

MELKSHAM WITHOUT PARISH
COUNCIL

STATEMENT OF ACCOUNTS

AND

SUPPORTING STATEMENT

31ST MARCH 2026



Melksham without Parish Council Current Year
Income and Expenditure Account for Year Ended 31st March 2026

31st March 2025		31st March 2026
	Income Summary	
261,592	Precept	285,135
261,592	Sub Total	285,135
	Operating Income	
40,801	General Account Income	61,543
1,337	Parish Amenities	4,568
13,405	Community Support	6,129
25,419	Jubilee Sports Field Income	31,629
3,099	Allotment Income	2,984
101,963	CIL	96,048
64,764	S106	0
512,379	Total Income	488,036
	Running Costs	
16,085	Administration costs	12,262
122,507	Staffing	142,567
12,039	Council Office Costs	16,382
95,501	Parish Amenities	83,474
110,623	Community Support	36,640
33,156	Jubilee Sports Field Expenditu	42,802
2,559	Allotment Expenditure	4,246
392,471	Total Expenditure	338,374
	General Fund Analysis	
58,537	Opening Balance	42,723
512,379	Plus : Income for Year	488,036
570,916		530,759
392,471	Less : Expenditure for Year	338,374
178,445		192,386
135,723	Transfers TO / FROM Reserves	91,665
42,723	Closing Balance	100,721

Summary Income & Expenditure by Budget Heading 31/03/2026

Month No: 12

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>General Account</u>							
Income	483,861	453,423	466,353	12,930			97.2%
Expenditure	356,756	291,326	422,984	131,658	0	131,658	68.9%
Net Income over Expenditure	<u>127,105</u>	<u>162,097</u>	<u>43,369</u>	<u>(118,728)</u>			
plus Transfer from EMR	74,431	51,795	0	(51,795)			
less Transfer to EMR	201,548	129,881	0	(129,881)			
Movement to/(from) Gen Reserve	<u>(12)</u>	<u>84,012</u>	<u>43,369</u>	<u>(40,643)</u>			
<u>Jubilee Sports Field</u>							
Income	25,419	31,629	27,937	(3,692)			113.2%
Expenditure	33,156	42,802	50,613	7,811	0	7,811	84.6%
Net Income over Expenditure	<u>(7,737)</u>	<u>(11,173)</u>	<u>(22,676)</u>	<u>(11,503)</u>			
plus Transfer from EMR	5,846	13,092	0	(13,092)			
less Transfer to EMR	14,452	14,452	0	(14,452)			
Movement to/(from) Gen Reserve	<u>(16,343)</u>	<u>(12,533)</u>	<u>(22,676)</u>	<u>(10,143)</u>			
<u>Allotment Account</u>							
Income	3,099	2,984	3,310	326			90.2%
Expenditure	2,559	4,246	2,214	(2,032)	0	(2,032)	191.8%
Net Income over Expenditure	<u>540</u>	<u>(1,261)</u>	<u>1,096</u>	<u>2,357</u>			
plus Transfer from EMR	0	1,299	0	(1,299)			
Movement to/(from) Gen Reserve	<u>540</u>	<u>38</u>	<u>1,096</u>	<u>1,058</u>			
Grand Totals:-							
Income	512,379	488,036	497,600	9,564			98.1%
Expenditure	392,471	338,374	475,811	137,437	0	137,437	71.1%
Net Income over Expenditure	<u>119,908</u>	<u>149,663</u>	<u>21,789</u>	<u>(127,874)</u>			
plus Transfer from EMR	80,277	66,186	0	(66,186)			
less Transfer to EMR	216,000	144,333	0	(144,333)			
Movement to/(from) Gen Reserve	<u>(15,815)</u>	<u>71,516</u>	<u>21,789</u>	<u>(49,727)</u>			

31st March 2025

31st March 2026

31st March 2025		31st March 2026	
Current Assets			
12,083	Debtors	4,996	
3,691	VAT Control A/c	4,674	
88,134	Current Account 02027655	11,307	
8,518	Unity Bank	26,554	
2,919	Instant Access Unity 20476339	2,984	
522,000	CCLA	739,000	
637,345			789,515
637,345		789,515	
Total Assets			
Current Liabilities			
4,244	Creditors	2,971	
25,104	Accruals	28,928	
3,099	Receipts in Advance	3,056	
650	Holding Deposits	650	
33,097			35,604
604,248		753,911	
Total Assets Less Current Liabilities			
Represented By			
42,723	General Reserves		100,739
4,400	New Hall Berryfield Contingenc		4,400
38,708	B'hill Sf Capital		37,498
6,000	Recr&Sport Facility Cntng		6,000
4,000	EMR Gen Highway/Footpath/L'ing		4,000
559	EMR Legal Fees		5,559
3,376	EMR Community Projects		15,099
48,919	Sandridge Solar Farm		54,880
13,233	Election Cntng		7,940
10,463	Staffing Cntng		10,463
4,400	Shaw Hall		5,400
20,000	Play Area Surf/Eqp Contingency		20,000
10,000	Shurnhold Fields Capital		0
24,376	Replacemnt/Renewal Council As.		23,077
20,988	New General Contingency Reserv		24,532
10,850	Defib & Battery Repalcement		10,850
94,192	CIL		252,071
15,464	Sports field Annual sum		13,943
74,270	EMR Shurnhold Fields project		56,848

12/05/2026

Melksham without Parish Council Current Year

11:11

Balance Sheet as at 31st March 2026

31st March 2025

31st March 2026

71,315	EMR 10% sharing Pot with MMTC	0
7,088	EMR SSE Grant for MCS	6,477
10,361	EMR B'hill Sports Field improv	14,452
64,764	Davey Play Area Maintenance	64,684
3,800	EMR BYF V Hall Public Art	0
0	Energy Production Schemes	15,000

604,248

£753,911 less the General Fund £100,739 = £653,172
which reconciles with Closing Balance of Reserves

753,911

The above statement represents fairly the financial position of the authority as at 31st March 2026 and reflects its Income and Expenditure during the year.

