear extension.

RESOLVED NO OBJECTION

23/1709M

2 ALBERT ROAD, BOLLINGTON, SK10 5HS

Two storey front and single storey side extension and alterations.

RESOLVED NO OBJECTION subject to conditions.

61/23 To make observations on Planning Applications (Trees) currently on deposit:

23/1281T

24 CHANCERY LANE, BOLLINGTON, SK10 5BJ

T1 - Fell T2 - Fell T3 - Fell T4 - Fell T5 - Fell T6 - Fell T10 - Fell T11 - Fell T12 - Fell G1 – Fell

The committee asked that the tree officer attended site as it was 10 trees in a concentrated area and ask if maintenance could be an alternative option. If this was not the case could replacement trees be planted.

23/1409T

36 HIGHER LANE, KERRIDGE, SK10 5AR

T1 beech tree on extremely steep embankment. Proposal to remove lower lateral limb from tree to prevent failure of limb. T2 Sycamore tree with heavy lean covered in ivy on extremely steep embankment, proposal to fell and remove tree for safety reasons. replant x1 oak tree in similar location. T3 leaning Sycamore tree on extremely steep embankment with ivy present. Remove lower limb and reduce canopy by 1.5 - 2 meters from branch tip to help balance leading tree. Deadwooding will be carried out on remaining trees on the embankment in accordance with BS3998.

No comment only action taken outside nesting season.

23/1447T

68 HIGH STREET, BOLLINGTON, SK10 5PF

T1-Birch. Crown lift to 2.5m. Crown reduce by 2m. T2-Beech. Crown reduce by 3m. Crown lift over highway by 2.5m. T3-Birch. Crown reduce by 3m. Work is requested to let more light into the garden.

The information was inadequate to make a decision.

23/1550T

25 CLARENCE TERRACE, BOLLINGTON, SK10 5LD

T1 Oak - 3m reduction on house side of the tree and remove 1 lateral branch.

The information was inadequate to make a decision.

23/1596T

4 ROCKANK RISE, BOLLINGTON, SK10 5LB

Tree works to fell common beech tree (T1).

No Comment but please avoid nesting season and a requirement to replant.

62/63 To Resolve to appoint the Working Groups and members i) Transport & Travel ii) Neighbourhood Plan and agree their Terms of Reference

RESOLVED members of the following groups were as follows.

Transport & Travel Working Group

Cllr Ken Edwards
Cllr Helen Ellwood
Cllr John Withers
Cllr Judy Snowball
Mr Mark Fearn
Mr Mike Burdekin
Mr Rob Bosmith

Neighbourhood Plan

Cllr Jo Maitland
Cllr Judy Snowball
Cllr Ken Edwards
Cllr R Hardwick

To consider the Terms of Reference for both Working Groups

RESOLVED the TOR were accepted for T, T WG

RESOLVED the TOR were accepted for the Neighbourhood Plan WG

63/23 To agree next steps on the improvements at Ashbrook Road following the decision to allocate £5,000 in ear mark reserves for 2023/24.

RESOLVED the Committee wished to pursue the improvements of Ashbrook Road. Cllr MB suggested the stone would be worth some amount of money and we should investigate the sale. It was also agreed the Ward Cllrs would be approached for a contribution.

64/23 To note the date of the next Planning and Town Development Committee Meeting on Tuesday 20th June 2023 at 7.00pm at Bollington Town Hall.

Meeting closed at 9.00 pm.

Signed:

Dated:

Bollington Town Council
Summary of Receipts and Payments

23 May 2023 (2022-2023)

All Cost Centres and Codes

Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Audit & GDPR				2,283.00	2,117.16	165.84	165.84 (7%)
2	Mobile Phones, Broadband and I				3,100.00	1,705.22	1,394.78	1,394.78 (44%)
3	Equipment				1,000.00	955.40	44.60	44.60 (4%)
4	Staff Expenses				300.00	161.05	138.95	138.95 (46%)
5	Insurance				4,000.00	3,329.88	670.12	670.12 (16%)
6	IT Support				4,000.00	3,344.80	655.20	655.20 (16%)
8	Refreshments		10.00	10.00	200.00	271.90	-71.90	-61.90 (-30%)
9	Photocopier				1,500.00	925.44	574.56	574.56 (38%)
10	Stationery				750.00	695.93	54.07	54.07 (7%)
11	Subscription				4,100.00	6,029.54	-1,929.54	-1,929.54 (-47%)
12	Staff Training - Road Traffic Man				1,200.00	2,208.00	-1,008.00	-1,008.00 (-84%)
13	Website				500.00	548.00	-48.00	-48.00 (-9%)
41	Councillor Training		99.00	99.00	700.00	404.50	295.50	394.50 (56%)
101	Newsletter							(N/A)
122	Publications/Newsletter				4,500.00	5,685.00	-1,185.00	-1,185.00 (-26%)
SUB TOTAL			109.00	109.00	28,133.00	28,381.82	-248.82	-139.82 (-0%)

