

MINUTES of the Full Council Meeting of Melksham Without Parish Council held on Monday 27th January 2025 at Melksham Without Parish Council Offices (First Floor), Melksham Community Campus, Market Place, SN12 6ES at 7:00pm

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

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

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

380/24 Welcome, Announcements & Housekeeping:

Councillor Glover welcomed everyone to the meeting; it was noted that those present were already aware of the evacuation procedures in the event of a fire, so the housekeeping message was not 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 Glover made the following announcements:

- The next planning committee meeting was scheduled for Tuesday 4th February at Bowerhill Village Hall. He drew members' attention to the fact that this meeting will be held on a different day and at a different venue than normal.
- He informed members that the planning application for 500 dwellings on land at Blackmore Farm was approved at the Strategic Planning Committee meeting held on Thursday 23rd January. It was noted that the parish council was due to meet the developers on Tuesday 28th January to discuss some aspects of the application that were not resolved at the Strategic Planning Committee meeting.
- The public consultation for the next stage of the Lime Down Solar project will start on Wednesday 29th January. It has been confirmed that Whitley has not been selected for battery storage, but the council still needed to keep an eye on the proposed cable routes to the Melksham Substation at Beanacre, which was in the parish. This will be on the agenda for the next planning committee meeting.
- There is a Wiltshire Council webinar providing advice from the Elections team for anyone interested in standing for the upcoming May elections being held on Tuesday 11th February at 6pm.

381/24 Apologies:

There were no apologies, it was noted that all members of the council were present.

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

382/24 Invited Guests:

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

Wiltshire Councillor Alford was attending a 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 prior to the meeting, which Members noted.

c) Wiltshire Councillor Nick Holder (Bowerhill):

Wiltshire Councillor Holder wished to give the following updates:

Blackmore Farm- Strategic Planning Committee meeting:

He reported that this application took around half of the meeting and was grateful for the input from representatives of the parish council and the Melksham Neighbourhood Plan at the meeting. He felt that the comments that were made were listened to and understood. He felt it was disappointing that it took that meeting for the developers to recognise that there was some value in holding a meeting with the parish council to discuss concerns and was looking into why this was the case. He was yet to speak to officers from the Wiltshire Council Highway Department about some of the comments put forward in relation to this application, which were contradictory to plans that the developer originally put forward and what the parish council had asked for. In particular, with regard to the roundabout on Sandridge Hill as the prime access to the development. He felt that it was disappointing that the offer from the adjacent landowner to the site to potentially provide vehicular access into the site through their land to the south doesn't appear to have been considered by the developer. It was important to note that it was unknown at this stage whether this had been offered formally to the developer. He highlighted that this site was allocated in the draft Wiltshire Local Plan but felt the points made by the parish council were strong, especially in relation to the size of the community space as well as site access and the location of the employment land and type of employment. He hopes to see the issues raised to be resolved in the Reserved Matters application for the development; however, he understands that this will have to go to another Strategic Planning Committee and is unsure whether this will be undertaken prior to the period of heightened sensitivity ahead of the May elections.

Councillor Glover wished to point out that the movement of the employment land from the northeast to the southwest is accompanied by a master plan that shows the route through the estate past the school, community area, and residential area coming down to the employment area. It was clear that the Wiltshire Council Highways Officer was not going to accept this and was looking for direct access to the employment land, which would miss the residential and school areas.

Councillor Harris wished to thank Councillor Holder for putting forward the community's point of view and Councillor Seed, who got across the parish council's points.

Wiltshire Council budget 2025/26

Wiltshire Council has proposed an increase in its council tax of 4.5%, which is below the capped maximum of 4.99%. This consists of 2% for adult social care with 2.5% for all other services. This is due to go to Full Council on 21st February for approval.

Mayoral strategic authority for Wessex

Wiltshire Council, along with Somerset and Dorset, has submitted the information relating to the Wessex mayoral authority, but no update has been received to date since the expression of interest was submitted. It is understood that an update will be given on Wednesday 22nd January. From an election perspective, Wiltshire Council is not anticipating either the unitary or parish and town council elections being delayed.

The council reconvened.

383/24 Public Participation:

There were no members of the public present.

384/24 Declarations of Interests:

Councillor Holt and Councillor Wood, as trustees of the Berryfield Village Hall Trust, declared an interest in agenda items 11c and 11d as they related to Berryfield Village Hall.

385/24 Dispensation Requests:

The Clerk reminded members that the parish council had a dispensation registered with Wiltshire Council for this council term, for members who live in the parish to discuss and set the precept.

386/24 Items to be Held in Closed Session:

Resolved: Agenda items 9fii & 10c 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:

9fii in relation to the Melksham Neighbourhood Plan.

10c related to grass cutting tenders received which are currently confidential.

387/24 Resignation of Member - Beanacre, Shaw, Whitley & Blackmore Ward:

a) Resignation of Councillor Chivers

Members noted the resignation of Councillor Chivers. Councillor Glover reported that Councillor Chivers had been a councillor for a total of 34 years. It was noted that Councillor Chivers had also been a district councillor as well as a Wiltshire Councillor.

Members felt that this service needed to be recognised.

b) Election will not be held for the vacancy as the resignation is within six months of an election:

Members noted that as this vacancy was within six months of an election, an election would not be called. The council is, however, able to co-opt a member onto the council to take office until the May election if they wish to do so. Councillor Glover reported that the council had been approached by someone who wished to be considered for the vacancy and wished to get a steer from members as to whether they wished to co-opt. It was noted that if the council did wish to co-opt, they would need to advertise the vacancy. It was noted that there was some uncertainty regarding whether the election would be delayed or not due to the mayoral scheme. The Clerk advised that at her SLCC (Society of Local Council Clerks) branch meeting on Friday, the Wiltshire Council elections team were in attendance, who advised that it was unlikely that the unitary elections would be postponed and therefore, the town and parish elections would also go ahead. The Clerk reminded members that if the elections were postponed for a year, the electors would be given the opportunity to call for an election; if this is then not called, the council would have an opportunity to co-opt. It was noted that a further update on whether the election will be delayed will be provided on Wednesday. Members were concerned that by the time someone was co-opted on to the council, it would only be a short time before the May election given that the earliest, they could be co-opted now was at the February Full Council meeting. It was felt that due to this reason, the council should not co-opt. Members wished to encourage the person who enquired about co-option to attend council meetings so that they could get an understanding of how the council worked and were informed that they could stand in the election.

