

**MINUTES of the Full Council Meeting of Melksham Without
Parish Council held on Monday 22 April 2024 at Melksham Without Parish
Council Offices, Melksham Community Campus (First Floor), Market
Place, Melksham, SN12 6ES at 7.00pm**

Present: Councillors David Pafford (Vice Chair of Council), Alan Baines, John Doel, Martin Franks, Mark Harris, Shona Holt, Peter Richardson and Robert Shea-Simonds

Officers: Teresa Strange, Clerk and Lorraine McRandle, Parish Officer

In attendance: Wiltshire Councillor Phil Alford (Melksham Without North & Shurnhold) and Wiltshire Council Nick Holder (Bowerhill) & Inspector Andy Lemon (for part of meeting)

Via Zoom: Councillors Nathan Keates and John Glover (for part of meeting)

501/23 Welcome, Announcements & Housekeeping

Councillor Pafford welcomed everyone to the meeting and went through the evacuation procedures in the event of a fire. He also reminded those present that the meeting was being recorded and would be published on YouTube but deleted once the minutes were approved.

The following announcements were made:

- Lime Down Solar. The deadline for anyone wishing to submit comments as part of the consultation was Friday, 26 April.
- There will be a short unveiling of a memorial plaque on Saturday, 27 April at 11.30am at Queen Mary Gardens for former Melksham Town Clerk, Jean Harris who also served as a councillor for a short period on Melksham Without Parish Council.

The Clerk reminded Members the Council was in a period of purdah given the upcoming elections for the Police & Crime Commissioner on 2 May and therefore advised Members to keep the discussions with the Police tonight to operational and local issues, and not the wider scope of policing policy.

502/24 a) To receive apologies and consider approval of reasons given.

Apologies were received from Councillor Glover who was on holiday, Councillor Wood due to a previous social engagement and Councillor Chivers who was back in hospital.

The Clerk informed the meeting Councillor Keates had also tendered his apologies due to work commitments, but had joined the meeting via

Zoom and was aware he could not take part in the meeting or vote.

b) To review Councillor Andy Russell's Leave of Absence

Councillor Pafford informed the meeting, that Councillor Russell had decided to resign from the parish council for health reasons and had written to the Clerk thanking the Chair, Vice Chair and Clerk for their support and understanding and what a pleasure it had been working with everyone on the council.

The Clerk confirmed that the Elections team at Wiltshire Council would be informed as soon as possible, who would advertise the vacancy in due course. Once the notices had been received, these would go out to the various noticeboards within the parish to see if 10 electors from Bowerhill wished to call an election. There would be an opportunity for the council to co-opt a new councillor if no election was requested

503/23 Invited Guests:

Standing Orders were suspended and Detective Inspector Lemon and the Wiltshire Councillors present were invited to speak to the Council.

a) Wiltshire Police: Detective Inspector Andrew Lemon

Detective Inspector Lemon thanked the parish council for the invitation and updated Members on recent changes to operational procedures within the local Police Teams and Neighbourhood Policing Teams. There was a new "Community Commitment", issued earlier in the year by the Chief Constable, a community contract between the Police and the community which concentrated on 3 areas ie violence reduction, safer public spaces and reduction in burglary offences.

The Clerk highlighted that Bowerhill and Berryfield did not seem to have a particular officer(s) designated to them in the recent Police report issued, with Detective Inspector Lemon confirming these areas were covered by PC Elliott Holdsworth.

Councillor Baines noted PC Holdsworth did not appear to be responsible for Redstocks which was odd, when he was responsible for Bowerhill, Seend and other villages south of Melksham with Detective Inspector Lemon agreeing to investigate and report back.

Councillor Pafford sought clarification of the 20,000 additional Police officers currently being recruited across the Country and asked how many would be allocated in Wiltshire.

Detective Inspector Lemon informed the meeting he understood c1000 new Police officers had been recruited in Wiltshire recently.

Melksham Crime Figures for first quarter of 2024:

9.5% reduction in violence against the person.
38.4% reduction in drug offences.
66% reduction in the use of weapons.
20% increase in burglaries (5 additional crimes reported in 3 months)
Increase in vehicle crime (7 additional crimes reported in 3 months)
With the biggest increase seen in sexual offences.