Signed :

Chairman

Redacted

Date : 29/06/2026

Signed :

Responsible
Financial

Redacted

Date : 29/06/2026

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
321 New Hall Berryfield Contingenc	4,400.00		4,400.00
326 B'hill Sf Capital	38,707.97	-1,210.00	37,497.97
328 Recr&Sport Facility Cntng	6,000.00		6,000.00
329 EMR Gen Highway/Footpath/L'ing	4,000.00		4,000.00
330 EMR Legal Fees	558.71	5,000.00	5,558.71
332 EMR Community Projects	3,375.67	11,723.00	15,098.67
333 Sandridge Solar Farm	48,919.01	5,961.33	54,880.34
334 Election Cntng	13,233.00	-5,293.00	7,940.00
335 Staffing Cntng	10,463.34		10,463.34
336 Shaw Hall	4,400.00	1,000.00	5,400.00
337 Play Area Surf/Eqp Contingency	20,000.00		20,000.00
338 Shurnhold Fields Capital	10,000.00	-10,000.00	0.00
339 Replacemnt/Renewal Council As.	24,376.00	-1,299.00	23,077.00
340 New General Contingency Reserv	20,987.68	3,544.00	24,531.68
341 Defib & Battery Replacment	10,850.00		10,850.00
342 CIL	94,192.10	157,878.73	252,070.83
343 Sports field Annual sum	15,464.17	-1,520.81	13,943.36
347 EMR Shurnhold Fields project	74,270.28	-17,422.49	56,847.79
353 EMR 10% sharing Pot with MMTC	71,314.77	-71,314.77	0.00
354 EMR SSE Grant for MCS	7,088.14	-610.96	6,477.18
355 EMR B'hill Sports Field improv	10,361.00	4,091.00	14,452.00
356 Davey Play Area Maintenance	64,763.52	-80.00	64,683.52
357 EMR BYF V Hall Public Art	3,800.00	-3,800.00	0.00
358 Energy Production Schemes	0.00	15,000.00	15,000.00
	561,525.36	91,647.03	653,172.39

MELKSHAM WITHOUT PARISH COUNCIL

SUPPORTING STATEMENT FOR THE YEAR ENDING 31ST MARCH 2026

1. ASSETS

Assets are defined as all items of land, buildings, vehicles, plant, and equipment. At 31st March 2025 the asset value was £1,163,846. During 2025/26 there were disposals of assets valuing £6,018 and new assets totalling £15,371 which gives a total asset value of £1,173,199 at 31st March 2026. During this financial year there were a few additions to the asset register such as the Davey Play Area in Bowerhill, following the transfer from the developer, the purchase of a tool safe shed for Shurnhold Fields in order to store maintenance items, the replacement bus shelter at Beanacre and a few street furniture items.

A full asset register is held by the parish council, which gives details of all the assets and the changes during the financial year. It also shows the insurance value of each item, as different from its asset value which is shown at its purchase price in line with statutory guidance. The assets were insured at a value of £2,997,222.34 from 1st June 2025 to 31st May 2026.

A summary of the assets held as at 31st March 2026 is detailed below:

Buildings	£ 810,123
Chain of Office/Chairman's Board	£ 1,380
Fencing/Gates	£ 22,934
Land	£ 37,254
Machinery/Tools	£ 452
Office Furniture/Equipment/Contents	£ 22,457
Outside Equipment	£ 5,138
Other Surfaces	£ 23,093
Sports Equipment	£ 19,129
Play Area & Playing Field Equipment/Safety Surfacing	£ 116,894
Street Furniture	£ 111,845
RAF Memorial	£ 2,500
	<hr/>
	£1,173,199

2. LEASES

Office and Meeting Space Lease: In August 2022 the parish council moved from their temporary office accommodation at the Bowerhill Sports Pavilion (parish council owned building) to dedicated office and meeting room space at the new Melksham Community Campus. The lease signed was for 10 years and runs until 31st July 2032. In this financial year, the total rent paid was £13,038.76, which was the proportion due from 1st April 2025 to 31st March 2026. The annual rent charge increases by £1,000 each year and are as follows:

Please note that each year of the lease term runs into two financial years; therefore, the figure detailed above for 2025/26 will be different to the figure listed below for the year 1st August 2025 to 31st July 2026.

1st August 2022 to 31st July 2023 (inclusive):	£10,373
1st August 2023 to 31st July 2024 (inclusive):	£11,373
1st August 2024 to 31st July 2025 (inclusive):	£12,373
1st August 2025 to 31st July 2026 (inclusive):	£13,373
1st August 2026 to 31st July 2027 (inclusive):	£14,373
1st August 2027 to 31st July 2028 (inclusive):	£15,373
1st August 2028 to 31st July 2029 (inclusive):	£16,373
1st August 2029 to 31st July 2030 (inclusive):	£17,373
1st August 2030 to 31st July 2031 (inclusive):	£18,373
1st August 2031 to 31st July 2032 (inclusive):	£19,373

Beanacre Play Park Lease: In September 2005, the Council completed a 99-year lease with the Salisbury Diocese for an area of land at Beanacre to install a new Play Area, with a peppercorn rent payable annually to St Barnabas Church. The peppercorn rent payable for the first five years of the lease was £10 per annum, with a rent review by the Church required every five years. Up until the 2023/24 financial year, the required rent reviews had not been undertaken by St Barnabas Church and, as a result, the Parish Council had continued to pay £10 per annum. This was identified and rectified during the 2023/24 financial year, with the Parish Council paying a retrospective shortfall of £78.64.

For the five-year period from 2020 to 2025, the annual rent payable was £23.93 per annum, which was paid in full during the 2024/25 financial year. In accordance with the lease agreement, a rent review was undertaken at the start of 2026 for the next five-year period covering 2026 to 2030. Following this review, the annual rent payable was set at £50.37 per annum for each year of that period, with this amount being paid in the 2025/26 year. A memorandum to the lease was added in January 2010 to provide vehicular right of way through a double access gate for grass-cutting purposes and to amend the mowing arrangements relating to the church car park.

Shaw Village Hall Lease: A lease was drawn up between the Parish Council and the Shaw Village Hall Committee for a 14-year term, which was signed in April 2011. Under the terms of the lease, an annual peppercorn rent of £10 is due to the Parish Council, payable in advance on the 1st April each year; this commenced on 1st April 2011. The 2024/25 financial year was the last year of the current lease. A new 125 year lease is currently in the process of being prepared; however, as at 31st March 2026 the new lease had not yet been completed. The Shaw Village Hall Management Committee has continued to occupy and manage the facility on behalf of the parish council pending completion of the new lease arrangements.

Allotment Sites, Berryfield & Briansfield: On 16th March 2011 Farm Business Tenancies were signed for the land the Council rents from a local landowner and also for the land that the same landowner rents from the Council (see 6. Tenancies). A Pre-emption agreement was also signed, in which the local landowner agreed to grant first option to the Parish Council to purchase the land it current leases under its new Farm Business Tenancy agreement, if he decides to sell the land at a future date. The Pre-Emption agreement on his title has been registered with the Land Registry. This is the land that the Parish Council uses for the Allotment Site known as Briansfield. The Farm Business

Tenancies expired on 16th March 2016 and have not been renewed as they continue after the term expiry date as a statutory periodic tenancy from year to year, which is what both parties wanted to achieve at this stage i.e.: to continue as they are but with the ability to end the agreements with a year's notice. This way forward was considered best by both parties at present due to the uncertainty moving forward with any plans for enabling development for the "Melksham Link" canal project that may come forward. The parish council considered this again at their Asset Management Committee on the 12th February 2024 (min.413/23e) and confirmed to continue with this way forward.

Berryfield Village Hall Lease: Following the completion of building works on Berryfield Village Hall, the hall was handed over to the parish council from the contractors on 5th September 2022. On 16th November 2022 the parish council set up the first inaugural meeting to form a new management committee to undertake the day to day running of the hall. A lease was drawn up between the parish council and the Berryfield Village Hall Trust for a 125-year term and signed at the Full Council meeting on 20th February 2023. Under the terms of the new lease, an annual peppercorn rent of £10 is due to the Parish Council, payable on 25th March each year with a rent review on the fifteenth anniversary of the rent commencement date. The new Trust took responsibility of the building and opened their doors to hirers on 21st February 2023.

