

**MINUTES of the Full Council Meeting of Melksham Without Parish Council held  
on Monday 11<sup>th</sup> November 2024 at  
Melksham Without Parish Council Offices (First Floor), Melksham Community  
Campus, Market Place, SN12 6ES at 7:00pm**

**Present:** David Pafford (Vice Chair of Council), Alan Baines, John Doel, Mark Harris, Shona Holt, Nathan Keates, Peter Richardson, Anne Sullivan, and Richard Wood.

**Officers:** Teresa Strange (Clerk) and Marianne Rossi (Finance & Amenities Officer).

In attendance: Wiltshire Councillor Nick Holder who left the meeting at 7.25pm.

**285/24 Welcome, Announcements & Housekeeping:**

In Councillor Glover's absence as Chair, Councillor Pafford, as Vice Chair, chaired the meeting. He welcomed everyone to the meeting; it was noted that those present were already aware of the evacuation procedures in the event of a fire. Everyone was aware that the meeting was being recorded and would be published on YouTube following the meeting and deleted once the minutes were approved.

The Council observed a one-minute silence to mark Remembrance Day.

Councillor Pafford made the following announcements:

- Members were reminded that a meeting was scheduled at the parish council meeting space with Brian Mathew, MP, on Friday 15<sup>th</sup> November at 12 noon.
- It was advised that the Road Safety Working Party that was provisionally booked in for Monday 18<sup>th</sup> November has been postponed. The proposed new date for the meeting is either Monday 27<sup>th</sup> January or Monday 3<sup>rd</sup> February after the planning committee meeting.
- The Melksham Town Council's Cemetery Working Party is scheduled to be held on Monday 18<sup>th</sup> November. Members noted that all information for this working party is to come directly from Melksham Town Council.
- The first internal audit of the financial year has been booked in for Wednesday 18<sup>th</sup> December.

**286/24 Apologies:**

Apologies were received from Councillor Glover who was on holiday; Councillor Franks, who was unwell; and Councillor Shea Simonds, who had a family commitment; these reasons for absence were accepted.

Councillor Chivers was not present.

Standing Orders were suspended to allow a period of public participation.

**287/24 Invited Guests:**

**a) Wiltshire Councillor Phil Alford (Melksham Without North & Shurnhold)**

Wiltshire Councillor Alford was attending the Finance meeting of Melksham Town Council, in his role as town councillor.

**b) Wiltshire Councillor Jonathon Seed (Melksham Without West & Rural)**

Wiltshire Councillor Seed had submitted a report, which Members noted.

**c) Wiltshire Councillor Nick Holder (Bowerhill):**

Councillor Holder explained that Councillor Glover had made him aware of a post circulating on the 'The Sham Shout Outs' Facebook page asking for some hardcore builders' rubble to fill an unused ditch on the Bowerhill Industrial Estate. He advised that this was concerning as there are no unused ditches in Bowerhill, as all ditches in Bowerhill form part of the management of the water in this area. He asked the Bowerhill Ward Councillors whether they could keep an eye out and help locate the unused ditch that was being referred to while out and about. There is a concern that someone may intend to block one of the drainage ditches on the estate, which would cause significant issues, especially at this time of year as we head into the winter months.

Councillor Wood queried whether Danny Everett, the Principal Drainage Engineer at Wiltshire Council, had been informed. Councillor Holder advised that he had not made him aware; however, he had contacted Samantha Howell, who was the Director of Highways and Transport at Wiltshire Council. She had responded, advising that they had checked with the local team; however, there was no local intelligence, and they were currently investigating where this was.

On a separate matter, Councillor Holder explained that he had a meeting with the new Executive Head at Melksham Oak Community School last week, specifically to talk about an update on the footpath and the ongoing issue of getting speeding reduced outside of the school. He advised that at the meeting he was given the impression that the Executive Head was keen to engage with both the parish and town councils. He suggested that the parish council may wish to invite him to address the council to talk about plans for the future.

Councillor Pafford asked members whether they had any questions for Councillor Holder. Councillor Harris asked whether there was an update on the Eastern Way roundabout, as he had seen an update advising that it would be open by the end of November. Councillor Holder advised that this was pending a safety inspection being passed; however, the traffic regulation order (TRO) has been signed. He advised that the road is going to have a 40-mph limit, which technically comes into force on Monday 18th November which is the earliest this road could open. The last stage of the process is for the safety audit to be undertaken and the confirmation that the telematics on the toucan crossings are working remotely. Once this has all been confirmed, the road will open. It was queried whether there will be any signage displayed on the roundabout directing motorists on which

lanes to use following recent comments in the media made about the roundabout. Councillor Holder confirmed that there was unlikely to be any additional signage installed at the opening of the roundabout, as motorists needed to follow the highway code. He explained that signage on roundabouts is not encouraged by the Department for Transport unless they are specifically indicating a left turn only.

The Council reconvened. Councillor Pafford advised that for consideration at this evening's meeting was for members to consider whether to meet with the Executive Head of Melksham Oak Community School, which was under item 12biv. He asked members whether it was their wish to bring this item forward for discussion. Members agreed that this item should be brought forward.

**288/24 Inviting new Melksham Oak Executive Head to meet with the parish council:**

Councillor Pafford felt that it was in everyone's interest for Melksham Oak to be a successful school and felt that the Executive Head should be invited to meet with the parish council to discuss plans for the school. It was also felt that the Associate Headteacher for Melksham Oak should also be invited to the meeting. Members agreed that this was a good idea.

**Resolved:** The Executive Head and the Associate Headteacher of Melksham Oak Community School are to be invited to meet with the parish council.

**289/24 Public Participation:**

There were no members of the public present.

**290/24 Declarations of Interests:**

None.

**291/24 Dispensation Requests:**

None.

**292/24 Items to be Held in Closed Session:**

**Resolved:** Agenda items 7b & 8b to be held in closed session 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 the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted. This is in line with Standing Order 3d for the following reasons:

7b & 8b Related to confidential notes to accompany the minutes of the Full Council meeting (7th October) and the Planning Committee meeting (21st October and 4th

November). There was only a requirement to put these items into closed session if members wished to discuss the contents of the notes.

**293/24 a) Minutes of the Full Council Meeting held on 7<sup>th</sup> October 2024:**

**Resolved:** The Minutes of the Full Council Meeting held on Monday 7<sup>th</sup> October 2024, were formally approved by the council and for the Chair to sign them as a correct record.