Detective Inspector Lemon informed the meeting he would ask Sergeant Rutter to circulate the quarterly crime data to the parish council and to attend a future meeting if requested, to answer any questions relating to the figures along with Sergeant Rutter.

With regard to the increase in burglaries, it was explained this was mainly against businesses with local youths involved who were now in the criminal justice system and as a consequence there had been a noticeable reduction in burglaries since.

With regard to the council's previous concerns at trailers parking on Bowerhill Industrial Estate, Detective Inspector Lemon had noted, having driven through there himself recently, that they had re-appeared and would be liaising with Sergeant Rutter to look into this.

Wiltshire Councillor Holder thanked the Police for their response to a recent spate of vehicles being broken into on Bowerhill, with residents having raised with him their thanks for the police response.

Councillor Richardson asked if more speed enforcement could be undertaken in the Shaw & Whitley area, noting there was a noticeable difference in driver behaviour when Police were present, to help support Community Speedwatch. Detective Inspector Lemon informed the meeting the Police would be in the area the following day to assist Community Speedwatch.

Councillor Shea-Simonds sought the best way to get in touch with local Police, with the advice being in the first instance to report to 101, however Detective Inspector Lemon was happy for himself or Sergeant Rutter to be contacted directly if necessary.

Inspector Lemon sought an update on Semington Road bus gate, informing the meeting the Police were increasing their presence in order to stop and educate people on use of the bus gate and was informed an ANPR camera would be installed shortly.

b) Wiltshire Councillor Phil Alford (Melksham Without North & Shurnhold)

Wiltshire Councillor Alford informed the meeting he had been active in Whitley recently regarding the public consultation on proposals for a

battery storage facility north of Top Lane, Whitley.

c) Wiltshire Councillor Nick Holder (Bowerhill)

Wiltshire Councillor Holder informed the meeting that the planning application for the footpath to the rear of Melksham Oak School (PL/2023/10488) had been approved, with work on the footpath due to start in July and be fully operational by the start of the Autumn term. A toucan crossing would be installed where the footpath met the new Eastern distributor road (Rocket Way) into the new development East of Melksham and would be operational before the footpath is completed.

Regarding the proposed new primary school at Pathfinder Place, a meeting was due to take place with the School Design Team in order to understand why progress on the planning application had stalled.

d) Wiltshire Councillor Jonathon Seed (Melksham Without West & Rural)

Unfortunately, Councillor Seed was unable to attend the meeting but had submitted a report which had been circulated to Members for information.

Standing Orders were reinstated.

Detective Inspector Lemon left the meeting at 7.42pm.

504/23 a) To receive Declarations of Interests

There were no declarations of interest.

b) To consider for approval any Dispensation Requests received by the Clerk and not previously considered.

None received.

506/23 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 as required (Agenda items 9e) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*

Resolved: For item 9e, regarding the Neighbourhood Plan, update to be held in closed session.

507/23 Public Participation

There were no members of public present.

508/23 To approve the Minutes of the Full Council Meeting held on 25 March 2024 and Confidential Notes to accompany the minutes.

Resolved: To approve both the Full Council minutes of 25 March 2024 and the Confidential Notes to accompany the minutes and for the Chair to sign.

Councillor Pafford explained there were several references to joint projects with the Town Council within the minutes and given their lack of engagement, it had been suggested the Town Council hold an extraordinary council meeting to cover all outstanding decisions; with the Parish Clerk, Chair and Vice Chair in attendance.

Min 469(b)(i): Shurnhold Fields

The Friends of Shurnhold Fields have been successful in receiving a £8,000 National Lottery grant towards a new lawn mower. However, it is still unclear where it will be stored until the proposed shed is installed as part of the car park project for Shurnhold Fields.

Min 469(d): MUGA Safety Re-surfacing

Cleaning of the safety surfacing in the play areas had been undertaken the previous week.

Min 469(e): Grass Cutting

J H Jones has started their new contract for this year to cut the grass and empty bins in various locations around the parish and fully understood the need for the Council to go out to tender later in the year.

Min 469(f): Speed Indicator Devices (SID) deployment

It was understood J H Jones having been contracted to install the parish council's two SIDs was due to deploy them this week. A risk assessment had been provided, as well as other documentation requested.