Resolved: The council do not co-opt a member onto the council but contact the person who had enquired about co-option and inform them about the upcoming May election.

c) Councillor Chivers years of service:

As per the above, members felt that this service needed to be recognised. It was felt that a message should be written in the Melksham News in recognition of his long service to the council. A letter of thanks for his service to the council should also be sent to Councillor Chivers.

d) Appointing members to vacant positions on the following committees:

- **Planning Committee**

Resolved 1: To appoint Councillor Franks to the Planning Committee.

- **Asset Management Committee:**

Resolved 2: To appoint Councillor Sullivan to the Asset Management Committee.

- **Highways and Streetscene Committee:**

Resolved 3: To not appoint any members to the Highways and Streetscene Committee as there was only currently one meeting scheduled until the elections.

e) Appointing members to the following organisation vacancies:

- **Footpath Representative- Beanacre and Shaw & Whitley:**

It was noted that Councillor Doel was a representative for both of these areas and was happy to continue doing this on his own if no one else wished to volunteer, as he regularly walked them. It was agreed that the council did not need to appoint another representative.

Resolved: To not appoint an additional representative to the Beanacre and Shaw & Whitley footpaths.

388/24 Minutes of the Full Council Meeting held on 2nd December 2024:

Councillor Glover reported that with regard to minute 329/24, relating to the council's request for double yellow lines at the junction of Swift Way to be added to the scheme, Wiltshire Council has confirmed that it has been accepted. It was noted that drawings were now being produced for the scheme; therefore, no more changes can be made.

Resolved: The Minutes of the Full Council Meeting held on Monday 2nd December 2024, were formally approved by the council and for the Chair to sign them as a correct record.

389/24 Planning:

a) **Planning Committee Minutes of 16th December 2024 and 13th January 2025:**

Resolved 1: The Minutes of the Planning Committee Meeting held on Monday 16th December 2024, were formally approved by the council and for the Chair to sign them as a correct record with the following minor amendment:

Page 3: min 340/24c- The inclusion of 'a' and the removal of an 's' from 'dwellings' so that the sentence reads 'Change of use from two flats to a single dwelling...'

Resolved 2: The Minutes of the Planning Committee Meeting held on Monday 13th January 2025, 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 16th December 2024:**

Resolved: The confidential notes of the Planning Committee Meeting held on Monday 16th December 2024, were formally approved by the council and for the Chair to sign them as a correct record.

c) **Planning Committee recommendations of 16th December 2024 and 13th January 2025:**

Resolved: The recommendations contained in the Planning Committee minutes of 13th January 2025, were formally approved.

d) **MTUG (Melksham Transport User Group) request for bus funding for current planning applications for large developments east of Melksham:**

Councillor Glover reported that the Melksham Transport User Group had submitted comments to Wiltshire Council requesting that they implement a planning condition for the appropriate provision of public transport into the current East of Melksham applications for large developments. For clarity, these developments were New Road Farm, Blackmore Farm, and Snarlton Farm if these applications were minded to be approved.

It was noted that Councillors Glover and Harris were members of the Melksham Transport User Group.

Resolved: The council support the comments made by the Melksham Transport User Group for a request for bus funding for large developments at the East of Melksham.

e) **Steer to the Planning Committee on the planning application for a new warehouse for Gompels PL/2024/11426:**

Members were reminded that the Planning Committee had delegated powers to submit comments for planning applications on the council's behalf. Councillor Glover advised that this was the Full Council's only opportunity to provide comments to the Planning Committee prior to the warehouse application being discussed. It was agreed that if any member of the council wished to provide comments for this application, they could direct them to Councillor Wood, as Chair of the Planning Committee, prior to the committee meeting where this application was being discussed.

The Clerk advised members that Gompels had invited members to look around their operation and their new extension. While some members of the council felt uncomfortable about doing this, it was agreed that those members who wished to attend could discuss arrangements after this meeting.

f) **Melksham Neighbourhood Plan 2:**

i. **Update following close of Melksham Neighbourhood Plan Regulation 16 consultation on Weds 22nd January:**

Councillor Pafford provided members with an overview of the status of the Melksham Neighbourhood Plan following the close of the Regulation 16 consultation. He explained that himself, the Clerk, the locum town council Clerk, and Town Councillor Ellis had met with Place Studio, the Neighbourhood Plan consultants, this morning to provide details of the nature, volume, and content of the comments received as part of the Regulation 16 consultation. It was advised that 27 comments had been received, one of which was from Wiltshire Council, which had submitted 39 pages. Most of these pages were appendices about the strategic environmental assessment, etc. Broadly, Wiltshire Council had come up with some helpful suggestions about alternative wording, which they felt may be more appropriate. They had also suggested adding in some additional Local Green Spaces; however, they would have no validity as they had not gone through any consultation processes like the other green spaces. To take a proactive approach, Place Studio has agreed to create a summary document emphasising the key issues detailed in the consultation responses for the Steering Group meeting to consider so that the group can agree on what issues they want to address.

ii. **Any matters to inform the Neighbourhood Plan Steering Group meeting on Weds 29th January:**

Held in closed session.

The Clerk explained that the developers, in order to try and make their sites look better and be included in the plan, have tried to undermine every allocation that has been included in the Plan. Wiltshire Council is now welcoming the site allocation for Cooper Tires, which was a change as they had previously been negative about this allocation. The new prospective owners that are in the process of purchasing the Cooper Tire

site have also submitted comments. They have asked for the allocation of 'approximately 100 dwellings' to be removed from the plan, but Place's recommendation was that this should be kept in. The Environment Agency had also submitted comments about this site and, as any dwellings were only able to go on Flood Zone 1, had asked for this to be shown on a plan. The Clerk explained that Wiltshire Council had not made any comments about the Melksham Library, and the locum Town Clerk has been asked to follow this up with the library and to follow up with Cooper Ties. The landowners of Middle Farm had not put any comments in either, which the Clerk had followed up on this evening, as there was a concern that their planning application was different from the site allocation in the plan. They have explained that they don't want a planning application with a condition made in the plan because if the plan does not get through at referendum, they will be unable to meet the condition. It was noted that the condition on this allocation was for access to the site allocation to the east. The Clerk advised that there are a lot of comments questioning the feasibility of the site because there is no access from the site to the adjacent land. The land agent for the site has agreed to talk to Place consultants. Wiltshire Council was objecting to the green wedges, in particular to the one in Berryfield.