**b) Confidential Notes to accompany the Full Council minutes of 7<sup>th</sup> October 2024:**

**Resolved:** The confidential notes that accompany the Full Council minutes of 7<sup>th</sup> October 2024, were formally approved by the council and for the Chair to sign them as a correct record.

**294/24 Planning:**

**a) Planning Committee Minutes of 21<sup>st</sup> October and 4<sup>th</sup> November 2024:**

**Resolved 1:** The Minutes of the Planning Committee Meeting held on Monday 21<sup>st</sup> October 2024, were formally approved by the council and for the Chair to sign them as a correct record with the following minor amendment:

Page 2: min 244/24 (last paragraph)- Removal of 'not' so that the sentence reads 'It was noted that this was only an instruction to turn right out of site.'

**Resolved 2:** The Minutes of the Planning Committee Meeting held on Monday 4<sup>th</sup> November 2024, were formally approved by the council and for the Chair to sign them as a correct record.

**b) Confidential Notes to accompany the Planning Committee minutes of 21<sup>st</sup> October and 4<sup>th</sup> November 2024:**

**Resolved 1:** The confidential notes of the Planning Committee Meeting held on Monday 21<sup>st</sup> October 2024, were formally approved by the council and for the Chair to sign them as a correct record.

**Resolved 2:** The confidential notes of the Planning Committee Meeting held on Monday 4<sup>th</sup> November 2024 were formally approved by the council and for the Chair to sign them as a correct record.

**c) Planning Committee recommendations of 21<sup>st</sup> October and 4<sup>th</sup> November 2024:**

**Resolved 1:** The recommendations contained in the Planning Committee minutes of 21<sup>st</sup> October 2024, were formally approved.

**Resolved 2:** The recommendations contained in the Planning Committee minutes of 4<sup>th</sup> November 2024, were formally approved.

d) **Update on the submission of the reviewed joint Melksham Neighbourhood Plan:**

The Clerk was pleased to report that the Melksham Neighbourhood Plan had now been submitted. Members wished to formally thank everyone involved in the production of the Neighbourhood Plan and its supporting documents.

Councillor Pafford explained that one of the reasons why the Neighbourhood Plan needed to be submitted to Wiltshire Council as soon as practical was so that it was submitted before any changes were made to the National Planning Policy Framework (NPPF). There had previously been suggestions that the NPPF may be delayed until after Christmas due to the number of responses received to the consultation; however, there has been confirmation that the government plans to respond before the end of the year.

The Clerk explained that the Melksham Neighbourhood Plan Steering Group gave delegated powers to Councillor Pafford as Chair of the Steering Group and the Clerk in conjunction with Place Studio, the Neighbourhood Plan consultants, to update any documents as necessary to reflect the approved final version of the Neighbourhood Plan. As per the resolution of the Melksham Neighbourhood Plan Steering Group, the town council was invited to be part of the delegated powers but did not respond to those requests. The following documents have been updated and approved for submission under delegated powers:

- Basic Conditions Statement
- Consultation Statement and all Appendices (Comments received and response of Steering Group)
- Modification Statement
- AECOM SEA (Strategic Environmental Assessment)
- Place SEA Addendum
- Local Green Space Evidence Base report
- Green Gap & Wedge Study Addendum
- Site Allocation Topic Paper
- Historic Non-Designated Assets report
- All communications material post-submission

The Clerk advised that no material changes have been made to the above documents, only minor amendments to reflect the plan.

The Clerk explained that Place Studio still needed to invoice for the following:

- 2.5 days outstanding against the quotation previously agreed
- 1 day as agreed for additional Strategic Environmental Assessments (SEA) work
- 1 day for additional submission preparation

The Clerk explained that when Place Studio provided a quotation for the work some time ago, there was no way of knowing how many responses would be received for the consultation, or that there would be a second Regulation 14 consultation. She advised that although Place Studio is invoicing for an additional day, they have undertaken a lot more additional hours than what they were invoicing for. It was confirmed that the cost for an additional day was £570 + VAT. The total outstanding amount due to be paid to Place Studio is £2,115 + VAT, and members approved paying this amount. It was noted that 70% of this share would be charged back to Melksham Town Council.

**Resolved 1:** The parish council approves paying Place Studio £2,115 + VAT for work undertaken on the Melksham Neighbourhood Plan, and Melksham Town Council be informed of their share of the cost.

**Resolved 2:** The parish council formally thanks everyone involved in the production of the Neighbourhood Plan and its supporting documents.

#### **295/24 Finance:**

##### **a) Receipts & Payments reports for October:**

Members noted the receipts and payment reports for October.

##### **b) Cheque signatories/online authority for November payments:**

**Resolved:** For Councillor Holt and Councillor Baines to be signatories for November's payments.

##### **c) Bank Account and Fund Transfers:**

The Clerk advised that currently in the Lloyds Bank Current Account, there was c£109,000, which includes c£96,000 of CIL recently received from the Buckley Garden development in Berryfield. Taking into account some outstanding cheques and direct debits as well as leaving a £5,000 buffer in the account, there was £104,000 available to be transferred from the Lloyds account into the Unity Trust Bank Current Account. This would need to be a cheque transfer and would need to be signed at this evening's meeting for the funds to clear before the November payment run. Officers have estimated that £40,000 will be required for the November payment run, which takes into account the NJC (National Joint Council) pay increase for all staff, which is backdated to the 1st of April, as well as the £5,000 award towards the refurbishment of 11 Church Walk. An additional £5,000 is required as a buffer in the current account. This will leave £67,000 to be transferred from the Unity Trust Bank Current Account into the CCLA Public Sector Deposit Fund.

**Resolved 1:** The council approve moving £104,000 from the Lloyds Bank Current Account to the Unity Trust Bank Current Account by cheque transfer.

**Resolved 2:** The council approve moving £67,000 from the Unity Trust Bank Current Account to the CCLA Public Sector Deposit Fund.