509/23 To approve the Minutes of the Annual Parish Meeting held on 15 April 2024.

Resolved: To approve and for the Chair to sign the Annual Parish Meeting minutes of 15 April 2024.

510/23 Planning

- a) To approve the Planning Committee Minutes of 8 April 2024 and Confidential Notes to accompany the minutes.**

Resolved: To approve both the Planning Committee minutes of 8 April and Confidential Notes to accompany the minutes and for the Chair to sign.

- b) To formally approve the Planning Committee recommendations of 8 April 2024.**

Resolved: To approve the recommendation contained within the Planning Committee minutes of 8 April 2024.

- c) Proposed New Depot on former Christie Miller Site, Bowerhill.**

Several Members of the parish council and the Clerk had attended a pre-app meeting the previous week with Sam Howell, Director of Highways & Transport and Wiltshire Councillor Holder who had outlined proposals for the site, with re-assurances given there was a schedule/timetable for the proposals.

- d) Proposed battery storage facility north of Top Lane, Whitley (Lime Down Solar). To consider community benefit ideas to submit to public consultation**

Resolved: To submit as part of the parish council's response to the public consultation the following:

As the parish council strongly objects to the proposed battery storage facility north of Top Lane, Whitley and a decision on whether this site will be included in the Development Consent Order (DCO) application will not be made until September 2024, the council do not wish to provide feedback on community benefit at this stage.

- e)C To consider latest update on the Melksham Neighbourhood Plan Review (JMNP#2) and to approve additional funding.**

THIS ITEM WAS HELD IN CLOSED SESSION.

511/23 Finance

- a) Receipts & Payments reports for March**

Resolved: To note the Receipts & Payments reports for March.

- b) To seek cheque signatories/online authority for April payments**

Resolved: For Councillors Baines and Doel to be cheque signatories/online authority for April payments.

c) To approve Bank Account and Fund Transfers

The Clerk reported the parish council now had a Churches Charities & Local Authorities (CCLA) account, with it previously agreed to transfer £500,000 into the account. However, as time had moved on only £400,000 was available to transfer into the account and therefore sought a steer from Members how much they wished to proceed.

The parish council had also received 50% of its precept £130,796 into the Lloyds account and once the various grant cheques had been cashed approximately £130,000 would be available in the Lloyds account, with the Clerk seeking a steer from Members if they wished to transfer some of the monies into a fixed term deposit account, in order to receive interest; leaving the previously agreed £5,000 buffer.

The Clerk explained in transferring monies from the Lloyds current account in to the CCLA account, the agreed amount would have to be transferred into the Unity current account in the first instance by cheque, and then transferred to the CCLA account.

Resolved: To transfer £400,000 into the CCLA account now, with Councillors Holt and Pafford signing the relevant paperwork necessary to transfer the funds.

To also transfer £125,000 from the Lloyds current account into the CCLA account via the Unity current account.

d) Quarterly Reports for Quarter 4 Jan, Feb, Mar)

i) Budget vs Actual

Resolved: To note the Budget vs Actual report.

The Clerk advised that although this was effectively the year-end figures for 2023/24, they would look different in the year end reporting as these were before all the reserve movements, accruals, debtors etc had been taken into account. This piece of work had taken place last Thursday.

ii) Bank Reconciliation

Resolved: To note the Bank Reconciliation report.

iii) To note VAT reclaim submitted

Resolved: To note a VAT reclaim of £2,083.98 had been submitted earlier in the day.

iv) To note “Over £500 spend” report to meet Transparency good practice

Resolved: To note the ‘over £500 spend’ report would be uploaded to the council’s website in due course, in order to meet transparency good practice.

e) Council Tax Levels

Members noted the precepts for 2024/25 in England had been published for all town and parish councils, with the average Band D precept being £85.88 per annum (an average increase of £6.74 (8.5%)), this compared with Melksham Without Parish Council’s precept for this period of £89.94 per annum (an increase of £5.73 (6.17%)).