The Clerk advised that the general idea was for the qualifying bodies (Melksham Town Council and Melksham Without Parish Council) to submit a summary to the examiner advising that they were taking on board the comments that had been received. The qualifying bodies would also be able to provide the examiner with an update on the library site, Cooper Tires, and Middle Farm.

iii. Delegated powers to the Planning Committee to approve the Steering Group comments to be submitted to the Examiner, if required:

Councillor Glover reported that the Neighbourhood Plan had until the 6th of February to send any response back to the examiner. The Joint Neighbourhood Plan Steering Group meeting was scheduled to be held on Wednesday 29th January, to recommend a response, with the planning meeting being scheduled for Tuesday 4th February. There is no Full Council scheduled in time to approve any response; therefore, the Clerk asked members whether the Planning Committee on 4th February could be granted delegated powers to approve the response as one of the qualifying bodies.

Resolved: The Planning Committee be given delegated powers to approve the Joint Melksham Neighbourhood Plan Steering Group's comments to be submitted to the examiner.

390/24 Finance:

a) Minutes of the Finance Committee Meeting held on 6th January 2025:

Resolved: The Minutes of the Finance Committee Meeting held on Monday 6th January 2025, were formally approved by the council and for the Chair to sign them as a correct record.

b) Finance Committee recommendations of 6th January 2025:

Councillor Glover ran through the recommendations individually, and each was voted on separately with the exception of the recommendation for the budget and precept, which would be considered under separate agenda items to ensure clarity and transparency for this important decision that had to be made by the Full Council. The Clerk explained that due to the fact that the next agenda item in relation to amendments to the budget may change the CIL and Solar Farm figures, these recommendations were unable to be approved until the below agenda item was considered.

Resolved: The recommendations contained in the Finance Committee minutes of 6th January 2025, were formally approved except:

- Min 357/24 b Recommendation 2 (CIL)
- Min 358/24 b Recommendation (Solar Farm)
- Min 359/24 b Recommendation 5 (Earmarked reserves as included CIL and Solar)
- Min 360/24 Recommendation 1 (Budget admin costs)
- Min 360/24 Recommendation 2 (Budget parish amenities cost)
- Min 360/24 Recommendation 3 (Budget community support cost)
- Min 361/24 c Recommendation (precept amount)

And were all considered and approved as part of min 390/24f (Budget) + g (precept) at this meeting.

c) Adjustments required to be made to the budget following the opening of the tenders

Item held in closed session.

Members noted that tenders were opened for the grass cutting and bin emptying contract by the Finance & Amenities Officer in the presence of the Clerk, Councillor Glover and Councillor Wood on 21st January 2025. The parish council received four tenders in total. The tenders received were as follows:

	Tender cost 3 year	Cost per year if accepted 3-year contract	Tender cost 5 year	Cost per year if accepted 5-year contract
A	£124,932.60	£41,644.20	£205,575.00	£41,115.00
B	£186,104.63	£62,034.88	£319,014.20	£63,802.84
C	£121,650.08	£40,550.03	£198,995.50	£39,791.10
D	£ 66,987.63	£22,329.21	£117,670.02	£23,534.00

Councillor Baines highlighted that all four tenders that had been received had inconsistencies, so the tender costs are not necessarily true figures at this stage,

which was something that the evaluation working party needed to look at when they met.

Councillor Glover reported that following the opening of the tenders, the council did not have enough in the budget for three out of the four tenders received. There was a tender evaluation working party set up to look at the details of each individual tender received in due course. In order to give the working party scope to consider each of the tenders on their own merits, the council needed to consider making some adjustments to the budget. Officers had reviewed the budget and had suggested that the council could take the £7,250 under the play area heading, originally budgeted to come from the precept from solar farm funding. This would then cover the expenditure for the year for three of the tenders received. In addition, there was £22,000 in the budget to come from the precept under village hall grants. Some of this could be used from CIL, which would cover the most expensive tender. This way forward would mean that the council did not need to change the precept. Members agreed with this way forward.

Resolved: The parish council take £7,250 under the play area budget heading from solar farm funding to cover the additional cost of the grass cutting and bin emptying contract for three of the tenders received. If the most expensive tender is recommended, the council to fund the excess amount required by taking some of the village hall grants from CIL. This would be in addition to the £7,250 being taken from the solar farm funding as discussed above.

d) Finance Regulations regarding the setting of the budget and precept.

Councillor Glover highlighted that this item had been included because there was a new clause from the standard model in relation to councillors not being able to vote on the precept if they hadn't paid their council tax. Members noted this.

e) CIL (Community Infrastructure Levy) guidance for use of funds in 2025/26:

Members noted the CIL guidance on what CIL funding can be used for. Councillor Glover reminded members that as the parish council had an adopted Neighbourhood Plan, the amount of CIL funding received is not capped.

f) Approve the Budget for 2025/26 and the year ending position for 2024/25:

It was noted that all members had been provided with the budget spreadsheets so that they could view each item line by line.

Resolved: The parish council formally approve the budget for 2025/26 subject to any adjustments made to CIL, Solar Farm funding and reserves following the evaluation of the tenders as agreed above. The year ending position for 2024/25 as detailed in the Finance Committee minutes of 6th January 2025 is approved.

Councillor Glover advised that if members wished for a hard copy of the budget once it was entered into the Rialtas finance system, to let officers know. All members will be provided with an email version of the budget as per the standing orders.

g) Approve the Precept for 2025/26:

Resolved: The recommendation detailed under Min.361/24c of the Finance Committee meeting minutes held on Monday 6th January 2025 was formally approved: The parish council sets a precept of £285,135.00 for 2025/26 against a taxbase of 2980.90. This is an increase of £23,543 (9%) on last year's precept. An average band D household will be contributing £95.65 for the year, an additional £5.71 on last year, which is a rise of 6.35%.