The following table lists all the land that the parish council has an interest in, whether leased or owned.

Your Ref	UPRN	Address	Leasehold/ Freehold	Comments
Berryfield Allotment	010014605796	Land North West Of 606c, Berryfield Lane, Melksham, Wiltshire, SN12 6EL	Leased Under Farm Business Tenancy	Registered Title: WT182400
Brainsfield Allotment	200001306521	Land At Berryfield Lane, Melksham, Wiltshire, SN12 6EH	Leased Under Farm Business Tenancy	Registered Title: WT86100
Parish Council owned farm land		Land To Rear Of 611 Berryfield Lane, Melksham, Wiltshire, SN12 6EL	Freehold, and leased to other party under Farm Business Tenancy	Registered Title: WT223726
Kestrel Court	200001306398	Land At Kestrel Court, Bowerhill, Melksham, Wiltshire, SN12 6SY	Freehold transfer to Melksham Without Parish Council from Wiltshire Council 18 th September 2024	Registered Title WT15924

Shaw Village Hall	200001307391	Village Hall, The Beeches, Shaw, Melksham, Wiltshire, SN12 8EP	Freehold and leased to Management Committee to run on Council's behalf	Shaw Land Registry process underway with parish council's solicitors
Shaw Play area & MUGA (Multi Use Games Area)	010008202315	Recreation Ground, The Beeches, Shaw, Melksham, Wiltshire, SN12 8EP	Freehold and leased to Management Committee	Due to the Health & Safety of the play area this is maintained, inspected and insured by the Parish Council
Shaw Playing Field		Recreation Ground, The Beeches, Shaw, Melksham, Wiltshire, SN12 8EP	Freehold and leased to Management Committee to run on Council's behalf	
Bowerhill Pavilion	010091542306	Pavilion Adjacent To Westinghouse Way, Bowerhill, Melksham, Wiltshire, SN12 6TL	Freehold	Registered Title: WT273424
QEII Diamond Jubilee Bowerhill Sports Field & MUGA (Multi Use Games Area)	010008202580	Bowerhill Sports Field, Westinghouse Way, Bowerhill, Melksham, Wiltshire, SN12 6TL	Freehold Registered as a Field in Trust (Diamond Jubilee Field)	Registered Title: WT273424
Berryfield Park Play Area		Berryfield Park, Melksham, Wiltshire, SN12 6EE	Freehold transfer to Melksham Without Parish Council from Wiltshire Council 18th September 2024	There is no UPRN allocated to this piece of land. Registered Title WT276080 NB: This includes the land that the teen shelter and MUGA is on, and the land that the "old portacabin" village hall was sat on (ref 010008202014, demolished)

				05/12/22.
Hornchurch Road MUGA (Multi Use Games Area)	200001305236	Land Adjacent to Hornchurch Road, Bowerhill, Melksham, Wiltshire, SN12 6QR	Land owned by Wiltshire Council	Registered Title: WT295277 The MUGA is inside the Boundary of this UPRN
Hornchurch Road Play Area	200001305236	On Land Adjacent to Hornchurch Road, Bowerhill, Melksham, Wiltshire, SN12 6QR	Land transferred to Melksham Without Parish Council in April 2018 from Bloor	Registered Title: WT203411 "Part of land on west side of Bowerhill lane, Bowerhill, Melksham". The Play Area is inside the Boundary of this UPRN.
Beanacre Play Area	010008201552	St Barnabas Church Field, Beanacre, Melksham, Wiltshire, SN12 7PT	Leased from Salisbury Diocese via St Barnabas Church	
Shurnhold Fields		Ex George Ward School Playing fields, Land to the North of Dunch Lane, Melksham, Wiltshire, SN12 8DQ	Land transferred to Melksham Without Parish Council in March 2019	Registered Title: WT444026 Joint project with Melksham Town Council, land in Melksham Without Parish Council name as lead council on project
Berryfield Village Hall		Land at Telford Drive, Berryfield, SN12 6GF	Land transferred to Melksham Without Parish Council in October 2021 from Bellway. Building leased to Management Trust to run on Council's behalf as of 21 st February 2023	Registered Title: WT433346

Whitworth Play Area		Smeaton Way, Berryfield, Melksham SN12 6GG	Land transferred to Melksham Without Parish Council in April 2023 from Bellway Homes	
Davey Play Area		Babington Close, Bowerhill, Melksham SN12 6XZ	Land transferred over to Melksham Without Parish Council on 26th September 2025 from Taylor Wimpey	Registered Title: WT434944

1. TENANCIES

During the year 2025/26 the following tenancies were held for Allotments:

Council as Landlord

- a) The Council is the landlord for 3.9 acres (1.58 hectares) land rented from the Council by a local landowner. Under the Farm Business Tenancies that were signed on the 16th March 2011, (expired 16th March 2016), it has been agreed that no rent shall be paid as each Farm Business Tenancy is made in consideration of each and therefore no rent is due for collection for 2025/26.
- b) The Council is the landlord to the allotment tenants for Berryfield Allotments, with 37 current tenants (all plots occupied), and for Briansfield Allotments, with 36 current tenants (all plots occupied). Details of agreement terms and tenancies are given in the Council's Allotment Register.

The allotment rent applicable for the allotment year commencing 1st October 2024 to 30th September 2025 was £40 for a 5-perch plot, with the same rent applying for the allotment year commencing 1st October 2025 to 30th September 2026.

During the 2025/26 financial year, the parish council identified a number of vacant plots that required significant clearance and restoration before they could be cultivated. To encourage the take up of these plots, new tenants were offered the plots rent free until 1st October 2026, allowing sufficient time to bring them back into a suitable condition. A total of 14 plots were let under this arrangement, comprising seven plots at Berryfield Allotments and seven plots at Briansfield Allotments.

Vacant plots are allocated in accordance with the waiting list, with plots being offered to applicants from outside the parish boundary only where there are no parish residents waiting for an allotment.

For tenants residing outside the parish boundary, the allotment rent is charged at twice the standard rate, unless otherwise affected by the boundary changes arising from the Community Governance Review which came into effect on 1st April 2018. For the allotment year commencing 1st October 2025, the rent payable by non-residents is £80 for a 5-perch plot, being twice the standard residential rate.

Council as Tenant

The Council is the tenant for the land rented from a landowner at Berryfield for Berryfield and Briansfield Allotments. Under the Farm Business Tenancies that were signed on the 16th March 2011, (expired 16th March 2016) it has been agreed that no rent shall be paid as each Farm Business Tenancy is made in consideration of each and therefore no rent was due for collection for 2025/26.

2. BORROWINGS

There were no borrowings in the 2025/26 financial year.

