

**MINUTES of the Full Council of Melksham Without Parish Council held on  
Monday 14 December 2020**

**(DUE TO THE ON-GOING COVID 19 PUBLIC HEALTH CRISIS THIS MEETING WAS  
HELD VIRTUALLY VIA ZOOM AND ALSO LIVE STREAMED VIA YOUTUBE FOR  
MEMBERS OF THE PUBLIC TO WATCH)**

**Present:** Councillors Richard Wood (Chair), John Glover (Vice Chair), Alan Baines, Paul Carter; Terry Chivers, Greg Coombes, David Pafford, Stefano Patacchiola, Mary Pile and Robert Shea-Simonds

**Officers:** Teresa Strange (Clerk) and Lorraine McRandle (Parish Officer)

**In attendance:** 2 Members of public present

**209/20        Welcome, Announcements & Housekeeping**

The Clerk reminded those present the meeting was being recorded for the purposes of the minutes and was also being live streamed via YouTube. Both recordings to be deleted once the minutes had been approved, with the YouTube staying live until then.

**210/10        To receive Apologies and consider approval of reasons given**

Apologies were received from Councillor Holder who was attending an Area Board meeting that evening and Councillor Taylor who was working.

The Clerk explained she had contacted the Community Engagement Manager to suggest that Area Board meetings did not take place on Mondays, as both the Parish and Town Council hold their meetings on the same evening and therefore this precluded councillors from attending meetings and members of the public having to decide which meeting to attend.

**211/20        Invited Guests:**

**Wiltshire Councillor Nick Holder (Melksham Without South) &  
Wiltshire Councillor Phil Alford (Melksham Without North)**

Unfortunately, both Councillors Holder and Alford were attending an Area Board meeting, but hoped to attend later in the evening, if possible.

**212/20 a) To receive Declarations of Interests**

Councillor Wood declared an interest in item 13e regarding the Chair's allowance.

**b) To consider for approval any Dispensation Requests received by the Clerk and not previously considered**

None.

**213/20 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 9b), 10a, 10c(i), 11b & 11c) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

**Resolved:** Items 9b), 10c(i), 11b & 11c be discussed in closed session for the following reasons:

9b: Reason B - Terms of Tender

10a: Reason B – Proposals for Negotiations

10c(i): Reason B – Proposals for Negotiations

11b – Reason B – Terms of Tenders

11c – Reason B – Terms of Tenders

**214/20 Public Participation**

Gary Cooke, Boomerang explained following a recent pre app meeting with both members of the Town and Parish Council was happy to discuss his proposals for the former Christie Miller and golf course site at Bowerhill, as well as answer questions, following Wiltshire Council inviting bids for the site from interested parties.

Mr Cooke explained his proposals for the site, included a large leisure complex with bids needing to be submitted to Wiltshire Council by 22 December, with the successful bidder being notified in February.

Members agreed to wait until item 10d regarding the Christie Miller site to ask questions and for Mr Cooke to expand on his proposals for the site.

**a) To note Wiltshire is in Tier 2**

The Clerk explained Wiltshire were currently in Tier 2 restrictions, with Tiers being reviewed on 16 December.

It was noted earlier in the day, London, parts of Herefordshire and Essex had been placed in Tier 3 by the Government with immediate effect, following an increase in Covid 19 cases in those areas.

It was noted a member of the public had renamed themselves Councillor Alan Baines, with the permission of Members, they were subsequently removed from the meeting by the Clerk.

Councillor Coombes joined the meeting at 7.09pm.

**b) To note decisions of Melksham Town Council regarding “way forward” for operational/policy decisions and emergency response plan (Min 190c/20 Full Council 23/11/20)**

The Clerk explained on looking at the Town Council minutes of 16 November, it was unclear they answered the questions raised at the Full Council meeting on 23 November and therefore had spoken to the Town Clerk. It was understood the Town Clerk was looking to review their Emergency Plan, which would hopefully look at some of the questions raised regarding a way forward.

**c) To consider staff secondment to MCS after Christmas**

The Clerk explained she had placed this on the agenda as it had been agreed to review the level of staff support for MCS in the new year and reminded Members officers were still in response mode, with herself providing support one day a week and the Finance & Amenities Officer providing support occasionally and sought a steer from Members what level of support they wished officers to provide in emergency mode in the new year.