The Clerk and Chairman signed the precept request form for submission to Wiltshire Council the following day.

h) Press Release on Precept and Budget Proposals:

It was noted that each year the parish council issued a press release on its precept and how it was going to spend the money. Last year the council's key message was that the council strived to keep the costs low for residents while maintaining services and investing in assets. Members agreed that this statement was still relevant to this year. It was felt that the fact that the council tax has been increased by 11p per week while maintaining the services should be included. Members also commented that the only thing that they were cutting was the grass, which should be included in the press release. After a discussion, members agreed that the Clerk should submit a press release based on members' comments at this evening's meeting.

Resolved: The Clerk to write a press release based on the discussion held at this evening's meeting.

i) Information to be provided for the Council Tax leaflet:

Members noted that for any town and parish councils that have a precept over £140,000, they are required to provide Wiltshire Council with a breakdown of their service expenditure and income. This information has to be provided under three headings, which the parish council have chosen to be administration, parish amenities, and community support, as this is what was reported by Wiltshire Council and what residents see when they receive their council tax bill. This is why the parish council breaks the expenditure down under these headings in the Finance Committee minutes for budget setting, so that it provides everyone with clarification. As such, members noted the following information to be provided in the council tax leaflet:

Expenditure	2025/26 (£)	2024/25 (£)
Administration	193,028	170,543
Parish Amenities	153,951	236,811
Community Support	128,832	85,696
Total gross expenditure	475,811	493,050
Less		
Income	212,466	215,512

Use of reserves	-21,790	15,946
	0	0
Budget requirement (precept)	285,135	261,592

j) **Internal Auditor report following visit on Wednesday 18th December**

It was noted that the Finance Committee had reviewed the internal auditor's report following his first visit on 18th December. This report had to be reviewed by Full Council which was why it was on the agenda for this evening's meeting. Members noted the actions that the council was taking as a result of the internal auditor's visit as agreed at the Finance Committee meeting.

Resolved: The Council noted the internal auditor report following their visit on Wednesday 18th December, noting that the Finance Committee had reviewed the report on 6th January 2025 and considered the recommendations.

k) **Receipts & Payments reports for December:**

Members noted the receipts and payment reports for December.

l) **Quarterly Reports for Quarter 3 (Oct, Nov, Dec)**

i. **Budget vs Actual:**

Resolved: Members noted the Budget vs Actual Reports for Qtr.3.

ii. **Bank Reconciliation:**

Members reviewed the bank reconciliations for each of the council's accounts as of 31st December 2024, which were as follows:

Lloyds Bank Current Account (Cashbook 1)	£ 6,172.00
Unity Trust Bank Current Account (Cashbook 2)	£ 18,195.59
Lloyds Bank Fixed Term Deposit (Cashbook 3)	£ 0.00
Unity Trust Bank Instant Access (Cashbook 4)	£ 21,823.13
CCLA Public Sector Deposit Fund (Cashbook 5)	<u>£577,000.00</u>
Total	£623,190.72

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

iii. **VAT reclaims submitted:**

It was noted that £12,999.15 had been claimed back for QTR3.

m) **Cheque signatories/online authority for December payments:**

The Clerk advised that due to the Full Council being moved from Monday 20th January, the payment run had to be undertaken prior to this meeting in order for payments to be made before 28th January. As a result, Councillors Doel and Glover undertook the payment run W/C 20th January, with Councillor Shea-Simonds authorising the chair's allowance.

n) **Bank Account and Fund Transfers:**

The Finance & Amenities Officer explained that in order for the payment run to be undertaken W/C 20th January, £8,000 was required to be transferred into the Unity Trust Bank Current Account. As there were sufficient funds available in the Unity Trust Bank Instant Access account, this fund transfer was undertaken. She explained that there was around £19,000 in the Lloyds Current Account and advised that £13,000 could be transferred into the Unity Trust Bank Account and then moved into the CCLA account to get some interest on the amount.

Resolved 1: The council approve the movement of £8,000 from the Unity Trust Bank Instant Access Account into the Unity Current Account in order for the payment run to have taken place W/C 20th January.

Resolved 2: The council approve moving £13,000 from the Lloyds Current Account by cheque into the Unity Trust Bank Current Account and then depositing it into the CCLA Public Sector Deposit Fund to accumulate interest.

o) **East of Melksham Community Centre update on legal terms:**

Councillor Glover reported that the three years of the legal agreement of giving funds to the town council for the provision of the East of Melksham Community Centre started on the completion of the development, not from when the parish council transferred the CIL (Community Infrastructure Levy) money to the town council. The completion of the development was December 2024. The Clerk advised that the East of Melksham Community Centre was on the agenda at the town council's Full Council meeting last Monday and had listened to discussion in relation to this. It was noted that Councillor Harris was also in attendance at their meeting online. The Clerk explained that the locum Clerk had advised the town councillors that she was currently in discussion with the solicitors and Wiltshire Council; however, she did not allude to what the discussions were about. Additionally, no one at the meeting was able to confirm whether a planning application had been submitted, which the town council had approved in February 2024. A report is now due to go to their next Full Council meeting in March detailing whether a planning application has been submitted for land adjacent to Spa Medical Centre and where they are with the project. There had also been discussion around whether they should speak to the parish council more on this project and whether there should be one big community centre to serve the whole of the East of Melksham area. It was noted that there was land designated for a community facility in the Blackmore Farm planning application, and the parish council was currently in talks with the developer about this as the planning application had just been approved by Wiltshire Council. It may be that if the land is big enough, a large community centre could be built to serve the whole of the East of Melksham area, meaning that the town council would not need to build a

separate smaller community centre adjacent to Spa Medical Centre. It was noted that the parish council, following the Community Governance Review, transferred c£315k of CIL received from the Hunters Wood & the Acorns development to the town council with a legal tie on it for the provision of an East of Melksham Community Centre to serve those residents. If the parish council was to build a larger community centre to cater for the residents of the whole of East of Melksham, the CIL would be expected to be returned back to the parish council, including interest. In addition, it was noted that the town council received some CIL themselves for the Hunters Wood & the Acorns development as there was still more CIL to come following the boundary review. It was agreed that if the parish council was to take over the project and provide a much larger community centre, they should request that any CIL received from the Hunters Wood & the Acorns development should be transferred to the parish council for the project. After a robust discussion, members agreed that when land becomes available that would be suitable for a large community centre to serve the residents of the whole East of Melksham, including the parish residents, they should approach the town council to ask for the CIL money back. This money to include interest as well as the s106 money that the town council would have received to build the community centre. The parish council would then be able to undertake and project-manage their own project to build a much larger facility to serve a wider community, which will include CIL funds that the parish council receives from developments in that area.

