

MINUTES of the Full Council of Melksham Without Parish Council held on Monday 5th December 2022 at Melksham Without Parish Council Offices, Melksham Community Campus (First Floor), Market Place, Melksham, SN12 6ES at 7.00pm

Present: John Glover (Chair of Council), David Pafford (Vice Chair of Council and Chair of meeting), Alan Baines, Terry Chivers, John Doel, Mark Harris, Shona Holt, Stefano Patacchiola, Andy Russell, Robert Shea-Simonds and Richard Wood

In attendance: Wiltshire Councillor Jonathan Seed, Melksham Without West & Rural (part of meeting), Richard Rogers, Strategic Engagement and Partnership Manager (Melksham, Devizes & Pewsey) (part of meeting); and Councillor Jon Hubbard, Town Councillor and Wiltshire Council (Wiltshire South) (part of meeting) and one member of public

In attendance: Teresa Strange, Clerk and Lorraine McRandle, Parish Officer

289/22 Welcome, Announcements & Housekeeping

Councillor Glover asked as this was his first meeting after a 3 month leave of absence, if Standing Order 3(p) could be suspended to enable Councillor Pafford as Vice Chair to preside over the meeting.

Standing Order 3 (p):

The Chairman of the Council, if present, shall preside at a meeting. If the Chairman is absent from a meeting, the Vice-Chairman of the Council (if there is one) if present, shall preside. If both the Chairman and the Vice-Chairman are absent from a meeting, a councillor as chosen by the councillors present at the meeting shall preside at the meeting.

Resolved: To suspend Standing Order 3(p), to enable Councillor Pafford as Vice Chair to preside over the meeting.

Councillor Pafford took the Chair and went through the fire procedures for the building and housekeeping relating to the meeting.

a) To note next Melksham Area Board meeting on Wednesday 7th December at the new Berryfield Village Hall at 7pm

Members noted the next Area Board meeting was being held at the new Berryfield Village Hall on 7th December at 7.00pm.

b) To note new Asset Management Committee on Monday 6th February (following Planning Committee)

Members noted a new Asset Management Committee Meeting had been scheduled for 6th February 2023, after a Planning Committee meeting.

c) Grant applications to the parish council now open for 2023/24; deadline 31st January 2023

Councillor Pafford informed the meeting groups were currently being invited to apply for grant funding from the council, with the deadline for applications being 31st January 2023.

Councillor Pafford provided the following updates:

- Demolition of the old Berryfield Village Hall would take place the following day (6th December).
- The last meeting of the year would be the Planning Committee meeting on Monday 19th December at 7.00pm.
- The offices to close on Friday 23rd December and reopen on Tuesday 3rd January. If anything urgent arises the out of hours mobile number is pinned to the top of the council's website.
- Richard Rogers, Strategic Engagement and Partnerships Manager (Melksham, Devizes & Pewsey) was currently attending a meeting in Devizes and hoped to attend the meeting later on in order to meet everyone.

290/22 To receive apologies and consider approval of reasons given

No apologies were received, but it was understood Councillor Hoyle may be working overseas at present.

291/22 Invited Guests:

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

Standing Orders were suspended to allow Councillor Seed to speak to this item.

Councillor Seed explained he had recently visited Berryfield Village Hall and was pleased the next Area Board meeting on 7th December was due to be held there.

The recent meeting he had attended with developers for the site to the rear of Townsend Farm (planning application No: 20/07334/OUT) had been constructive, with proposals for the development quite interesting in the way it would be configured and the type of houses to be built.

Councillor Pafford invited questions from Members.

Councillor Wood asked if Councillor Seed would be calling in the planning application for 53 dwellings adjacent to this site (planning application No: PL/2022/08155). Particularly given the concerns raised during consideration of the adjacent site (20/07334/OUT).

Councillor Seed agreed to 'call in' the application and requested a reminder from the Clerk.

Standing Orders were reinstated.

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

Councillor Alford had tendered his apologies due to other commitments.

c) Wiltshire Councillor Nick Holder (Bowerhill)

Councillor Holder had tendered his apologies due to other commitments.

292/22 a) To receive Declarations of Interests

Councillor Glover declared an interest in agenda item 10(a)(i) relating to feedback and consideration of next steps following a meeting with a Bowerhill Sports field pitch hirer, as his grandson worked for the hirer referred to in this item.

Councillor Holt, as Chair of Berryfield Village Hall Committee declared an interest in agenda item 11 matters relating to Berryfield Village Hall.

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

The Clerk reported none had been received.

293/22 To consider holding items in Closed Session due to confidential

Nature Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting as required (Agenda items 10(a) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

The Clerk explained agenda item 10(a)(i) relating to Bowerhill Sports Field & Pavilion and a meeting with a hirer would be best held in closed session as it related to contractual matters and could be the beginning of a legal challenge.

Resolved: Item 10(a)(i) be held in closed sessions for the reasons stated by the Clerk.

294/22 Public Participation

The Chair of Community Action Whitley & Shaw (CAWS) was in attendance, as they were interested in joining the Parish Council following a vacancy becoming available in the Beanacre, Shaw, Whitley & Blackmore Ward following the resignation of Councillor Mary Pile.

295/22 Councillor Vacancy – Beanacre, Shaw, Whitley & Blackmore Ward

a) To note that the councillor vacancy will be filled by Co-option and to note arrangements as per Standing Orders

Councillor Pafford informed the meeting that 10 electors had not come forward requesting an election, therefore, the Council would be able to fill the vacancy by co-option at the Full Council meeting to be held on 23rd January.

b) To note that the council still holds the Power of General Competence until the next election in May 2025 (despite this latest co-option)

The Clerk explained one of the eligibility criteria for a Council having the Power of General Competence was that two thirds of the council needed to be elected, which the Council had at the last election in 2021. However, following the resignation of Councillor Mary Pile, this meant the Council were one short. For due diligence the Clerk had investigated and confirmed that the eligibility held for the 4-year term of office.

296/22 To approve the Minutes of the Full Council Meeting held on 14 November 2022.

Councillor Baines proposed an amendment to Min 272a to read as follows: 'given there would not be a reduction in the Wiltshire Council element of the council tax, for this parish to compensate the council for taking on public open spaces.'

