



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

First Floor
Melksham Community Campus,
Market Place, Melksham,
Wiltshire, SN12 6ES
Tel: 01225 705700

Email: clerk@melkshamwithout-pc.gov.uk
Web: www.melkshamwithout-pc.gov.uk

Friday 20th December 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 6th January 2025 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&omn=89381690722>

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-pc.gov.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

A handwritten signature in cursive script that reads "T. Strange".

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.
c) To note that Councillors living in the Parish have a **dispensation** for Precept setting.
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. To consider request for funding **Melksham Town Council events** in 2025/26, following further information provided.
7. **To note for background information:** Minutes of Finance Committee 8th January 2024 (annotated with 2023/24 year end figures)
8. **Community Infrastructure Levy (CIL):**
 - a) To note CIL income received in 2024/25 and agree potential CIL income figure to include for 2025/26.
 - b) To note parish council's agreed uses of CIL and to consider more project specific spend for current and next financial year.
 - c) **East of Melksham Community Centre:** To consider the town council update on the current project status as part of due diligence review of the legal CIL funding arrangement.
9. **Solar Farm Community Funding:**
 - a) To agree appropriate potential income figure for 2025/26.
 - b) To consider spend of Solar Farm funding for current and next financial year.
10. **Reserves:**
 - a) To review Financial Reserves Policy
 - b) To consider contribution to Reserves and spending from Reserves for current and next financial year.

11. **Budget**

- a) To review and consider Budget for 2024/2025 against anticipated position at year end; and estimate for 2025/2026.
- b) To recommend virements against Budget for 2024/2025.
- c) To recommend Budget for 2025/2026.

12. **Precept**

- a) To note "Town & Parish Councils Council Tax Factsheet October 2024
- b) To note confirmed Taxbase number for 2025/26.
- c) To recommend Parish Council Precept for 2025/2026.

13. To review **Investment Policy**.

14. To review **Risk Register**.

15. **Internal Audit visit:** To receive feedback from internal audit visit (1 of 2 for 2024/25) on Wednesday 18th December and consider report.

- a) To approve revised Tender arrangements for current grasscutting tender.
- b) To amend Financial Regulations regarding signatories on Bank Reconciliations to match current practice

16. To consider submitting comments to **Government consultation on Local Audit Reform** <https://www.gov.uk/government/consultations/local-audit-reform-a-strategy-for-overhauling-the-local-audit-system-in-england/>

Copy to: All Councillors