Resolved: The parish council approach Melksham Town Council when suitable land becomes available for a large community centre to serve the whole East of Melksham and ask for the CIL money transferred to them for the project back including interest so that the parish council can undertake the project themselves. The request to also include the s106 funding that would have been transferred to the town council for this provision.

p) **CIL sharing working party:**

The Clerk explained that the parish council had asked the town council 14 months ago to hold a CIL sharing working party to discuss projects that it could be spent on because currently the only agreed project was real-time information. The Clerk had recently chased this again and received a reply advising from the locum Clerk advising that the town council was steering away from working parties and was going to put this matter on their finance agenda in March. The Clerk had queried with the locum Clerk how this would work, considering this was a joint meeting, and if it was on a committee meeting of the town council, how would the parish council have a vote. This is now on the agenda for their Economic Development meeting tomorrow evening.

Members expressed frustration that the council had been waiting several months for a response, to not be any further forward. Councillor Glover suggested that the 10% in the sharing pot gets split 50% so that both councils can decide what it is spent on in-house rather than having a joint arrangement, as this was currently not working. This would, of course, be reciprocal with any CIL funding that the town council received. The Clerk confirmed that the parish council had documents available that clearly show how much CIL has been received and how much of this has gone into

the CIL sharing pot for joint projects. Officers on occasion have sat down with the town council officers to help them work out how much of the CIL they have received and how much is allocated in the 10% sharing pot. It is currently unknown how much the town council had in their 10% sharing pot despite the parish council asking for this information on several occasions. It was felt that the parish council needed to continue asking the town council how much they have in the 10% CIL sharing pot.

q) **Sandridge Solar Farm Community Benefit**

Members noted the correspondence back from the Sandridge Solar Farm and was pleased to hear that the community benefit was for the operational life of the solar farm and as such would be in place for the new time period of 40 years.

r) **Government consultation on Local Audit Reform draft response**

Following a recommendation at the Finance Committee meeting, the Clerk has drafted a parish council response to the consultation, which was emailed out to councillors as a late paper. The Clerk advised that only three questions were applicable to the parish councils. Members reviewed the comments and approved the response.

Resolved: The parish council approve the response that the Clerk had drafted for the Government consultation on Local Audit Reform

391/24 Asset Management:

a) **Confirmation from solicitors that the Land Registry has completed the registration of the Whitworth Play Area.**

Members were pleased to note the confirmation from the solicitors that the land registry has completed the registration of the Whitworth Play Area. Officers have undertaken some due diligence to check that it is registered on the land registry and can confirm that it is in the council's name.

b) **Davey Play Area transfer documents**

The Clerk explained that the council had previously spotted some amendments that needed to be made to the transfer document, which have now been undertaken. She explained that there were some items on the ROSPA Play area inspection that needed to be actioned, which the developers have agreed to do prior to the play area transfer. The Clerk queried with members whether they wanted a resolution to sign the transfer once the work on the play area has been undertaken. The Clerk confirmed that officers had invoiced Wiltshire Council for the £58k index-linked s106

contribution for the maintenance of the play area. It was noted that Wiltshire Council had been in receipt of this money for some time.

Resolved: The parish council sign the Davey Play Area transfer only once the work as identified in the ROSPA play area inspection works has been completed.

c) **Correspondence from the Berryfield Village Hall Trust:**

It was noted that the parish council had received some correspondence from the Berryfield Village Hall trustees following a recent lighting inspection. The contractor who installed the original equipment advised that there was no surge protection to the main electricity panel. Officers had contacted the building contractors for the village hall to obtain some information, and they confirmed that surge protection was installed to the mains supply as part of the installations. Councillor Holt explained that she had gone back to the contractor who had provided them with a quote to install surge protection to the main electricity panel, and they advised that the engineer didn't tick a box, which then generated this report. They have confirmed that it has, in fact, been installed, and there are no further works required.

d) **Request from the Berryfield Village Hall Trust to draw down the whole sum allocated for the ongoing maintenance of the village hall public art**

Councillor Glover explained that instead of the village hall trust drawing down the sum earmarked for the ongoing maintenance of the village hall public art, they have requested to draw all the money and put in their own earmarked reserves. Councillor Holt explained that it would be much easier for the Trust to have drawn down from their own reserves as and when maintenance on the public art was required. The village hall will be checking the artwork every year; however, after two years, it's still in great condition. Members agreed that the full amount should be transferred to the Berryfield Village Hall Trust. Councillor Glover advised that prior to the transfer of the money from Wiltshire Council, the parish council had to sign a legal agreement so the Trust would need to do something similar to this. Members agreed that an agreement should be in place.

Resolved: The parish council transfer the ongoing maintenance fund for the maintenance of the public artwork to the Berryfield Village Hall Trust. An agreement should be in place to ensure that the Trust abide by the rules set by Wiltshire Council upon the parish council receiving the funding.

e) **Update on Shurnhold Fields project and any actions/update following AGM of the "Friends" volunteer group on 22nd January:**

Councillor Franks explained that he attended the Friends of Shurnhold Fields AGM meeting, and the group advised that they wanted the shed located in a different place than planned and no longer wished to have a car park. He explained that the 'Friends' are concerned about the responsibility of having to

open and close gates and having to manoeuvre the ride-on mower out of the shed and into the proposed car park where members of the public will be. The Clerk explained that the 'Friends' obtained a grant for the ride-on mower prior to the purchase of the tool safe storage shed, which was to come from the maintenance contribution for the field. As a result, there is currently an issue with storing this mower. The Clerk explained that the shed that was due to be purchased was the exact copy of the one that was located inside of the Briansfield allotment car park and what Wiltshire Council replaced the cricket club shed with to safely store items. It is specifically designed to be installed inside of remote locations due to the safety measures this shed has. The 'Friends' have now asked that two much cheaper shipping containers be purchased to store items. It was explained that there are all kinds of security issues with this, namely because it would be easy for someone to bolt crop the lock and break into the container, whereas the Site Safe sheds possess a high-security locking mechanism to make it much safer. The 'Friends' have asked for the shed to be located at the end of the field out of sight so that they can access it out onto the field. The Clerk advised that it was always the intention to improve the entrance and have a car park at Shurnhold Fields for all residents to use.