Resolved: To approve with the amendment and for the Chair to sign the Full Council minutes of 14 November 2022.

297/22 Planning

a) To approve the Minutes of the Planning Committee meeting held on 28th November

Resolved: To approve and for the Chair to sign the Planning Committee minutes of 28th November 2022.

b) To formally approve Planning Committee recommendations of 28th November

With regard to Min 288(a)(i): Footpath to the rear of Melksham Oak School, the Clerk sought clarification if Members wished to make further comments.

Councillor Pafford stated an update had been provided on the footpath from East of Melksham to the rear of Melksham Oak School at the Planning meeting on 28th November and whilst the illustrative plans were not in the public domain as yet, the Planning Committee had raised a concern there did not appear to be any proposals for lighting along the footpath and therefore, sought a steer from Members, if they wished to request lighting be installed, bearing in mind the cost implications.

It was noted the majority of people accessing the school would be during daylight hours, however, occasionally, students may need to get to school earlier or stay later for after school clubs for instance and therefore necessitate having to walk in the dark, particularly during the Winter months. It was noted members of the public may also choose to use this footpath, as a section of footpath was proposed to link to the A365 via the proposed new industrial/business units at Woolmore Farm.

Concern was raised if lighting were not installed at the same time as the footpath, it would have to be done retrospectively, which may cost more in the long run.

Several Members raised concern at the impact lighting a footpath in open countryside would have on wildlife and noted it was currently a public right of way and therefore not lit. However, it was recognised to enable students getting to and from school in darkness, some form of lighting would be useful, as long as it was low level down lighting in order not to disturb local wildlife and turned off overnight.

Councillor Baines suggested requesting the Town Council raise this issue with the Local Highway & Footpath Improvement Group (LHFIG) for their consideration.

It was noted the parish council may need to consider contributing towards the costs involved, along with the Town Council, as part of the path was in the parish, with a suggestion the costs could be borne via the Community Infrastructure Levy (CIL) shared fund.

Councillor Chivers felt it was important lighting was provided for the general public and outside school hours. Members also discussed if

the request for lighting should be for the 100m or so from the rear of the school through to the A365, with that amendment falling.

Resolved 1: To formally approve the Planning Committee recommendations of 28th November 2022.

Resolved 2: To suggest Melksham Town Council submit a request to the Local Highway & Footpath Improvement Group (LHFIG) for the installation of some form of low level, down lighting so as not to disturb local wildlife along the proposed new footpath from East of Melksham to the rear of The Oak School, in order to promote safety of those students to and from Melksham Oak School during the hours of darkness.

c) To note Wiltshire Council appointing contractor for new Pathfinder Place primary school by end of January

Members noted Wiltshire Council were due to be appointing a contractor for the new Pathfinder Place primary school in early 2023.

The Clerk explained she had reminded Wiltshire Council the previous council had felt very strongly that the design of the new school should not be like Forest & Sandridge School which experienced difficulties at school drop off/pick up and that the parish council would want some input prior to the plans being submitted.

Members agreed the Clerk reiterate the parish council's wish to be involved as proposals progressed.

Councillor Glover understood the parish council had previously stated the road the school was to be located on, should not have any housing on, as it was understood it was residents' cars parked on the side of the road outside Forest & Sandridge School which was the issue.

The Clerk agreed to investigate what the Council's previous concerns were.

298/22 Asset Management

a) Bowerhill Sports Field & Pavilion:

i)C To feedback and consider next steps following meeting with pitch hirer

Resolved: To send a reminder letter implying that perhaps previous correspondence had not been received as no response had been received to date. To reiterate the parish council's position again, and that they would have no choice but to refuse any further new bookings from January 2023 if

the situation is not resolved.

ii) To consider request for discounted Pavilion hire rate from regular pitch user

A request had been received from a hirer of the sports pitch for a discounted rate to hire the Pavilion, as it would not be fully used during the duration of the use of the hire time i.e. 1-5pm, as football matches would be taking place for 2 of those hours.

The Clerk reminded members it had previously been agreed to charge £5 an hour with a minimum charge of £10 per session for use of the kitchen at the Pavilion.

Members considered this request and noted it would be difficult to police the times the Pavilion was used, as the Pavilion was not staffed.

Resolved: To refuse the request for a discounted rate in the hire charge for the Pavilion and to charge the hourly rate for the 4-hour hire period.

b) Shurnhold Fields. To note biodiversity mitigation project update from Wessex Water and clarification on grant funding from Full Council meeting (Min 272/22d)

Members noted proposals for a wildflower area at Shurnhold Fields, as part of Wessex Water's biodiversity mitigation for their mains drainage scheme at Beanacre.

The Clerk explained that since speaking with Wessex Water the area of mitigation had gone up from 0.03ha to 0.05ha with Wessex Water being happy to undertake a bit more, if requested and the parish council pay the additional costs.

The Friends of Shurnhold Fields had been approached and they had provided a map of an area ideal for a wildflower area, with Members welcoming the suggestion.

The Clerk stated at the last meeting clarification had been sought on a grant application from Friends of Shurnhold Fields and confirmed the Council had turned down the application, as their maintenance costs were borne by the parish and town council, with the idea they apply for grant funding from other organisations.

d) Play Areas:

i) To agree cover for weekly visual play area and allotment inspections over Christmas period

Volunteers were sought to undertake the weekly visual checks of play areas and allotments in the parish council (as per the Council's risk assessment and insurance cover) during the Christmas and New Year break, as the offices were shut and staff were on holiday.

Resolved: Members to undertake weekly visual play area and allotment inspections over the Christmas period (week beginning 26 December) as follows and inform the Clerk when inspection had been undertaken:

Bowerhill Playing Field & Basketball Court:	Councillor Harris
Kestrel Court Play Area, Bowerhill:	Councillor Shea-Simonds
Hornchurch Road Play Area & MUGA/Basketball Court	Councillor Pafford
Berryfield Play Area, Teen Shelter & MUGA:	Councillor Wood
Shaw Play Area and MUGA:	Councillor Chivers
Beanacre Play Area:	Councillor Chivers
Berryfield & Briansfield Allotments:	Councillor Wood
Whitworth Play Area (if adopted)	Councillor Holt
Davey Play Area, Pathfinder Place (if adopted)	Councillor Pafford
Berryfield Village Hall	Clerk

ii) To agree renewal lease term to seek with Wiltshire Council for play areas (Min 272/22b)

Councillor Pafford reminded Members the Parish Council had recently turned down the opportunity for an asset transfer of play areas from Wiltshire Council, having decided to seek renewal of the leases for Kestrel Court and Berryfield play areas and sought a steer from Members how long they wished the leases to be.

