



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

First Floor
Melksham Community Campus,
Market Place, Melksham,
Wiltshire, SN12 6ES
Tel: 01225 705700

Email: clerk@melkshamwithout-pc.gov.uk
Web: www.melkshamwithout-pc.gov.uk

Wednesday 5th February 2025

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

Dear Finance Committee members

You are invited to attend the **Finance Committee meeting** which will be held on **Monday 10th February 2025 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&omn=85648706468>

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-pc.gov.uk . If you have difficulties accessing the meeting please call (do not text) the out of hours mobile: 07341 474234

To access the agenda online please scan the below QR code.

YOU CAN ACCESS THE AGENDA PAPERS HERE

Yours sincerely

Teresa Strange, Clerk



AGENDA

1. **Welcome and Housekeeping**
2. To receive **Apologies and approval of reasons given.**
3. a) To receive **Declarations of Interest**
b) To consider for approval any **Dispensation Requests** received by the Clerk and not previously considered.
4. 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.
5. **Public Participation**
6. **Grant Aid:**
 - a) To note the Grant Aid policy prior to reviewing grant applications
 - b) To note budget provision for Grant Aid 2025/26
 - c) To consider Grant Aid applications for 2025/26
7. **Grass cutting and bin emptying contract:**
 - a) To review the outcome of the tender evaluation process and tender clarifications received
 - b) To consider removing the requirement to check and seed all pitches at the end of the season if worn out of the contract as this isn't required.
 - c) To note that the Shaw Play Area grass cutting was missed off of the contract and will need to be negotiated with the chosen contractor.
 - d) To consider whether the council should agree a 3 or 5 year grass cutting and bin emptying contract.
 - e) To recommend contractor and contract for approval at Full Council
 - f) To agree contract amount following any additions or exclusions from the specification
 - g) To note budget in place for contract and agree any additional amount that needs to be used from CIL/ Solar Funding.
8. **Bowerhill Sports Field:**
 - a) To consider fees and charges for the 2025/26 football season starting 1st August 2025.
 - b) To note correspondence from legionella contractor on current contract structure and consider suggested change.

c) To consider quotation for Hot Water Boiler repair if received, maintenance issue had been raised.

9. **Audit:**

a) To consider response to queries raised by Internal Auditor (if received)

b) To appoint Internal Auditor for 2025/26

Copy to: All Councillors