The Clerk reported that the Environment Agency has now granted the necessary permits required for the flood prevention scheme to go ahead. The town council was tasked with arranging a meeting with residents of Dunch Lane for the project manager and drainage engineer from Wiltshire Council to talk through the measures, which is scheduled for Monday 10th March at the town hall from 6pm to 6.30pm.

The Clerk advised that the 'Friends of Shurnhold Fields' was not a decision-making body, and any decisions needed to be made by both the parish and town councils, but the intended works were due to move forward shortly. In summary, the concerns of the 'Friends' were as follows:

- Lots of people attending the fields because they will now be able to park. They feel that it is fine for people who live in the vicinity and were able to walk, but because it would become more well-known, people would still park on Dunch Lane because the car park would overflow.
- There are concerned about opening and closing the gate in the morning and at night, so they are now not offering to do this. This is despite them previously agreeing to do this.

Members discussed the fact that Shurnhold Fields was owned and run by both the town and parish councils, so any decisions that are to be made are by these two bodies, not the 'Friends.' The 'Friends' are a volunteer group who wished to help with the ongoing maintenance of the field and bring ideas back for the councils to consider improving the area for all to use. It was noted that the status of the land was currently a playing field as the developers were tasked to change the status to public open space, which was not done. It had previously been looked at the difference between a playing field and public open space, and there was not much difference between the two. In addition,

in the emerging Melksham Neighbourhood Plan 2, this space has been designated as a local green space, which was not objected to in the consultations. Councillor Richardson highlighted that the Environment Agency work on the flood issue, the car park, and the shed were all interconnected. Additionally, the material from the construction of the car park was to be used to create the flood bund. It was considered that this work had already been agreed upon, and it was now too far into the process to change any of the elements, as everything was interlinked with each other.

Members discussed the implications of the 'Friends' not opening and closing the car park. After a discussion, it was agreed that this car park does not need to have a gate.

Resolved 1: The works scheduled at Shurnhold Fields to proceed as planned and liaise with Melksham Town Council on this matter.

Resolved 2: If the offer to open and close the car park gate each day has been withdrawn, no gate should be installed at the entrance.

392/24 Highways & Transport:

a) Draft response to the Local Transport Plan Consultation:

Councillor Glover advised that the deadline for the response was Friday 24th January, so the response had been submitted but could be withdrawn if members were not happy with it. It was noted that this had been sent to members prior to the meeting as a late paper. Members were happy to approve the response.

Resolved: The parish council approve the response sent to the Local Transport Plan LTP4 consultation.

b) Correspondence on Real Time Information for bus stops/shelters

It was noted that officers had been made aware that during Storm Darragh, the real-time information units were showing bus times when all buses were cancelled. The Clerk had queried this with the Wiltshire Council bus network team, who have advised that bus cancellations are a manual process and rely on someone at Wiltshire Council to change the signs. It was noted that buses do have automatic vehicle location equipment on their vehicles which is merged with the scheduled timetable supplied by the bus company. This then can estimate the time that a bus may arrive at each stop as information is sent to a central base station every few seconds. This estimate is based on the time that it took previous buses to make the same journey, so it is possible that the times may increase if the bus encounters delay along the way or decrease quicker than expected if the bus is not delayed. Once the bus is less than 2 minutes away from the stop, the display will show "due" instead of a time. The main issue with the system is when something goes wrong, the system will need to be updated manually. If it doesn't receive any tracking

information it cannot assume that the bus is cancelled as it may be because the bus is running late and hasn't started its journey yet or the tracker has failed to communicate, so the system is unable to locate where the bus is. It was noted that this was the same with all real-time information systems and is something that the Department for Transport is trying to find a solution for.

It was considered that when a solution for this issue has been found, the real-time information would have already been set up at the bus stops; therefore, it was agreed that the council continue with the provision of real-time information.

Resolved: The parish council continue with real time information at bus stops in the parish as previously planned.

393/24 Partnership working:

a) Request from Melksham Town Council to collaborate on their new Youth Advisory Board initiative in the town:

Councillor Glover reported that the parish council had received some correspondence from Melksham Town Council in relation to their new youth advisory board initiative in the town. They advised that they like to explore ways in which the parish council might support or collaborate with them on this new initiative. The Clerk had advised that they had asked her to advertise this initiative through parish council networks. The Clerk explained that she was reluctant to do this as she was unsure how this initiative would work in the parish. For example, how would parish residents be able to be members of the youth advisory board if this was a town scheme? If it can only be town residents, this would be raising the expectation of parish residents when this cannot be met. Similarly, if this is just for the town, what happens if someone in attendance requests things within the parish? How would this work? She advised town council officers that she would be unable to advertise this until a decision was made at this Full Council meeting. She explained that it was currently unclear how this initiative would work, as she had not received any answers to her queries. Members agreed that more information needed to be provided on this initiative before the parish council agreed to be involved. It was agreed that the parish council should support the initiative but request clarification on how the council can participate. After a discussion, members would like to see the following clarified:

- This is a town council initiative, who will be on the board e.g. is it open to parish residents to and what age range.
- What are the aims and objectives of this initiative?
- If it is not open to parish residents, how would this work if there was a request about something in the parish.

After a discussion, it was felt that a member of the town council should be invited to the next Full Council meeting to discuss the initiative in more depth.