3. SECTION 137 PAYMENTS

At the Annual Council Meeting held on 12th May 2025, following the May 2025 elections, the parish council considered whether it met the eligibility criteria for the General Power of Competence. Having considered the relevant criteria, the parish council resolved that it met the requirements and confirmed that it was eligible for the General Power of Competence (Min. 011/25d).

The Localism Act 2011 gives eligible councils the power to do anything that an individual may do, provided it is not prohibited by other legislation. As the council held the General Power of Competence throughout the 2025/26 financial year, it was not subject to the expenditure limitations contained within Section 137 of the Local Government Act 1972.

4. AGENCY WORK

The Council is currently not involved in agency work.

5. FINANCIAL PARTNERSHIP

The Council worked on several joint ventures with Melksham Town Council and contributed £2,760.92 for the joint Neighbourhood Plan (a 30% share). Melksham Town Council are the lead council on this project and contribute 70% towards the project.

The parish and town councils continued work on their joint project to develop the ex-George Ward secondary school playing fields (one field in each parish) from Persimmon Homes. The project plan is to develop the fields into a more usable public open space and has been named "Shurnhold Fields". The parish council is the lead council for this project, and therefore the land was transferred legally to the parish council and came with an open space maintenance contribution of £97,834 of which £2,500 was for legal fees. This is for maintenance costs in perpetuity and is held in a ringfenced Reserve by the parish council. The expenditure from the Open Space Maintenance

Contribution Reserve during 2025/26 was £17,422.49. This included routine maintenance costs together with items required for the ongoing maintenance and management of the site, including a water connection and storage shed associated with the Shurnhold Fields Car Park and Entrance Improvement Project. This leaves a balance of £56,847.79 in the Open Space Maintenance Contribution Reserve as at 31st March 2026.

In the 2025/26 financial year, work commenced on the Shurnhold Fields Car Park and Entrance Improvement Project. This formed part of a wider flood prevention scheme being undertaken by Wiltshire Council following the successful award of funding from the Environment Agency to carry out flood mitigation works on the site. As a result, the car park and entrance improvement works were incorporated into the wider project and managed by Wiltshire Council on behalf of both councils. The costs associated with the car park and entrance improvement element of the project are to be shared equally between Melksham Without Parish Council and Melksham Town Council, with each council contributing 50% of the cost.

When both councils took ownership of the land, it was always the intention that a car park would be provided as part of the site's development. Given the geographical spread of the Melksham Without Parish, many residents do not live within walking distance of Shurnhold Fields and would therefore be required to travel by car to access the open space. The provision of a car park supports the objective of ensuring that the facility is accessible to residents from all parts of the parish and town, enabling wider use and enjoyment of the site.

Whilst some expenditure relating to this project has been met from the Shurnhold Fields Open Space Maintenance Contribution (shed and water connection for use of volunteers), non maintenance works (car park and new access) cannot be funded from the maintenance contribution reserve. As the works had been completed by the 31st March 2026 but the final invoice had not yet been received from Wiltshire Council, an accrual of £15,000 has been included within the parish council's 2025/26 accounts. In addition, £70 was spent during the year on the height restriction barrier signage. The accrual of £15,000 represents the Parish Council's estimated share of the capital costs incurred up to 31st March 2026.

The parish council are jointly working with Melksham Town Council and Age UK Wiltshire for the provision of the Melksham Community Support Service to support residents in the town and parish. For 2025/26 the total cost of the project was £24,720 with both councils each agreeing to fund 50% of the cost (£12,360 each). The parish council commissioned this work and signed up to a Service Level Agreement with Age UK Wiltshire and Melksham Town Council.

The parish council is working jointly with Melksham Town Council to put into place a robust emergency plan to be implemented in the event of a civil emergency. This follows on from the work undertaken by both councils during the Covid-19 pandemic lockdown, where a community support scheme was set up to help residents in the community. This scheme has now closed down; however, the objective for both councils is to have a similar system in place for emergency situations such as adverse weather or another pandemic. In the 2022/23 financial year, both councils jointly applied for some funding from the

SSEN Resilient Communities Fund for this project for 3 years, and were successful in receiving £8,361 in funding, which Melksham Without Parish Council holds in their reserves. Some of this funding is towards the line rental of the emergency number and the online database licence. There were also plans for the emergency phone number to be printed on fridge magnets and to be distributed to all residents of Melksham Town and Melksham Without so that the number is available in the event of a civil emergency, which some of the funding received was intended to be used for. Future plans for this funding are to be discussed with the grant provider. In the 2024/25 financial year, £610.96 was spent from this reserve, which was for the Melksham Emergency Support database licence and phone number. It is important to note that during the 2025/26 year, the database licence was cancelled due to the database no longer being required and to meet GDPR requirements. This leaves the reserve as of 31st March 2026 standing at £6,477.18.

6. ADVERTISING AND PUBLICITY NEWSLETTERS

The following costs were incurred during the year, and spent with the Melksham Independent News:

- £ 229.40 Advertising
- £ 530.00 Quarterly Newsletters

7. MEMBERS' ALLOWANCES

The Council pays the Chairman an allowance and normally increases it each year by the same percentage as the staff pay award agreed by the National Joint Council for Local Government Services (NJC). When setting the Chairman's allowance, the Council is required to have regard to the recommendations of the Wiltshire Independent Remuneration Panel, which recommends that any increase should be aligned with the staff pay award. The NJC pay award for local government staff for 2025/26 was 3.2%. As such, the Chairman's allowance for 2025/26 was increased by 3.2% to £991.12.

8. SUPERANNUATION

The parish council participate in the Wiltshire Pension Fund and has operated a Superannuation Scheme for employees since 22nd June 1999. The cost of Employer Superannuation during 2025/26 was £20,841.29 for three of the Council's five employees. Two employees have opted out of the scheme.

9. VAT

The VAT incurred for the financial year 2025/26 was £20,737.92. To minimise the burden of VAT upon certain public bodies and the taxpayers who fund them, Section 33 of the VAT Act 1994 includes special provisions under which these bodies can claim a refund of the VAT they have incurred on their non-business activities. £16,064.12 (Qtr. 1, 2 & 3) was refunded in 2025/26 and the remaining £4,673.80 (Qtr.4) was refunded on 22nd May 2026 following the year end close down of the finance system.

With regard to the expenditure for the Bowerhill Sports Field, the Council is able to recover all the VAT that it incurs in respect of the land as an "Open Space" as this constitutes a "non-business" activity. The recovery of the VAT that the Council incurs in respect of the hiring out of the "Sports Field & Pavilion" is recoverable following the conclusion of the Chelmsford, Midlothian and Mld-Ulster legal cases against HMRC on this issue. It is now recognised

that when councils provide sports and leisure activities it is done so under a special legal regime which in principle allows these activities to be treated as non-business provided that they do not cause a significant distortion of competition. As per the VAT [VATGPB8410](#) notice last updated 26th May 2026, sports lettings for clubs, community groups and businesses are treated as a non-business activity. This, therefore, means that Melksham Without Parish Council is able to recover any VAT incurred on costs relating to the maintenance of the sports field and pavilion as well as not charge any VAT on any income received for the hire of the facility. The income for paid use of the facilities was £13,389.50 with the facilities also used as public open space.