512/23 Asset Management

a) To receive update on play area legal transfers for Pathfinder Place, Berryfield, Kestrel Court

The Clerk expressed frustration there was still no update from Taylor Wimpey and Wiltshire Council respectively on the legal transfer documents for all 3 play areas.

b) To consider holding an Asset Management Committee Meeting on 24 June

The Clerk sought a steer from Members if they were happy to hold an Asset Management meeting on 24 June, which amongst other things, would review the council’s assets in terms of condition.

Resolved: To hold an Asset Management Committee meeting on Monday, 24 June at the Campus at 7.30pm, with a site meeting prior at 6.30pm at Hornchurch Road Play Area, Bowerhill.

c) Bowerhill Pavilion & Sports Field

i) To approve electricity quotation for the Pavilion

As the current electricity contract for the Pavilion was due to expire on 25 August 2024, the council’s energy broker Utility Aid had provided various electricity quotes for comparison.

Resolved: To approve the EDF 36-month contract at £1,980.29 per annum, saving the parish council £1,844 per annum.

ii) **To consider a request from Future of Football to install advertising signage for their tea hut just outside the Bowerhill Sports Field**

Members noted the suggested location of the advertising signage near the ramp down to the sports field was outside the ownership of the parish council and on Highway land, which could cause confusion for people, in thinking that the tea hut was available all the time and not just on match days.

The Clerk sought a steer from Members if they were happy in principle with the request, prior to her contacting the Highways department at Wiltshire Council.

Resolved: To inform Future of Football the parish council are happy in principle for advertising signage to be installed on the parish council sports field land directing people to their tea hut on match days; but not on the highway land.

Councillor Glover joined the meeting via Zoom during this item at 8.43pm.

d) **To consider update on bleed kits investigations**

Councillor Pafford reminded the meeting, that the council had received advice from Community Heartbeat not to install the bleed kits in the parish council's defibrillator cabinets, as they were concerned if the kits were deployed, it would indicate the defibrillator was also deployed and therefore not available for people to use in an emergency.

The Clerk informed the meeting she had spoken to the community responders who attended the Annual Parish council meeting last week who felt that the defib cabinets were the best place for the bleed kits to be available to the community, particularly the ones outside pubs, and therefore the Clerk suggested going back to Community Heartbeat to progress this further.

The Clerk explained that it had been suggested that there was a scheme available to provide bleed kits in taxis elsewhere in the country and therefore had spoken to the representative of Melksham Taxis who was on the Wiltshire Taxi Forum and they had agreed to put bleed kits on their next agenda, however, they had raised concern at skill levels and availability.

Councillor Richardson informed the meeting a defibrillator had been installed outside the new Whitley Stores on Top Lane but was not

clear if this device had been registered with the relevant authority with the Clerk agreeing to look into this.

Resolved: For officers to continue investigations.

e) To consider update and agree way forward for Environment Agency project for flood prevention measures at Shurnhold Fields

The meeting was informed this was one of the items awaiting a response from the Town Council which would be discussed at a forthcoming Extraordinary meeting of the Town Council.

f) To note update on the installation of a new defibrillator outside Bowerhill Village Hall and successful Government grant funding bid

The Clerk informed the meeting a resident had offered to donate funding for a new defibrillator at Bowerhill Village Hall outside the gates, with the parish council being successful in receiving a Government grant and receiving a defibrillator and cabinet worth approximately £2,000, with the parish council match funding £750 towards the grant.

Having met with the council's electrician a suitable location for a pole to install the device had been found just outside the village hall pedestrian gate, with the device to be connected to Bowerhill Village Hall electricity supply.

The Clerk informed Members the electricity installation costs would be £748 excl VAT, by Kan Connections; with the costs associated with digging a trench to connect to Bowerhill Village Hall being £295 excl VAT; by J H Jones.

Councillors had previously requested that the defib was installed under a street light to avoid the purchase of one, but that was not feasible and would incur much more cost in terms of connection. There would be a light on the post that the defib cabinet would be installed on, but a low wattage one that will be on all night, on a night not motion sensor, and would cost about £10 per year to run. The ongoing electricity cost of the cabinet and light to be borne by the village hall committee as connected to their supply.

g) To approve the upgrade of Office 365 for office computers

Resolved: To approve the upgrade of the officer's Office 365 system at a cost of increased subscription this financial year £194.40

excluding VAT, with the costs to come from general contingency reserve.