Councillor Wood raised concern at the smooth running of the council against civic duty in supporting the community in the current pandemic, particularly as the Town Council were not providing officer support to MCS.

Councillor Robert Shea-Simmonds asked if the new Age Friendly Co-ordinator was responsible for co-ordinating there was enough people to support Melksham Community Response, including officers from both councils.

The Clerk explained that the Co-ordinator was arranging the rota, and this was arranged at the weekly team call where the Clerk would need to advise if she – and the other MWPC officers - were available or not to help support MCS. It was noted that Town Council staff had not been involved since just before the second lockdown (apart from part time staff in a volunteer capacity).

Councillor Pafford asked if discussions could be had with someone at the Town Council regarding their level support for MCS.

It was suggested Councillor Wood discuss the level of Town Council officer support to assist MCS with the Town Mayor.

**Resolved:** Councillors Glover, Wood, Baines and Pile be given delegated powers to decide the level of officer support for MCS in the new year bearing in mind the level of need.

## **216/20 To note revised list of meeting dates for 2021**

The Clerk explained there had a change in meeting dates for next year for various reasons. The Highways meeting had been moved forward to 1 February, to get comments to CATG with more time, also no policy making decisions would be able to take place during “Purdah”; the period of heightened sensitivity before the May elections. The Annual Parish meeting had been provisionally set for a date in May, but awaiting confirmation of the booking at Bowerhill Village Hall.

As no Christmas Meal could take place this year due to Covid restrictions, the Clerk suggested as there was a free meeting date on 29 March this be set aside for a festive get together and to celebrate the last 4 years prior to the elections in May.

### **a) To note Parish Officers on leave between 24 Dec - 3 January**

The Clerk informed Members, that Officers would be on leave between 24th December and 3<sup>rd</sup> January. However, Members would be able to contact herself for urgent Parish business, via the emergency number which was provided and was also available on the website.

**217/20            To approve the Minutes of the Full Council meeting held on  
23 November 2020**

It was discussed whether any amendments to minutes needed to be recorded in the minutes, as the minutes signed by the Chair would include any handwritten amendments prior to signature and would be available in the minute book.

It was agreed not to record amendments in the minutes of meetings in the future.

**Resolved:** To approve the Full Council minutes of 23 November 2020, to be duly signed by the Chair.

**218/20            To approve the Confidential Notes relating to Min Nos 191b/20 – To  
Approve the Confidential Notes to accompany mins 142/20g &  
143a/20 of the Full Council Meeting held on 26 October 2020 and Min  
194/20: Asset Management – To consider quotations for tree work  
and appoint contractors**

**Resolved:** To approve the Confidential Notes accompanying the Full Council minutes of 23 November 2020, to be duly signed by the Chair.

It was noted a member of public identifying themselves as Councillor Willie Brewer had joined the meeting and subsequently changed their name to Councillor Alana Baines, with the permission of Members, the Clerk rejected them from the meeting.

**219/20            Planning**

**a) To approve the Minutes of the Planning Committee meeting held  
on 30 November 2020 and Confidential Notes relating to Minute  
208d – To Note Contact with Developers**

Unfortunately, the last few pages of the minutes were missing, therefore, it was agreed to defer the approval of these minutes and the confidential notes until the Full Council meeting in January.

**b) To formally approve Planning Committee recommendations  
contained within the minutes of 30 November 2020**

The Clerk explained that given the time sensitivity of the recommendations within the minutes they had already been undertaken:

Min 203/20: New Premises Licence: To contact Wiltshire Council supporting the Town Council in their objections to a burger van in the Market Place 7 days a week.

Min 207/20biii Update on proposed way forward on a review of the Neighbourhood Plan: It was resolved to place on item on tonight's agenda to discuss funding arrangement prior to organising a meeting with the Town Council.

Min 208/20: To note any contact with Developers: The Clerk explained it had been resolved to arrange pre app meetings with two developers, with these having taken place the previous week.

**c)C Neighbourhood Plan:**

**i) To consider funding criteria between the Parish and Town Council for the new Neighbourhood Plan**

Item to be held in closed session.

Proposed by Councillor Wood and seconded by Councillor Carter.