Brookbank House

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
20	Brookbank House Repairs, Main		35.00	35.00	2,000.00	1,266.70	733.30	768.30 (38%)
21	Brookbank House Utilities					35.00	-35.00	-35.00 (N/A)
SUB TOTAL			35.00	35.00	2,000.00	1,301.70	698.30	733.30 (36%)

Civic & Community Events

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
29	Christmas Festive Lighting - Traf				10,000.00	6,966.23	3,033.77	3,033.77 (30%)
30	Christmas Lights Switch-On Eve				4,000.00	6,606.32	-2,606.32	-2,606.32 (-65%)
31	Christmas Eve Carols Round the				1,925.00	930.00	995.00	995.00 (51%)
32	Mayoral Civic Dinner				2,000.00		2,000.00	2,000.00 (100%)
33	Mayoral Mayor Making				45.00	5.00	40.00	40.00 (88%)
34	Mayoral Civic Sunday				300.00	32.01	267.99	267.99 (89%)
35	Jubilee				2,000.00	650.05	1,349.95	1,349.95 (67%)
36	Remembrance Sunday Event				925.00	305.00	620.00	620.00 (67%)
37	Scarecrow Event & Queen's Jub				200.00	18.99	181.01	181.01 (90%)
38	School Award/Youth Council				200.00		200.00	200.00 (100%)
39	Town Assembly				500.00	148.95	351.05	351.05 (70%)
40	Volunteers							(N/A)
125	School Visits							(N/A)
126	Volunteers Thank you		332.50	332.50	625.00	63.75	561.25	893.75 (143%)
SUB TOTAL			332.50	332.50	22,720.00	15,726.30	6,993.70	7,326.20 (32%)

Bollington Town Council
Summary of Receipts and Payments

23 May 2023 (2022-2023)

All Cost Centres and Codes

Civic Hall

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
22	Civic Hall Administration				750.00	988.73	-238.73	-238.73 (-31%)
23	Civic Hall Business Rates				5,000.00	4,840.30	159.70	159.70 (3%)
24	Civic Hall Cleaning & Waste				2,500.00	1,522.71	977.29	977.29 (39%)
26	Repairs Maintenance and Improv		3,381.75	3,381.75	7,000.00	14,234.42	-7,234.42	-3,852.67 (-55%)
27	Civic Hall Utilities				9,000.00	6,750.41	2,249.59	2,249.59 (25%)
28	Library Expenses				4,000.00	3,808.45	191.55	191.55 (4%)
SUB TOTAL			3,381.75	3,381.75	28,250.00	32,145.02	-3,895.02	-513.27 (-1%)

Civic Responsibilities

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
42	Former Mayor				750.00	178.93	571.07	571.07 (76%)
43	Mayoral Regalia				800.00	486.02	313.98	313.98 (39%)
44	Mayoral Allowance				1,025.00	474.17	550.83	550.83 (53%)
128	Training							(N/A)
129	Tributes and Awards				50.00	110.16	-60.16	-60.16 (-120%)
150	Room Hire		250.00	250.00		575.00	-575.00	-325.00 (N/A)
SUB TOTAL			250.00	250.00	2,625.00	1,824.28	800.72	1,050.72 (40%)

Community & Environment

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
46	Defibrillator Maintenance				250.00		250.00	250.00 (100%)
58	Town Horticulture		112.50	112.50	10,000.00	4,519.45	5,480.55	5,593.05 (55%)
82	Public Toilets Cleaning Bowling C				3,600.00	300.00	3,300.00	3,300.00 (91%)
103	Community Assets				1,000.00	662.47	337.53	337.53 (33%)
104	Cleaning PT Adlington Road				3,222.00	4,123.03	-901.03	-901.03 (-27%)
120	Auto locking doors - Bowling Clt				10,000.00		10,000.00	10,000.00 (100%)
130	Defib Maintenance							(N/A)
131	Horticultural					33.28	-33.28	-33.28 (N/A)
132	Public Toilets Adlington Road Re				1,000.00	407.60	592.40	592.40 (59%)
133	Bowling Green Public Toilets							(N/A)
SUB TOTAL			112.50	112.50	29,072.00	10,045.83	19,026.17	19,138.67 (65%)