**d) Initial thoughts/requests to inform the 2025/26 budget preparation:**

The Clerk explained to new members of the council that the budget for the 2025/26 financial year will be approved in January 2025 for the 1st of April 2025 onwards. She explained that unless the council has a change in principles, such as not running play areas, etc., most of the items will be the same as the current year with an increase to reflect inflationary rises. The Clerk asked members for any initial thoughts on any new items they may wish to be included in the budget to inform the preparation so that they can be fully costed and considered by the council at the budget meeting. She had suggested a few topics for the council to consider this evening, which were as follows:

- **Continue with Year 3 of Age UK/Melksham Community Support?**

Members agreed that the support that this project provides to members of the community is vital and the parish council should continue to fund their share of this provision for the 2025/26 financial year. Members commended the work that was currently being undertaken in the community. It was queried whether the town council would be committing funding to this project in the 2025/26 financial year, as this would be the 3rd year of the project. The Clerk advised that the town council initially agreed to 3 years' worth of funding; however, omitted putting it in their budget for the current financial year. This was quickly rectified by them as they provided this project with a grant; however, the Clerk was meeting with the Deputy Town Clerk this week, so she would discuss this with her then. It was noted that the parish council agreed to review funding this project each year.

**Resolved 1:** The council put provisions in the budget to fund Melksham Community Support for the 2025/26 financial year.

- **Youth provision?**

Councillor Pafford explained that Councillor Hubbard had approached the town and parish councils asking why they were not funding youth like they were for the over-60s demographic. Councillor Harris advised that the Melksham Area Board provided funding for youth organisations and the town and parish councils opened for grants each year. Councillor Richardson wondered whether the work that the Melksham Community Support project was doing could be extended to younger people who may need some support. The Clerk explained that the difficulty was finding a partner that could do this scheme for all ages, which was why the councils partnered with Age UK. The Clerk explained that Age UK would never turn anyone away, and if a younger person did contact them, they would help depending on their circumstances or they would signpost them to an alternative service. The alternative was that the volunteers be managed directly by both councils, which was not suitable as officers do not have the skill set in matters such as safeguarding to be able

to line manage this. Councillor Sullivan explained that she was currently doing some charity work with the doctor's surgeries in Melksham, and one of the things that she had received feedback on was that informal carers who are looking after people who have chronic or terminal illnesses have no one to talk to. She suggested that if the council was looking to investigate the need in the local area, perhaps the charity she is working with could provide their findings.

The Clerk explained that Councillor Hubbard was specifically asking about youth up to the age of 18. For example, 4youth, which supports young people in this age range, was finding it increasingly difficult to find grant funding to keep things such as youth clubs and counselling going.

After a robust discussion, members felt that more information needed to be provided on where the gaps were for provision in Melksham so that the council could make an informed decision on what needs to be supported and whether the council can support it. Members considered that they needed to take into account that there may be a gap for people who are 18+ and not just for those under 18. Until the council can understand what specifically isn't provided in the community that may need to be funded, it wasn't something that could be put into the budget for 2025/26 but could be in future years once the provision is known. Members agreed that the council should not duplicate any services that are already being undertaken, so discussions should be held with the schools and the charity that Councillor Sullivan is working with, as well as Councillor Hubbard so that a solution could be explored.

Additionally, the Clerk explained that Sergeant Gemma Rutter has a focus on youth and has organised an event at the Assembly Hall on Friday 29th November with lots of youth organisations. Secondly, she understood that at the Health and Wellbeing Area Board meeting, all the social prescribers had gone from the surgeries in Melksham. She explained that the social prescribers were doing similar work to the Melksham Community Support project and would have filled the gap for the 18-60-year-old demographic. This is something that the council could investigate with the surgeries to find out why this provision has stopped in Melksham.

**Resolved 2:** The council go back to Councillor Hubbard and confirm that the council are keen to explore what the current gaps in provision in Melksham are alongside other stakeholders as discussed above.

- **Grasscutting tender:**

The Clerk advised that the council was going out to tender for their grass-cutting and bin-emptying contract to start from 1st April 2025. She queried with members whether they wished to go out to tender before Christmas or after, bearing in mind that the budget would be approved in mid-January. She explained that if the council wished to go out to tender after Christmas, for budget setting the council could add a percentage increase on to the figures. Members did not feel that this should wait until after Christmas, and the



tenders should be advertised now. Councillor Richardson also felt that prices should be obtained from tenderers for a 3 and 5-year term contract.

**Resolved 3:** The council go out to tender for the grass cutting and bin emptying contract before Christmas with a view to getting prices back in time for budget setting in January. Tenderers should be asked to provide prices for a 3- and 5-year term contract.

- **Employer NI:**

Councillor Pafford reported that despite the Chancellor's speech on the Budget advising that the employer NI did not apply to the NHS or public bodies. It has since been clarified that it does apply to parish and town councils. Members noted that this increase needed to be included in the budget.

Members confirmed that they didn't have any more requests for the budget.

## **296/24 Asset Management:**

- a) **Asset Management Committee minutes of 4th November 2024.**

**Resolved:** The Minutes of the Asset Management Committee meeting held on Monday 4<sup>th</sup> November 2024, were formally approved by the council and for the Chair to sign them as a correct record with the following amendment:

Page 14: min 275/24- Under recommendation 3 an 's' should be added to the word 'reference'.

Page 15 - An amendment needed to be made to the third paragraph to state the following: 'One point that was highlighted in the report was that the doors have not been fitted with a thumb turn override to the inner leaf **or door closers in place**. It was agreed that **the door closers** were something that the parish council would need to action.'

Page 16: min 278/24- Under recommendation 2 the word 'closures' needed to be amended to 'closers'.

- b) **Confidential Notes to accompany the Asset Management Committee minutes of 4th November 2024**

The Clerk advised that at the time of the publication of the agenda, it was not known whether there would be any confidential notes to accompany these minutes. She confirmed that there were no confidential notes to approve.

- c) **Asset Management Committee recommendations of 4<sup>th</sup> November 2024**

Min. 275/24 Grass cutting and bin emptying contract:

The Clerk advised that earlier on in the meeting the council resolved to ask

tenderers to provide costs for a 3- and 5-year term contract. One of the recommendations under this minute was to ask for tenders for a 3-year contract, which had now been amended, so this part of the recommendation should not be approved.

The Clerk explained that one of the queries at the Asset Management meeting was how the council could obtain prices for the contract. Members were unsure whether a price should be obtained for the whole three years or whether a base price should be provided for each year with this being increased by inflation. Officers were tasked to find out from other councils how they did this. The Clerk advised that she had spoken to other councils, and they get a price for the first year of the contract and then agree to the RPI increase for each of the other years. Councillor Richardson advised that a three-year price and a five-year price should be asked for. He suggested that the council may wish to consider something in the contract that allows for three years to be accepted with an option for a further two years.

**Resolved:** The recommendations contained in the Asset Management Committee of 4<sup>th</sup> November 2024, were formally approved, except for the recommendation under minute 275/24 stating that tenders should be received for a three-year contract as this had now been amended as detailed above.

