

**MINUTES of the Full Council Meeting of Melksham Without Parish Council held
on Monday 7th October 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, Robert Shea-Simonds, Anne Sullivan, and Richard Wood.

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

In attendance: Wiltshire Councillors Nick Holder and Jonathan Seed (part of the meeting).

221/24 Welcome, Announcements & Housekeeping:

In the absence of Councillor Glover as the Chair, Councillor Pafford as Vice Chair chaired the meeting. He welcomed everyone to the meeting, and as there was one member of the public in attendance who had not attended meetings before, he had given them the evacuation procedures in the event of a fire to read before the meeting. All others in attendance regularly attend council meetings; therefore, the housekeeping message did not need to be read out. 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.

Councillor Pafford made the following announcements:

- The safety surfacing works have been completed at the Hornchurch Road Play area, and it has now reopened. Members viewed photos of the completed surfacing works.
- Members of the Planning Committee were reminded that the pre-app meeting with Tor & Co was being held on Tuesday 8th October at 2.30pm.

222/24 Apologies:

Apologies were received from Councillors Glover and Franks, who were both on holiday; these reasons for absence were accepted.

Councillor Richardson had a prior engagement and Councillor Chivers was in hospital; these reasons for absence were accepted.

It was noted that Wiltshire Councillor Alford had given his apologies as he was unwell.

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

223/24 Invited Guests:

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

It was noted that Councillor Seed has provided members with a report that was issued to the council before the meeting. Councillor Seed wished to update members on the following items:

Planning appeal for land rear of Townsend Farm:

He advised that he had attended the planning appeal and was disappointed with the result of the appeal. He felt that there would be more of these types of applications in the future.

Flooding in Berryfield:

During the recent wet weather, there was some flooding inside of a property on Semington Road. Councillor Seed visited the residents affected to provide them with some reassurance. He explained that this had happened before, but there did not seem to be an obvious reason why this was happening, so this was something that needed to be investigated. He advised that they were now being looked after by their home insurance provider.

Semington Bus Gate:

He explained that people were still driving through the bus gate and were ignoring the obvious enforcement. He advised that there have been around 800 people fined for driving through the bus gate to date.

Councillor Pafford invited questions for Councillor Seed:

Councillor Wood wished to thank Councillor Seed for visiting the parishioners who were flooded. It had previously been thought that the water had come up from the water table and got through the suspended floor; however, upon talking to them, this wasn't the case. It was noted that the water had been collecting in the yard.

b) Wiltshire Councillor Nick Holder (Bowerhill)

Councillor Holder wished to update members on the following items:

Semington Bus Gate:

He explained that not only are people going through the bus gate, but he was informed last week that one of the operatives of idverde was driving through there to empty the bins. As such, idverde has been issued with several penalty notices from Wiltshire Council, which they are currently appealing.

Watercourse at Kittyhawk Close:

Councillor Holder explained that there have been some concerns regarding this watercourse due to some debris causing a blockage. It is understood that a resident had recently erected a fence in this area, and for this to be installed, some brambles next to the watercourse needed to be cut back. Unfortunately, the

brambles had been deposited in the watercourse before any operatives from Wiltshire Council could attend the site to cut the brambles back, which contributed to some of the blockage. Councillor Holder advised that he had met up with the original contractor (who undertook the original works associated with the watercourse) and an officer from the Wiltshire Council Streetscene department last week to discuss the way forward. He informed members that Wiltshire Council are attending the site shortly to cut back the brambles and clear the ditch with a digger. All residents who are affected have already been written to. It has also been agreed that three times a year the Streetscene team will arrange to cut back the brambles to the Hornchurch Road Play Area side of the public open space, and the annual maintenance of the ditch will be put on the flood maintenance team list to prevent this from happening again.

Pathfinder School:

Councillor Holder advised members that the primary school planning application has been approved and the land transfer of this area of land has reverted to Wiltshire Council. It has been agreed with Taylor Wimpey, the developers, that whilst their contractors are continuing to undertake work in that area, the heras fencing will stay up. As soon as they finish the works in that area, permanent fencing similar to the fencing that has been erected to the rear of Bowerhill Primary School will be installed to secure the site, which includes it being locked to prevent illegal access to the site. Keys will be kept at County Hall.

Blackmore Farm:

He explained that he had had a conversation with the planning officer about the land at Blackmore Farm planning application concerning their revised plans for the access off of Sandridge Road. It has been confirmed that even though this site is included in the draft Wiltshire Local Plan, due to the size of the development, it will go forward to the Wiltshire Council Planning Committee.

Draft Wiltshire Local Plan:

Councillor Holder informed members that the draft Local Plan is being discussed at Wiltshire Council cabinet on Tuesday 8th October and will go forward to Wiltshire Council's Full Council meeting next week for approval to be submitted to the planning inspector.

Councillor Pafford invited questions from members:

Councillor Wood queried whether there will be a final sign-off of the landscaping work once Taylor Wimpey finishes the works on the site. Councillor Holder advised that there was still the ongoing provision of landscaping across the whole of the Pathfinder site, which has still not been completed. There were still trees that needed to be replaced, which he understood were due to be actioned this autumn. It was noted that there was still a number of outstanding landscape works to do, which will be undertaken prior to it being transferred over to the management company.

224/24 Public Participation:

There was one member of the public present at the meeting who wished to speak on item 9g, a request for funding towards the refurbishment of 11 Canon Square for a Community Hub. Rev Thomson, the Rector of Melksham Church, explained that he was in attendance to clarify how this project benefits the residents of Melksham Without. He explained that the refurbishment of 11 Canon Square is for the benefit of the whole of Melksham. He went on to explain that people gather outside this building for events such as Remembrance Day, as this is next to the war memorial, which involves the whole of the Melksham area, including the parish. In its current state, it is run down and needs to be refurbished in order to be restored. He explained that there is also a charitable benefit to the whole Melksham area in that there is a suite of flexible and attractive meeting rooms that are going to be used. There is already a queue of charitable organisations who wish to use the space to offer various services. The hope is to provide a benefit to everyone in the local area. It was noted that this building is a Grade II listed building, which increases the refurbishment costs.

Councillor Pafford invited questions:

Councillor Shea-Simonds queried what the current situation was on the current shortfall for the project and whether the project was in the position to start. Rev Thomson explained that they were still waiting on the outcome of some grant applications, but they are currently around £20,000 short; however, this doesn't include decorating, etc. They are hoping to apply to Melksham Town Council for their large grant funding, which is up to £10k.