The Clerk informed Members the Parish Council currently leased both play areas on 7-year leases, which were coming to an end. Wiltshire Council were offering leases of up to 125 years and reminded Members of the possibility of Berryfield Play area being lost as part of the Wilts & Berks Canal project.

Resolved: To renew the play area leases for Kestrel Court and Berryfield for 125 years.

Councillor Hubbard arrived at the meeting at 8.00pm

iii) Whitworth Play Area (Bowood View): To note quotes for additional works for tarmac path and safety surfacing under the Teen Shelter

The following quotes had been received, excluding VAT:

Supply and install safety surfacing under the teen shelter	£1,580
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Improvements to footpath (tarmac)	£13,504
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The Clerk confirmed Bellway had agreed to install the footpath in the play area and the parish council had received an alternative quote for £13,500 and for Members to note the above estimated costs, if Bellway were minded not to install the footpath.

With regard to the safety surfacing, the Clerk stated there were conflicting views as to whether this was required and suggested looking at this at a future Asset meeting, once the play area had been transferred to the Parish Council and in the meantime to note the estimated costs for undertaking this work.

Resolved: To note the above quotations and to look at undertaking the safety surface work at a future Asset Management Committee meeting, once the play area had been transferred to the Parish Council.

iv) To note update on adoption of Whitworth Play Area and confirm legal transfer plan of area

The Clerk explained negotiations were still ongoing between the Parish Council and Bellway's solicitors, with a requirement for the Parish Council to confirm the red line on the map provided, of the extent of the play area to be adopted.

Councillor Glover sought clarification if the red line included the fence or otherwise.

Resolved: To confirm the extent of the play area to be

adopted by the Parish Council as indicated by the red line on the map provided and to seek confirmation this included the fence or otherwise.

Councillor Pafford welcomed Councillor Hubbard to the meeting and asked Members once the Council had finished agenda item 10 if they wished to move to agenda item 15, which Councillor Hubbard wished to speak to, which Members agreed.

e) To confirm adoption of the Telephone Kiosk in Berryfield Park (01225 791398) and agree signing of the contract.

Councillor Patacchiola drew the Council's attention to clauses 5.2 in the contract which stated: The Buyer acknowledges the kiosk may have been painted with paint containing lead and accept the health and safety risks which may be associated with its removal or maintenance. The Buyer also acknowledges that leaden paint may require specific maintenance procedures.

Councillor Patacchiola also drew Members' attention to clauses relating to the electricity supply which may only be suitable to run a lightbulb and could be removed at any time, therefore, the Parish Council needed to understand the intention to adopt, if potentially the electricity could be removed and was currently only suitable for running a lightbulb.

Councillor Wood felt this site was an ideal location for a community access defibrillator, but would require some expense to make it suitable for a defib.

Councillor Glover sought clarification if residents had shown an interest in keeping the telephone kiosk.

Councillor Wood stated a resident had previously approached him to say they were keen to keep the kiosk and maintain it and felt whilst there was a new defib provided at the new Berryfield Village Hall which was very close to the defib provided by the Parish Council at The New Inn, residents of Berryfield Park would feel better served by a defib nearby.

Councillor Patacchiola clarified the electricity supply would need upgrading to run a defib and BT in the past had given 7 years to make a kiosk suitable for a defib.

The Clerk explained with regard the kiosk in Whitley, whilst the Parish Council at the time had not been keen to adopt it, Community Action Whitley & Shaw (CAWS) had been. Therefore, the Parish Council had adopted them and CAWS had signed a separate maintenance agreement with the parish council to undertake weekly visual inspections, with the Parish Council Caretaker undertaking quarterly inspections.

The Clerk explained she had said yes to BT initially, as they were about to remove it, however there was no obligation on the Council to adopt the kiosk, until they had signed the Agreement.

The Clerk explained some research had been undertaken and noted several groups had taken on kiosks and provided a defib, with the Community Heartbeat Trust providing help with this. There were also organisations who could supply the correct paint, if the kiosk needed to be repainted.

It was noted on a few occasions it had been difficult to access the defib on the New Inn, as it was located on a narrow pavement and sometimes the gate had been locked.

Resolved: To investigate the costs of installing a community access defibrillator and refurbishing the kiosk in order to make secure and the reinstatement costs associated with removing the defib from The New Inn.

Councillor Pafford moved agenda item 15 regarding the future of Melksham Community Support further up the agenda to enable Councillor Hubbard to speak to this item, with the minutes for this item listed under Min 303(a)/22 below.

299/22 New Berryfield Village Hall project:

a) To consider update from solicitors on legal claim

The Clerk explained she had not chased the solicitors too hard on the legal claim, as she was concerned the developer may not go ahead with tarmacking the play area footpath, resulting in the Council having to find £13,500, in order to get the work done, against a counter claim from the developer, for costs associated with reinstating the road. The

Clerk sought a steer from Members if they were happy with this approach.

Members agreed they were happy with this approach.

b) To receive update on progress with new Management Committee and consider any time sensitive requests (next Committee Meeting Weds 30 November)

The Clerk explained all was going well, with a new Chair in place and several meetings having taken place. The only time sensitive issue was a request for a longer-term lease, which was included on the agenda.

Councillor Holt explained the management committee were currently in the process of being registered as a charity.

c) To review request from Management Committee for longer term of lease

The Clerk explained the Management Committee were seeking a longer-term lease. At present there was no lease in place, with the parish council, on the suggestion of the solicitors, previously suggesting a 25-year lease. However, on talking to other village hall committees, who had struggled to obtain grant funding due to short leases, the management committee felt a 25 years lease was not long enough and therefore were requesting a longer lease.

Resolved: For the Parish Council to enter into a 125-year lease with Berryfield Village Hall Management Committee.

