



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Monday 28th September 2015

To all members of the Council Finance Committee: Cllr John Glover (Committee Chair, Cllrs Richard Wood, Alan Baines, Pat Nicol, Mike Mills and Rolf Brindle.

Dear Finance Committee members

Re: FINANCE COMMITTEE MEETING

You are summoned to attend the Finance Committee Meeting which will be held on **Monday 5th October 2015, at 7.30pm** at **Crown Chambers, 7 Market Place, Melksham, SN12 6ES** to consider the agenda below.

Yours sincerely

Teresa Strange
Clerk

AGENDA

1. **Welcome, Housekeeping and Apologies**
2. To receive **Declarations of Interest**
3. **Public Participation**
4. To note receipt of revised **Financial Regulations** (adopted Jun 2015).
5. To consider impact of **FSCS (Finance Services Compensation Scheme)** now covering deposits of small local authorities.
6. **Existing Banking arrangements:**
 - a) To close 30 day notice account.
 - b) To set up direct debit payment for Wiltshire Waste.
 - c) To approve amendments to Bank mandate to correct incorrect information held.
7. To consider **new Online Banking arrangements:**
 - a) To decide if to duplicate cheque authorisation procedure or consider a new procedure
 - b) To chose online bank provider.
 - c) To consider delegated powers for officers to facilitate setting up online banking arrangements and pre-paid cards.
8. To chose **pre paid card provider.**

Serving rural communities around Melksham

9. To consider **Quarterly Finance Report.**

10. To note HMRC Correspondence:

- a) To note waiver of VAT registration.
- b) To note approval of dispensation for expenses payments and benefits.

Please note that the Asset Working Party is due to start at 8.30pm, following this meeting.

Copy to: All Councillors