Councillor Holt queried what the timeline was regarding when works were due to start and when they were looking to open the building. Mr. Thomson advised that the building works are due to start work in around a week's time; however, stonemasonry work has already been started and an asbestos contractor has already been in the building. The goal is for the work to be completed by Easter next year.

Councillor Baines queried whether it was envisaged that other areas, such as Broughton Gifford, Atworth, etc., would use the facility and, if so, whether they had been contacted to provide funding towards the project. Rev Thomson confirmed that they did; however, they had not approached the surrounding parishes yet. He thanked Councillor Baines for the suggestion.

Councillor Sullivan queried what the business model would be once the project was set up. Rev Thomson explained that they would reinvest any revenue into maintenance as well as replacing the roof. He explained that the building survey had come back detailing that the roof would need to be replaced in the short-term future. He explained that it was not required immediately, and they believe that this would be a few more years down the line, but income would go towards this as it would be a costly expense.

The council reconvened and agreed to bring agenda item 9g forward for discussion.

225/24 Request for funding towards refurbishment of 11 Church Walk for a Community Hub:

The Clerk gave a verbal report following her meeting with a representative from the project. It was confirmed, as per Rev Thompson's explanation during public participation, that it was for the wider residents, not just for residents of the town. At the meeting, she had gone through lots of signposting to other organisations that the group could apply to. It is understood that because the project is receiving a vibrant Wiltshire grant from Wiltshire Council, they are ineligible to apply to the Area Board for capital funding. It doesn't stop the group from applying to the Area Board for project work such as setting up a youth group, etc. She advised that this request for match funding clearly demonstrates that this project will be for the community. It was noted that the parish council only has one round of grant funding per financial year and, as such, does not normally grant requests for funding outside of this process. It was acknowledged, however, that at the time of the parish council's funding for 2024/25, this project didn't exist. If the council waits until the 2025/26 round of funding, it would be too late, as the timescale for the project is to have all of the work completed by Easter. In terms of budget available, if the council were minded to contribute towards this project, there is no budget left under grant funding; however, there was £8,375.67 available in the community projects/match funding reserve that could be used. There is also the general contingency reserve available if the council wishes to fund part of the project.

Members welcomed the project and the fact that this building was being restored. Some members raised concerns about the council setting a precedent for providing newly formed organisations funding outside of the normal grant process. If funding is to be awarded, it should be outside of the grant budget. Councillor Harris raised a concern regarding the fact that this building was not in the parish, and as such if the council decided to make a contribution, it may mean that there would be no funds available should a project in the parish come forward during the year.

Councillor Wood queried whether a committee would be set up to run the building once it has been completed. Rev Thomson advised that the details on the logistics of how the building would be run were still to be ironed out. It was confirmed that it would be managed and controlled by the church but would be inclusive to all. It was queried whether it was a possibility for a charitable trust to be set up to run the facility, and it was confirmed that it was a possibility in the future.

After a detailed discussion, members agreed to provide a contribution to this organisation outside of the normal grant process. It was agreed that £5,000 should be contributed towards the project, to come from the community projects/match funding reserve.

Resolved: The parish council contribute £5,000 towards the 11 Canon Square project from the community projects and match funding reserve.

226/24 Declarations of Interests:

None.

227/24 Dispensation Requests:

None.

228/24 Items to be Held in Closed Session:

Resolved: Agenda items 7b, 8b, 10di, 10dii 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 (9th September) and Planning Committee meeting (23rd September). There was only a requirement to put these items into closed session if members wished to discuss the contents of the notes.

10di & 10dii - Related to contractual matters.

229/24 a) Minutes of the Full Council Meeting held on 9th September 2024:

Councillor Wood wished for clarification under min.202/24c with regard to the locations specified for the data traffic survey on Semington Road. He explained that the sites were on the same stretch of road, so it was unclear what this was referring to as they were the same location. Councillor Baines clarified that there were two locations where it was understood speeding was occurring, which was why these locations had been chosen:

- Just past the Waney Edge towards the police station means close to the Waney Edge.
- Between Shails Lane and the Waney Edge means towards the Shails Lane end of the same stretch of road.

Members felt that they needed to be more specific because the council would need to specify to Wiltshire Council the exact locations. The specific locations were pointed out on a map during the meeting.

Resolved 1: The Minutes of the Full Council Meeting held on Monday 9th September 2024, were formally approved by the council and for the Chair to sign them as a correct record with the following minor amendments:

Page 19: min.201/24fii- Spelling error amended from 'making' to 'marking'.
Page 21: min.202/24a- Amended from 'bus stop' to 'bus shelter'.

Page 22: min.202/24c- Error amended from 'pasted' to 'past'.

Resolved 2: The locations as specified on the map during the meeting to be submitted to Wiltshire Council for the data traffic survey on Semington Road.

b) **Confidential Notes to accompany the Full Council minutes of 9th September 2024:**

Resolved: The confidential notes that accompany the Full Council minutes of 9th September 2024, were formally approved by the council and for the Chair to sign them as a correct record.

230/24 Planning:

a) **Planning Committee Minutes of 23rd September 2024:**

Resolved: The Minutes of the Planning Committee Meeting held on Monday 23rd September 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 23rd September 2024:**

Resolved: The confidential notes of the Planning Committee Meeting held on Monday 23rd September 2024, were formally approved by the council and for the Chair to sign them as a correct record.

c) **Planning Committee recommendations of 23rd September 2024:**

Resolved: The recommendations contained in the Planning Committee minutes of 23rd September 2024, were formally approved.

d) **Feedback from Neighbourhood Plan Steering Group meeting held on 25th September:**

Councillor Pafford provided a report back from the Neighbourhood Plan Steering Group meeting. He advised that the group had gone through the plan, agreeing with all of the recommendations and amendments required due to changing circumstances. He confirmed that the Steering Group approved the plan to go forward for submission to Wiltshire Council at Regulation 15. It was noted that only one Melksham Town Councillor was at the meeting.

