



## MELKSHAM WITHOUT PARISH COUNCIL

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Tuesday 2<sup>nd</sup> January 2024

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 8<sup>th</sup> January 2024 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](http://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](http://www.melkshamwithout.co.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.
  - c) To note that Councillors living in the Parish have a **dispensation** for Precept setting.
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. **To note for background information:** Minutes of Finance Committee 9<sup>th</sup> January 2023 (annotated with 2022/23 year end figures)
7. **Public Works Loan:** To note repayments made to date, amount outstanding to the Public Works Loan Board and the funds available for repayment. To consider repaying outstanding amount in this financial year if option available.
8. **Community Infrastructure Levy (CIL):**
  - a) To note factsheet from Wiltshire Council on when CIL receipts will be paid to town and parish councils and what it can be spent on.
  - b) To note CIL income received in 2023/24 and agree potential CIL income figure to include for 2024/25.
  - c) To note parish council's agreed uses of CIL and to consider more project specific spend for current and next financial year.
  - d) To review terms of legal agreement on CIL transferred to Melksham Town Council for East of Melksham Community Centre due to passage of time, and agree any appropriate next steps.
9. **Solar Farm Community Funding:**
  - a) To note correspondence with owners of Sandridge Solar Farm about future community benefit funds
    - i) Trigger for changes to calculation

- ii) Response (if received) to request to extend fund from 25 to 40 years in line with request for planning permission amendment
- b) To agree appropriate potential income figure for 2024/25.
- c) To consider spend of Solar Farm funding for current and next financial year.
- d) To consider correspondence received re Melksham Battery Storage community fund (installations at Westlands Lane, Beanacre) and agree next steps
- e) To note timing for solar farm community benefit fund for proposed Beanare solar farm

**10. Reserves:**

- a) To review Financial Reserves Policy
- b) To consider contribution to Reserves and spending from Reserves for current and next financial year.

**11. Budget**

- a) To review and consider Budget for 2023/2024 against anticipated position at year end; and estimate for 2024/2025.
- b) To recommend virements against Budget for 2023/2024.
- c) To recommend Budget for 2024/2025.

**12. Precept**

- a) To note news bulletin from NALC (National Association of Local Councils) advising that there will be no referendum for precept increases for town and parish councils for 2023/25.
- b) To note confirmed Taxbase number for 2024/25 and that there will be no Council Tax Reduction scheme by Wiltshire Council in 2024/25 following recent consultation.
- c) To recommend Parish Council Precept for 2024/2025.

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

**14. Internal Audit visit:** To receive feedback from internal audit visit (1 of 2 for 2023/24) on Weds 20<sup>th</sup> December and consider report.

**15. Bank Signatories:** To confirm bank signatory arrangements for the council's bank accounts.

**16. Investments:**

- a) To review and amend investment policy to reflect the fact that the council is commencing investment with the CCLA (Churches, Charities and Local Authorities).

- b) To review CCLA Public Sector Deposit Fund application form and approve signatory and authorisation councillors and officers.
  - c) To agree buffer amount to keep in each bank account to cover direct debits and standing orders.
  - d) To note that the parish council are eligible under the FSCS (Financial Services Compensation Scheme) threshold.
17. To note advice received on providing grant funding to churches, following recent Levelling Up and Regeneration Bill
18. To note abrupt end of Bowerhill Sports Field waste contract with Suez (before end of term) and subsequent new contract put in place with Grist. Operational decision by Clerk in conjunction with Chair of Asset Management Committee and Acting Council Chair to provide continuity of service. Comparative quote sought and reviewed.
19. To consider additional charges for the Campus and Pavilion broadband and line rental to cover equipment in case of an issue.

***Copy to: All Councillors***