513/23 Highways

a) To approve the Highway & Streetscene Minutes of 8 April 2024

Resolved: To approve and for the Chair to sign the Highway & Streetscene Minutes of 8 April 2024.

b) To formally approve the Highway & Streetscene recommendations of 8 April 2024

Resolved: To formally approve the Highway & Streetscene recommendations of 8 April 2024.

c) Local Highway & Footway Improvement Group (LHFIG).

The Clerk explained this item had been placed on the agenda in order to consider the percentage of funding the parish council contributed towards projects in the parish, having noted Town Councillor Jon Hubbard had raised a concern at a recent LHFIG meeting that both the Town Council and Melksham Without Parish Council were contributing 50% towards projects, whereas the smaller parishes were only contributing 25%.

Councillor Baines informed the meeting it had been raised by the previous Chair of LHFIG that it was unfair that smaller parish councils were contributing the same percentage rate of 33% for projects, as the town council and the parish council, as they had a larger number of residents to help contribute towards the costs, therefore, it had been agreed some time ago to increase the town and parish council contribution to 50%.

It was noted if a parish were keen to see a particular project approved, they could increase their funding contribution towards the costs involved if they wished.

Resolved: It was unanimously agreed to keep the current funding contribution rate of 50% for LHFIG projects.

d) Waiting Restriction Requests

Several Members had met with Mark Stansby, Principal Highway Engineer and Hannah Sibson, Apprentice Civil Engineer the previous week, to review the various waiting restriction requests in the parish. Whilst agreeing to the proposals for the following locations:

- Avro Way
- Merlin Way

- Pathfinder Way
- Westinghouse Way
- Semington Road Bridge
- Westlands Lane

The following modifications were suggested:

- Lancaster Road: To extend the waiting restrictions to include the roundabout on Lancaster Road.
- Mitchell Drive: To remove the proposed waiting restrictions on Mitchell Drive/Barnes Wallis Close junction and the bus stop and to include waiting restrictions on Mitchell Drive from Barnes Wallis Close junction to Halifax Road on the left-hand side (excluding the parking bays).

Resolved: To formally approve the waiting restrictions and the suggested modifications on Lancaster Road and Mitchell Drive.

514/23 Emergency Response:

a) To note update on flooding resources from Environment Agency & Wiltshire Council

Members noted the information contained in the documentation provided.

The Clerk drew Members' attention to the following comment which was of interest which highlighted why football matches on Bowerhill Sports Field for instance had to be cancelled a number of times in recent months:

'It has been an exceptionally wet autumn and winter in Wiltshire. It was the second wettest October to February period since records began in 1871 for the River Bourne, the Upper and Middle Bristol Avon, and the Upper and Middle Hampshire Avon.'

b) To receive update on progress of joint Emergency Plan with Melksham Town Council and use of SSEN grant funding to publicise

The Clerk explained she had placed this item on the agenda as it was hoped there would be an update, however, this was another project which was awaiting feedback from the Town Council, who would be discussing this and other joint projects at a forthcoming Extraordinary meeting of the Melksham Town Council.

515/23 Community projects/partnership organisations:

a) To receive update on the Village Hall meeting held on 11 April

The Clerk explained the meeting had been useful, with several village halls represented at the meeting, with lots of them now signed up to the Village Hall WhatsApp Group in order to share information.

b) Wiltshire Explore App

The Clerk explained a training session for volunteers and officers in uploading content to the App had taken place on 10 April, with another session to agree content due to take place the following day. Unfortunately, no one from the Town Council was in attendance, with discussions taking place to get someone involved from the Town Council in due course.

c) Campaign to Protect Rural England (CPRE)

Councillor Franks explained both himself and the Clerk had met with a representative of CPRE Wiltshire on 4 April, which had been a useful meeting with it agreed to keep communication ongoing.

The Clerk explained CPRE ran the Best Kept Village competition and whilst the parish council had previously completed the paperwork for the various entries, several years ago community groups had taken over doing this. Unfortunately, none of the villages in the parish had entered the previous year or this year and queried if the admin involved in each entry had been a barrier for some entering the competition and sought a steer from Members if they were happy for officers to take on the admin work involved, particularly, if this encouraged more villages to enter.