Resolved: The parish council support the initiative but require more clarification. A member of the town council should be invited to the next Full Council meeting to discuss this in more depth.

b) Devolution Priority Programme (“Heart of Wessex”): latest update:

It was noted that Bournemouth, Christchurch, and Poole (BCP) were also joining the Wessex group following the submission of the expression of interest for the Heart of Wessex devolution. Members noted this as Wiltshire Councillor Holder had provided an update on this at the beginning of the meeting under invited guests.

c) Parish council response to the Government Consultation: ‘Strengthening the Standards and Conduct Framework for Local Authorities in England’.

Councillor Glover explained that the Clerk had emailed some points that members may wish to pick up, such as whether it was felt that there should be a standard model code of conduct that all councillors adhere to and whether there should be any stronger sanctions. The Clerk explained that currently if a councillor is found to have broken the code of conduct, the council can only decide not to appoint them on a committee or as an organisation rep; there is no other sanction. They can’t be suspended or disqualified. All other questions come off the back of what were answers to the above principles. It was noted that currently each council can follow a different code of conduct version. It was noted that the government was looking for the views of both councillors and officers separately, so it may be better to answer individually as well.

Members agreed that the parish council should support the idea of a standard code of conduct and that there should be proportionate sanctions for breaches that are upheld. It was noted that councillors and officers can respond to this consultation individually if they wish to do so.

Resolved: The parish council should respond to the consultation and support the idea of a standard code of conduct and that all breaches should be thoroughly investigated and if upheld should have proportionate sanctions.

d) NALC anti-Terror checklist:

Councillor Glover reported that there was a new anti-terror checklist that had been written by the Martyn's Law Steering Group. This checklist outlines vital actions that parish and town councils of all sizes can take to enhance their local terrorism preparedness. It was noted that the parish council was exempt because they do not hold indoor events that hold the number required.

Meeting closed at 9.19 pm

Chairman, 17th February 2025

Date: 07/01/2025

Melksham without Parish Council Current Year

Page: 229

Time: 11:30

Cashbook 1

User: MR

Current Account & Instant Acc

For Month No: 9

Receipts for Month 9			Nominal Ledger Analysis					
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		5,472.08					5,472.08	
V4283-BACS	Banked: 02/12/2024	6.00						
V4283-BACS	BASRAG		6.00		1130	110	6.00	Inv.471-Xmas flyer photocopy
V4284	Banked: 04/12/2024	242.50						
V4284	Future of Football FC		242.50		1210	210	242.50	Inv.466- Bookings Nov 24
V4285	Banked: 04/12/2024	450.00						
V4285	Future of Football FC		450.00		1210	210	450.00	Inv.472-Dec 24 bookings
V4286	Banked: 09/12/2024	80.00						
V4286	Allotment Holder		80.00		1320	310	80.00	Rent plot 19 Briansfield
V4287	Banked: 11/12/2024	69.00						
V4287	Pilot FC		69.00		1210	210	69.00	Inv.465 (Part) 30th Nov Match
Total Receipts for Month		847.50	0.00	0.00			847.50	
Cashbook Totals		6,319.58	0.00	0.00			6,319.58	

Continued on Page 230

Date: 07/01/2025

Melksham without Parish Council Current Year

Page: 230

Time: 11:30

Cashbook 1

User: MR

Current Account & Instant Acc

For Month No: 9

Payments for Month 9			Nominal Ledger Analysis						
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
16/12/2024	Daisy (One Bill)	V4271-DD	45.29		7.55	4190	120	37.74	Inv.739-Campus Office line & w
16/12/2024	Daisy (Onebill)	V4272-DD	45.29		7.55	4384	220	37.74	Inv.658-Pavilion line & wifi
31/12/2024	Lamplight	V4273-DD	57.00		9.50	4686	170	47.50	Inv.153-MCS Database hosting
Total Payments for Month			147.58	0.00	24.60			122.98	
Balance Carried Fwd			6,172.00						
Cashbook Totals			<u>6,319.58</u>	<u>0.00</u>	<u>24.60</u>			<u>6,294.98</u>	

Receipts for Month 9			Nominal Ledger Analysis					
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		33,070.68					33,070.68	
V4279	Banked: 03/12/2024	2,105.23						
V4279	CCLA Investment Management Ltd	2,105.23			1080	110	2,105.23	Interest
Banked: 16/12/2024		12,000.00						
V4278-TRAN	CCLA	12,000.00			240		12,000.00	Transfer- CCLA TO Unity
Total Receipts for Month		14,105.23	0.00	0.00			14,105.23	
Cashbook Totals		47,175.91	0.00	0.00			47,175.91	

Payments for Month 9

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
02/12/2024	Grist Environmental	V4274-DD	105.98		17.66	4770	220	88.30	Inv.682-B'hill waste away
13/12/2024	EDF Energy	V4275-DD	530.20		25.25	4302	220	504.95	Inv.01- Pavilion electricity
16/12/2024	Lloyds Bank PLC	V4277-DD	289.49		44.85	4120	120	3.30	Full Council agenda pack posta
						4150	120	24.79	Council Xmas cards
						4175	120	24.97	Adobe pro subscription
						4190	120	36.90	Office phone charges
						4175	120	88.20	Office 365 subscription
						4120	120	4.09	Postage-return of item
						4175	120	30.90	Office 365 upgrade x3
						4120	120	3.35	Planning agenda notice
						4175	120	5.50	Website hosting
						4120	120	6.65	Full Council pack and notices
						4200	120	12.99	Online meeting subscription
						4140	120	3.00	Monthly Fee
19/12/2024	Agilico	V4248-BACS	45.38		7.56	4130	120	37.82	Inv.1277162-Office photocopyin
19/12/2024	Aquasafe Environmental Ltd	V4249-BACS	390.00		65.00	4212	220	125.00	Inv.109-Pavilion PPM Visit
						4576	142	200.00	Inv.109-Chlorination- Fountain
19/12/2024	Elan City	V4250-BACS	716.40		119.40	4540	142	597.00	Inv.110-SID#2 Warranty extensi
19/12/2024	Glasdon U.K Limited	V4251-BACS	319.48		53.25	4721	220	266.23	Inv.872-Top soil storage bin
19/12/2024	JH Jones & Sons	V4252-BACS	114.00		19.00	4590	142	95.00	Inv.4722-Relocation-Kestrel NB
19/12/2024	JH Jones & Sons	V4253-BACS	2,376.56		396.09	4402	320	69.47	Inv.4713-Allotment grass cutti
						4400	142	477.98	Inv.4713-Play Area grass cutti
						4780	142	187.84	Inv.4713-Play Area bin emptyin
						4781	220	91.92	Inv.4713-JSF Bin emptying
						4401	220	856.84	Inv.4713-JSF Pitch Maintenance
						4409	142	188.65	Inv.4713-Hornchurch grass cutt
						4405	220	49.44	Inv.4713-JSF Hedge
						4820	142	37.50	Inv.4713-SHF Grass
						347	0	-37.50	Inv.4713-SHF Grass
						6000	142	37.50	Inv.4713-SHF Grass
						4402	320	20.83	Inv.4713-BSF Hedge
19/12/2024	JH Jones & Sons	V4254-BACS	463.20		77.20	4540	142	386.00	Inv.4735-SID Deployment
19/12/2024	JH Jones & Sons	V4255-BACS	624.00		104.00	4590	142	520.00	Inv.4674-Memorial bench instal
19/12/2024	Radcliffe Fire Protection Ltd	V4256-BACS	104.76		17.46	4212	220	87.30	Inv.35269-PAT Testing office
19/12/2024	Tollgate Security Ltd	V4257-BACS	186.00		31.00	4212	220	155.00	Inv.613- Alarm monitoring upgr
19/12/2024	Wiltshire Council	V4259-BACS	3,093.25			4270	140	3,093.25	4820 Office rent-1.1.25- 31.3.2