**Resolved:** The Council's negotiating stance be to recommend the funding criteria be based on the electorate in each parish with a fallback of using the tax base.

Councillors Wood and Baines to be the Council representatives at these discussions.

**ii) To note Wiltshire Council are undertaking Reg 16 consultation: Wednesday 2 December until Wednesday 3 February**

Members noted Wiltshire Council were currently undertaking the Reg 16 consultation, with those who had submitted comments at Reg 14 being contacted by Wiltshire Council.

**d i) To note bids currently being submitted for Christie Miller site**

To note Wiltshire Council were inviting bids from various interested parties for the Christie Miller site, with these having to be submitted by 22 December 2020.

**ii) To consider Parish Council views of future use of Christie Miller site**

Councillor Glover sought clarification as to whether other potential bidders had contacted the Council regarding their intention to bid for the site. The meeting was informed no other bidders had contacted the Parish Council.

Councillor Baines stated that within the Core Strategy it said 'Further employment growth in Melksham will have to further diversify the employment base, providing protection against possible future changes in the employment market. The regeneration and improvement of existing employment sites, such as the Bowerhill Industrial Estate, remains a priority', therefore the Parish Council would be looking for employment principally on this site and hoped any bids included an element of extra employment.

Councillor Shea-Simonds, sought clarification to reference to indoor bowling at the recent pre app meeting and whether this was 10 pin bowling.

Mr Cooke clarified indoor bowls would be of 'crown green bowling' standard.

Standing Orders were suspended to allow Mr Cooke to show the map of his proposals for the site and the fields behind the former 'golf course'.

Clarification was sought from Mr Cooke that he was happy that any information discussed at the meeting would be within the public domain, to which Mr Cooke stated he had no objection.

Mr Cooke explained proposals for the site, including the relocation of the recycling centre to the former 'golf course land'.

Several Councillors welcomed proposals which attempted to bring back an element of sports and employment for the site and noted Phase 2 proposals for the land to the North (not part of the bid site) and expressed preference for economic development of this site as opposed to residential, which was currently proposed and awaiting a decision by Wiltshire Council

Councillor Glover expressed caution in welcoming a leisure element, as this could prejudice the Parish Council if an alternative bidder was successful in their bid for the site and suggested a response of welcoming economic development of the area which was not residential.

**Resolved:** To welcome redevelopment of the Christie Miller site for economic development, be it leisure or industrial and welcome proposals for non residential use of land adjacent to the existing commercial area of Bowerhill.

Mr Cooke left the meeting at this point.

## **220/20      Highways & Streetscene**

- a)      A350 by-pass. To note consultation extended until Sunday, 17 January 2021 and consider additional comments to Wiltshire Council's informal consultation into potential routes/proposals (Min 193c – Full Council 23/11/20)**

The Clerk explained this item had been placed on the agenda in case Members wished to revisit this item following the deadline extension, as resolved at the Full Council meeting on 23 November.

Members agreed that did not wish to add to their previous comments on proposals for the A350 by-pass.

- b)C      To consider quotes for Speed Indicator Device (SID) installation**

Held in closed session.

**Resolved:** To accept the quotation from Idverde of £1,110.58 at £42.71 plus VAT per movement.

That the device and batteries include the contact details of the Parish Council in order that can be returned/located easily in future.

- c)C      To consider bus shelter quotes for bus shelter in Falcon Way, Bowerhill**

Held in closed session.

**Resolved:** To defer a decision until the Full Council meeting in January to ascertain quotations/information on the provision of electrics to provide lighting and in the future real-time bus information from both Wiltshire Council and the bus shelter providers.

**d) To consider correspondence re street lighting levels at night in rural areas of the parish (Redstocks & Sandridge Lane)**

Correspondence had been received from Stuart Brown, External Lighting Consultant, Atkins Global regarding the Parish Council's request that the new LED lighting in rural areas of the parish be monitored following concerns from residents of Redstocks at the impact on wildlife, as well as the timing of lights during the evening in the whole of the parish.

Mr Brown had responded stating consideration was given to the impact of lighting in rural areas, through the specification of equipment to illuminate to a lower level than urban areas.