#### **297/24 Staffing:**

##### **a) Update on recruitment of replacement Parish Officer:**

The Clerk explained that the Neighbourhood Plan submission has been taking up time in the last couple of months, which is why no recruitment has taken place yet. She explained that officers would prefer to concentrate on getting back up to date with outstanding actions, together with the budget preparation before Christmas, and recruit in the New Year. In addition, it takes time to train new staff, and officers do not feel that they will have that time this year. The Clerk queried with members whether it would be better to advertise the job in the new year rather than before Christmas, when potential candidates may be preoccupied in the run-up to the festive period. She advised that the Melksham News publication dates were the 21<sup>st</sup> of November, 5<sup>th</sup> December, 12<sup>th</sup> December and then 2<sup>nd</sup> January. Councillor Holt advised that if any candidates are successful, they may need to give notice, which could potentially be three months depending on the terms of their current role. She felt that the advert should not be delayed and should be published in the 21<sup>st</sup> of November edition. The council could then include in the advert that interviewing for the role would take place in the new year.

**Resolved:** The parish council should not delay the advertising of the Parish Officer job role, and it should be published in the 21<sup>st</sup> of November edition of the Melksham News and its sister papers.

**b) National Joint Council (NJC) pay award for 2024/25 and budget implications:**

The Clerk reported that the NJC pay award for 2024/25 had now been agreed. It was noted that this was an additional £1,290 on each pay scale (full-time hours) for all local government employees. The Clerk drew the members' attention to the fact that this was backdated to the 1st of April and included any employee who had left the council during the current financial year.

Officers have looked at everyone's salaries based on the new pay increase and have estimated additional hours based on what was estimated in the budget. It was noted that the 2024/25 budget for staffing salaries for the five staff is £120,535. The estimated spend on salaries this year will be £104,470, which includes the salary up to the date of when the Parish Officer retired but not the new Parish Officer, as it's unknown when they will be starting and what scale point they will be on at this stage. This therefore means that the parish council has enough in the budget to cover the increase, including on costs for pension and NI employer contributions.

**c) Chairs Allowance:**

The Clerk advised that the council needed to "have regard to" the Wiltshire Independent Remuneration Board, and therefore in previous years have had regard to the increase in Wiltshire Councillors' allowances and/or the agreed NJC staff increase. The Wiltshire Independent Remuneration Panel is currently doing a review with a report due to be released. She suggested that the Chair's allowance should be deferred until the report has been issued, which members agreed with.

**Resolved:** The council defer the Chair's allowance until the publication of the Wiltshire Independent Remuneration Panel report.

**d) Closure of council public office at Christmas for 2 weeks:**

The Clerk explained that the council office usually closes between Christmas and New Year. Due to the way the bank holidays fall mid-week, officers would like to close the office for 2 weeks. The Clerk advised that the out-of-hours phone will be on for any urgent parish matters during this time.

**Resolved:** The parish council office closes for two weeks from Monday 23<sup>rd</sup> December 2024 and reopens on Monday 6<sup>th</sup> January 2025.

**298/24 Partnership Working:**

**a) Update on Age UK and Quarter 2 Report for 2024/25:**

Members reviewed the report provided by Age UK Wiltshire for the Melksham Community Support project and felt that it was a very thorough report. It was noted that members had also been provided with some case studies of people who have used the service, which showed how vital this was for residents.

Members were impressed with the work that was being undertaken by the project worker on this project and felt that it was an exemplary service for the community. The Clerk explained that along with this report, she also had a meeting with the operations director and the line manager of the project worker. Councillor Sullivan queried whether the number of people using the service was as expected. The Clerk advised that the number of people that the project worker was supporting were considered by Age UK to be impressive compared to similar schemes in other areas. The Clerk explained that although the council is paying 50% of the project, the population is 70/30, but the split between the town and parish council residents who were being supported by the project worked out in line with the population split. It was noted that because the town council had provided this project with a grant, they were not involved with the meeting or provided with the report. Members were happy for this report to be sent to the town council as it provided evidence that this service was crucial for the community and may help them when they are discussing putting funding for this project in their budget. Members felt that it was important that the town council continued with their commitment towards this project.

**Resolved:** The Clerk to inform Age UK Wiltshire that the parish council were very pleased with the work currently being undertaken on this project.

**Resolved:** The council send the Melksham Community Support Quarter 2 report to Melksham Town Council.

**b) Joint Partnership Working:**

**i. Feedback from WALC annual conference 5th November:**

The Clerk reported that Councillor Glover and herself attended the WALC annual conference on the 5th of November. There were a number of presentations to choose from throughout the day, with both attending some different sessions. The Clerk explained that she had attended a session on devolved services, which was interesting to hear other council's experiences of doing this. There was also a presentation from Perry Holmes, who is the Wiltshire Council solicitor, on civility and respect. The session also involved supporting councillors in having people in similar roles to talk to and discuss different matters. He suggested getting councillors together across an area board every few months so that they could share experiences, etc.

Councillor Glover went to the passenger transport session to discuss real-time information. Following this, the parish council has now received a reply from the passenger transport team at Wiltshire Council to hopefully move this project forward.

The Clerk went to the "affordable homes for local people" session, which was by the Community Land Trust and the case study came from the development at Seend Cleeve which initiated from the Seend Neighbourhood Plan. The Seend Cleeve affordable housing and rural exception site was mostly funded by public money and generosity of the local landowner. The Clerk explained

that she asked what advantages there were to allocating affordable housing in a neighbourhood plan vs community land trust schemes. She explained that this was more about the local community controlling the project and having full control over decision-making, such as house design, tenure, and who moves into those homes. Whilst they were pretty much fully funded, they were for small, rural exception sites with approximately 10 dwellings.

The afternoon session was with a national planning advisor about preparing and reviewing a Neighbourhood Plan. The Clerk explained that the feeling of the adviser was that in the future he did not believe that site allocations would be in Neighbourhood Plans, and they would be very much more about design. This was of course someone's opinion and was not currently in place. The same advisor also did a session on the proposed reforms to the National Planning Policy Framework (NPPF).

ii. **Feedback from SLCC annual training day 8th November:**

The Clerk explained that she and the Finance & Amenities Officer attended the annual Society of Local Council Clerks (SLCC) training day on Friday 8th November. The first session was about community engagement and is a paid service that the Local Government Resource Centre (LGRC) can provide. The session went through ways on how councils can better engage with their residents and provided a case example of how a local council undertook this task to regenerate their town. The Clerk explained that a public survey was undertaken, and once all of the responses were collated, a group of residents undertook an exercise to put them in order of priority. This task was a tabletop exercise, and each table would have to rank a different set of priorities. Once this was done, residents would swap tables and rank the other set of priorities. By the end of the session, all residents will have seen the responses and ranked them in priority order. The community then has an opportunity to review the top priorities and rate how easy they would be to implement, e.g., would it be expensive to do, would it take up a lot of resources, etc. She suggested that the council may wish to consider this type of exercise in the future and ask residents what their priorities are.