Earmarked Reserves

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
140	Town Hall				20,000.00	6,535.00	13,465.00	13,465.00 (67%)
141	Land Transfer - BHL				1,854.00	2,900.03	-1,046.03	-1,046.03 (-56%)
142	Brookbank House				2,000.00	620.67	1,379.33	1,379.33 (68%)
143	Civic Hall - Improvement and Re				3,000.00		3,000.00	3,000.00 (100%)
144	Civic Responsibilities				6,000.00		6,000.00	6,000.00 (100%)

Bollington Town Council
Summary of Receipts and Payments

23 May 2023 (2022-2023)

All Cost Centres and Codes

145	Christmas Lighting			2,000.00		2,000.00	2,000.00 (100%)
146	Town Warden Van			2,000.00		2,000.00	2,000.00 (100%)
147	Pool Bank Car Parking Spaces	36.94	36.94	3,000.00		3,000.00	3,036.94 (101%)
148	Turner Rise - Legal			750.00		750.00	750.00 (100%)
149	Neighbourhood Plan			700.00		700.00	700.00 (100%)
152	Turner Rise			8,350.00		8,350.00	8,350.00 (100%)
154	Grants 2021/22			6,400.00	5,730.00	670.00	670.00 (10%)
SUB TOTAL		36.94	36.94	56,054.00	15,785.70	40,268.30	40,305.24 (71%)

General Reserves

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
114	General Reserves				18,500.00	600.00	17,900.00	17,900.00 (96%)
SUB TOTAL					18,500.00	600.00	17,900.00	17,900.00 (96%)

Grants

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
83	Grants				14,000.00	8,938.07	5,061.93	5,061.93 (36%)
153	Labour - Road Closure				1,000.00	526.09	473.91	473.91 (47%)
SUB TOTAL					15,000.00	9,464.16	5,535.84	5,535.84 (36%)

Income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
64	Income Town Hall		610.15	610.15			610.15 (N/A)	
65	Income Brookbank House	5,000.00	6,025.72	1,025.72			1,025.72 (20%)	
66	Income Civic Hall Bookings	35,000.00	42,019.37	7,019.37			7,019.37 (20%)	
67	Income Library Recharges	4,000.00	5,831.89	1,831.89			1,831.89 (45%)	
68	Income Civic & Community Ever	2,000.00		-2,000.00			-2,000.00 (-100%)	
69	Income Projects - Allotments	640.00	822.45	182.45			182.45 (28%)	
117	Income - Bridgend Loan	3,675.00	3,675.84	0.84			0.84 (0%)	
151	VAT - 2022/2023						(N/A)	
SUB TOTAL		50,315.00	58,985.42	8,670.42			8,670.42 (17%)	

Income - EVC Project

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
155	EVC Project		1,760.50	1,760.50			1,760.50 (N/A)	
SUB TOTAL			1,760.50	1,760.50			1,760.50 (N/A)	

Bollington Town Council

Summary of Receipts and Payments

23 May 2023 (2022-2023)

All Cost Centres and Codes

Income Precept

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
115	Income - Precept	220,000.00	220,000.00					(0%)
SUB TOTAL		220,000.00	220,000.00					(0%)

Personnel

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
71	Town Clerk							
73	Town Manager							
75	Accounts Assistant							
76	Administration & Support Assista							
77	Town Warden Co-Ordinator							
78	Town Warden							
79	Employer Pension							
80	Employer NIC							
100	Staffing (Contingency)							
SUB TOTAL								

Personnel & Assets

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
47	Allotments				3,000.00	2,167.55	832.45	832.45 (27%)
52	Equality, Diversity & Inclusion							(N/A)
62	Pool Bank Parking Spaces							(N/A)
91	Bollington Cross Youth Project							(N/A)
107	Assets		520.00	520.00	1,000.00	666.51	333.49	853.49 (85%)
108	Tools - Town Warden				750.00	678.32	71.68	71.68 (9%)
119	Van Insurance				720.00	798.29	-78.29	-78.29 (-10%)
121	Turner Rise							(N/A)
134	Assets RMI				1,000.00	72.50	927.50	927.50 (92%)
135	Town Warden Clothing				500.00	137.55	362.45	362.45 (72%)
136	PWLB				3,700.00	3,675.84	24.16	24.16 (0%)
137	Van Running Costs				2,200.00	1,215.44	984.56	984.56 (44%)
SUB TOTAL			520.00	520.00	12,870.00	9,412.00	3,458.00	3,978.00 (30%)