Richard Rogers, Strategic Engagement Partnership Manager, Wiltshire Council arrived at 8.55pm.

300/22 Finance:

a) To note Receipts & Payments reports for November

Resolved: To note Receipts & Payments reports for November.

b) To approve cheque signatories/online authority for December payments

Resolved: To approve Councillor Baines and Holt as cheque signatories/online authority for December payments.

The Clerk explained officers had been struggling to access the Land Registry system when the maps had to be sent via the post for land identification; this also required a cheque to be signed and enclosed and it was difficult to assess where the applications were in the Land Registry system. There was a new way to have an online account, for

these types of applications, with a tracking system, and it required a direct debit to be set up with the applications paid for electronically. To speed up the Land Registry checks still outstanding from the summer months for Neighbourhood Plan work, Councillor Pafford and the Clerk had arranged for a direct debit to be set-up with the Land Registry account. These are for nominal amounts with applications typically costing £6 per search.

c) To approve signing of CIL sharing agreement with Melksham Town Council (MTC) and payment of £315,029.94 to MTC on the December pay run

It was noted that clause 2.4 of the Agreement stated: In the event that it is not possible to carry out the project or all the sum is not expended on the project within 3 years of the date of the completion of the development by the erection of the number of permitted dwellings to so advise the Parish Council and if they so demand, to repay the sum or the balance therefore, together with any accrued interest to the Parish Council on demand.

Resolved: To approve the Chair signing the CIL sharing agreement with Melksham Town Council and payment of £315,029.94 to Melksham Town Council in the December pay run.

d) To note Internal Audit (1st visit of 2 for 2022/23) due on Wednesday 21 December

Members noted the internal auditor was due on Wednesday, 21st December.

301/22 Highways: To consider future action regarding the request for “Countdown” signs indicating a change in speed limit for the A350 at Beanacre from 60mph to 30mph following further research with the Police & Crime Commissioner and Wiltshire Council Highways Officer.

Following the Parish Council’s request for a countdown sign to be erected on the A350 in Beanacre on the Lacock side, in order to make drivers aware they were entering a 30mph area and to slow down, the Senior Traffic Engineer had responded stating ‘legal requirements regarding signage was set down in the Traffic Signs Manual. Traffic authorities were able to submit requests for special authorisation for non-prescribed signs (which this signage is) to be displayed. However, Wiltshire Council’s Highway Authority were of the opinion that no such authorisation had been sought or indeed granted for these particular signs.’

The Senior Traffic Engineer also drew Members’ attention to Chapter 3 of the Traffic Signs Manual, Section 8 Speed Limits, Paragraph 8.2.6 which stated:

'Countdown signs giving advance indication of a change in the speed limit are not prescribed and must not be used, unless they have been authorised by the national authority. In England, there is a clear policy not to authorise these signs.'

Advice had also been sought from the Police & Crime Commissioner (PCC) as to whether the Police would support the installation of such signage, given the concerns raised by the Highway Engineer that the installation of such signage could invalidate any potential speeding prosecutions.

The PCC had responded stating whilst signage was not the Police's responsibility, they would support any case that the Parish Council could make to improve the situation on the A350 through Beanacre.

Councillor Baines stated both himself and the Clerk had subsequently met with the Senior Highway Engineer who had explained more fully his response and highlighted the comments regarding Chapter 3, Section 8 Speed Limits and suggested the Parish Council contact Bath & North East Somerset Council (BANES) asking for a copy of their authorisation to permit use of these signs and if they were able to produce a document, then Wiltshire would make an application to use similar signs on Wiltshire's road network.

It was emphasized that if there was an accident causing an injury or fatality related to an unauthorised sign, there would be repercussions for Wiltshire Council as the local highways authority, hence their caution.

Councillor Baines clarified that whilst the Council would like to see such signage installed in Beanacre, they had still pursued the suggestion of village gateways through the Local Highway & Footway Group (LHFIG) scheme, which required significant funding with the parish council having to fund 50% of this project.

Councillor Patacchiola highlighted if BANES did have authorisation, the Senior Highway Engineer would be happy to submit a request for similar signage.

Resolved: To ask Bath & North East Somerset (BANES) for a copy of their authorisation documentation for such signage in order to forward to Wiltshire Council.

302/22 Policies/Procedures

a) To agree move to full use of .gov.uk email address in first week of January

The Clerk explained both the current email address of **.co.uk** and the new email address of **-pc.gov.uk** were running simultaneously, but needed to move to just the **-pc.gov.uk** email address which was more

secure, with a suggestion to do this on the first working day back in January after the Christmas break and would send reminders to Members on how to access emails via their Office 365 accounts.

Resolved: For the Parish Council to move over to the **-pc.gov.uk** email address on the first working day in January 2023.

Councillor Terry Chivers left the room.

b) To note ICO advice on councillor's use of non-council email addresses and consider any action for non-compliance with Council adopted Email policy

The Clerk explained new guidance had been released from the Information Commissioners Office (ICO) regarding councillors' use of personal email addresses, rather than council email addresses which had caused security and data breach concerns and was one of the main reasons the Council had gone over to a .gov.uk email address.

The Clerk reminded Members the Council's Email Policy stated Councillors must use Council email accounts provided and sought a steer from Members what action it wished to take if a Member did not adhere to the Policy.

It was noted Members had specifically been given laptops, if they did not have their own devices, in order to access Council emails.

Councillor Shea-Simonds noted within the wording of the Policy it stated emails should be checked regularly, but this could be interpreted as once a year for instance and wondered if this needed to be changed.

Resolved: The Council only use the .gov.uk email address. The Email Policy is changed to say emails should be checked **frequently**.

Councillor Terry Chivers returned to the meeting.

303/22 Community projects/partnership organisations:

a) To consider proposal from recent meeting regarding the future of Melksham Community Support and subsequent proposal to jointly fund additional support for vulnerable residents in Melksham and Melksham Without from Age UK, working with Melksham Town Council and the Melksham Area Board

Councillor Pafford explained Councillor Hubbard was in attendance to listen to the Parish Council's response to a proposal from Age UK, working with both the Town Council and the Parish Council to jointly fund additional support for vulnerable residents in both the town and parish, with the Town Council having recently discussed this proposal.

