



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

Sports Pavilion, Westinghouse Way,
Bowerhill, Melksham,
Wiltshire. SN12 6TL
Tel: 01225 705700

Email: clerk@melkshamwithout.co.uk

Web: www.melkshamwithout.co.uk

Wednesday 3rd March 2021

To all members of the Council Finance Committee: Cllr Richard Wood (Chair of Council), Cllr John Glover (Vice Chair of Council and **Chair of Finance Committee**), Cllr Alan Baines (**Vice Chair of Finance Committee**), Cllrs Nick Holder, Paul Carter & Paul Taylor

Dear Finance Committee members

You are invited to attend the Finance Committee Meeting which will be held on **Monday 8th March 2021 at 7.00pm** to consider the agenda below.

PLEASE NOTE THAT THIS IS A REMOTE VIRTUAL MEETING. TO ACCESS THE MEETING PLEASE FOLLOW THE ZOOM LINK BELOW. THE MEETING WILL ALSO BE STREAMED LIVE ON YOUTUBE, THE LINK WILL BE POSTED ON THE PARISH COUNCIL WEBSITE AND SOCIAL MEDIA CHANNELS WHEN IT GOES LIVE SHORTLY BEFORE 7PM.

Click link here

<https://us02web.zoom.us/j/2791815985?pwd=Y2x5T25DRlVWVU54UW1YWWE4NkNrZz09>

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

Yours sincere

Teresa Strange
Clerk

Copy to: All Councillors

AGENDA

1. **Welcome & 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 the consideration of the following items of business (Items 9 & 10) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.
5. To review Risk Register
6. To note actions undertaken from 2020/21 interim Internal Audit report observations
7. To receive latest update on Berryfield Village Hall Tender process and agree how/who to open tenders under Covid restrictions (6th April) and approve financial checks to be undertaken on potential contractor
8. To agree way forward on bookable pitches at Bowerhill Sports Field over summer months (further to feedback received from contractors and users)
9. To approve play area repair quotation (*to follow*)
10. To approve parish weed spraying quotation (*to follow*)

Copy to: All Councillors