Planning & Town

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
53	Footpaths				1,000.00		1,000.00	1,000.00 (100%)
54	Gritting & Flooding				2,000.00	2,143.88	-143.88	-143.88 (-7%)
55	Transport Initiatives				3,000.00	3,132.61	-132.61	-132.61 (-4%)
97	Neighbourhood Plan					21.64	-21.64	-21.64 (N/A)
118	Ashbrook Road				5,000.00		5,000.00	5,000.00 (100%)

Bollington Town Council
Summary of Receipts and Payments

23 May 2023 (2022-2023)

All Cost Centres and Codes

138 Town Maintenance	1,500.00	1,000.00	500.00	500.00 (33%)
139 Ashbrook Road				(N/A)
SUB TOTAL	12,500.00	6,298.13	6,201.87	6,201.87 (49%)

Town Hall

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
14	Town Hall Business Rates	6,800.00	6,487.00	313.00	313.00	(4%)		
15	Town Hall Cleaning & Waste	4,000.00	3,182.94	817.06	817.06	(20%)		
16	Town Hall Horticulture	500.00	50.00	450.00	450.00	(90%)		
18	Town Hall Repairs, Maintenance	3,000.00	11,687.28	-8,687.28	-8,687.28	(-289%)		
19	Town Hall Utilities	7,000.00	4,464.87	2,535.13	2,535.13	(36%)		
102	Compliance	3,230.00	1,275.64	1,954.36	1,954.36	(60%)		
SUB TOTAL		24,530.00	27,147.73	-2,617.73	-2,617.73	(-10%)		

Summary

NET TOTAL	270,315.00	285,554.76	15,239.76	375,795.18	288,341.44	87,453.74	102,693.50 (15%)
V.A.T.		18,286.26			18,663.65		
GROSS TOTAL		303,841.02			307,005.09		

Bollington Town Council
ANNUAL RETURN - Section 2 : Statement of Accounts

Explanation of variances

This is prepared based on information in "Governance and Accountability for Local Councils : a Practitioner's Guide"

Important note: These figures have been prepared on an INCOME and EXPENDITURE basis.

Box No.	Description	31/03/2022 £	31/03/2023 £	Variance £	Variance %	Explanation Required?	Notes
1	Balances brought fwd	224001.51	186437.57				BALANCE B/F AGREES
2	Annual precept	185743.00	220000.00	34257.00	18%	Yes	The precept has not been increased since 2017/18 and due to an increase in costs for the fixes assets (the town hall, the civic hall , Brookbank house and the allotments) there was a decision to increase the precept .
3	Total other receipts	57631.03	56473.31	-1157.72	2%	No	
4	Staff Costs	133700.07	121878.67	-11821.40	9%	No	
5	Loan interest/capital repayments	3675.84	3675.84	0.00	0%	No	
6	Total other payments	143562.06	168091.55	24529.49	17%	Yes	2022/23 Administration Costs = 9,620 Town Hall = 13,645 BHL Legal fees = 2,900 Civic Hall = 5,267 Allotments = 2,200 Transport Initiatives = 3,132 Jubilee = 650 Weed killing = 1,000 Tools TW = 805 Grants = 4,000 Horticultural = (1,242) Brookbank (4,568) Total = 43,219 2021/22 Elections (8,994) Civic Resp (970) Community Events (2,894) Total = (18,688) Misc = (21.00) TOTAL 24,529
7	Balances carried forward	186437.57	169264.82	-17172.75	9%	No	
8	Total Cash and Short Term Investments	181150.71	177986.64	-3164.07	2%	No	
9	Total Fixed Assets and Long Term Investments	809263.49	794830.32	-14433.17	2%	No	

Bollington Town Council
ANNUAL RETURN - Section 2 : Statement of Accounts

Explanation of variances

This is prepared based on information in "Governance and Accountability for Local Councils : a Practitioner's Guide"

Important note: These figures have been prepared on an INCOME and EXPENDITURE basis.