The Clerk informed members that the decision on the planning appeal for land to the rear of Townsend Farm had come in after the Steering Group meeting, which had an impact on the green wedge between Berryfield and Semington. This was because part of this green wedge was the appeal site. Place Studio, the Neighbourhood Plan consultants, had reviewed the evidence of when AECOM originally looked at this green wedge. Phase 1 of the development behind Townsend Farm (part of the field) had already been removed from the green

wedge, and AECOM was secure at the time that the evidence for the green wedge was in tact despite that appeal decision; therefore, it made sense to apply the same logic to the phase 2 part of the field. For clarity, this means that the land of the appeal site has been removed from the green wedge following the appeal decision, but the rest of the green wedge remains in the Plan as there wasn't any reason for the whole wedge to be removed. The Clerk showed members the map of the green wedge at the meeting to show members which part had been removed and which part remained. She wanted to highlight this to members as this was a slight change to the plan from what was approved by the Steering Group.

The Clerk explained that the Steering Group gave delegated powers to the parish Clerk, Councillor Pafford (as Chair of the Steering Group), Place Studio, and offered to Melksham Town Council to fine-tune some of the evidence documents, which still need to be updated.

It was noted that the next agenda item was for this council to approve the plan to go forward for submission, and Melksham Town Council had the same item on their agenda for tomorrow evening, as the two qualifying bodies. Councillor Pafford explained that the only other things that would be changed prior to submission are minor amendments, which would not affect the content of the plan.

e) **Draft reviewed Melksham Neighbourhood Plan and suite of evidence documents:**

Unanimously Resolved: To approve for submission to Wiltshire Council at Regulation 15 the Melksham Neighbourhood Plan and suite of evidence pending any typo/grammar amendments, with delegated powers for the Chair of the Steering Group, Cllr David Pafford, Place Studio, and the Melksham Without Parish Clerk to approve the outstanding evidence documents to be finalised this week.

Members gave a vote of thanks to the Melksham Neighbourhood Plan Steering Group for all of their efforts and hard work in producing the submission documents.

231/24 Finance:

a) **Receipts & Payments reports for September:**

The Finance & Amenities Officer reported that the allotment rent was due as of 1st October, with the rent notices being sent out to all tenants in early September. Income for this was shown in the September accounts. The second half of the parish precept had also been received in the bank along with a small bit of CIL (Community Infrastructure Levy). There was no significant expenditure to note.

b) Cheque signatories/online authority for October payments:

Resolved: For Councillor Pafford and Councillor Shea-Simonds to be signatories for October's payments.

c) Bank Account and Fund Transfers:

The Finance & Amenities Officer reported that as the council had received the second half of the precept into the Lloyds Current Account and had just received the first year's pitch maintenance grant, there was £149,000 available to be transferred from the Lloyds Bank Current 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 October payment run. Taking into account the October payment run, this will leave £126,000 to be transferred from the Unity Trust Bank Current Account to the CCLA Public Sector Deposit Fund.

Resolved 1: The council approve moving £149,000 from the Lloyds Bank Current Account to the Unity Trust Bank Current Account by cheque transfer.

Resolved 2: The council approve moving £126,000 from the Unity Trust Bank Current Account to the CCLA Public Sector Deposit Fund.

d) Quarterly Reports for Qtr. 2 (July, August & September):

i) Budget v Actual

Members reviewed the budget vs. actual report for quarter two. Councillor Shea-Simonds queried what the bus shelter cleaning entailed as the bus shelter at Mitchell Drive was untidy. The Clerk confirmed that it was for the shelter window cleaning not to sweep up litter inside the shelter. It was noted that this service was scheduled to be undertaken once per quarter; however, the council had not been invoiced for this in this financial year yet. This would need to be chased up by officers, but it didn't necessarily mean that the work hadn't been undertaken. Councillor Shea-Simonds explained that the problem with this bus shelter was that the bin was relocated to the other side of the road some time ago due to it not being able to be moved low enough for children to use it. Rather than people walking to the other side of the road to dispose of their litter appropriately, they are leaving it at the bus shelter. It was felt that BRAG (Bowerhill Residents Action Group) should be asked whether they would like to schedule a litter pick. It was queried whether the council could look at installing a bin by the bus shelter. Councillor Baines highlighted that the original bin was not on Wiltshire Council land, which was why it had to be moved, and there was not anywhere on that side of the road for it to be mounted on. After a discussion, it was felt that the Mitchell Drive side of the road had more footfall than the other side of the road, so the council could consider in the future installing a freestanding bin in this location. It

was noted that due to Wiltshire Council's bin emptying policy, it would mean that the bin on the other side of the road would need to be removed.

Resolved 1: To note the Budget vs Actual Reports for Qtr.2.

Resolved 2: To ask BRAG whether they would like to schedule another litter pick.

ii) **Bank Reconciliation**

Members reviewed the bank reconciliations for each of the council's accounts as at 30th September 2024, which were as follows:

Lloyds Bank Current Account (Cashbook 1)	£139,333.57
Unity Trust Bank Current Account (Cashbook 2)	£ 49,616.93
Lloyds Bank Fixed Term Deposit (Cashbook 3)	£ 0.00
Unity Trust Bank Instant Access (Cashbook 4)	£ 21,677.95
CCLA Public Sector Deposit Fund (Cashbook 5)	<u>£396,000.00</u>
Total	£606,628.45

Resolved: To note the Bank Reconciliation for September 2024, as per the above.

iii) **VAT reclaim**

The Clerk reported to members that £4,271.04 of VAT had been claimed back for quarter 2.

Members noted this.

iv) **'Over £500 spend' report:**

Members noted the 'Over £500 spend' report to meet Transparency good practice that will be uploaded to the parish council website in due course.

e) **External Auditor's report and publication of Notice of Audit Conclusion for the financial year ending 31st March 2024:**

Members were pleased to note that there were no concerns raised on the External Auditor's report for the 2023/24 financial year. It was noted that the notice of conclusion of audit had been published on the council's website and the noticeboards.

f) **Financial Services Compensation Scheme (FSCS):**

The Finance & Amenities Officer reported that the parish council was not currently eligible under the Financial Services Compensation Scheme (FSCS) for any funds in their bank accounts. It was noted that the parish council came under the small local authority section, but it all depended on the council's budgeted

income for the year as to whether they would be eligible for the scheme or not. It was highlighted that the council had a large majority of funds in the CCLA Public Sector Deposit Fund, which was not covered by this scheme. It was noted, however, that the fund was invested into several different funds, which spread the level of risk. As explained above, the council had the majority of funds in the CCLA Fund, with a smaller amount of funds spread across the council's bank accounts.

Members noted this.