During 2015/2016 the Council applied and received from HMRC a dispensation from registering for VAT as supplies are infrequent and the value of supplies is small.

10. (CIL) COMMUNITY INFRASTRUCTURE LEVY:

There is a legal requirement for the Parish Council to publish and inform Wiltshire Council as the Local Authority, what it has spent any CIL monies on.

CIL income received in 2025/26

Land at Semington Road (Buckley Gardens)- PL/2022/02749	£ 96,048.36
Total	<u>£ 96,048.36</u>

The Melksham Neighbourhood Plan was adopted on 8th July 2021, which means that an additional 10% Community Infrastructure Levy (CIL) is payable to the parish council on qualifying developments within the parish (25% in total). To benefit from the additional CIL, the Neighbourhood Plan must have been adopted before Wiltshire Council receives any CIL receipts from a development.

It had previously been agreed that, as the Melksham Neighbourhood Plan was a joint project between Melksham Town Council and Melksham Without Parish Council, the additional 2/5 share of the CIL (equivalent to 10% of the total CIL paid to Wiltshire Council) received by both councils from future developments would be placed into a shared fund for the delivery of jointly agreed projects across the Melksham community area.

Since the establishment of the shared fund, the councils have been unable to reach agreement on suitable projects on which to utilise the funding, and as a result no expenditure has been incurred from the shared reserve. Following a review of the arrangement, Melksham Without Parish Council resolved to withdraw from the shared CIL funding arrangement and therefore as at 31st March 2026 had transferred the CIL held in the 10% sharing pot reserve to the CIL reserve to utilise on projects within the parish. The 10% CIL sharing pot reserve will be closed down and any future CIL received will be transferred into the CIL reserve.

CIL spent in 2025/26

LHFIG ¹ Contributions	£1,723.48
Neighbourhood Plan	£2,760.92
Shurnhold Fields Capital	<u>£5,000.00</u>
Total spend from CIL	<u>£9,484.40</u>

¹ Wiltshire Council's Local Highways & Footpath Improvement Group

Transfers to CIL reserve:	
10% CIL Sharing pot with Melksham Town Council	<u>£71,314.77</u>
	£71,314.77

CIL Reserve as at 1st April 2025 **£94,192.10**

CIL income received in 2025/26	£ 96,048.36
10% CIL transferred to CIL reserve 2025/26	£ 71,314.77
CIL spent in 2025/26	- £ 9,484.40
CIL Reserve as at 31st March 2026	£252,070.83

11. SANDRIDGE SOLAR FARM COMMUNITY FUNDING:

The parish council receive a Community Benefit from the Sandridge Solar Farm each year with the amount being divided between the parishes surrounding it, proportionately calculated by the number of dwellings within a 2.75km radius of the centre of the Solar Farm. The agreement in place was initially for 25 years which was for the “operation life of the solar farm”; however, in the 2023/24 financial year planning permission was granted to extend the “operational life” of the solar farm from 25 to 40 years. In the 2024/25 financial year it was confirmed by Foresight, the current owners of the solar farm that the community benefit will be paid for 40 years (until 2056), which is the extended timeframe for its “operational life”. It has always been difficult to estimate how much funding the council would receive each year, as it was previously understood that the income fluctuated depending on the number of dwellings within the radius of the solar farm. In the 2023/24 financial year, the council received clarification from Foresight, on how the income for each parish is calculated and whether this is recalculated each time a new development is built within the boundary. It has been confirmed that the income amount is only recalculated when there is a boundary change, not when new houses are built within the boundary. The payment amount that the parish council receives each year is adjusted in line with the Retail Prices Index (RPI). Within the agreement, there is a requirement for the Parish Council to report back on an annual basis to Sandridge Solar Farm owners what they have spent the funding on.

The Sandridge Solar Farm funding received in 2025/26 was a one-off payment of £18,832.90.

This fund was spent on the following in 2025/26:

Defibrillator maintenance	£1,423.90
Tree inspections on parish trees	£1,245.00
Parish weedspraying	£1,755.00
Speed Indicator Device deployment	£5,018.00
New street furniture	£1,829.67
Bus shelter cleaning	£1,600.00
TOTAL SPEND IN 2025/26	£12,871.57

Solar Fund Reserve as at 1st April 2025	£48,919.01
Solar Fund Reserve income received in 2025/26	£18,832.90
Soar Fund Reserve spent in 2025/26	- <u>£12,871.57</u>

Solar Fund Reserve as at 31st March 2026

£54,880.34

14. RESERVES:

The Parish Council is required to maintain adequate financial reserves to meet the needs of the organisation and has a Reserves Policy that sets out how the Council determines and reviews the level of such reserves and how they will be used. Reserves are categorised as **earmarked** (held for a specific purpose), or **general** (held to cushion the impact of uneven cash flows or unexpected events). The Parish Council has agreed that these Reserves shall be further classed as either **Short Term** (for use within 3 years), **Medium Term** (for use over 3 years) and **Ring Fenced** (can only be used for specific projects or assets).

Earmarked Reserves as at 1st April 2025	£561,525.36
Less Spend from Earmarked Reserves during 2025/26	£ 72,909.23
Plus Funds transferred to Earmarked Reserve 2025/26	<u>£164,556.26</u>
Earmarked Reserves as at 31st March 2026	£653,172.39

General Fund as at 31st March 2026	£100,721.00
TOTAL RESERVES as at 31st March 2026	£753,893.39

Ear Marked Reserve Analysis as at 31st March 2026:

PROPOSED AS AT 31 MARCH 2026	COUNCIL RESERVES	COMMITTED 2026/27 (Refer to "spending from reserves")	CONTINGENCY	SHORT TERM Up to 3 years	MEDIUM TERM CAPITAL REPLACEMENT Over 3 years	RINGFENCED for specific use due to legal agreement from funding source
£4,400.00	New Hall, Berryfield		£4,400.00			
£5,400.00	Shaw Village Hall		£5,400.00			
£37,497.97	B'hillSports Field & Pavilion maintenance. LONG TERM REPLACEMENT OF CAPITAL ITEMS	£6,000.00	£5,000.00	£16,000.00	£10,497.97	
£13,943.36	B'hillSports Field & Pavilion maintenance		£13,943.36			

£20,000.00	Replacement Play Area Safety Surfacing & Equipment LONG TERM CAPITAL REPLACEMENT	£13,250.00	£6,750.00			
£0.00	Shurnhold Fields (ex George Ward Playing Field) project CAPITAL					
£6,000.00	Recreation & Sports Facility Enhancement			£6,000.00		
£10,850.00	Defibrillator replacement			£10,850.00		
£4,000.00	General Highway & Footpath / Lighting			£4,000.00		
£5,558.71	Legal fees		£5,558.71			
£15,098.67	Community Projects/Match Funding		£5,000.00	£10,098.67		
£7,940.00	Elections		£7,000.00	£940.00		
£10,463.34	Contingency - staffing		£10,463.34			
£23,077.00	Contingency - replacement / renewal of council assets (including Wiltshire Council assets) and instead of insuring low value street furniture items TO BE RENAMED STREET FURNITURE RESERVE		£10,000.00	£13,077.00		
£24,531.68	General Contingency		£24,531.68			
£252,070.83	CIL (Community Infrastructure Levy) ringfenced funding	£63,500.00	£40,000.00	£84,389.00	£64,181.83	£252,070.83