Box No.	Description	31/03/2022 £	31/03/2023 £	Variance £	Variance %	Explanation Required?	Notes
10	Total Borrowings	51694.96	49450.98	-2243.98	4%	No	

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)

Bollington Town Council

Prepared by: J Mason
Name and Role (Clerk/RFO etc)Date: 20/4/23Approved by: J Mason
Name and Role (RFO/Chair of Finance etc)Date: 20/4/23

Bank Reconciliation at 31/03/2023			
	Cash in Hand 01/04/2022		181,150.71
	ADD Receipts 01/04/2022 - 31/03/2023		303,841.02
			484,991.73
	SUBTRACT Payments 01/04/2022 - 31/03/2023		307,005.09
A	Cash in Hand 31/03/2023 (per Cash Book)		177,986.64
	Cash in hand per Bank Statements		
	Petty Cash 31/03/2023	132.71	
	Santander Deposit Account 31/03/2023	70,000.00	
	Natwest Current Account 31/03/2023	79,329.78	
	Co-op Bank Deposit Account 31/03/2023	20,075.40	
	Co-op Bank Current Account 31/03/2023	6,761.45	
			176,299.34
	Less unrepresented payments		
			176,299.34
	Plus unrepresented receipts		1,687.30
B	Adjusted Bank Balance		177,986.64
	A = B Checks out OK		

Handwritten signature and date: JB 20/4

Bollington Town Council
Reconciliation between Box 7 and Box 8

31/03/2023

This report explains the difference between the total balance in Box 7 and the cash balance in Box 8 by showing the totals for each type of adjustment, the details of which can be listed using the Adjustments report. It deducts the additional assets which have been included on the balance sheet and adds back in the liabilities to arrive at the balance for actual cash and short term investments. This only applies to Annual Returns prepared on Income and Expenditure basis

	<i>Amount</i>	<i>Amount</i>
Box 7 - Balances carried forward		169,071.60
Debtors	3,599.00	
Prepayments		
Stocks and Stores		
VAT Recoverable	3,948.58	
TOTAL DEDUCTIONS		7,547.58
Creditors	16,462.62	
Receipts in Advance		
Doubtful Debts		
TOTAL ADDITIONS		16,462.62
Box 8 - Total cash and short term investments		177,986.64

Item	Payment Method	Description	Net	VAT	Total Amount Due
Administration					
Amazon	Debit Card	Laminating pouches	£8.46	£1.69	£10.15
Axon	BACS	Bill for licencing/mail security/office 365	£283.36	£56.67	£340.03
BT	DD	BT Bill May 2023	£95.29	£19.06	£114.35
Coop	Debit Card	Milk Town Hall	£4.80	£0.00	£4.80
O2	DD	Town Warden Mobile May 2023	£27.10	£5.42	£32.52
O2	DD	Town Warden Mobile May 2023	£27.10	£5.42	£32.52
Traffic Direct	BACS	Paul Stephens Traffic management 11.5.23	£240.00	£48.00	£288.00
TutorCare	BACS	Paul Stephens Frist Aid Awareness	£33.00	£6.60	£39.60
Zurich	BACS	3 Year Insurance Policy	£3,309.05	£0.00	£3,309.05
Total Administration			£4,028.16	£142.86	£4,171.02
Civic and Community Events					
Bollington Balloons	BACS	Balloon Modelier - Coronation 8.5.23	£80.00	£0.00	£80.00
Bollington Office and Window Cleaning	BACS	Clean & stock recreation ground & cricket pavillion for Coronation	£110.00	£0.00	£110.00
KVL PA Hire	BACS	PA system for Coronation 8.5.23	£44.00	£8.80	£52.80
Tesco	Debit Card	Refreshments Milk/Handwash/flowers for Mayor Making	£25.13	£0.00	£25.13
Total Civic and Community Events			£259.13	£8.80	£267.93
Town Hall					
Amazon	Debit Card	Tea Towels TH	£9.96	£1.99	£11.95
Bollington Office and Window Cleaning	BACS	Town Hall cleaning 27/03/23 - 08/05/23	£264.00	£0.00	£264.00
Cutler Cleaning Products	BACS	Town Hall cleaning supplies	£303.04	£60.61	£363.65
Fire Queen	BACS	Fire extinguisher yearly service	£147.34	£29.47	£176.81
Value Products	BACS	Sterile dressings/Saline cleansing wipes	£16.80	£3.36	£20.16
Wickes	Debit Card	Paint brush	£3.12	£0.63	£3.75
Wickes	Debit Card	Setting Cement TH	£3.42	£0.68	£4.10
WME - Gas	DD	31/03/23 - 30/04/23 Invoice	£718.72	£143.74	£862.46
Total Town Hall			£1,466.40	£240.49	£1,706.89
Civic Hall					
Acc Security Systems	BACS	Replacement Glass Cover	£10.00	£1.00	£11.00
Cheshire Lock & Safe	BACS	Replacement set of keys Civic Hall	£13.34	£0.00	£13.34
Fire Queen	BACS	Fire extinguisher yearly service	£127.02	£25.41	£152.43
Waterplus	BACS	Water & Wastewater Library 6/04/23 - 5/05/23	£305.64	£0.00	£305.64
Wickes	Debit Card	Curtain Pole - CH	£12.50	£2.50	£15.00
Wickes	Debit Card	Curtain Pole - CH - Refund	-£12.50	-£2.50	-£15.00
WME - Gas	DD	31/03/23 - 30/04/23 Invoice	£772.67	£154.53	£927.20
Total Civic Hall			£1,228.67	£180.95	£1,409.62
Civic Responsibilities					
Damian Whyatt Signwriting	BACS	Add JS name to councillors board	£80.00	£0.00	£80.00
M&S	Debit Card	Thank you - Amanda and James - Chariman's Allowance	£55.49	£0.00	£55.49
Total Civic Responsibilities			£135.49	£0.00	£135.49
Grants					
				£0.00	£0.00
Total Grants			£0.00	£0.00	£0.00
Community and Environment					
Amazon	Debit Card	Climate Action Books x 4 - Green Week	£65.64	£0.00	£65.64
Amazon	Debit Card	Velcro and Wildflower seeds - Green Week	£16.23	£3.25	£19.48
F Davies	BACS	Moving and refitting hanging baskets	£90.00	£18.00	£108.00
Oak Nurseries Limited	BACS	Planters Town Centre	£150.00	£0.00	£150.00
Total Community and Environment			£321.87	£21.25	£343.12
Planning and Town					
Halfords	BACS	Hose clips for SID	£45.93	£9.19	£55.12
Screwfix	BACS	Sandpaper for benches around Bollington for Town Wardens	£21.64	£4.32	£25.96
Total Planning and Town			£67.57	£13.50	£81.07
Facilities					
Acc Security Systems	BACS	Full size maglock with monitoring	£90.15	£18.03	£108.18
Amazon	BACS	Dummy Surveillance Security CCTV - Public Toilets	£9.74	£1.95	£11.69
Bill & Ben Skip Hire	BACS	Skip Hire 15.5.23 Allotments	£141.67	£28.33	£170.00