Councillor Pafford explained at the Area Board's Health & Wellbeing Meeting, attended by representatives of both councils and organisations supporting those in need, focus had been on what was necessary to fill the gap between what the Government was doing and what Melksham Community Response were doing. This had highlighted the need for someone to co-ordinate things, particularly in finding out what the needs of people were when they contacted an organization seeking help, as often it was not apparent what their full needs were when they made first contact. This in turn would help signpost people to extra help they needed via various agencies.

The Clerk explained in Covid when the Country went into lockdown Melksham Community Support took 100s of calls from residents requiring help, however, after talking to some, their needs were quite complex and had always been complex even prior to Covid, but had not been signposted to where they could find help. Therefore, there was a gap where Melksham Community Support had identified people who were vulnerable but their needs had still not gone away. Support was available, from Age UK and others and this help needed to be signposted to those who required it, as often people were not aware the help was available or had the confidence to ask for help or that what was available was not for them.

Standing Orders were suspended to enable Councillor Hubbard to speak to this item.

Councillor Hubbard stated this was the first opportunity face to face to thank the Parish Council for their support it gave to Melksham Community Support during the Pandemic, by providing officer support, as without this generous support, Melksham Community Support would not have been able to do what it did without the Council allowing its team to undertake the work involved.

Councillor Hubbard stated whilst Melksham Community Support still continued to deliver prescriptions to people if requested, despite restrictions being lifted, this did not solve the person's underlying needs. For the person employed by Age UK Wiltshire it would be their job to contact everybody who Melksham Community Support worked with in order to undertake a review of their needs.

Councillor Hubbard explained that for several reasons, some people were not getting the necessary support they needed. The new role would be about identifying their wider needs and having them properly addressed. The review will also identify those who are capable of collecting their own prescription for instance.

Councillor Hubbard explained with regard to the database used by Melksham Community Support, that the technology can make sure the additional service which will be funded, is only constrained to the town

and the parish, unless other parishes supported by Melksham Community Support wish to help contribute towards the new service.

Councillor Hubbard explained support could also be provided with emergency plan work. The technology within the database system used by Melksham Community Support could include flood wardens for instance or those who could provide help such as 4 x 4 vehicles and other useful equipment, skills, with this information being secured on a different part of the database system (Lamplight) so only those who needed access to the information would be able to get access to it.

Standing Orders were reinstated.

Councillor Shea-Simonds, whilst supporting moving Melksham Community Response forward, expressed concern a section of vulnerable people would be put off by the name Age UK and its association with helping older people and sought clarification the Parish Council were being asked to make a substantial donation to Age UK in order to employ a person to co-ordinate this work.

Councillor Hubbard stated it was not donating funding to Age UK, but commissioning a service and whilst initially there had been discussions on having someone the town and parish councils employed jointly and managed through either the town or parish structure, an opportunity presented itself with working with Age UK, with the advantage of working with Age UK being that they would bring a wealth of knowledge, expertise, talent, skills and resources that both councils did not have at present.

Councillor Hubbard explained if it was agreed to help fund this post, the person would be employed in Melksham, working for wider Melksham, but managed by Age UK.

Councillor Hubbard explained he had also been concerned about the association with age, rather than need. However, was reassured by the response from Age UK and felt the advantage of the partnership with Age UK would supersede the challenges of the person not being directly employed by both councils, it would also mean both Clerks not having to line manage the individual.

The Clerk confirmed she had raised concerns when the post was initially proposed if the post came under either the town or parish, particularly with regard to safe guarding or who would cover the role if they went off sick for some time.

With regard of support from Age UK in general, it was clarified anyone under 60 was the exception to the rule but they would not turn anyone away.

It was confirmed the post was for a 0.5 full time equivalent and included all the on costs, volunteer recruiting and volunteer expenses etc, the emergency aspect of the role would still be just the emergency plan, which would kick in for the officers/staff of both councils.

Councillor Glover sought clarification who the person would be working with, i.e. Melksham Community Response or both councils and who would be responsible for them, such as the Clerks from both councils.

Councillor Hubbard clarified if both Councils agreed to the role, jointly they would be able to consider the objectives they wanted to see achieved from the role, with the person from Age UK Wiltshire contracted to deliver these objectives through the community. They would sit aside officers from both councils; however, they would be mainly out and about undertaking their role.

The Clerk understood Members concerns on the lack of information at present, however, it was a timing issue, in that both councils were currently preparing their budgets for the next financial year. There was limited time to come back with a full proposal/job description for consideration by both councils, in order for consideration prior to budget setting and therefore, was looking for an in principle decision from Members now, in order the Finance Committee could look at budgetary requirements and make a recommendation, but it did not mean the Council would be going ahead at this stage.

Councillor Patacchiola stated he understood the Town Council on considering this matter had agreed funding for 3 years in principle with up to a maximum of £11,500 per council. Melksham Community Support sounded like a reactive signposting service and reaching out to people in its current format, whereas now, it sounded like it was trying to make it a more proactive service and sought clarification there was a mandate that those on the database were willing to be contacted in this way.

Councillor Hubbard stated the database had been created out of necessity during lockdown with the Government at the time being relaxed on data protection rules in the circumstances. However, those on the Lamplight database, which is designed around GDPR, had been contacted towards the end of 2020 to undertake a data consent request with them, which is also done with new people who sign up. During this exercise only two people had stated they were not happy for their information to be kept and therefore it had been deleted.

Councillor Harris sought clarification on the costs the parish council would be expected to contribute towards the post.

The Clerk confirmed £11,500 was being requested, with £23,000 being confirmed by Age UK as an appropriate cost for such a post on a part time basis. There was the opportunity for the Area Board at their

February meeting to considering contributing to the costs with 'seed funding' only for the first year. It was noted other parish councils who received the services of Melksham Community Support previously could be contacted to see if they would be happy to contribute.

Councillor Glover stated he would be happy to propose some funding being put forward this evening into the budget, but noted the council needed to be mindful of inflation costs and other costs and the impact on residents.

