



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Monday 26th February 2024

To all members of the Council Finance Committee: Councillors John Glover (Chair of Council & Committee), David Pafford (Vice Chair of Council), Alan Baines, Richard Wood, Shona Holt, Robert Shea-Simonds (Vice Chair of Committee) & John Doel

Dear Finance Committee members

You are invited to attend the **Finance Committee meeting** which will be held on **Monday 4th March 2024 at 7.00pm at Melksham Without Parish Council Offices (First Floor), Melksham Community Campus, Market Place, SN12 6ES** to consider the agenda below:

TO ACCESS THE MEETING REMOTELY, PLEASE FOLLOW THE ZOOM LINK BELOW. THE LINK WILL ALSO BE POSTED ON THE PARISH COUNCIL WEBSITE WHEN IT GOES LIVE SHORTLY BEFORE 7PM.

Click link here:

<https://us02web.zoom.us/j/2791815985?pwd=Y2x5T25DRIVWVU54UW1YWWE4NkNrZz09>

Or go to www.zoom.us or Phone 0131 4601196 and enter: **Meeting ID: 279 181 5985**
Passcode: 070920. Instructions on how to access Zoom are on the parish council website www.melkshamwithout.co.uk. If you have difficulties accessing the meeting please call (do not text) the out of hours mobile: 07341 474234

To access the agenda online please scan the below QR code.

YOU CAN ACCESS THE AGENDA PAPERS HERE

Yours sincerely

Teresa Strange, Clerk



AGENDA

1. **Welcome and Housekeeping**
2. To receive **Apologies and approval of reasons given.**
3. a) To receive **Declarations of Interest**
b) To consider for approval any **Dispensation Requests** received by the Clerk and not previously considered.
4. 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 during consideration of business, where publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.
5. **Public Participation**
6. **Grant Aid:**
 - a) To note the Grant Aid policy prior to reviewing grant applications.
 - b) To note budget provision for Grant Aid 2024/25
 - c) To consider Grant Aid applications for 2024/25
 - d) To agree way forward for payment of grant awards
7. **Bowerhill Sports Field:**
 - a) To note update on application to Suez for the landfill tax grant
 - b) To consider applying to the Football Foundation grant fund for drainage and approve quotation to undertake pitch assessment required
 - c) To consider applying to the Football Foundation for the grass pitch maintenance fund and approve costs associated with grounds maintenance course required.
 - d) To consider fees and charges for the 2024/25 football season
8. **Audit and Year End:**
 - a) To note year end closure on accounting system scheduled to take place on Thursday 18th April 2024
 - b) To note 2nd Internal Audit visit for 2023/24 due Friday 5th April 2024
 - c) To appoint Internal Auditor for 2024/25
9. **Bank Signatories:** To note confirmation of bank signatories listed on Lloyds Bank following recommendation from the internal auditor.
10. **CCLA:** To receive update on CCLA Public Sector Deposit Fund
11. **Public Works Loan:** To note public works loan has now been paid off in full.

Copy to: All Councillors

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