232/24 Asset Management:

a) Quotation to extend the length of the current hardstanding inside of Kestrel Court Play Area and turn the existing picnic table around by 90° (arising from min.84/24):

The Clerk explained that at the last Asset Management meeting, officers were tasked with obtaining a quotation to extend the length of the current hardstanding inside of Kestrel Court Play Area and to turn the existing picnic table around by 90°. If there was enough room for a second bench to be installed on the same hardstanding, a quote should also be obtained for the supply and installation of an additional bench. This was following a complaint received from a resident that the bench in its current position was not accessible on one side, in particular to people with mobility issues. Officers had received a quote of £2,780 + VAT from JH Jones for the work. A quote of £408.71 had also been obtained from TDP to supply the additional bench. This gave a total amount of £3,188.71 for the works. It was noted that the patio slabs that were left over from the Berryfield Village Hall construction would be used for the hardstanding. The Clerk reported that in terms of budget, if the council were minded to approve the quotations, there was £2,775 left under the street furniture heading; however, this was coming from solar farm funding anyway, so it was suggested that the whole amount could come from this funding.

Resolved: The council approve the quotation from TDP of £408.71 + VAT for a new bench and £2,780 + VAT from JH Jones to undertake the works inside of Kestrel Court Play Area as per the above. This to come from the Sandridge Solar Farm funding.

b) Update on Hornchurch Road Play Area safety surfacing works:

As already noted at the meeting, the safety surfacing replacement work was completed at Hornchurch Road Play Area on Friday 27th September, and the play area was subsequently reopened in time for the weekend. It was noted that the council had received some complaints about the time it had taken to complete the works, as it had previously been stated that the play area would be closed for two weeks. It was understood that the contractors had also directly received some abuse from members of the public while on site due to the delays. It was explained that the completion of the works was delayed due

to the wet weather because the surfacing is unable to be laid in wet conditions due to causing issues with the resin, and when mixed with water, it can cause issues with the surfacing setting properly. This could then cause weak areas in the surfacing and would result in the work needing to be done again. Members noted this update and were pleased that the works were now completed and the play area had now reopened.

c) **Patch repair undertaken at Kestrel Court Play Area under delegated powers:**

It was noted that there was a small patch repair that was required to be undertaken inside of Kestrel Court Play area. As the contractors were in the area undertaking works inside of Hornchurch Road Play Area, they were asked to do this patch repair under delegated powers at a cost of £92.95 + VAT.

Members noted this.

d) **Bowerhill Sports Field/Pavilion:**

i. **C) Update following meeting with youth organisation on the way forward:**

Held in closed session.

Resolved: The parish council amend their policy on when payments should be received by this organisation to the following:

Bookings should be paid on receipt of an invoice within 14 days after the booking. This will be carefully monitored, and if this is being adhered to, the time period may be increased to 28 days in the future. This is on the proviso that all outstanding matters are resolved first. If this policy is not adhered to, the council will have to reconsider their options.

ii. **Meeting with youth organisation regarding the hire of the kitchen and games room facilities on a regular basis:**

Held in close session.

Councillor Pafford explained that the meeting held with FOF FC was attended by Councillors Glover, Harris, himself, and the Finance & Amenities Officer. The Chair of FOF FC and a parent volunteer of FOF FC were also in attendance. It was noted that the Full Council had given the councillors who attended the meeting delegated powers to make decisions on the hire. Members reviewed the notes from the meeting and the decisions that had been made. One of the actions that came out of the meeting was for an agreement to be produced to work in conjunction with the booking form and terms and conditions. It was noted that the Finance & Amenities Officer had produced a draft agreement, which she had

circulated around to the councillors who attended the meeting for their approval.

It was highlighted that the hire charges had been reduced because this organisation would be undertaking their own cleaning rather than the parish council having to pay a cleaner to undertake this. It was queried by Councillor Holt whether the council would be monitoring the cleaning to ensure that it was to an acceptable standard; it was confirmed that it would be.

For clarity, the agreed hire charges for the hire of the kitchen and games room for a weekend blanket booking of 8 hours from 8am-12noon, were as follows: £17.50 per day (4 hours), with a total charge per weekend blanket booking (8 hours) of £35.

The Clerk highlighted that in the meeting notes it detailed the fact that the TV screen should be removed by the council in case it got damaged. She advised that there was no other use for the TV screen as it was some years old and if taken down, the wall would need to be made good again. She queried whether it was more cost effective to keep it in place or whether a whiteboard could be purchased to put in its place. It was noted that the TV cannot be used on-site anyway. Members agreed that this should be left on site for now.

Members noted the decisions made as detailed in the notes of the meeting dated 17th September 2024.

Resolved 1: The parish council agree with the decisions made as detailed in the meeting notes of 17th September 2024.

Resolved 2: The parish council keep the TV screen inside the pavilion games room.

iii. **Quotation from contractors to undertake additional pitch maintenance:**

The Finance & Amenities Officer explained that following the successful grant application to the Football Foundation for additional pitch maintenance, a quote had been received from the council ground contractors to undertake all of the work recommended in the Pitch Power assessment. She advised that she had taken the quotes and provided members with two breakdowns, the first one being for everything that was recommended in the assessment and the second one detailing everything that the council could afford within the grant budget. Members reviewed the breakdown, and it was noted that the only maintenance that had been removed on the second breakdown was the overseeding. It was queried whether this was an element of maintenance that could be sacrificed. The Finance & Amenities Officer confirmed that it could be, as she had spoken to the contractor, and they would be able to undertake targeted areas if

funds did not allow. The additional maintenance on all the pitches, as quoted for by JH Jones, the ground contractors, was as follows:

- Verti Draining
- Deep slitting
- Pitch grooming
- Fertilising

The total cost of this work for the year was £14,365 + VAT, which was against a grant value of £14,452. It was noted that the full grant amount needed to be spent in order for it not to be reduced the following year. The Finance & Amenities Officer explained that the £87, which was the difference between the grant value and the quoted work, could be spent on goalmouth repairs, which was a recommendation in the Pitch Power assessment. It was noted that this was in the council's grass cutting and line marking contract with the contractor, so this could be used to go towards this work. The Finance & Amenities Officer confirmed that the council had recently received the first years' worth of grant in the bank, but for the proceeding years, to receive the funds, the council would need to submit the invoice for the work to the Football Foundation.