Regarding the timing of the lights, Mr Brown responded stating, 'although the normal operation was to dim lighting after midnight for improved highway safety, recognised the removal of part night lighting in communities where it existed previously could have impact and would be more than happy to reflect the previous part night operation on units, 1, 2, 6, 7, 8 and 9 in Redstocks'.

This information was forwarded to a resident of Redstocks who had brought this matter to the attention of the Parish Council originally, who stated 'the map provided was not accurate as it omitted the light on the right hand side between light 2 and 4, which is very bright, also light 5 has been changed to LED and the residents near this light would appreciate this light be included in any future remediations. Light 0004, was not functional but has recently been fixed and is now LED and asked if this could be included and that shielding be provided on those lights that remain on all night'

The resident welcomed the introduction of part time night operation, but disputed the new lights provided 50% less emissions.

Clarification was sought that all residents of Redstocks were of the same opinion and whether the Parish Council should approach other residents before making a decision.

It was clarified the collective view of residents in Redstocks was that remediation to improve the impact of the new LED lighting on the rural nature of Redstocks be investigated, it was also noted that the lighting in Redstocks would be reverting to what it was prior to the installation of LED lighting.

Regarding Sandridge Lane lighting and the impact on the rural nature of the lane, Councillor Baines asked if the Parish Council wished to consider this area in part-time night lighting, following representation from a resident of Sandridge Lane.

Councillors also noted there was no evidence of these new lights being dimmed, as suggested by Wiltshire Council and felt it would be useful to see this being employed in order to gauge if this would be useful in other parts of the parish.

**Resolved:** To thank Stuart Brown for his response to resolve the issue, but to query why the lamp on pole No 3, between 2 and 4 was not included in the map and to ask that all lamps in Redstocks be part night-time.

To ask where street lighting is dimmed in the Melksham area, in order to evaluate for other parts of the parish, such as Sandridge Lane.

## **221/20      Asset Management**

### **a) Play Areas**

#### **i)      Benches Hornchurch Road, Bowerhill POS (Min 194b – Full Council 23/11/20)**

The Clerk explained concern had been raised that the fixings for the benches might not be substantial, given the benches had been removed on a two separate occasions.

The Clerk explained following investigation, it appeared the fixings were substantial and that was why the benches had been damaged beyond repair while being removed by residents and sought a steer from Members if they wished the benches to be replaced.

Confirmation was sought on costs, with the Clerk clarifying the approximate cost would be £370 each excluding VAT and installation costs.

It was noted the ground conditions were quite boggy at present and therefore it was suggested to leave installing the benches until the Spring.

**Resolved:** To defer installing new benches until the Spring. To asked Young Melksham during their outreach work at Hornchurch Road POS area if they can try and find out why this might be happening and what could be done to avoid it happening in the future.

**ii) Safety surfacing**

The Clerk explained Ministry of Play had cleaned all safety surfaces within Parish Council managed play areas, except for Hornchurch Road, as unfortunately he could not gain access due to a fixed bollard being installed, following damage to the retractable access bollard.

The Clerk had asked the contractor to evaluate the condition of the safety surfacing whilst undertaking this work, and he had advised that safety surfacing at both Kestrel Court and Berryfield Play areas would require some remedial work, but could wait until the Spring with the contractor suggesting approximate repair costs being in the region of £3,000.

**Resolved:** To put £3,000 in the 2021/22 budget and to undertake these repairs in the Spring.

**iii) To consider replacing missing bin at Holbrook Vale, Berryfield**

The Clerk explained several requests had been received to replace damaged bins.

It was clarified that Wiltshire Council's policy was not to replace damaged/missing/burnt out bins, but to ask the relevant parish/town council to fund replacements, however, they would continue to empty them.

Regarding the installation of additional bins, these would again have to be funded via the relevant parish/town council, but Wiltshire Council would not empty these, therefore councils would have to fund this themselves.

**Resolved:** To replace the bin at Holbrook Vale, Berryfield and to give the Clerk delegated powers to replace bins and to

include funding for replacement bins within the budget for next year.

It was asked if bins are replaced due to vandalism, and then vandalised again, that their replacement be placed on an appropriate agenda for Members' consideration.

To report back any delegated decisions regarding the replacement of bins at future Asset Management meetings.