Resolved: To inform community groups in September each year, that the parish council are happy to assist with the application form for the Best Kept Village competition if they wished to enter.

516/23 What have we done to meet the Climate Friendly agenda

a) To consider any action following the Environment Agency report on the sewage overflows into the watercourse in the parish (Southbrook)

A list of sewer overflows/discharges into watercourses in the parish and adjacent areas in 2023 had been circulated to Members before the meeting and included the following locations:

- Shaw School:
Sewer storm overflow spilled **68** times for a total of **591.50 hours**, discharging into Southbrook.

- Bowerhill Wastewater Treatment works
Sewer storm overflow spilled **24** times for a total of **115.80 hours**, discharging into the Berryfield stream
- Melksham Treatment works
Sewer storm overflow spilled **45** times for a total of **788.80 hours**, discharging into the River Avon.
- Semington Brook Pumping Station
Sewer storm overflow spilled **23** times for a total of **259.50 hours**, discharging into Semington Brook.
- Lacock Water Recycling Centre
Sewer storm overflow spilled **92** times for a total of **1,536.53 hours**, discharging into the Bristol Avon.

Councillor Pafford sought a steer from Members if the parish council wished to comment, particularly as all were under the remit Wessex Water.

Councillors expressed concern at the levels of sewer overflows and discharges into watercourses and the damage this caused.

Resolved: For the Clerk to write to Wessex Water informing them their published information released on sewage overflows was very useful and to ask they inform the parish council urgently on what steps they intend to take to improve the situation.

Meeting closed at 9.50pm

Signed:.....
Chair, Full Council, 13 May 2024

Date: 02/04/2024

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Time: 14:27

Cashbook 1

User: MR

Current Account & Instant Acc

For Month No: 12

Receipts for Month 12

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		5,685.77					5,685.77	
V3809-BACS	Banked: 04/03/2024	10.00						
V3809-BACS	Berryfield Village Hall	10.00			1120	110	10.00	Inv.406- Annual hall rent
V3810-BACS	Banked: 04/03/2024	35.00						
V3810-BACS	Allotment Holder	35.00			1320	310	35.00	Briansfield plot 31 rent
V3811-BACS	Banked: 05/03/2024	38.50						
V3811-BACS	Future of Football FC	38.50			1210	210	38.50	Inv.410-11v11 pitch 4th Feb
V3812-BACS	Banked: 05/03/2024	55.00						
V3812-BACS	Future of Football FC	55.00			1210	210	55.00	Inv.398- Booking 3rd & 4th Mar
V3813-BACS	Banked: 11/03/2024	66.00						
V3813-BACS	Bath Road Wanderers	66.00			1210	210	66.00	Inv.407- Match 10th March 24
V3814-BACS	Banked: 11/03/2024	35.00						
V3814-BACS	Allotment Holder	35.00			1320	310	35.00	Rent for plot 12 Briansfield
V3815-BACS	Banked: 14/03/2024	1,750.55						
V3815-BACS	Melksham Town Council	1,750.55			1480	170	997.50	Inv.399 NHP response local pla
					1480	170	753.05	Inv.400- 70% of cost NHP 23/24
V3818-CASH	Banked: 20/03/2024	23.81						
V3818-CASH	BASRAG	23.81			1130	110	23.81	Inv.405- Photocopying (061)
V3818-CASH	Banked: 20/03/2024	-23.81						
V3818-CASH	BASRAG	-23.81			1130	110	-23.81	Inv.405- Photocopying ERROR
	500182 Banked: 20/03/2024	23.81						
V3818-CASH	BASRAG	23.81			1130	110	23.81	Inv.405- Photocopying (061)
	500181 Banked: 21/03/2024	35.00						
V3819-CHQ	Allotment Holder	35.00			1320	310	35.00	Briansfield plot 25 rent
V3820-BACS	Banked: 25/03/2024	132.00						
V3820-BACS	Staverton Ranhers	132.00			1210	210	66.00	Inv.408-9th March 24 match
					1210	210	66.00	Inv.408- 23rd March 24 match
	Banked: 28/03/2024	35,500.00						
V3804	Unity Bank	35,500.00			220		35,500.00	Transfer to top up Lloyds-CHQs
Total Receipts for Month		37,680.86	0.00	0.00			37,680.86	
Cashbook Totals		43,366.63	0.00	0.00			43,366.63	