£0.00	New Reserve: CIL 10% SHARING POT WITH MTC SO RING FENCED					
£54,880.34	Sandridge Solar Farm Community Funding	£33,850.00	£10,000.00	£11,030.34		£54,880.34
£56,847.79	Shurnhold Fields Open Space Maintenance Contribution RINGFENCED	£2,502.00	£5,000.00	£20,000.00	£29,345.79	£56,847.79
£14,452.00	Bowerhill Sports Field Improvements (Football Foundation grant)	£14,452.00				£14,452.00
£64,683.52	Davey Play Area Maintenance	£1,278.00	£1,874.52	£15,000.00	£46,531.00	£64,683.52
£0.00	Berryfield Village Hall Public Art					
£0.00	Footbridge (between Buckley Gardens and Bowood View					
£15,000.00	Energy Production schemes community benefit	£15,000.00				£15,000.00
£0.00	Bowerhill Sports Field Upgrade (s106)					
£6,477.18	NEW RESERVE - To show SSEN reserve received for MCS in Emergency Plan mode as RINGFENCED	£692.00	£5,785.18			£6,477.18
£653,172.39		£150,524.00	£160,706.79	£191,385.01	£150,556.59	
				£653,172.39		
						Total ringfenced £464,411.66

LOCAL GOVERNMENT TRANSPARENCY CODE 2015

The Department for Communities and Local Government (DCLG) published a revised Transparency Code in February 2015, which specifies what open data local authorities must publish.

The Code, issued to meet the Government's desire to increase democratic accountability and can be viewed on the following website:

www.gov.uk/government/publications/local-government-transparency-code-2015

The Code requires local authorities in England to publish information related to the following themes:

- expenditure over £500
- government procurement card transactions
- procurement information
- grants to voluntary, community and social enterprise organisations
- organisation chart
- senior salaries
- the pay multiple
- trade union facility time
- local land assets
- social housing asset value
- parking accounts and parking spaces
- fraud
- the constitution

Local authorities are encouraged to consider their responses, in accordance with the principle that all data held and managed by them should be made open and available to local people unless there are specific sensitivities to doing so.

The Code is issued by the Secretary of State for Communities and Local Government in exercise of his powers under Section 2 of Local Government, Planning and Land Act 1980 ("the Act") to issue a Code of Recommended Practice ("the Code") as to the publication of information by local authorities about the discharge of their functions and other matters which he considers to be related. It is issued following consultation in accordance with section 3(11) of the Act.

The Code does not replace or supersede the existing legal framework for access to and re-use of public sector information provided by the:

- Freedom of Information Act 2000 (as amended by the Protection of Freedoms Act 2012)
- Environmental Information Regulations 2004
- Re-use of Public Sector Information Regulations 2005
- Infrastructure for Spatial Information in the European Community (INSPIRE) Regulations 2009, and
- Sections 25 and 26 of the Local Audit and Accountability Act 2014 which provides rights for persons to inspect a local authority's accounting records and supporting documentation, and to make copies of them.

One of the definitions of a local authority under the transparency code is “a parish council which has a gross annual income or expenditure (whichever is higher) exceeding £200,000.”

The parish council has reached the £200,000 threshold for the year ending 31st March 2025.

15. EXPENDITURE EXCEEDING £500

Melksham Without Parish Council publish ALL expenditure within the Council Full Council Meeting Minutes, which are publicly available on the Melksham Without Parish Council website www.melkshamwithout-pc.gov.uk and published monthly. Detailed below is a list of all the expenditure over £500 for the financial year 1st April 2025 to 31st March 2026 (without individual salary payments for Data Protection reasons). For further supporting information on the list of payments, please refer to the published Minutes or contact the Finance Officer admin@melkshamwithout-pc.gov.uk

Spend over £500 for 2025/26				
Cheque Ref	Payee Name	Transaction Detail	Date Paid	Net
V4467-BACS	JH Jones & Sons	Inv.4934- Safety surfacing cleaning	15/04/2025	£4,025.00
V4468-BACS	Shaw Village Hall	Grant 2025/26	15/04/2025	£9,250.00
V4454-BACS	JH Jones & Sons	5002-Parish Maintenance	25/04/2025	£1,980.47
V4457-BACS	Melksham Town Council	150-Market Place Toilets 24/25	25/04/2025	£5,000.00
V4459-BACS	WALC	Inv.0594- WALC & NALC subscrip	25/04/2025	£1,224.35
V4496-BACS	JH Jones & Sons	Inv.5017-Pavilion doors paint removal	23/05/2025	£1,678.00
V4497-BACS	JH Jones & Sons	Inv.5098-Parish Maintenance	23/05/2025	£2,285.64
V4498-BACS	JH Jones & Sons	Inv.5089-Pitch Fertilising	23/05/2025	£1,682.50
V4499-BACS	JH Jones & Sons	Inv.5031-SID Deployment	23/05/2025	£772.00
V4500-BACS	Melksham Town Council	Inv.TH158-VE Day contribution	23/05/2025	£500.00
V4501-BACS	Rialtas Business Solutions Ltd	Inv.762- Year end closedown	23/05/2025	£885.00
V4502-BACS	Wiltshire Council	Inv.166-Office rent-1.4-30.6.	23/05/2025	£3,093.25
V4504-BACS	Wiltshire Council	Inv.423-LHFIG-Beanacre gateway	23/05/2025	£2,731.52
V4507-BACS	Zurich Municipal	Inv.334- Parish Insurance	23/05/2025	£4,117.15