**iii) To consider response from St Barnabas Church Re maintenance access to Beanacre Play Area**

The Clerk explained having held further discussions with members of the church, an access to Beanacre Play Area would be maintained but more details were to be discussed at a later date.

**iv) To note non glysohate weed killer trial used at Shaw Play Area**

The Clerk explained she was aware Wiltshire Council had been looking at alternative solutions to replace the use of glysohate, and had questioned the new head of Highways, but as yet, they had not found an effective solution in removing weeds that was more environmentally friendly and prevented early regrowth.

However, at a recent Clerks' meeting noted Tisbury had been using a non glysohate solution effectively produced by the Royal Horticultural Society (RHS). As weeds had been reported in the Shaw Play area in the safety surface with a recommendation from the contractor to clear as soon as possible with glysohate, the officers had purchased some for the Parish Caretaker to trial in this area. However, it would appear these had already been removed (possibly from the grasscutting contractor), therefore the Clerk was unable to report back on how effective this was.

Councillor Glover noted at a previous meeting it had been agreed Councillor Taylor would provide a report on non glysohate weed killers/effective weed treatments.

The Clerk explained whilst it was noted Councillor Taylor was tasked to provide a report, as weeds had been reported in the parish and was aware of a non glysohate weed killer had

purchased some at a cost of approximately £20 to ascertain its effectiveness as an option.

It was suggested to undertake trials in the pavilion car park, using this weed killer in the Spring to ascertain its effectiveness over a 6 week period.

**v) To arrange weekly visual inspections during office close down over the Christmas period**

As Council staff would be on leave during the Christmas period, (w/c 28 December) the Clerk sought volunteers to undertake the visual inspections of the various play areas within the parish in accordance with the Council's insurance requirements and risk assessment protocols.

Councillors volunteered for the following:

Bowerhill Playing Field/Basketball Court	Cllr Shea-Simonds
Kestrel Court Play Area	Cllr Glover
Hornchurch Road Play Area/MUGA	Cllr Pafford
Berryfield Play Area/Teen Shelter/MUGA	Cllr Wood
Shaw Play Area/MUGA	Cllr Chivers
Beanacre Play Area	Cllr Chivers
Briansfield Allotments	Cllr R Wood
Berryfield Allotments	Cllr Carter
Davey Play Area, Pathfinder Way	Cllr Carter

The Clerk passed on her thanks to councillors and asked if they could email her with the date and time the inspection took place and to let her know if they were unable to do the inspection, so that a staff member can undertake.

**vi) To note update on Pathfinder/Davey Play Areas**

The Clerk explained the Parish Officer had met with Mrs Davey the wife of Flt-Lt Davey and the daughter in-law of the former Commanding Officer of RAF Bowerhill to ask if she and her family would be happy for the play area at Pathfinder Place to be named Davey Play Area in memory of them both and was pleased to report Mrs Davey was delighted with this suggestion. The Clerk explained a sign would be ordered in due course.

A post installation inspection had taken place the previous week, with a site visit taking place involving the Clerk, Parish

Caretaker and the Adoptions Manager of Taylor Wimpey this Thursday at 10.00am prior to handover.

The Clerk explained she had instructed the Parish Council insurers to cover this play area to the value of £55,000, incurring a premium of £237.37 (pro rata to end of May), from the following day, in case the handover was completed prior to the Christmas break.

A suitable site/position for a parish council noticeboard will also be agreed on the site visit, and Taylor Wimpey have agreed to install this. Whilst the principle of a noticeboard at the small area of public open space had previously been agreed, the Clerk sought approval of the purchase of the noticeboard from Arien Signs, to the model the council had standardised on, at circa £700 excluding VAT, and once installed would also be included in the insurance cover.

The Clerk informed the meeting Taylor Wimpey had agreed to replace the bench on Pathfinder Way at their cost and to the specification of the Parish Council.

**Resolved:** To approve the £237.37 (pro rata) additional premium costs to include the play area at Pathfinder Place on the Council's insurance policy.

To note Mrs Davey had given her approval to the play area being named Davey Play Area.

To purchase as parish council "standard model" noticeboard for installation at the public open space at Pathfinder Place at approximately £700 excluding VAT.

## **b) New Berryfield Village Hall project**

### **i) To consider response from Bellway on request for additional land (*if received*)**

The Clerk explained it appeared there had been several changes to site managers hence why a response had not yet been received.