Resolved: The council approve the quotations provided by JH Jones for additional pitch maintenance at the Bowerhill Sports Field as detailed in the provided breakdown to a total value of £14,452 + VAT.

iv. **Quotation for replacement fan in changing room 1:**

The Clerk reported that the pavilion ventilation system had recently been serviced, and it was noted that the fan in changing room 1 had a delay of around 4 minutes before it started up. Wiltshire Air Conditioning Services had provided a quotation of £480.50 + VAT to replace the fan in this changing room.

Resolved: The parish council approve the quotation of £480.50 + VAT from Wiltshire Air Conditioning Services to replace the fan inside of changing room 1.

v. **Quotations for pavilion gas contract:**

The Finance & Amenities wished to make members aware that the council had not been invoiced for the pavilion gas since November 2023. This has been raised with Utility Aid, the council's utility broker, who is currently in the process of investigating this issue with SSE. It is understood that some time ago, SSE had replaced their finance systems, which has resulted in issues relating to billing. The latest that officers had heard on this matter was that SSE had put a stop on the council's billing account, but there had been no explanation given as to why this had occurred. It had been advised that once this had been lifted, the council should start receiving bills. The Finance & Amenities Officer wished to make members aware

that this will mean once this has all been sorted out, the council will receive a large bill. Members noted this.

The Finance & Amenities explained that the pavilion gas contract was due to expire at the end of February 2025. Quotes from suppliers had been obtained by Utility Aid for the council to consider. Members considered the quotations. It was felt that the council should approve the following gas contract for the Bowerhill Sports Pavilion:

Supplier: EDF Energy
Term: Three years
Day rate (p/kWh): 7.40000
Standing Charge (p/day): 45.00000
Annual cost: £1,631.74

This provides an annual reduction of £406.07 from the current contract.

Resolved: The council approve the quotation from EDF Energy for the pavilion gas to start from 1st March 2025 as per the details above.

vi. **Clerk delegated powers to negotiate utility contracts in the future:**

The Clerk explained that the problem with obtaining quotations for utility contracts is that the quote can only be held for a few hours, so it is really difficult to get one to a meeting for approval while it is still valid. Secondly, due to external factors such as the current situation in the Middle East, the markets are frequently changing, and in previous times officers haven't been able to act swiftly due to having to wait for a meeting where quotes can be considered. She explained that although these were contracts, so they should go to the council, it was for the utilities to do with the pavilion building, which must be in place. Members agreed that the Clerk should be given delegated powers to negotiate the best utility contracts for the Bowerhill Sports Pavilion in the future.

Resolved: The Clerk to be given delegated powers to negotiate all future utility contracts for the Bowerhill Sports Pavilion.

e) **Minutes from the Shurnhold Fields Working Party meeting held on Tuesday 24th September and approve actions:**

The Clerk explained that Alexandra Crawford, who has been employed by Wiltshire Council to manage the project, briefed the working group back in February on the plans for the drainage works; however, no one from the town council had attended, so this was presented again at the meeting.

Councillor Pafford advised that the project was due to start in October; however, this has been delayed due to Wiltshire Council waiting for the Environment Agency to grant the necessary permits. It was noted that

Melksham Town Council was due to invite the residents of Dunch Lane to a residents' meeting to discuss the work; however, it was decided at the meeting not to undertake this meeting yet until there was a known project start date.

It was noted that Wiltshire Council would engage their contractors to undertake the car park and entrance work and will manage the whole project. Both councils will provide some funding for the car park and entrance improvement element of the project. It was confirmed by Melksham Town Council at the meeting that they had their share of the funds for the project in a reserve.

The Clerk clarified that in the draft notes it detailed that the car park was going to be a gravel surfacing; however, this isn't the case and it's going to be a concrete matting with gravel in the middle.

Members noted the notes from the meeting.

233/24 Update on Real Time Information in the parish:

The Clerk advised that she had contacted Wiltshire Council following the resolution at the last Full Council meeting to move forward with the project using CIL funding to install the whole priority list rather than waiting to do two per year under the LHFIG (Local Highways and Footway Improvement Group). Before this evening's meeting, she had received a reply from Wiltshire Council confirming that all sites could be assessed under Wiltshire Council's existing contract arrangements with the supplier. It was noted that for each unit, the capital and maintenance would need to be covered by the parish council. The supplier is able to assess each site and can then provide a capital and maintenance quote per Wiltshire Council's contract with them, which is dependent on the size and type of unit most suitable for each location.

It was noted that Wiltshire Council's existing contract with the supplier runs until 2028. After that date, Wiltshire Council has the option to extend the contract or find another supplier. It was advised in the email that they wanted to make the parish council aware that the maximum amount of time these units would be operational/available is approximately 8 years. Members felt that this needed to be clarified.

Members agreed to go ahead and request the assessment of each site in order for a quotation to be provided.

Resolved 1: The council go ahead and ask for the assessment to be undertaken on each site detailed on the parish council's priority list for real-time information so that a quotation can be provided.

Resolved 2: Officers to ask for clarification from Wiltshire Council in relation to what they mean with regard to the maximum amount of time the units would be operational.

234/24 Parish update following recent wet weather:

The Clerk reported that one property was flooded internally on Semington Road, which was initially thought to be coming up from the water table; however, it was understood that this was now not the case, so this will need to be followed up. There was also a property on Corsham Road pumping out from midday on the first day of the wet weather to stop the water from getting into their houses (adjoining cottages).

Councillor Doel reported that Rhotteridge Farm had flooding inside of their flat and had let Wiltshire Council know. The Clerk advised that she was unaware of this and that it was important for the parish council to be made aware of instances of property flooding, as this could have been reported at the recent flood ops meeting.

The Clerk reported that her meeting with CAWS CEG was scheduled for Wednesday this week. It was noted that the Flood Wardens had gone out twice during the torrential rain on Monday 23rd September and reported that all was ok. They have produced an observations and action list, which will be discussed at the meeting on Wednesday.

Councillor Baines advised that he had reported at Flood Ops that Shaw School does not seem to want to engage in undertaking any flood prevention work; this is despite the car park flooding on occasions and concerns that the school is vulnerable to flooding. It was understood that during the recent wet weather on Monday 23rd September, Shaw School sent their children home. It was suggested at Flood Ops that this should be escalated via Wiltshire Councillor Alford to make contact with the school to try and get them to engage in flood prevention.

