



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 3rd January 2023

To all members of the Council Finance Committee: Councillor John Glover (Chair of Council & **Chair of Finance Committee**), Councillor David Pafford (Vice Chair of Council), Councillor Alan Baines (**Vice Chair of Finance Committee**), Councillors Richard Wood, Shona Holt, Robert Shea-Simonds & Councillor John Doel

Dear Finance Committee members

You are invited to attend the **Finance Committee meeting** which will be held on **Monday 9th January 2023 at 7.00pm** at **Melksham Without Parish Council Offices (First Floor), Melksham Community Campus, Market Place, SN12 6ES** to consider the agenda below:

TO ACCESS THE MEETING REMOTELY, PLEASE FOLLOW THE ZOOM LINK BELOW. THE LINK WILL ALSO BE POSTED ON THE PARISH COUNCIL WEBSITE WHEN IT GOES LIVE SHORTLY BEFORE 7PM.

Click link here:

<https://us02web.zoom.us/j/2791815985?pwd=Y2x5T25DRIVWVU54UW1YWWE4NkNrZz09>

Or go to www.zoom.us or Phone 0131 4601196 and enter: **Meeting ID: 279 181 5985**
Passcode: 070920. Instructions on how to access Zoom are on the parish council website www.melkshamwithout.co.uk. If you have difficulties accessing the meeting please call (do not text) the out of hours mobile: 07341 474234

Yours sincerely,

A handwritten signature in cursive script that reads "T. Strange".

Teresa Strange, Clerk

AGENDA

1. **Welcome, Housekeeping and Apologies**
2. a) To receive **Declarations of Interest**
b) To consider for approval any **Dispensation Requests** received by the Clerk and not previously considered.
c) To note that Councillors living in the Parish have a **dispensation** for Precept setting.
3. **To consider holding items in Closed Session due to confidential nature**
Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during consideration of business, where publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.
4. **Internal Audit visit:**
To receive feedback from internal audit visit (1 of 2 for 2022/23) on Weds 22nd December and consider report if received in time
5. **Berryfield Village Hall:**
 - a) To note Final Account for build from Rigg Construction and outstanding payments in 2022/23 and 2023/24
 - b) To note Total Spend on Project vs Budget
 - c) To approve payment of start up fund to new charitable trust and agree amount
6. To note for background information: **Minutes of Finance Committee** 10th January 2022 (annotated where appropriate with agreed budget at following Full Council meeting)
<https://www.melkshamwithout-pc.gov.uk/assets/minutes/2022/10.1.2022%20Finance%20Minutes%20scanned%20and%20signed.pdf>
7. **Community Infrastructure Levy (CIL)**
 - a) To note response to CIL queries raised with Wiltshire Council
 - b) To note CIL income received in 2022/23, agree potential CIL income figure to include for 2023/24 and rationale of use of potential CIL income for 2023/24
 - c) To note parish council's agreed uses of CIL and to consider more project specific spend for current and next financial year
8. **Reserves**
 - a) To review **Financial Reserves Policy**
 - b) To consider contribution to Reserves and spending from Reserves for current and next financial year
9. **Solar Farm Community Funding:**

- a) To consider appropriate potential income figure for 2023/24 (fluctuates due to share of housing within 2.75km radius of Sandridge Solar Farm)
- b) To consider spend of Solar Farm funding for current and next financial year.

10. **Budget**

- a) To review and consider **Budget for 2022/2023** against anticipated position at year end; and **Estimate for 2023/2024**
- b) To recommend **virements against Budget for 2022/2023**
- c) To recommend **Budget for 2023/2024**

11. **Precept**

- a) To note “**Town & Parish Councils Council Tax Factsheet Nov 2022**”
- b) To note confirmed Taxbase number for 2023/24
- c) To recommend **Parish Council Precept for 2023/2024**

12. **Investments**

- a) To review **Investment Policy**
- b) To consider making investments as a result of the review, and current bank account/committed funds
- c) To consider making any Fixed Term Deposits

13. **Risk Register:** To review Risk Register

14. **Grant Aid Policy:** To review Grant Aid policy (to consider new clause about returning funds if group fails, or change of use request)

15. **Market Place Toilets:** To consider for approval for payment the invoice from Melksham Town Council for 50% share of costs of Market Place Public Toilets for financial year ending 31st March 2022

16. **Banking arrangements**

- a) To consider making a transfer from Lloyds to Unity Trust bank accounts
- b) To note update on costs of Rialtas accounting software, and change of bank account payment details for new parent company

17. To consider future action on debtors