The Clerk spoke to the presenter from the Institute of Cemetery and Crematorium Management. She explained that they advised that a lot of site surveys have to be undertaken for a cemetery as it was specialist because of contamination and water tables, etc. they cautioned that there was a large amount of cost connected to this. The Institute of Cemetery and Crematorium Management can advise councils at a cost of around £100 per year. She is aware that Sailsbury created a new cemetery in 2016, so this would be a good resource to talk to/go and have a look at in the future if this project were to go ahead.

There was a session on the code of conduct, and one thing that came out of this session was perhaps embedding pecuniary interest in the code of conduct. This was something to look at for the next Annual Council meeting. The afternoon session was undertaken by the Wiltshire Council Public Health

team on five tips to wellbeing. She explained that this was a free service for any employer with under 50 staff, which is a useful resource.

iii. **Meeting arranged with Melksham Town Council Deputy Clerk:**

The Clerk advised that a meeting has been arranged with the Deputy Town Clerk tomorrow afternoon to talk about joint projects and to encourage that these commitments are implemented in their budget for the next financial year.

c) **Update from Village Hall meeting 17th October:**

The Clerk advised that a meeting with local village halls, community venues and churches took place on the 17<sup>th</sup> of October. The Shaw and Whitley Flood Wardens attended the session to talk to these groups about setting up community hubs for a civil emergency.

d) **Update from CAWS CEG Community Action Whitley & Shaw Community Emergency Group 9th October:**

Members reviewed the CAWS CEG notes from the Community Emergency Group meeting held on 9th October. Members were impressed with the amount of work that is being undertaken by the Flood Wardens.

e) **Update from Melksham Area Health & Wellbeing meeting 17th October:**

The Clerk explained that the aim of the meeting was for representatives of local health and wellbeing organisations to network and share best practice. The Clerk explained that the GP surgeries are not currently attending these meetings, which was something that needed to be looked into as it was very useful when they attended in the past.

**299/24 Consider submitting comments to the following public consultations:**

a) **Government consultation on enabling remote attendance and proxy voting at local authority meetings:**

The Clerk explained that currently remote attendance and voting at council meetings is not allowed. The government is currently seeking views on allowing remote and hybrid attendance at council meetings. The feeling of this council previously was that it would be good to have this flexibility but that the council should have control over when and how remote attendance was implemented. It was felt that it provided more diversity so that it enabled someone who had circumstances that meant that they may not be able to attend some evening meetings but could attend remotely. This was, of course, different from someone who may live away for 6 months of the year, for example, and who wouldn't be engaged in the local community, which was why the council was keen that if remote attendance was allowed, it should be controlled by the individual councils themselves to establish a criterion.

Members welcomed this consultation and wished to respond as discussed above.

**Resolved:** The parish council respond to the Government consultation on enabling remote attendance and proxy voting at local authority meetings as discussed above.

**b) Consultation on community EV charging points:**

The Clerk advised that following the last Full Council this was for her to put together a response. Councillor Pafford reported that Councillor Glover had expressed his views on this and feels that if the charging points were to go in the vicinity of village halls, details need to be obtained as to whether they would be charged for this provision. The Clerk explained that from the last meeting, members had agreed to submit a response that included any roads in the parish that had on-street parking rather than drives and whether any organisations in the local area could host public chargers in their car parks. She explained that she would ask village halls whether they were happy before submitting the response. As this was a factual response, members agreed to give the Clerk delegated powers to submit a response to the consultation on the parish council's behalf.

**Resolved:** The council give the Clerk delegated powers to submit a response to the community EV charging points consultation as detailed above.

**c) Wiltshire Council Countryside Access Improvement Plan engagement survey:**

The Clerk explained that Wiltshire Council was currently surveying people on the Countryside Access Improvement Plan; however, this was for individual people to respond to, not for town and parish councils. It was noted that out of all of the parishes and towns in Wiltshire, the parish of Melksham Without is listed eighth in the total amount of responses that had been received from residents. There will be a parish and town council version survey coming out in the future. The Wiltshire Council Countryside Access Officer had asked whether the parish council had any questions that they felt needed to be asked on the survey. The Clerk explained that this might be difficult at this stage without looking at the current survey, but if members did feel that something should be included in the town and parish survey, to let her know.

**300/24 Social media: Parish Council's use of X (formerly Twitter)**

The Clerk explained that there have been some comments and concerns nationally about the use of X and the fact that some journalists were pulling out of the platform completely, whereas others felt that people needed to be on there to counter any untrue information that was being circulated. Recently it was announced that Chippenham Town Council was withdrawing from X due to a significant increase in unfiltered and inappropriate content that does not align with their values. She queried whether the parish council wished to

continue on X. It was noted that the parish council also used Facebook and Instagram. It was queried whether officers had received any abuse on the platform, and the Clerk confirmed that they hadn't. Councillor Holt explained that in her professional capacity, she looks after social media accounts for a number of organisations that all have X and feels that it is better to continue on it as, like with Instagram, X has its own demographic. It was suggested that the parish council should also post on a parish council LinkedIn account. After a discussion, members agreed that the parish council should continue with X; however, if officers at any time feel uncomfortable using it, this should be brought back to the council.

**Resolved:** The council continue with posting parish council content on X and start posting on LinkedIn.

### **301/24 Climate Change**

#### **a) Rewilding project being undertaken in Bowerhill by Wiltshire Council:**

As part of Wiltshire Council's rewilding project, there are two areas in Bowerhill that are being rewilded, which are public open space Harvard Close and Falcon Way/Hurricane Road. A community planting day has been set up for the project and scheduled for Saturday 23rd November from 10.00 – 12.30 for community groups to help with the planting of the wildflower plugs. Councillors welcome.