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Date: 02/04/2024

Melksham without Parish Council Current Year

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Time: 14:27

Cashbook 1

User: MR

Current Account & Instant Acc

For Month No: 12

Payments for Month 12

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
15/03/2024	Daisy (Onebill)	V3816-DD	45.29		7.55	4190	120	37.74	Inv.480-Campus WiFi & Line
15/03/2024	Daisy (Onebill)	V3817-BACS	45.29		7.55	4384	220	37.74	Inv.481- Pavilion WiFi & Line
Total Payments for Month			90.58	0.00	15.10			75.48	
Balance Carried Fwd			43,276.05						
Cashbook Totals			<u>43,366.63</u>	<u>0.00</u>	<u>15.10</u>			<u>43,351.53</u>	

Receipts for Month 12

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	112,802.24					112,802.24	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>112,802.24</u>	<u>0.00</u>	<u>0.00</u>			<u>112,802.24</u>	

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Payments for Month 12

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/03/2024	Grist Environmental	V3822-DD	127.20		21.20	4770	220	106.00	Inv.6010 B'hill waste away
06/03/2024	EDF Energy	V3805-DD	196.54		9.36	4302	220	187.18	Pavilion Electricity
18/03/2024	Lloyds Bank PLC	V3806-DD	969.70		93.96	4351	120	4.04	Mouse mat for spare desk
						4150	120	26.31	Hook, sellotape & First aid ki
						4490	142	12.37	Hazard Tape
						4150	120	6.59	HDMI Cable
						4381	220	84.84	Toilet rolls for pavilion
						4175	120	88.20	Office 365 subscription
						4190	120	36.90	Office phone subscription
						4175	120	5.50	Website domain
						4680	170	192.00	NHP Website domain
						4200	120	12.99	Online meeting subscription
						4650	170	403.00	SLCC Annual Membership
						4140	120	3.00	Monthly fee
28/03/2024	Trade UK (Screwfix)	V3781-BACS	10.18		1.70	4490	142	8.48	Caretaker items
28/03/2024	Agilico	V3782-BACS	65.89		10.98	4130	120	54.91	Inv.391- Office photocopying
28/03/2024	Building Control Specialists	V3783-BACS	876.00		146.00	4721	220	730.00	10260- Control panel service
28/03/2024	JH Jones & Sons	V3784-BACS	42.00		7.00	4721	220	35.00	Inv.4079- Pitch inspection
28/03/2024	Wiltshire Age UK	V3785-BACS	2,875.00			4685	170	2,875.00	Inv.9273-MCS Support Q4 Jan-Ma
28/03/2024	Jens Cleaning	V3786-BACS	336.00			4381	220	336.00	Inv.1079-Pavilion cleaning
28/03/2024	JH Jones & Sons	V3787-BACS	1,765.12		294.19	4400	142	38.13	Inv.4056-Kestrel Shrub mainten
						4409	142	179.67	Inv.4056- Hornchurch Grass Cut
						4820	142	36.21	Inv.4056- SHF Annual Cut
						347	0	-36.21	Inv.4056- SHF Annual Cut
						6000	142	36.21	Inv.4056- SHF Annual Cut
						4402	320	66.16	Inv.4056- Allotment Grass cutt
						4400	142	244.09	Inv.4056-Play Area grass cutti
						4780	142	57.75	Inv.4056- Play Area bin emptyi
						4781	220	87.54	Inv.4056- JSF Bin emptying
						4401	220	761.38	Inv.4056- JSF Grass cutting
28/03/2024	Radcliffe Fire Protection Ltd	V3788-BACS	105.16		17.53	4721	220	87.63	Inv.12160-Call out Pavilion
28/03/2024	St Barnabas Church	V3789-BACS	78.64			4420	142	78.64	Inv.029- Beanacre play area re
28/03/2024	Wiltshire Council	V3790-BACS	2,843.25			4270	140	2,843.25	298-Office rent-1 Jan-31 Mar
28/03/2024	Wiltshire Council	V3791-BACS	164.43			4680	170	70.47	Inv.882-Thurs 26th Oct
						4680	170	93.96	Inv.882-11th Nov
28/03/2024	F&L J Di Claudio	V3792-BACS	520.00			4545	142	520.00	Removal of Beanacre shelter
28/03/2024	Miriam Zaccarelli	V3793-BACS	752.00			4680	170	752.00	Additional NHP resource
28/03/2024	Wiltshire Pension Fund	V3794-BACS	2,322.88			4045	130	1,771.08	Period 12- March 2024
						4000	130	281.93	Period 12- March 2024