235/24 Parish council response to the Wiltshire and Swindon LNRS map and survey:

Members considered responding to the Local Nature Recovery Strategy survey.

Resolved: The council do not submit a response to the Local Nature Recovery Strategy survey.

236/24 Dorset & Wiltshire Fire and Rescue Service statement regarding operational changes:

It was noted that the Dorset & Wiltshire Fire Service had issued a statement regarding operational changes. It was noted that the second fire engine at Corsham, Marlborough, Sturminster Newton, and Wareham fire stations will be removed, but the first engine will remain. Councillor Harris advised that he visited the fire station control, but when speaking to the operators, they were not aware of the changes. He advised that with regard to the fire station cover at night, the levels remain the same as previously. He also asked about whether there were any contingency plans in the instance that there was a fire in a battery storage facility, and there aren't currently any plans in place for this.

The Clerk explained that this came from her meeting with the Wiltshire Clerks, as there were concerns that there wasn't any provision in the middle of Wiltshire at

night, which was how the current situation was understood. It was confirmed by Councillor Harris that the level of provision was the same as it always was; Chippenham and Trowbridge have a full-time crew during the day, and at night they have on-call firefighters. It was noted that the Melksham Fire Station has always been an on-call station.

It was noted that within the parish there was the substation at Beanacre as well as solar farms some of who had battery storage, and it was felt that Dorset & Wiltshire Fire and Rescue Service should be asked what contingency plans are in place in case of a fire emergency on these sites.

Resolved: The parish council ask the Dorset & Wiltshire Fire and Rescue Service what plans they have in place in the event of a fire emergency in any one of the above sites.

237/24 Consultation on community EV charging points:

The Clerk explained that this survey was specifically asking whether any roads in the parish have on-street parking rather than drives and whether any organisations in the local area could host public chargers in their car parks, such as village halls. After a discussion, members felt that the Clerk should put together a holding response for the survey to bring back to the next Full Council meeting for approval for it to be submitted to the survey.

Resolved: The Clerk to put together a response for the survey and bring back to the next meeting for approval to submit a response from the parish council.

Meeting closed at 21.30 pm

Chairman, 11th November 2024

Date: 02/10/2024

Melksham without Parish Council Current Year

Page: 219

Time: 11:19

Cashbook 1

User: MR

Current Account & Instant Acc

For Month No: 6

Receipts for Month 6			Nominal Ledger Analysis					
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		14,947.20					14,947.20	
V4080-FOOT	Banked: 02/09/2024	69.00						
V4080-FOOT	Pilot FC	69.00			1210	210	69.00	Inv.439- 31st August pitch hir
V4081-FOOT	Banked: 02/09/2024	69.00						
V4081-FOOT	Bath Road	69.00			1210	210	69.00	Inv.449-1st September pitch hi
V4082-9B	Banked: 04/09/2024	40.00						
V4082-9B	Allotment Holder	40.00			1310	310	40.00	Berryfield 9b allotment rent
V4083-ALLO	Banked: 04/09/2024	80.00						
V4083-ALLO	Allotment Holder	80.00			1310	310	40.00	Rent for plot 23 Berryfield
					1310	310	40.00	Rent for plot 24 Berryfield
V4084-BACS	Banked: 05/09/2024	40.00						
V4084-BACS	Allotment Holder	40.00			1310	310	40.00	Rent for plot 6a Berryfield
V4085-BACS	Banked: 05/09/2024	40.00						
V4085-BACS	Allotment Holder	40.00			1310	310	40.00	Rent for plot 7B Berryfield
V4086-BACS	Banked: 05/09/2024	40.00						
V4086-BACS	Allotment Holder	40.00			1320	310	40.00	Rent for plot 1 Briansfield
V4087-BACS	Banked: 06/09/2024	40.00						
V4087-BACS	Allotment Holder	40.00			1320	310	40.00	Rent for plot 12 Briansfield
V4088-BACS	Banked: 06/09/2024	40.00						
V4088-BACS	Allotment Holder	40.00			1310	310	40.00	Rent for plot 18a Berryfield
V4089-BACS	Banked: 06/09/2024	30.00						
V4089-BACS	Allotment Holder	30.00			1310	310	30.00	Rent for plot 15M Berryfield
V4090-BACS	Banked: 09/09/2024	40.00						
V4090-BACS	Allotment Holder	40.00			1310	310	40.00	Rent for plot 4b Berryfield
V4091-BACS	Banked: 09/09/2024	40.00						
V4091-BACS	Allotment Holder	40.00			1310	310	40.00	Rent for plot 12b Berryfield
V4092-BACS	Banked: 09/09/2024	40.00						
V4092-BACS	Allotment Holder	40.00			1310	310	40.00	Rent for plot 16a Berryfield
V4093-BACS	Banked: 09/09/2024	10.00						
V4093-BACS	Allotment Holder	10.00			1120	110	10.00	Inv.455- Annual hall rent
V4093-ERRO	Banked: 09/09/2024	-10.00						
V4093-ERRO	Allotment Holder	-10.00			1120	110	-10.00	ERROR
V4093-BACS	Banked: 09/09/2024	10.00						
V4093-BACS	Shaw Village Hall	10.00			1120	110	10.00	Inv.455- Annual hall rent
V4094-BACS	Banked: 10/09/2024	276.00						
V4094-BACS	Future of Football	276.00			1210	210	276.00	Inv.437-August evening trainin
V4095-BACS	Banked: 12/09/2024	40.00						

