

**CONGLETON TOWN COUNCIL  
COMMITTEE REPORTS AND UPDATES**

<b>COMMITTEE:</b>	<b>Council</b>			
<b>MEETING DATE AND TIME</b>	<b>22<sup>nd</sup> January 2026 7 pm</b>	<b>LOCATION</b>	<b>Congleton Town Hall</b>	
<b>REPORT FROM</b>	<b>Chief Officer and Responsible Financial Officer</b>			
<b>AGENDA ITEM REPORT TITLE</b>	<b>10.2 Payments over £5,000 for Financial Year 2026-2027</b>			
<b>Introduction</b>	In accordance with our Financial Regulations, all orders and payments over £5,000 (plus VAT) have to be approved by the Finance and Policy Committee, and any over £10,000 (plus VAT) have to be approved by Full Council. All orders will be subject to our Financial Regulations and will follow standard procedures; all payments will follow standard authorisation procedures. As part of the budget setting, the RFO is able to request that regular payments and orders be approved in advance by Council. The requests are detailed in this report. Should any invoice differ or any issues arise with any of the items detailed, the request will be brought back to Council for information, and a further request for approval will be made.			
<b>Payments over £5,000</b>	The list is as follows: although approval is being requested now, all invoice payments will continue to follow our Financial Regulations.			
<b>Supplier</b>	<b>For</b>	<b>Amount</b>	<b>Paid by</b>	<b>Further information.</b>
Cheshire East	CCTV	£10,456	Invoice/BACS	To ensure final year of contract is paid on time.
Cheshire East	Business Rates	£24,950	Direct Debit	Annual invoice paid over 10 months
Cheshire East	Business Rates	£5,200	Direct Debit	Annual invoice paid over 10 months
Cheshire East Council	HR & HS Services	£5,000	Invoice/BACS	Annual agreement, paid by quarterly invoices.
Dawsongroup Sweepers Ltd	Sweeper	£34,000	Invoice/BACS	Sweeper introduced via Cheshire East Streetscape SLA, ends 2027. Paid monthly
Legal & General	Critical Illness	£11,500	Invoice/BACS	To ensure the pension and insurance scheme is kept up to date.
Prism Solution Ltd	ICT	£24,000	Invoice/Direct Debit	Invoiced monthly
Water Plus	Water Rates	Varies	Direct Debit	Invoiced monthly
West Mercia Energy	Utilities	Varies	Direct Debit	Invoiced monthly

West Wallasey Contract Hire	Vehicle Lease	£50,000	Invoice/BACS	Invoiced monthly
Zurich Municipal	Annual Insurance	£28,613	Invoice/BACS	To ensure there is no break in cover.
Varies	Annual planting schemes	£8,500-£10,000	Invoice/BACS	Main bulk of plants are purchased around April each year, in 2025-2026 Four Oaks were the supplier.
Christmas Lights Scheme	Once SLA agreed	£10,000-£20,000	Invoice/BACS	Paid by invoice receipt.
Specific Grants over £5000	Once SLA agreed	£10,000-£16,000	Invoice/BACS	Paid by invoice receipt.
Payroll	Net Wages Pension Statutory PAYE/NI	Varies	BACS	To prevent delays in salaries and statutory deadlines. RFO has delegated permission to approve the bulk payment each month (Financial Regulations Ref 11.8)
<b>Decisions Required</b>	To approve the list of regular payments over £5,000 for the financial year 2026-2027.			