Bollington Office and Window Cleaning	BACS	Adlington Road Toilets cleaning 20/03/23 - 12/05/23	£600.00	£0.00	£600.00
Bowcock & Pursaill	BACS	Charges re lease of land adjacent to Harrop Road Allotment	£650.03	£129.97	£780.00
Cheshire Lock & Safe	BACS	Replacement key Heath Road Allotment	£10.00	£0.00	£10.00
Post Office	Debit Card	Letter to solicitor re allotments - signed for 1st class	£4.45	£0.00	£4.45
Publi Works Loan Board	BACS	Half yearly loan repayment	£1,837.92	£0.00	£1,837.92
Tesco	Debit Card	Youth Coucil refreshments	£8.95	£0.00	£8.95
Total Facilities			£3,352.91	£178.28	£3,531.19
Personnel & Assets					
			£0.00	£0.00	£0.00
Total Assets			£0.00	£0.00	£0.00
Personnel					
HMRC	BACS	PAYE and NIC May	£1,673.15	£0.00	£1,673.15
Cheshire Pension Fund	BACS	Pension May 2022	£2,387.28	£0.00	£2,387.28
Staff Salaries	BACS	Salaries May 2022	£7,264.69	£0.00	£7,264.69
Total Personnel			£11,325.12	£0.00	£11,325.12
Total Payments For May 2023			£22,185.32	£786.13	£22,971.45
Receipts					
Bridgend Centre Loan			£306.32		
Civic Hall Bookings- Monthly Regular			£2,744.00		
Civic Hall Bookings- Individual Events			£60.00		
Allotment Income 2023-24			£423.00		
Other Income-Cheshire East Recharge Library			£0.00		
Vat Qtr 4 Refund			£2,735.18		
Friends of Bollington - Coronation			£200.00		
Cheshire East Precept			£0.00		
Total Receipts For May 2023			£6,468.50		
Approved by:			Councillors:		
Bollington Town Mayor			Cllr Helen Ellwood		6th June 2023
Chair of Finance and Audit			Cllr John Stewart		6th June 2023