V4546-BACS	Arthur J Gallagher	Inv.588- Cyber Security	05/06/2025	£549.92
V4548-BACS	Age UK Wiltshire	Inv.13459- MCS April- June 25	05/06/2025	£3,090.00
V4531-BACS	Community Heartbeat Trust	Annual defib maintenance	24/06/2025	£975.00
V4532-BACS	Complete Weed Control	Inv.351- Parish weedspraying	24/06/2025	£1,755.00
V4534-BACS	JH Jones & Sons	5142- Parish Maintenance May 25	24/06/2025	£2,285.64
V4536-BACS	Wiltshire Publication	Inv.815- Spring Newsletter	24/06/2025	£530.00
V4565-BACS	Wiltshire Age UK	Inv.221-MCS July- Sept 25	23/07/2025	£3,090.00
V4568-BACS	Avon Printing Services	Inv.858- NHP Leaflet printing	23/07/2025	£1,214.00
V4570-BACS	JH Jones & Sons	5247- Parish Maintenance June 25	23/07/2025	£2,285.64
V4571-BACS	JH Jones & Sons	Inv.5208-Surface grooming	23/07/2025	£700.00
V4572-BACS	JH Jones & Sons	5221-Extra line mark FOF Tournament	23/07/2025	£528.00
V4575-BACS	Wiltshire Council	Inv.130-Office rent- 1.7-30.9.2	23/07/2025	£3,259.01
V4606-BACS	JH Jones & Sons	5293- SID Deployment 10/5-5/7	21/08/2025	£965.00
V4607-BACS	JH Jones & Sons	Inv.5207-Seeding of youth pitches	21/08/2025	£897.80
V4610-BACS	JH Jones & Sons	Inv.5338-Parsih Maintenance July 25	21/08/2025	£2,285.64
V4615-BACS	Wiltshire Publication	Inv.539-NHP Referendum advert	21/08/2025	£1,060.00
V4617-BACS	JH Jones & Sons	5384-rights of way board refer	21/08/2025	£840.00
V4620-BACS	SSE	24/25 Pavilion gas	21/08/2025	£2,277.92
V4628-BACS	Aquasafe Environmental Ltd	August PPM Visit & Chlorinatio	21/08/2025	£690.00
V4653-BACS	PKF Littlejohn LLP	Inv.907-External Audit 24/25	26/09/2025	£1,365.00
V4654-BACS	Core Clean	Inv.1053-Bus shelter cleaning	26/09/2025	£750.00
V4656-BACS	JH Jones & Sons	SHF Parish Maintenance August 25	26/09/2025	£2,285.64
V4659-BACS	Melksham Town Council	Christmas lights contribution	26/09/2025	£2,000.00
V4662-BACS	Wiltshire Council	489-Office rent-1.10-31/12/25	26/09/2025	£3,343.25
V4664-BACS	Berryfield Village Hall Trust	Transfer of public art maintenance fund	26/09/2025	£3,800.00

V4673-BACS	JH Jones & Sons	Inv.5398-Deep Slitting, surface grooming, verti draining and surface grooming	26/09/2025	£4,770.33
V4738-BACS	JH Jones & Sons	Inv.5482-Parish Maintenance Sept 25	27/10/2025	£2,285.64
V4739-BACS	Playsafety Ltd	Inv.92609- Annual ROSPA Inspection	27/10/2025	£896.00
V4740-BACS	Wiltshire Age UK	Inv.15225-MCS Q3	27/10/2025	£3,090.00
V4748-BACS	Wellers Hedleys	Inv.05-Legal fee Davey Play Area transfer	27/10/2025	£1,500.00
V4798-BACS	Cleveland Site Safe	Inv.7182-Part payment-Shed Shurnhold Fields	17/11/2025	£4,320.00
V4799-BACS	Cleveland Sitesafe	Inv.7188-Part payment-Shed Shurnhold Fields shed	21/11/2025	£4,320.00
V4802-BACS	Wiltshire Council	Bowerhill uncontested election	25/11/2025	£580.00
V4803-BACS	Atkinson Bookbinders Ltd	Inv.210- Book binding x14 book	25/11/2025	£1,640.00
V4805-BACS	Aquasafe Environmental Ltd	Showerhead supply 2X taps and Nov PPM visit	25/11/2025	£1,350.00
V4806-BACS	Arien Signs LTD	Berryfield allotment Noticeboard	25/11/2025	£979.00
V4808-BACS	Core Clean	Inv.1070-Bus shelter clean	25/11/2025	£750.00
V4812-BACS	JH Jones & Sons	Inv.5598-Parish Maintenance	25/11/2025	£2,285.64
V4815-BACS	Place Studio Ltd	064-Training for MWPC & MTC and updating NHP Website	25/11/2025	£1,738.80
V4816-BACS	Tollgate Security Ltd	Inv.317-Annual alarm mainten	25/11/2025	£634.00
V4847-BACS	Cleveland Sitesafe	Inv.7194- Delivery of shed- Shurnhold Fields	19/12/2025	£1,200.00
V4849-BACS	JH Jones & Sons	Inv.5651- Parish Maintenance	19/12/2025	£2,285.64
V4855-BACS	Wiltshire Council	431- Office rent- 1/1/26-31/3	19/12/2025	£3,343.25
V4857-BACS	JH Jones & Sons	Inv.5701-SID Deployment-6th Deployment	19/12/2025	£772.00

V4883-BACS	Ace Shelters (eCapital Commerc	Replacement bus shelter-Beanacre	27/01/2026	£3,775.00
V4888-BACS	JH Jones & Sons	Inv.5728-Parish Maintenance	27/01/2026	£2,285.64
V4890-BACS	ROSPA Play Safety	Inv.643- Wood testing Beanacre	27/01/2026	£550.00
V4891-BACS	UK Energy Services	Inv.1198-Ventilation service	27/01/2026	£762.00
V4892-BACS	Wiltshire Age UK	MCS Service-Jan- March 26	27/01/2026	£3,090.00
V4943-BACS	Core Clean	Inv.1085-Bus shelter deep clea	04/02/2026	£750.00
V4926-BACS	JH Jones & Sons	Inv.5782-Parish Maintenance	27/02/2026	£2,285.64
V4929-BACS	Place Studio Ltd	Inv.075-Appeal Representations	27/02/2026	£3,182.00
V4966-BACS	JH Jones & Sons	Inv.5838-Parish Maintenance	26/03/2026	£2,285.64
V4967-BACS	Wiltshire Council	Office rent- 1/4/26- 30/6/26	26/03/2026	£3,343.25
V4968-BACS	Woodland & Countryside Manage	Inv.08- Parish tree inspection	26/03/2026	£1,245.00

16. GOVERNMENT PROCUREMENT CARD

Melksham Without Parish Council do not use a Government Procurement Card, and as such have no information to declare.

17. PROCUREMENT INFORMATION

During the financial year ending 31st March 2026 Melksham Without Parish Council did not publish any invitations to tender with a value over £5,000

During the financial year ending 31st March 2026 Melksham Without Parish Council issued the following order with a value over £5,000.

1. PO 2526007 (issued 21st October 2025) to Cleveland Sitesafe Ltd for the purchase of a Apex Toolsafe 148 shed for Shurnhold Fields. This totalled to £9,840 + VAT.

18. SOCIAL HOUSING ASSET VALUE

Melksham Without Parish Council has no Social Housing stock.

19. GRANTS TO VOLUNTARY, COMMUNITY AND SOCIAL ENTERPRISE ORGANISATIONS

For the 2025/26 financial year, grants were awarded at the Annual Parish meeting on 3rd March 2025 and, as per guidance, must be accounted for in the year that payment was made; therefore, these payments are shown in the 2024/25 financial year. The grant awards for 2025/26 are included in the table below.

*Please note that although the £9,250 grant awarded to Shaw Village Hall is included in the below list for 2025/26, the payment was made in April 2025 by BACS, so it is included in the 2025/26 accounts, not the accounts for 2024/25. For clarity, the total amount for 2025/26 grants included in the 2024/25 accounts is £26,651.50, with £9,250 included (Shaw Village Hall) in the 2025/26 accounts. This means that the total amount awarded for grants for 2025/26 is £35,901.50.