Continued on Page 220

Date: 02/10/2024

Melksham without Parish Council Current Year

Page: 220

Time: 11:19

Cashbook 1

User: MR

Current Account & Instant Acc

For Month No: 6

Receipts for Month 6

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
V4095-BACS	Allotment Holder	40.00			1320	310	40.00	Rent for plot 29 Briansfield
V4096-BACS	Banked: 12/09/2024	40.00						
V4096-BACS	Allotment Holder	40.00			1320	310	40.00	Rent for plot 13 Briansfield
V4097-BACS	Banked: 12/09/2024	40.00						
V4097-BACS	Allotment Holder	40.00			1310	310	40.00	Rent for plot 17b Berryfield
V4098-BACS	Banked: 12/09/2024	40.00						
V4098-BACS	Allotment Holder	40.00			1310	310	40.00	Rent for plot 15b Berryfield
V4099-BACS	Banked: 16/09/2024	40.00						
V4099-BACS	Allotment Holder	40.00			1310	310	40.00	Rent for plot 8a Berryfield
V4102-BACS	Banked: 16/09/2024	120.00						
V4102-BACS	Allotment Holder	120.00			1310	310	40.00	Rent for plot 11a Berryfield
					1310	310	40.00	Rent for plot 11b Berryfield
					1310	310	40.00	Rent for plot 10a Berryfield
V4103-BACS	Banked: 17/09/2024	69.00						
V4103-BACS	Bath Road	69.00			1210	210	69.00	Inv.449 pitch hire 15th Sept
V4104-BACS	Banked: 20/09/2024	40.00						
V4104-BACS	Allotment Holder	40.00			1320	310	40.00	Rent for plot 16 Briansfield
V4105-BACS	Banked: 23/09/2024	40.00						
V4105-BACS	Allotment Holder	40.00			1320	310	40.00	Rent for plot 30 Briansfield
V4107-BACS	Banked: 23/09/2024	80.00						
V4107-BACS	Allotment Holder	80.00			1320	310	80.00	Plot 18 Briansfield rent
V4108-BACS	Banked: 23/09/2024	138.00						
V4108-BACS	Staverton Rangers	138.00			1210	210	69.00	Inv.450- 7th September match
					1210	210	69.00	Inv.450- 21st September match
V4109-BACS	Banked: 23/09/2024	40.00						
V4109-BACS	Allotment Holder	40.00			1320	310	40.00	Rent for plot 14 Briansfield
V4110-BACS	Banked: 23/09/2024	80.00						
V4110-BACS	Allotment Holder	80.00			1320	310	80.00	Rent for plot 26 Briansfield
V4112-BACS	Banked: 23/09/2024	80.00						
V4112-BACS	Allotment Holder	80.00			1320	310	80.00	Rent for plot 8 Briansfield
V4106-BACS	Banked: 23/09/2024	40.00						
V4106-BACS	Allotment Holder	40.00			1310	310	40.00	Rent for plot 13b Berryfield
V4113-BACS	Banked: 25/09/2024	132,380.95						
V4113-BACS	Wiltshire Council	132,380.95			1420	350	1,584.95	486A Semington Rd CIL-07622
					1076	110	130,796.00	Parish Precept
V4115-BACS	Banked: 30/09/2024	80.00						

Continued on Page 221

Date: 02/10/2024

Melksham without Parish Council Current Year

Page: 221

Time: 11:19

Cashbook 1

User: MR

Current Account & Instant Acc

For Month No: 6

Receipts for Month 6		Nominal Ledger Analysis						
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
V4115-BACS	Allotment Holder	80.00			1310	310	80.00	Rent for plot 12a Berryfield
V4116-BACS	Banked:30/09/2024	69.00						
V4116-BACS	Pilot FC	69.00			1210	210	69.00	Inv.451-28th September match
V4117-BACS	Banked:30/09/2024	80.00						
V4117-BACS	Allotment Holder	80.00			1320	310	80.00	Rent for plot 7 Briansfield
V4118-BACS	Banked:30/09/2024	80.00						
V4118-BACS	Allotment Holder	80.00			1320	310	40.00	Rent for plot 10 Briansfield
					1320	310	40.00	Rent for plot 11 Briansfield
V4119-BACS	Banked:30/09/2024	40.00						
V4119-BACS	Allotment Holder	40.00			1310	310	40.00	Rent for plot 6b Berryfield
V4120-BACS	Banked:30/09/2024	40.00						
V4120-BACS	Allotment Holder	40.00			1320	310	40.00	Rent for plot 20 Briansfield
Total Receipts for Month		134,590.95	0.00	0.00			134,590.95	
Cashbook Totals		149,538.15	0.00	0.00			149,538.15	

Continued on Page 222

Payments for Month 6			Nominal Ledger Analysis						
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
16/09/2024	Daisy (One Bill)	V4100-BACS	45.29		7.55	4384	220	37.74	Inv.608-Pavilion wifi and line
16/09/2024	Daisy (One Bill)	V4101-BACS	45.29		7.55	4190	120	37.74	Inv.607- Campus Wifi and line
23/09/2024	Lamplight	V4111-BACS	57.00		9.50	4686	170	47.50	Inv.466-MCS Database
24/09/2024	Unity Bank	V4078-6191	10,000.00				220	10,000.00	Transfer from Lloyds to Unity
27/09/2024	Lamplight	V4114-BACS	57.00		9.50	4686	170	47.50	Inv.330-MCS Database Sept 24
Total Payments for Month			10,204.58	0.00	34.10			10,170.48	
Balance Carried Fwd			139,333.57						
Cashbook Totals			149,538.15	0.00	34.10			149,504.05	

Receipts for Month 6			Nominal Ledger Analysis					
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		5,391.39					5,391.39	
V4075-INTE	Banked: 03/09/2024	1,863.14						
V4075-INTE	CCLA Investment Ltd	1,863.14			1080	110	1,863.14	Interest
V4076-INTE	Banked: 04/09/2024	62.07						
V4076-INTE	CCLA Investment Ltd	62.07			1080	110	62.07	Interest
	Banked: 24/09/2024	10,000.00						
V4078-6191	Current Account & Instant Acc	10,000.00			200		10,000.00	Transfer from Lloyds to Unity
	Banked: 26/09/2024	54,000.00						
V4079-TRAN	CCLA	54,000.00			240		54,000.00	From CCLA TO Unity account
Total Receipts for Month		65,925.21	0.00	0.00			65,925.21	
Cashbook Totals		71,316.60	0.00	0.00			71,316.60	