#### **b) Trial in other parts of the UK to remove streetlights:**

The Clerk advised that the trial to remove streetlights in parts of the UK was sent through to her by former Councillor Patacchiola. In the news article, it states that £3.5 billion each year is being spent on the 7.2 million streetlights in the UK. Under current street lighting rules, there is no requirement to light pavements for pedestrians, and they are only lit by the light coming from the lampposts, which is in place for vehicles using the road. The idea of this trial was to remove the lights to save money and reduce carbon emissions but replace them with lighting that will make it safer for pedestrians. As it is considered that now cars have more effective headlights, lighting is not necessary in some parts of the UK. After a discussion, members felt that the council should keep a watch on the trial and await a report in due course.

**Resolved:** The council keep a watch on the trial to remove street lighting and await the publication of the report.

Meeting closed at 21.25 pm

Chairman, 2<sup>nd</sup> December 2024



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Cashbook 1

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Current Account &amp; Instant Acc

For Month No: 7

## Receipts for Month 7

## Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		139,333.57					139,333.57	
V4158-BACS	Banked: 01/10/2024	40.00						
V4158-BACS	Allotment Holder	40.00			1310	310	40.00	Berryfield 13a allotment rent
V4159-BACS	Banked: 01/10/2024	80.00						
V4159-BACS	Allotment Holder	80.00			1310	310	80.00	Berryfield plot 7a rent
V4160-BACS	Banked: 01/10/2024	80.00						
V4160-BACS	Allotment Holder	80.00			1320	310	80.00	Briansfield plot 21 rent
V4161-BACS	Banked: 01/10/2024	40.00						
V4161-BACS	Allotment Holder	40.00			1320	310	40.00	Briansfield plot 17a rent
V4162-BACS	Banked: 01/10/2024	6.88						
V4162-BACS	BASRAG	6.88			1130	110	6.88	Inv.457 Halloween flyer printi
V4198-INTE	Banked: 02/10/2024	1,810.57						
V4198-INTE	CCLA Investment Management Ltd	1,810.57			1080	110	1,810.57	Interest
V4198-INTE	Banked: 02/10/2024	-1,810.57						
V4198-INTE	CCLA Investment Management Ltd	-1,810.57			1080	110	-1,810.57	WRONG CB
V4163-BACS	Banked: 03/10/2024	40.00						
V4163-BACS	Allotment Holder	40.00			1320	310	40.00	Briansfield plot 28 rent
500183	Banked: 04/10/2024	150.00						
V4164-CASH	BASRAG	30.00			1130	110	30.00	Inv.445&446- Berryfield buzz p
V4165-067	Allotment Holder	40.00			1310	310	40.00	Rent for plot 3a Berryfield
V4166-068	Allotment Holder	40.00			1310	310	40.00	Berryfield 17a allotment rent
V4167-069	Allotment Holder	40.00			1320	310	40.00	Briansfield plot 3 rent
500185	Banked: 04/10/2024	80.00						
V4168-071	Allotment Holder	40.00			1320	310	40.00	Briansfield plot 6 rent
V4169-072	Allotment Holder	40.00			1310	310	40.00	Berryfield plot 5b rent
500184	Banked: 04/10/2024	200.00						
V4170-CHQ	Allotment Holder	40.00			1320	310	40.00	Briansfield plot 25 rent
V4171-CHQ	Allotment Holder	160.00			1310	310	160.00	Berryfield 1b & 2b rent
V4172-BACS	Banked: 07/10/2024	40.00						
V4172-BACS	Allotment Holder	40.00			1320	310	40.00	Briansfield plot 17 rent
V4173-BACS	Banked: 07/10/2024	80.00						
V4173-BACS	Allotment Holder	80.00			1320	310	80.00	Briansfield plot 2 rent
V4174-BACS	Banked: 07/10/2024	14,452.00						
V4174-BACS	Football Foundation	14,452.00			1270	210	14,452.00	1st year funding-pitch improve
					355		14,452.00	1st year funding-pitch improve
					8001	210	-14,452.00	1st year funding-pitch improve
V4175-BACS	Banked: 07/10/2024	80.00						
V4175-BACS	Allotment Holder	80.00			1320	310	80.00	Briansfield plot 27 rent
V4176-BACS	Banked: 07/10/2024	69.00						

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Current Account &amp; Instant Acc

For Month No: 7

Receipts for Month 7		Nominal Ledger Analysis						
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
V4176-BACS	Bath Road Wanderers	69.00			1210	210	69.00	Inv.458-8th Oct Match
V4177-BACS	Banked: 07/10/2024	40.00						
V4177-BACS	Allotment Holder	40.00			1320	310	40.00	Briansfield plot 4 rent
V4178-BACS	Banked: 07/10/2024	40.00						
V4178-BACS	Allotment Holder	40.00			1320	310	40.00	Briansfield plot 5 rent
V4179-BACS	Banked: 07/10/2024	40.00						
V4179-BACS	Future of Football FC	40.00			1210	210	40.00	Inv.453-1st Sept 11 aside hire
V4180-BACS	Banked: 07/10/2024	460.00						
V4180-BACS	Future of Football FC	460.00			1210	210	460.00	Inv.456- September blanket boo
V4181-BACS	Banked: 07/10/2024	500.00						
V4181-BACS	Future of Football FC	500.00			1210	210	500.00	Inv.461- October pitch booking
V4182-BACS	Banked: 09/10/2024	45.00						
V4182-BACS	Future of Football	45.00			1210	210	45.00	Inv.431 (part)- w/c 29 July tr
V4183-BACS	Banked: 09/10/2024	368.00						
V4183-BACS	Future of Football	368.00			1210	210	368.00	Inv.452- September evening tra
V4184-BACS	Banked: 09/10/2024	115.00						
V4184-BACS	Future of Football	115.00			1210	210	115.00	Inv.462-W/C 30th Sept training
V4185-VAT	Banked: 10/10/2024	4,271.04						
V4185-VAT	HM Revenue & Customs	4,271.04			105		4,271.04	VAT Refund-01.7.24-30.9.24
V4186-BACS	Banked: 14/10/2024	40.00						
V4186-BACS	Allotment Holder	40.00			1310	310	40.00	Berryfield plot 1a rent
V4187-BACS	Banked: 14/10/2024	40.00						
V4187-BACS	Allotment Holder	40.00			1320	310	40.00	Briansfield plot 22 rent
V4188-BACS	Banked: 14/10/2024	40.00						
V4188-BACS	Allotment Holder	40.00			1310	310	40.00	Berryfield plot 18b rent
V4189-BACS	Banked: 21/10/2024	40.00						
V4189-BACS	Allotment Holder	40.00			1320	310	40.00	Briansfield plot 9 rent
V4190-BACS	Banked: 21/10/2024	69.00						
V4190-BACS	Bath Road Wanderers	69.00			1210	210	69.00	Inv.458-20th Oct match
V4191-BACS	Banked: 22/10/2024	69.00						
V4191-BACS	Pilot FC	69.00			1210	210	69.00	Inv.460- 19th Oct match
V4192-BACS	Banked: 24/10/2024	80.00						
V4192-BACS	Allotment Holder	80.00			1310	310	80.00	Berryfield plot 2a rent
V4193-BACS	Banked: 24/10/2024	942.39						
V4193-BACS	S Whyborn	942.39			1490	142	942.39	Inv.463-Memorial bench
V4164-BACS	Banked: 28/10/2024	138.00						