The Clerk explained higher funding than expected had been received from Sandridge Solar Farm (£16,119), with higher funding expected the following year, having only anticipated £5,000 in the 2022/23 budget and informed Members the £11,500 requested divided by the new tax base, would mean an extra £3.97 per year, per average Band D household for this service.

Councillor Glover whilst not expressing caution at going ahead with the request for funding this role and requesting funding be allocated in the budget, wished to highlight the impact on residents with regard to any increase in council tax. The extra monies received as highlighted by the Clerk could be put towards other items.

Councillor Pafford felt this was what the Parish Council were here to provide, in order to help residents in the parish, with the Parish Council recognising the importance of having Melksham Community Support at the time, in order to help parishioners during the pandemic and although not the same emergency now, noted it would be a rough period, giving the cost of living increase, with support only being available from the Government to help those in need until March and felt it was important the Parish Council help.

Resolved: The Finance Committee in considering the budget for 2023/24 allocate £11,500, as a maximum to fund the post.

b) To note closure of Whitley Stores and consider any subsequent actions

The Clerk provided an update on both Whitley Stores, which had recently vacated the Spindles café premises on Top Lane. They were running a newspaper supply in the mornings from Whitley Reading Room.

The Clerk reminded Members the Council had provided Whitley Stores with a grant for some 'seed funding' and sought a steer on whether they wished to request any unspent funding be returned to the Council, bearing in mind they may have an option to relocate elsewhere in the village.

Councillor Glover noted Whitley Hub may have ruled themselves out of

receiving any further grant funding, as it was noted they gave out grants themselves which was against the Council's grant policy.

Councillor Chivers stated whilst he welcomed the news the group had managed to find an alternative location, as they were selling newspapers, whether they needed planning permission for retail use and whether the parish council could submit one on their behalf.

Resolved: For the Clerk to enquire whether planning permission was necessary, bearing in mind Whitley Reading Rooms was used as a community facility.

c) To consider latest update from Wiltshire Council on Cost of Living crisis & Request from NCVO (National Council for Voluntary Organisations) to appeal to Government for support for voluntary organisations with rising Energy Costs

Councillor Pafford stated as raised by the Clerk at a previous Area Board meeting that Wiltshire Council were providing support to residents, businesses and their staff, but had not detailed what they were doing during the cost of living crisis to support community facilities and organisations and whether the parish council wished to remind Wiltshire Council things like village halls, community centres, scout huts, youth clubs all needed support too.

Councillor Holt stated she understood such facilities were being supported by Wiltshire Council.

The Clerk explained she was concerned village halls in particular who had stated they were willing to be warm spaces, would take a hit with regard to heating costs and whether help could be provided and noted the NCVO were concerned voluntary organisations were struggling and could not see reference to voluntary organisations and village halls in documentation received so far.

Councillor Pafford invited Richard Rogers, Strategic Engagement Partnership Manager to speak to this item.

Richard explained Wiltshire Council's initial response reflected that of the Government but following feedback, support for voluntary organisations was now available, but obviously funding was limited.

The Clerk explained the NCVO were requesting councils to write to their MPs asking for more help from the Government for voluntary/charity organisations.

d) To consider Police Report for November 2022

Sergeant James Twyford had written to all Councils in his area of responsibility to inform them that due to depleted staffing levels he was

unable to provide staff to attend council meetings to update them on policing matters, but would be providing a detailed report to submit to each Council and welcomed feedback on this proposal.

Councillor Pafford noted the Police had previously been criticised for not being visible in the community however, due to budget cuts, nationally there had been a reduction in policing levels by 20,000, however, the Police were trying to recruit more officers.

Councillor Shea-Simonds noted the major concern in Wiltshire was drug offences and this was where the Police were putting the majority of their resources, which was understandable and felt the report was useful but asked if it could include issues more pertinent to the parish.

Councillor Patacchiola explained at a recent meeting in Shaw, it was asked if there was a named person within the neighbourhood policing team who they could address their concerns to.

Resolved: To welcome the use of reports to update the council on Police activities and for the council to feedback back on any matters raised or seek updates on matters not raised. To ascertain appropriate contact details in order for community groups to pass on any intelligence regarding issues in their area.

e) To consider correspondence from WALC (Wiltshire Association of Local Councils) and attendance at their next meeting (18th January)

WALC had written to all councils in Wiltshire inviting a representative from each to attend a meeting on 18th January, as the budget would be set, which would impact subscriptions paid by Councils in order to receive WALC's services.

The Clerk stated she was happy to attend the meeting but it required a councillor for WALC to be quorate and for a voting member to be in attendance. Councillor Hoyle (as the council representative) to be asked if he could attend the meeting.

304/22 What have we done to meet the Climate Friendly agenda?

- The Clerk explained plainings from the A350 (near the Milk Churn pub) roadworks had been distributed for free to Bowerhill Sports Field car park and Briansfield Allotment car park to fill potholes.

The clerk explained if anyone was aware of other areas which needed plainings to get them on the list, in order to receive a delivery, which would be late evening, next time roadworks were taking place in their area.

- The Clerk explained a volunteer for the Wilts & Berks Canal Trust had

been in touch to say they had been successful in obtaining wildflower meadow mowing equipment and as they had spare capacity had suggested he may wish to get involved with the wildflower mowing at Shurnhold Fields and areas Bowerhill Residents Action Group (BRAG) wished to plant with wildflowers.