It was noted 71 dwellings appeared to be occupied.

**Resolved:** The Clerk contact the Chief Executive of Bellway regarding the Parish Council acquiring additional land adjacent to the village hall.

**ii) To note, following a meeting on 1 December, Kerry Lemon has been appointed to undertake the artwork on the village hall**

The Chair informed the meeting that artist Kerry Lemon had been appointed to undertake the artwork on the village hall following a recent steering group meeting.

The Clerk explained she had contacted Wiltshire Council following the retirement of the Public Art Officer seeking updates on the various art projects in the parish and to ascertain who the contract for the art project on this site would be held with. It was noted each Section 106 Agreement relating to public art was different.

**iii) To agree dates for tender shortlist**

The Clerk explained the advert for the village hall build tender had gone into various local publications.

The project manager would be contacting those who had expressed an interest with various questions and draw up a short list of 5.

It was agreed that the Finance Committee would be the body of councillors to review and make recommendations on the shortlist of contractors.

**iv) To note current and projected costs spreadsheet and give indication for budget preparation of where additional funds to be sourced.**

The Clerk explained she had made Members aware of a shortfall in the village hall project previously and sought a steer from Members where they wished the shortfall in funding to come from ie CIL payments, precept or public work loan and when they felt the village hall would be built for the purposes of the budget.

It was noted 71 properties were already occupied, however, it was felt the majority of the development would not be occupied until the Autumn next year. Therefore, it was agreed that the hall would not be complete before the 2022/23 financial year, given the majority of CIL funding would not be available until the development had been completed.

The Clerk explained there was a shortfall of income coming in from CIL of up to £100,000.

Councillor Glover asked if any further CIL payments were due. The Clerk clarified CIL funding was due from the Pathfinder Way development.

Councillor Glover suggested the Parish Council could identify this as the potential funding, if the Council had to pay out earlier for the hall and as the project progressed looked at whether this was an appropriate funding stream or to look elsewhere.

The Clerk suggested £150,000 of the Pathfinder Way CIL be put in reserves for approval at the budget setting in January, with a suggestion from members this could be restored in future financial years.

### **c) Shurnhold Fields**

**i) To note Minutes of Shurnhold Field Working Party on 19 November and consider any actions/requests from those meetings**

Members noted the draft minutes of the Shurnhold Field Working Group meeting held on 19 November, which were awaiting approval at the next meeting in January.

**ii) A Notice of Motion from Councillor Carter: "Given the usual exemplary service to the council, can the chairman give a progress report on Shurnhold Fields and explain why after 2.5 years we are still waiting for planning permissions"?**

Councillor Carter explained he was speaking as an individual, being a member of the Friends of Shurnhold Fields committee, as well as the working group and stated it was agreed in 2018 to install a car park at Shurnhold Fields and planning permission sought, notwithstanding the impact of Covid, the plans for the car park seemed to have stalled.

Councillor Carter stated Members of the Friends Group constantly asked for updates to which he would respond stating whilst various things had been agreed and passed on to the office, planning permission was still to be sought. When these delays had been

brought to the attention of the Chair and the office in March this year, he expressed disappointment that he had not received a reply, notwithstanding working group meetings and had asked for this item to be placed on the agenda tonight to receive an explanation as to why it had taken so long to seek planning permission.

Councillor Wood explained possession of the field had not taken place until November 2018, at which point the WW1 commemorative trees were planted, a tremendous amount of progress had taken place in the last two years, with the help of the Friends of Group, such as the creation of pathways, tree planting and orchard, wildflower meadow, installation of noticeboards, picnic tables and bins. The Environment Agency had advised on work to rejuvenate the stream and bring more light to it; which had also been undertaken.

Councillor Wood reminded Councillor Carter the original plan was for a car park for allotment users, however, it was felt at the time there wasn't a need for extra allotments, not to say there will not be a need in the future. The main issue was the entrance and the hardstanding, with professional drawings recently being drawn up, which whilst not supported by Councillor Carter was felt appropriate by the Clerk and asked the Clerk if these had been submitted.