Payments for Month 6				Nominal Ledger Analysis					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
02/09/2024	Grist Environmental	V4074-DD	120.72		20.12	4770	220	100.60	Inv.785- B'hill bin emptying
16/09/2024	Lloyds Bank PLC	V4077-DD	327.47		45.07	4055	130	54.00	DSE Training Module
						4150	120	11.16	Envelopes
						4150	120	7.26	Pens
						4150	120	15.34	Pens
						4150	120	15.60	Green copier paper & Cleaning
						4150	120	7.46	Laminating pouches
						4150	120	24.99	Keyboard
						4175	120	88.20	Office 365 subscription
						4190	120	36.90	Office phone charges
						4175	120	5.50	MWPC Website domain
						4200	120	12.99	Online meeting subscription
						4140	120	3.00	Monthly Fee
27/09/2024	HM Revenue & Customs	V4065-BACS	2,516.40			4041	130	886.84	Period 6- September 2024
						4000	130	548.20	Period 6- September 2024-T
						4000	130	241.44	Period 6- September 2024-NI
						4020	130	191.40	Period 6- September 2024-T
						4020	130	86.46	Period 6- September 2024-NI
						4010	130	224.00	Period 6- September 2024-T
						4010	130	100.26	Period 6- September 2024-NI
						4010	130	2.00	Period 6- September 2024
						4460	142	192.40	Period 6- September 2024-T
						4800	320	13.00	Period 6- September 2024-T
						4070	120	30.40	Period 6- September 2024-T
27/09/2024	Teresa Strange	V4066-BACS	██████		1.33	4000	130	██████	September 2024 Salary
						4680	170	6.66	Working NHP Lunch
27/09/2024	Lorraine McRandle	V4067-BACS	██████			4020	130	██████	September 2024 Salary
						4120	120	3.30	Postage for planning agenda pa
27/09/2024	Marianne Rossi	V4068-BACS	██████			4010	130	██████	September 2024 Salary
						4120	120	3.30	Full Council agenda pack posta
						4155	120	4.85	Coffee for meetings
27/09/2024	Terry Cole	V4069-BACS	██████			4460	142	██████	September 2024 Salary
						4050	142	47.50	September Travel Allowance
						4051	142	50.40	Mileage x112 miles
27/09/2024	David Cole	V4070-BACS	██████			4800	320	██████	September 2024 Salary
27/09/2024	John Glover	V4071-BACS	45.60			4070	120	45.60	September Chairs Allowance
30/09/2024	Agilico	V4049-BACS	90.97		15.16	4130	120	75.81	Inv.348-Office photocopying
30/09/2024	Aquasafe Environmental Ltd	V4050-BACS	744.00		124.00	4212	220	620.00	Inv.805-Aug PPM visit & Clean
30/09/2024	Jens Cleaning	V4051-BACS	477.00			4381	220	477.00	Inv.1083-August cleaning
30/09/2024	Jens Cleaning	V4052-BACS	350.00			4750	220	350.00	Inv.1084- Deep clean

Total Salaries
September 2024

£7,343.60

Continued on Page 230

Payments for Month 6				Nominal Ledger Analysis					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
30/09/2024	JH Jones & Sons	V4053-BACS	432.00		72.00	4722	320	360.00	In4494-Gate post reinstate BYF
30/09/2024	JH Jones & Sons	V4054-BACS	96.00		16.00	4721	220	80.00	Inv.4494-Removal-Excrement
30/09/2024	JH Jones & Sons	V4055-BACS	2,376.56		396.09	4402	320	69.47	Inv.4453-Allotment grass cutti
						4400	142	477.98	Inv.4453-Play Area grass cutti
						4780	142	187.84	Inv.4453-Play Area bin emptyin
						4781	220	91.92	Inv.4453-JSF Bin emptying
						4401	220	856.84	Inv.4453-JSF Pitch Maintenance
						4409	142	188.65	Inv.4453-Hornchurch Grass
						4405	220	49.44	Inv.4453-JSF Hedge
						4820	142	37.50	Inv.4453-SHF Cut
						347	0	-37.50	Inv.4453-SHF Cut
						6000	142	37.50	Inv.4453-SHF Cut
						4402	320	20.83	Inv.4453-BSF Hedge
30/09/2024	Place Studio Ltd	V4056-BACS	684.00		114.00	4680	170	570.00	Inv.9-NPPF Consultation respon
30/09/2024	UK Energy Services	V4057-BACS	372.60		62.10	4212	220	310.50	Inv.777- Pav ventilation servi
30/09/2024	Wilts & Berks Canal	V4058-BACS	25.00			4650	170	25.00	Annual subscription
30/09/2024	Wiltshire Council	V4059-BACS	106.40			4680	170	106.40	Inv.579- Room hire NHP consult
30/09/2024	Wiltshire Publication	V4060-BACS	1,272.00		212.00	4680	170	1,060.00	Inv.815-NHP adverts
30/09/2024	PKF Littlejohn LLP	V4061-BACS	1,638.00		273.00	4100	120	1,365.00	Inv.629-External Audit
30/09/2024	Culligan	V4062-BACS	203.93		33.99	4576	142	169.94	Inv.084-Parts for water founta
30/09/2024	Community Heartbeat Trust	V4063-BACS	121.14		20.19	4049	142	100.95	154-Pavilion defib child pads
30/09/2024	Wiltshire Pension Fund	V4064-BACS	2,207.14			4045	130	1,673.71	Period 6- September 2024
						4000	130	276.49	Period 6- September 2024
						4020	130	123.47	Period 6- September 2024
						4010	130	133.47	Period 6- September 2024
30/09/2024	Unity Trust Bank	V4072	0.60			4140	120	0.60	Bank Charge
30/09/2024	Unity Trust Bank	V4073	31.20			4140	120	31.20	Handling Charge
Total Payments for Month			21,699.67	0.00	1,405.05			20,294.62	
Balance Carried Fwd			49,616.93						
Cashbook Totals			71,316.60	0.00	1,405.05			69,911.55	

Receipts for Month 6		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>	

Payments for Month 6

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	

Date: 02/10/2024

Melksham without Parish Council Current Year

Page: 35

Time: 11:20

Cashbook 4

User: MR

Instant Access Unity 20476339

For Month No: 6

Receipts for Month 6

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 : 21,506.29 21,506.29

V4121-BACS Banked: 30/09/2024 171.66

V4121-BACS Unity Trust Bank 171.66 1080 110 171.66 Bank interest

Total Receipts for Month 171.66 0.00 0.00 171.66

Cashbook Totals 21,677.95 0.00 0.00 21,677.95

Continued on Page 36

Payments for Month 6

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		21,677.95						
	Cashbook Totals		21,677.95	0.00	0.00			21,677.95	

Receipts for Month 6

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 :	450,000.00					450,000.00	
	Banked:	0.00						
			0.00					0.00
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>450,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>450,000.00</u>	

Payments for Month 6

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>
26/09/2024	Unity Bank	V4079-TRAN	54,000.00			220		54,000.00	From CCLA TO Unity account
Total Payments for Month			54,000.00	0.00	0.00			54,000.00	
Balance Carried Fwd			396,000.00						
Cashbook Totals			<u>450,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>450,000.00</u>	