Meeting closed at 9.45pm

Signed
Chair, Full Council 23 January 2023

Date: 01/12/2022

Melksham without Parish Council Current Year

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Time: 11:26

Cashbook 1

User: MR

Current Account & Instant Acc

For Month No: 8

Receipts for Month 8			Nominal Ledger Analysis					
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		608,711.25					608,711.25	
V3040-SOLA	Banked: 01/11/2022	16,119.14						
V3040-SOLA	Sandridge Solar Farm	16,119.14			1140	110	16,119.14	Sandridge Solar Farm Funding
V3041-SSE	Banked: 04/11/2022	8,361.00						
V3041-SSE	Scottish & Southern Electric	8,361.00			1100	110	8,361.00	Grant income for MCS
					354		8,361.00	Grant income for MCS
					6001	110	-8,361.00	Grant income for MCS
V3042-BACS	Banked: 07/11/2022	30.00						
V3042-BS14	Allotment Holder	30.00			1320	310	30.00	Briansfield plot 14 rent
V3043-BACS	Banked: 07/11/2022	30.00						
V3043-BS20	Allotment Holder	30.00			1320	310	30.00	Briansfield Plot 20 rent
V3044-BACS	Banked: 08/11/2022	4,015.21						
V3044-CIL	Wiltshire Council	4,015.21			1420	350	4,015.21	CIL-21/01791-39 Eden Grove
V3045-BACS	Banked: 08/11/2022	420.00						
V3045-FoF	Future of Football	420.00			1210	210	420.00	Inv.305- Oct Camps & Training
V3046-BACS	Banked: 10/11/2022	200.00						
V3046-FoF	FOF FC	200.00			1210	210	200.00	Inv.304- October 22 pitch hire
V3047-BACS	Banked: 14/11/2022	60.00						
V3047-BY13	Allotment Holder	60.00			1310	310	60.00	Berryfield Plot 13 rent
V3048-BACS	Banked: 16/11/2022	5,091.77						
V3048-HMRC	HM Revenue & Customs	5,091.77			105		5,091.77	VAT Reclaim-01.10.22-31.10.22
V3049-BACS	Banked: 21/11/2022	180.00						
V3049-Stav	Staverton Rangers	180.00			1210	210	180.00	Inv.307- November 22 matches
500168-CHQ	Banked: 23/11/2022	60.00						
500168-CHQ	AFC Melksham	60.00			1210	210	60.00	Inv.306- Match on 13th Nov
500166-CHQ	Banked: 23/11/2022	180.00						
V3051-CHQ	Allotment Holder	30.00			1310	310	30.00	Berryfield Plot 16a rent
V3052-CHQ	Allotment Holder	60.00			1310	310	60.00	Berryfield 14a allotment rent
V3053-CHQ	Allotment Holder	30.00			1310	310	30.00	Berryfield plot 5b rent
V3054-CHQ	Allotment Holder	60.00			1310	310	60.00	Berryfield plot 2A rent
V3055-BACS	Banked: 23/11/2022	30.00						
V3055-BY1A	Allotment Holder	30.00			1310	310	30.00	Plot 1A allotment rent
V3056-BACS	Banked: 25/11/2022	60.00						
V3056-BS7	Allotment Holder	60.00			1320	310	60.00	Briansfield Plot 7 rent
V3057-BACS	Banked: 29/11/2022	30.00						
V3057-BY3B	Allotment Holder	30.00			1310	310	30.00	Berryfield plot 3B rent

Continued on Page 167

Total Receipts for Month	34,867.12	0.00	0.00	34,867.12
Cashbook Totals	<u>643,578.37</u>	<u>0.00</u>	<u>0.00</u>	<u>643,578.37</u>

Continued on Page 168

Payments for Month 8

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>
01/11/2022	Grist Environmental	V3035-DD	123.25		20.55	4770	220	102.70	Inv.P87368-B'Hill Waste away
02/11/2022	ICO	V3036-DD	35.00			4391	120	35.00	Data Protection renewal fee
17/11/2022	HM Land Registry	V3032-6101	4.00			4680	170	4.00	SIM Application NHP
17/11/2022	HM Land Registry	V3033-6102	16.00			4680	170	16.00	Applications for NHP-SIM
18/11/2022	Plusnet	V3037-DD	36.60		6.10	4190	120	30.50	Inv.005- Campus Broadband
22/11/2022	Sirus Telecom	V3038-DD	148.26		24.71	4190	120	123.55	Inv.077-Office calls
24/11/2022	HM Land Registry	V3034-6103	7.00			4250	120	7.00	OC1- Search-Park Farm Trow
24/11/2022	SSE	V3039-DD	560.89		26.70	4312	220	534.19	Pavilion Gas-23 Aug-4 Nov 22
Total Payments for Month			931.00	0.00	78.06			852.94	
Balance Carried Fwd			642,647.37						
Cashbook Totals			<u>643,578.37</u>	<u>0.00</u>	<u>78.06</u>			<u>643,500.31</u>	

Receipts for Month 8**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 :		638,760.21					638,760.21	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		638,760.21	0.00	0.00			638,760.21	

Continued on Page 156

Payments for Month 8				Nominal Ledger Analysis					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
16/11/2022	Unity Trust Bank	V3031DD	156.90		24.45	4120	120	-2.05	REFUND- For postage entered tw
						4150	120	31.65	A4 Paper
						4120	120	6.60	Asset Management agenda postag
						4120	120	2.65	Planning agenda pack postage
						4190	120	-3.39	REFUND-Cancelled office phone
						4175	120	81.00	Office 365 Subscription
						4200	120	11.99	Zoom meeting subscription
						4140	120	3.00	Monthly Fee
						4175	120	1.00	Website hosting
28/11/2022	GB Sport & Leisure	V2995-BACS	216.54		36.09	4490	142	139.00	11237-2x Wet Pour repair kit
						4490	142	21.45	Inv.11237-Primer for surfacing
						4490	142	20.00	Inv.11237-Delivery
28/11/2022	Aquasafe Environmental Ltd	V2996-BACS	138.00		23.00	4212	220	115.00	Inv.220916-September PPM Visit
28/11/2022	Pope Consulting	V2997-BACS	1,065.00		177.50	4582	142	887.50	Inv.4362-6 M&E BYF V Hall
28/11/2022	JH Jones & Sons	V2998-BACS	1,604.65		267.44	4402	320	60.15	3118-Allotment grass cutting
						4400	142	221.90	3118-Play Area grass cutting
						4780	142	52.50	3118-Play Area bin emptying
						4781	220	79.58	3118-JSF Bin emptying
						4401	220	692.17	3118-JSF Grass cutting
						4400	142	34.66	3118-Kestrel Court Shrub Maint
						4409	142	163.33	3118-Hornchurch Grass cutting
						4820	142	32.92	3118-SHF Grass Cutting
						347	0	-32.92	3118-SHF Grass Cutting
						6000	142	32.92	3118-SHF Grass Cutting
28/11/2022	Agilico	V2999-BACS	368.50		61.42	4130	120	307.08	Inv.825- Office Photocopying
28/11/2022	DS Securities	V3000-BACS	948.00		158.00	4582	142	790.00	77730-BYF Alarm Monitor & Main
28/11/2022	T W Landscapes	V3001-BACS	3,336.00		556.00	4582	142	2,780.00	Inv.22733-Landscaping BYF V HA
28/11/2022	JH Jones & Sons	V3002-BACS	264.00		44.00	4490	142	220.00	3126-Oct Carson R'about cut
28/11/2022	Office Right Business Solution	V3003-BACS	600.00		100.00	4582	142	500.00	Inv.97131-BYF Moving furniture
28/11/2022	Office Right Business Solution	V3004-BACS	67.90		11.32	4351	120	56.58	Inv.361-1x Whiteboard for offi
28/11/2022	Kennet Sign & Display	V3005-BACS	57.60		9.60	1190	142	48.00	Inv.15481-BYF V Hall defib sig
28/11/2022	JH Jones & Sons	V3006-BACS	942.00		157.00	4722	320	785.00	3140-Cut back brambles