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<b>Receipts for Month 7</b>		<b>Nominal Ledger Analysis</b>						
<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>
V4164-BACS	Staverton Rangers	138.00			1210	210	138.00	Inv.459- October matches
V4195-BACS	Banked:28/10/2024	69.00						
V4195-BACS	Bath Road Wanderers	69.00			1210	210	69.00	Inv.458- 27th Oct Match
V4196-BACS	Banked:28/10/2024	69.00						
V4196-BACS	Pilot FC	69.00			1210	210	69.00	Inv.460- 26 Oct Match
<b>Total Receipts for Month</b>		22,913.31	0.00	0.00			22,913.31	
<b>Cashbook Totals</b>		<u>162,246.88</u>	<u>0.00</u>	<u>0.00</u>			<u>162,246.88</u>	

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Payments for Month 7			Nominal Ledger Analysis						
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
15/10/2024	Daisy (Onebill)	V4155-DD	45.29		7.55	4384	220	37.74	Inv.690-Pavilion wifi & Line
15/10/2024	Daisy (Onebill)	V4156-DD	45.29		7.55	4190	120	37.74	Inv.689-Campus wifi & Line
18/10/2024	RBL Poppy Appeal	V4122-6193	20.00			4070	120	20.00	Remembrance Wreath
21/10/2024	Unity Bank	V4154-6192	149,000.00				220	149,000.00	CHQ Transfer to Unity
29/10/2024	Lamplight	V4157-DD	57.00		9.50	4686	170	47.50	Inv.820-MCS Database Oct
<b>Total Payments for Month</b>			<b>149,167.58</b>	<b>0.00</b>	<b>24.60</b>			<b>149,142.98</b>	
<b>Balance Carried Fwd</b>			<b>13,079.30</b>						
<b>Cashbook Totals</b>			<b>162,246.88</b>	<b>0.00</b>	<b>24.60</b>			<b>162,222.28</b>	

**Receipts for Month 7****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 :		49,616.93					49,616.93	
V4198-INTE	Banked: 02/10/2024	1,810.57						
V4198-INTE	CCLA Investment Management Ltd	1,810.57			1080	110	1,810.57	Interest
Banked: 21/10/2024		149,000.00						
V4154-6192	Current Account & Instant Acc	149,000.00			200		149,000.00	CHQ Transfer to Unity
V4197-039	Banked: 21/10/2024	40.00						
V4197-CHQ	Allotment Holder	40.00			1320	310	40.00	Briansfield plot 15 rent
<b>Total Receipts for Month</b>		150,850.57	0.00	0.00			150,850.57	
<b>Cashbook Totals</b>		<u>200,467.50</u>	<u>0.00</u>	<u>0.00</u>			<u>200,467.50</u>	

## Payments for Month 7

## Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/10/2024	Grist Environmental	V4151-DD	107.40		17.90	4770	220	89.50	Inv.405-B'hill Waste away
16/10/2024	Lloyds Bank Plc	V4150-DD	676.09		97.79	4120	120	4.40	Postage to send docs to solici
						4680	170	111.04	NHP email address renewal
						4175	120	88.20	Office 365 monthly subscriptio
						4175	120	103.20	Microsoft apps annual subscrip
						4190	120	36.90	Office phone charges
						4120	120	2.70	Postage for planning agenda pa
						4175	120	5.50	MWPC Website web hosting
						4721	220	16.44	Locks for goal posts
						4155	120	11.11	Refreshments for council meeti
						4370	120	2.49	Sink Cleaner
						4150	120	12.06	Copier paper-Yellow & Green
						4155	120	43.33	Coffee for meetings
						4155	120	11.11	Refreshments for meetings
						4150	120	14.12	Coloured paper
						4155	120	35.98	Biscuits for meetings
						4150	120	13.74	Cllr ID Badge
						4686	170	49.99	Emergency support hosting
						4200	120	12.99	Online meeting subscription
						4140	120	3.00	Monthly Fee
24/10/2024	Agilico	V4123-BACS	58.97		9.83	4130	120	49.14	Inv.199-Office photocopying
24/10/2024	Carter Pumps	V4124-BACS	415.80		69.30	4212	220	346.50	007-Cold water boost pump serv
24/10/2024	Tollgate Security Ltd	V4125-BACS	760.80		126.80	4212	220	634.00	Inv.54300- Annual alarm mainte
24/10/2024	Vita Play Ltd	V4126-BACS	42,963.43		7,160.57	4575	142	35,802.86	4591-Hornchurch P/A Safety sur
24/10/2024	Vita Play Ltd	V4127-BACS	111.54		18.59	4575	142	92.95	4592-Kestrel Court p/a patch r
24/10/2024	Wellers Hedleys	V4128-BACS	494.50			4390	120	494.50	S123 Play area notices oosts
24/10/2024	Wellers Hedleys	V4129-BACS	1,800.00		300.00	4390	120	1,500.00	Fees for BYF Play area transfe
24/10/2024	Wellers Headlys	V4130-BACS	1,809.60		301.60	4390	120	1,508.00	Fees for Kestrel P/A transfer
24/10/2024	Age UK Wiltshire	V4131-BACS	3,000.00			4685	170	3,000.00	Inv.11150-MCS Q3-OCT-DEC 24
24/10/2024	Wiltshire Council	V4132-BACS	3,093.25			4270	140	3,093.25	928-Office rent-1.10.24-31.12.
24/10/2024	Community Heartbeat Trust	V4133-BACS	114.00		19.00	4049	142	95.00	Inv.91- Beanacre child pads
24/10/2024	Community Heartbeat Trust	V4134-BACS	121.14		20.19	4049	142	100.95	Inv. Pilot defib child pads
24/10/2024	Community Heartbeat Trust	V4135-BACS	121.14		20.19	4049	142	100.95	Inv.182-Shaw defib child pads
24/10/2024	Community Heartbeat Trust	V4136-BACS	114.00		19.00	4049	142	95.00	Whitley RR Defib child pads