Continued on Page 240

Payments for Month 9				Nominal Ledger Analysis					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
19/12/2024	Wiltshire Publications Ltd	V4260-BACS	636.00		108.00	4680	170	530.00	NHP submission advert
19/12/2024	Wiltshire Pension Fund	V4261-BACS	1,825.93			4045	130	1,226.68	Period 9- December 2024
						4000	130	259.07	Period 9- December 2024
						4010	130	140.18	Period 9- December 2024
19/12/2024	HM Revenue & Customs	V4262-BACS	2,016.97			4041	130	684.70	Period 9- December 2024
						4000	130	500.60	Period 9- December 2024-T
						4000	130	220.95	Period 9- December 2024-NI
						4010	130	245.80	Period 9- December 2024-T
						4010	130	109.52	Period 9- December 2024-NI
						4010	130	12.00	Period 9- December 2024
						4460	142	201.80	Period 9- December 2024
						4800	320	11.20	Period 9- December 2024
						4070	120	30.40	Period 9- December 2024
19/12/2024	AK Urbanism	V4263-BACS	2,070.00		345.00	4680	170	1,725.00	Inv.01-Planning & master plan
19/12/2024	AK Urbanism	V4264-BACS	7,470.00		1,245.00	4680	170	6,225.00	Inv.02-two stages of work-NHP
19/12/2024	John Glover	V4269-BACS	45.60			4070	120	45.60	December Chairs Allowance
19/12/2024	Shaw Village Hall	V4270-BACS	64.00			4200	120	64.00	Annual Parish room hire
24/12/2024	EDF Energy	V4276-DD	42.87		2.04	4302	220	40.83	Inv.02-Pavilion electricity
27/12/2024	Teresa Strange	V4265-BACS	██████			4000	130	██████	December 2024 salary
27/12/2024	Marianne Rossi	V4266-BACS	██████		1.67	4010	130	██████	December 2024 Salary
						4370	120	8.33	Dishwasher tablets
						4120	120	3.30	Planning agenda notice postage
						4250	120	14.00	Land Search fee CAWS CEG
						4250	120	7.00	Land Search fee CAWS CEG
						4250	120	14.00	Land Search Fee-Whitworth P/A
27/12/2024	Terry Cole	V4267-BACS	██████			4460	142	██████	December 2024 Salary
						4050	142	47.50	Travel Allowance
27/12/2024	David Cole	V4268-BACS	██████			4800	320	██████	December 2024 Salary
31/12/2024	Unity Trust Bank	V4280	1.20			4140	120	1.20	Manual Handling charge
31/12/2024	Unity Trust Bank	V4281	10.80			4140	120	10.80	Service Charge
Total Payments for Month			28,980.32	0.00	2,677.43			26,302.89	
Balance Carried Fwd			18,195.59						
Cashbook Totals			47,175.91	0.00	2,677.43			44,498.48	

Total Salaries
December 24

£5,542.47

Receipts for Month 9		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>	

Date: 07/01/2025

Melksham without Parish Council Current Year

Page: 136

Time: 11:30

Cashbook 3

User: MR

Fixed Term Deposit

For Month No: 9

Payments for Month 9

Nominal Ledger Analysis

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

Date: 07/01/2025

Melksham without Parish Council Current Year

Page: 41

Time: 11:30

Cashbook 4

User: MR

Instant Access Unity 20476339

For Month No: 9

Receipts for Month 9		Nominal Ledger Analysis						
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		21,677.95					21,677.95	
V4282-INTE	Banked:31/12/2024	145.18						
V4282-INTE	Unity Trust Bank	145.18			1080	110	145.18	Bank Interest
Total Receipts for Month		145.18	0.00	0.00			145.18	
Cashbook Totals		21,823.13	0.00	0.00			21,823.13	

Continued on Page 42

Payments for Month 9

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		21,823.13						
	Cashbook Totals		21,823.13	0.00	0.00			21,823.13	

Date: 07/01/2025

Melksham without Parish Council Current Year

Page: 17

Time: 11:30

Cashbook 5

User: MR

CCLA

For Month No: 9

Receipts for Month 9

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 :	589,000.00					589,000.00	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
	Cashbook Totals	<u>589,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>589,000.00</u>	

Continued on Page 18

Date: 07/01/2025

Melksham without Parish Council Current Year

Page: 18

Time: 11:30

Cashbook 5

User: MR

CCLA

For Month No: 9

Payments for Month 9			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>
16/12/2024	Unity Bank	V4278-TRAN	12,000.00				220	12,000.00	Transfer- CCLA TO Unity
Total Payments for Month			12,000.00	0.00	0.00			12,000.00	
Balance Carried Fwd			577,000.00						
Cashbook Totals			<u>589,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>589,000.00</u>	