The parish council contributed £500 towards VE Day and £2,000 towards the Melksham Christmas Lights.

ORGANISATION	Awarded for 2025/26 but included in accounts for 2024/25
Bowerhill Village Hall Trust	£5,000.00
Shaw Hill Playing Field and Village Hall	*£9,250.00
Berryfield Village Hall	£1,700.00
Bowerhill Residents Action Group (BRAG)	£450.00
Berryfield & Semington Rd Action Group (BASRAG)	£500.00
Community Emergency Group (CEG)- Whitley and Shaw	£220.00
Community Action Whitley Shaw (CAWS)	£2,250.00
4Youth (South West) - formerly Young Melksham	£3,000.00
2385 (Melksham) Squadron ATC	£224.50
Bowerhill Baby & Toddler Group	£1,500.00
Group Five	£500.00
Melksham PHAB Club	£500.00
Wiltshire Air Ambulance	£1,000.00
Melksham Community First Responders	£500.00

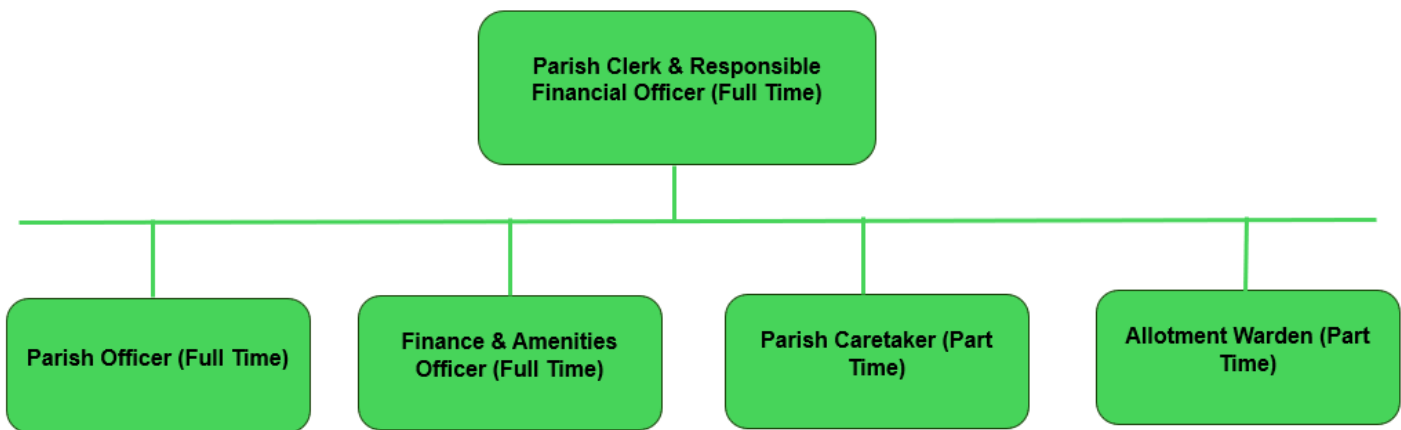
Age UK Wiltshire	£300.00
Alzheimer's Support	£450.00
Read Easy	£100.00
Meadowbrook (Wiltshire) CIC	£300.00
RUKSAK45218	£0.00
Wiltshire Search and Rescue Team	£500.00
Friends of Giffords Surgery	£700.00
St John Ambulance Devizes and Central Wiltshire Network	£250.00
FearFree Charity (Formally Splitz Support Service)	£750.00
Melksham Food & River Festival	£400.00
Shaw & Whitley Community Hub Ltd	£1,000.00
that meeting space administered by GoodNews Church	£250.00
Crimestoppers Trust – Wiltshire Volunteer Committee	£150.00
Melksham Carnival	£90.00
Melksham & District Historical Association	£300.00
Melksham Man Down	£350.00
Friends of Shurnhold Fields	£0.00
Shaw & Whitley Connect	£250.00
Melksham Remembers	£317.00
Melksham Transport User Group	£400.00
AFC Melksham (Disabled)	£300.00
Melksham Gardeners' Society	£300.00
Melksham Amateur Swimming Club	£300.00
Shaw & Whitley Garden Club	£250.00
Melksham WI	£100.00

Avon Bowls Club	£200.00
Melksham and Corsham Gateway Club	£200.00
Shaw and Whitley Art Group	£200.00
Melksham Tourist Information Centre	£600.00
Total	£35,901.50

20. ORGANISATIONAL CHART

In the 2025/26 financial year one employee of Melksham Without Parish Council salary exceeded £50,000. As such an organisational chart for Melksham Without Parish Council is required to be published. All employed staff are permanent.

Melksham Without Parish Council Staffing Structure



The contact information for each parish council employee can be found on the parish council website, as per the below link:

<https://www.melkshamwithout-pc.gov.uk/index.php?page=officers>

21. SENIOR SALARIES

The parish council are required to publish details of any senior employee salaries, job title and responsibilities for those earning over £50,000 per annum. In the 2025/26 financial year, one member of staff at Melksham Without Parish

Council received a salary of more than £50,000, due to additional paid hours worked.

Job title: Clerk and Responsible Financial Officer

Salary bracket: £47,181- £52,413 (NALC LC3)

The Clerk is the proper officer for the parish council and is responsible for ensuring that the council operates lawfully and efficiently. The Clerk line manages all staff and is the Responsible Financial Officer which includes financial management, budgets, insurance and risk.

No Melksham Without Parish Council employee receives a salary of £150,000 or more.

22. PAY MULTIPLE

Section 38 of the Localism Act 2011 required local authorities to publish a statement on the relationship between remuneration of chief officers and the remuneration of other staff. This is recommended to be demonstrated as a pay multiple to illustrate the authority's approach to pay dispersion.

Local authorities must, under this Code, publish the pay multiple on their website, defined as the ratio between the highest paid taxable earnings for the given year (including base salary, variable pay, bonuses, allowances and the cash value of any benefits-in-kind) and the median earnings figure of the whole of the authority's workforce. The measure must:

- cover all elements of remuneration that can be valued (e.g. all taxable earnings for the given year, including base salary, variable pay, bonuses, allowances and the cash value of any benefits-in-kind)
- use the median earnings figure as the denominator, which should be that of all employees of the local authority on a fixed date each year, coinciding with reporting at the end of the financial year, and
- exclude changes in pension benefits, which due to their variety and complexity cannot be accurately included in a pay multiple disclosure.

1.97:1 is the ratio of the Clerk remuneration to the median of the rest of the staff.

It should be noted that during 2025/26 the parish council employed three full time employees and two part time employees. The pay multiple has been calculated in accordance with the Local Government Transparency Code 2015 using the median earnings figure of the whole workforce.

23. TRADE UNION FACILITY TIME

No staff members spend time as Union Representatives and no money is spent on Union Activities.

24. PARKING ACCOUNT