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## Payments for Month 7

## Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
24/10/2024	Aquasafe Environmental Ltd	V4137-BACS	150.00		25.00	4212	220	125.00	Inv.905-September PPM Visit
24/10/2024	Aquasafe Environmental Ltd	V4138-BACS	690.00		115.00	4212	220	125.00	Inv.002-Oct PPM Visit & founta
						4576	142	450.00	Fountain repair
24/10/2024	ROSPA Play Safety	V4139-BACS	1,048.80		174.80	4410	142	798.00	Inv.146-Annual site inspection
						4820	142	78.00	Inv.146-Shumhold Fields inspe
						347	0	-78.00	Inv.146-Shumhold Fields inspe
						6000	142	78.00	Inv.146-Shumhold Fields inspe
24/10/2024	Place Studio Ltd	V4140-BACS	91.20		15.20	4680	170	76.00	Inv.010-Additional NPPF Suppor
24/10/2024	Community Heartbeat Trust	V4141-BACS	198.00		33.00	4049	142	165.00	126- BYF V Hall defib support
24/10/2024	Arien Signs LTD	V4142-BACS	112.80		18.80	4590	142	94.00	Inv.234- Rail for Kestrel NB
24/10/2024	HM Revenue & Customs	V4143-BACS	1,960.66			4041	130	864.56	Period 7- October 2024
						4000	130	480.40	Period 7- October 2024-T
						4000	130	212.35	Period 7- October 2024-NI
						4010	130	247.20	Period 7- October 2024-T
						4010	130	110.15	Period 7- October 2024-NI
						4010	130	13.00	Period 7- October 2024
						4460	142	192.60	Period 7- October 2024-T
						4800	320	10.00	Period 7- October 2024-T
						4070	120	30.40	Period 7- October 2024-T
24/10/2024	Wiltshire Pension Fund	V4144-BACS	1,599.46			4000	130	251.76	Period 7- October 2024
						4010	130	140.64	Period 7- October 2024
						4045	130	1,207.06	Period 7- October 2024
24/10/2024	John Glover	V4149-BACS	45.60			4070	120	45.60	October 2024 Chairs Allowance
24/10/2024	CCLA	V4152-TRAN	126,000.00			240		126,000.00	Transfer into CCLA Account
28/10/2024	Teresa Strange	V4145-BACS	██████████		2.64	4000	130	██████████	October 2024 Salary
						4190	120	13.26	Out of hours mob- Aug,Sept& Oct
28/10/2024	Marianne Rossi	V4146-BACS	██████████			4010	130	██████████	October 2024 Salary
						4120	120	3.30	Full Council agenda pack posta
28/10/2024	Terry Cole	V4147-BACS	██████████			4120	120	270.00	1st Class Stamps
						4460	142	██████████	October 2024 Salary
						4050	142	47.50	Travel Allowance- October 24
28/10/2024	David Cole	V4148-BACS	██████████			4051	142	101.25	Mileage x225 miles
						4800	320	██████████	October 2024 Salary
31/10/2024	Unity Trust Bank	V4153-SERV	9.45			4140	120	9.45	Monthly service charge

Total Salaries  
October 2024

£5,433.71

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Total Payments for Month	193,539.29	0.00	8,565.20	184,974.09
Balance Carried Fwd	6,928.21			
Cashbook Totals	<u>200,467.50</u>	<u>0.00</u>	<u>8,565.20</u>	<u>191,902.30</u>



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Fixed Term Deposit

For Month No: 7

Receipts for Month 7

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	
<b>Total Receipts for Month</b>		0.00	0.00	0.00			0.00	
<b>Cashbook Totals</b>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>0.00</u>	

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Fixed Term Deposit

For Month No: 7

Payments for Month 7

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		0.00	0.00	0.00			0.00	

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Instant Access Unity 20476339

For Month No: 7

Receipts for Month 7

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 :		21,677.95					21,677.95	
V4172-BACS	Banked: 07/10/2024	40.00						
V4172-BACS	Allotment Holder	40.00			1320	310	40.00	Briansfield plot 17 rent
V4173-BACS	Banked: 07/10/2024	80.00						
V4173-BACS	Allotment Holder	80.00			1320	310	80.00	Briansfield plot 2 rent
V4172-BACS	Banked: 07/10/2024	-40.00						
V4172-BACS	Allotment Holder	-40.00			1320	310	-40.00	WRONG CB-BSF 17
V4173-BACS	Banked: 07/10/2024	-80.00						
V4173-BACS	Allotment Holder	-80.00			1320	310	-80.00	WRONG CB-BSF 2
<b>Total Receipts for Month</b>		0.00	0.00	0.00			0.00	
<b>Cashbook Totals</b>		<u>21,677.95</u>	<u>0.00</u>	<u>0.00</u>			<u>21,677.95</u>	

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Cashbook 4

User: MR

Instant Access Unity 20476339

For Month No: 7

Payments for Month 7

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						
	<b>Total Payments for Month</b>		0.00	0.00	0.00			0.00	
	<b>Balance Carried Fwd</b>		21,677.95						
	<b>Cashbook Totals</b>		<u>21,677.95</u>	<u>0.00</u>	<u>0.00</u>			<u>21,677.95</u>	

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Cashbook 5

User: MR

CCLA

For Month No: 7

**Receipts for Month 7**

**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 :		396,000.00					396,000.00	
Banked: 24/10/2024		126,000.00						
V4152-TRAN	Unity Bank	126,000.00			220		126,000.00	Transfer into CCLA Account
Total Receipts for Month		126,000.00	0.00	0.00			126,000.00	
Cashbook Totals		522,000.00	0.00	0.00			522,000.00	

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Melksham without Parish Council Current Year

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Cashbook 5

User: MR

CCLA

For Month No: 7

**Payments for Month 7**

**Nominal Ledger Analysis**

Date    Payee Name                      Reference £ Total Amnt    £ Creditors    £ VAT    A/c    Centre    £ Amount    Transaction Detail

0.00

Total Payments for Month                      0.00            0.00            0.00                      0.00

Balance Carried Fwd                      522,000.00

Cashbook Totals                      522,000.00            0.00            0.00                      522,000.00