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Payments for Month 12

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
						4020	130	141.76	Period 12- March 2024
						4010	130	128.11	Period 12- March 2024
28/03/2024	HM Revenue & Customs	V3795-BACS	2,792.51			4041	130	945.35	Period 12- March 2024
						4000	130	601.40	Period 12- March 2024-T
						4000	130	317.07	Period 12- March 2024-NI
						4020	130	250.80	Period 12- March 2024-T
						4020	130	139.61	Period 12- March 2024-NI
						4010	130	206.60	Period 12- March 2024-T
						4010	130	116.08	Period 12- March 2024-NI
						4460	142	178.40	Period 12- March 2024-T
						4800	320	11.20	Period 12- March 2024-T
						4070	120	26.00	Period 12- March 2024-T
28/03/2024	Teresa Strange	V3796-BACS	██████			4000	130	██████	March 2024 Salary
28/03/2024	Lorraine McRandle	V3797-BACS	██████		0.75	4020	130	██████	March 2024 Salary
						4250	120	6.00	Land registry search- Berryfie
						4155	120	7.35	Milk & Coffee for office
						4120	120	3.20	Postage for Full Council agend
						4370	120	3.74	Recycling sacks
						4155	120	1.35	Milk for office
28/03/2024	Marianne Rossi	V3798-BACS	██████			4010	130	██████	March 2024 Salary
						4250	120	6.00	Land registry search- Kestrel
						4120	120	1.95	Postage- Notices & Posters
						4120	120	187.50	Purchase of stamps
28/03/2024	Terry Cole	V3799-BACS	██████			4460	142	██████	March 2024 Salary
						4050	142	47.50	Travel Allowance- March
						4051	142	50.40	Mileage x112 miles
28/03/2024	David Cole	V3800-BACS	██████			4800	320	██████	March 2024 Salary
28/03/2024	John Glover	V3801-BACS	38.62			4070	120	38.62	March Chairs allowance
28/03/2024	Aquasafe Environmental Ltd	V3802-BACS	150.00		25.00	4212	220	125.00	Inv.240308- March visit
28/03/2024	Wiltshire Publication	V3803-BACS	89.28		14.88	4230	120	74.40	Inv.75117-Annual Parish advert
28/03/2024	Current Account & Instant Acc	V3804	35,500.00				200	35,500.00	Transfer to top up Lloyds- CHQs
28/03/2024	Unity Trust Bank	V3807-FEE	0.60			4140	120	0.60	Manual Handling fee
31/03/2024	Unity Trust Bank	V3808-FEE	28.65			4140	120	28.65	Service Charge
	Total Payments for Month		60,483.13	0.00				642.55	59,840.58
	Balance Carried Fwd		52,319.11						
	Cashbook Totals		112,802.24	0.00				642.55	112,159.69

Total Salaries
for March 2024
£7,517.74

Receipts for Month 12

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>0.00</u>	

Continued on Page 118

Payments for Month 12

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		0.00						
	Cashbook Totals		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>0.00</u>	

Receipts for Month 12

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	405,520.72					405,520.72	
V3821-INTE	Banked: 31/03/2024	3,314.04						
V3821-INTE	Unity Trust Bank	3,314.04			1080	110	3,314.04	Interest
Total Receipts for Month		3,314.04	0.00	0.00			3,314.04	
Cashbook Totals		408,834.76	0.00	0.00			408,834.76	

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Date: 02/04/2024

Melksham without Parish Council Current Year

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Time: 14:28

Cashbook 4

User: MR

Instant Access Unity 20476339

For Month No: 12

Payments for Month 12

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		408,834.76						
	Cashbook Totals		<u>408,834.76</u>	<u>0.00</u>	<u>0.00</u>			<u>408,834.76</u>	