Continued on Page 157

Payments for Month 8				Nominal Ledger Analysis					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
									allotme
28/11/2022	Rialtas Business Solutions Ltd	V3007-BACS	324.00		54.00	4185	120	270.00	Inv.392-Annual support & Maint
28/11/2022	Jens Cleaning	V3008-BACS	198.00			4381	220	42.00	Inv.1069-21st September Cleani
						4381	220	42.00	Inv.1069-28th September Cleani
						4381	220	15.00	Inv.1069-5th October Cleaning
						4381	220	42.00	Inv.1069-19th October cleaning
						4381	220	15.00	Inv.1069-26th October cleaning
						4381	220	42.00	Inv.1069-28th October cleaning
28/11/2022	Melksham Town Council	V3009-BACS	20.00			4070	120	20.00	Remembrance Wreath
28/11/2022	JH Jones & Sons	V3010-BACS	774.00		129.00	4490	142	645.00	Inv.3153-Shaw bus shelter repa
28/11/2022	JH Jones & Sons	V3011-BACS	252.00		42.00	4590	142	70.00	3141-MWPC NB BYFV Hall Install
						4582	142	70.00	Inv.3141-BYF V Hall NB Install
						4590	142	70.00	Inv.3141-B'Hill V Hall NB Inst
28/11/2022	Aquasafe Environmental Ltd	V3012-BACS	276.00		46.00	4212	220	115.00	Inv.221104- October PPM Visit
						4212	220	115.00	Inv.221104-November PPM Visit
28/11/2022	BTA Architects	V3014-BACS	240.00		40.00	4582	142	200.00	In.2226-Architect services BYF
28/11/2022	Andy Strange Property & Garden	V3015-BACS	380.00			4575	142	330.00	Inv.1703-Replac posts Beanacre
						4575	142	50.00	Inv.1703-slabs at Kestrel Cour
28/11/2022	Martin Pickard	V3017-BACS	1,900.00			4582	142	1,900.00	Inv.05-QS Services BYF V Hall
28/11/2022	JH Jones & Sons	V3018-BACS	630.00		105.00	4405	220	525.00	Inv.3157-JSF Hedge cut
28/11/2022	MIW Water Cooler Experts	V3019-BACS	90.00		15.00	4721	220	75.00	Site Survey-BSF Fountain
28/11/2022	HM Revenue & Customs	V3020-BACS	3,919.67			4041	130	1,246.35	Period 8- November 2022
						4000	130	610.40	Period 8- November 2022-T
						4000	130	380.85	Period 8- November 2022-NI
						4020	130	388.60	Period 8- November 2022-T
						4020	130	255.33	Period 8- November 2022-NI
						4010	130	396.80	Period 8- November 2022-T
						4010	130	260.54	Period 8- November 2022-NI
						4010	130	85.00	Period 8- November 2022
						4460	142	256.60	Period 8- November 2022-T
						4800	320	22.80	Period 8- November 2022-T
						4070	120	16.40	Period 8- November 2022-T
28/11/2022	Wiltshire Pension Fund	V3021-BACS	2,671.91			4045	130	2,015.95	Period 8- November 2022
						4000	130	285.06	Period 8- November 2022
						4020	130	184.19	Period 8- November 2022

Continued on Page 158

Payments for Month 8

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
						4010	130	186.71	Period 8- November 2022
28/11/2022	Teresa Strange	V3022-BACS	██████	Total Salaries November 22 £8,816.46		4000	130	██████	November 2022 Salary
						4070	120	31.50	Council Xmas Cards
28/11/2022	Lorraine McRandle	V3023-BACS	██████			4020	130	██████	November 2022 Salary
28/11/2022	Marianne Rossi	V3024-BACS	██████			4010	130	██████	November 2022 Salary
28/11/2022	Terry Cole	V3025-BACS	██████			4120	120	67.90	1st & 2nd Class Stamps
						4460	142	██████	November 2022 Salary
						4050	142	47.50	Travel Allowance
						4051	142	49.50	Mileage x110 miles
28/11/2022	David Cole	V3026-BACS	██████			4800	320	██████	November 2022 Salary
28/11/2022	David Pafford	V3027-BACS	65.20			4070	120	65.20	Chairs Allowance- Nov 22
28/11/2022	Wiltshire Publication	V3028-BACS	139.20		23.20	4582	142	69.60 Inv.404- BYF V Hall AGM Advert	
						4230	120	46.40 Inv.404- Granr Advert	
28/11/2022	JH Jones & Sons	V3029-BACS	560.64		93.44	4721	220	467.20 Inv.3158- Fertilise Junior pit	
28/11/2022	Arien Signs and Graphics	V3030-BACS	806.40		134.40	4582	142	672.00 Inv.7973-BYF V Hall NB	
30/11/2022	Teresa Strange	V3038-S/O	5.30		0.88	4190	120	4.42 To reimburse- Out of Hours pho	
Total Payments for Month			32,030.27	0.00	2,308.74			29,721.53	
Balance Carried Fwd			606,729.94						
Cashbook Totals			638,760.21	0.00	2,308.74			636,451.47	

Receipts for Month 8

Nominal Ledger Analysis

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

Continued on Page 88

Payments for Month 8		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 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	