The Clerk explained the Council had taken pre planning advice early on, with the advice being that a car park and shed may have been allowed under permitted development as a local authority, if small and modest. On seeking clarification on what was small and modest and been told without a plan this would be difficult to ascertain and whilst arguing at the time, that the area in question was originally due to be the car park for the rugby club, a scaled drawing was requested before a decision could be made. Land Drainage consent was also required but hopefully would not be an issue and the permission of the Environment Agency, as work would be within 8 metres of a watercourse, was also required.

The Clerk explained the drawings had gone to Highways, who felt the plans were not sufficient to allow the highway works necessary to be judged and had requested cross sectional drawings. Therefore, she would approach the architect to see if they were able to provide the cross sectional drawings, if not a civil engineer would need to be appointed.

Councillor Wood provided an overview of why there had been delays such as Covid, which had required officers to assist those in

need within the community for several months and stated the other issue being this was a joint project with the Town Council and therefore putting the Chair of the Parish Council on the spot and not the Town Council was a concern. Due to various staffing issues at the Town Council, this had meant 95% of the workload had been undertaken by the Parish Council.

Councillor Wood apologised if he had missed Councillor Carter's email in March and whilst understanding the frustration at the delays, a lot of work had been undertaken on this project and asked the Clerk when the planning application would be submitted.

The Clerk explained hopefully this would be done shortly, however, other work such as budget setting needed to be prioritised ready for the new year, with the Chair suggesting the Town Council could help. The Clerk replied some answers were still outstanding from the Town Council such as funding for the noticeboards, which it was understood would be on an agenda the following week and until the outcome of that meeting was known, was unable to order the noticeboards.

Several Members felt the input of Councillor Carter had been admirable in achieving so much, however, this was a joint project with the Town and therefore this motion should also be directed at them, as their officers should be providing support.

Councillor Glover explained as the Chair of the Finance Committee he would not allow the Clerk to go ahead with purchases when one party had not agreed funding.

Councillor Baines stated this site would benefit more residents of the town, being adjacent to Dunch Lane and George Ward Gardens rather than residents of the parish, with the responsibility of the Parish Council being to the whole of the parish and not just a few who would use Shurnhold Fields.

Councillor Baines also reminded Councillor Carter of the officers' workload and that another joint project ie the Neighbourhood Plan had required a lot of input by officers of the Parish Council, taking up a significant amount of time and whilst Councillor Carter's enthusiasm was admirable had possibly given false expectations to members of the Friends Group and the public of what could be achieved within a short timeframe and according to the rules and regulations of Local Government.

Councillor Carter explained he understood whilst this was a joint project with the Town Council, the parish council had taken ownership of the land and were therefore the lead council and that everything had to go through the office with any capital expenditure being agreed between both councils. Therefore, as the lead, the Council could not use the excuse the Town Council were holding the project up and understood all capital expenditure had already been agreed and again sought an answer as to why it had taken 21 months to get plans produced to submit to Wiltshire Council. Due to the delays a member of the Friends Group had taken it upon themselves to hand draw plans for the car park some 12 months ago prior to professional drawings being drawn-up and if professional plans were required at the start why had this not been mentioned.

Councillor Carter stated regarding the drop kerbs, this had only recently been suggested and did not relate to plans for the site itself and therefore should not delay progress on the plans for the site.

Councillor Carter reiterated the Council were the lead Council on this project, as they owned the land and therefore, as he understood it, everything had to go through the office.

The Clerk stated before going any further the council may wish to consider going into closed session as the conduct of staff was being questioned.

Councillor Glover stated he was not aware the parish council were the lead council, but took the lead in obtaining the land, hence at a previous working group meeting had asked for Terms of Reference to be drawn-up.

Councillor Baines stated he understood when the land was transferred by Wiltshire Council, as the land was in both parishes, the land could only be transferred to one council, therefore, the Parish Council had agreed the land be transferred to them.

Councillor Wood sought a steer as to where Councillor Carter wished to go with this motion.

Councillor Carter stated he did not seek censure of anyone just an explanation as to why seeking planning permission had been delayed as it had gone on for 21 months without any action being taken and as the lead council sought answers.

He felt 'the Friends of Group' were asking questions on delays, therefore, they had a right to answers and had not given them false expectation, but had explained things would take at least a year. The Friends Group felt they had kept up their part of the bargain but the parish council had not.

Councillor Carter reiterated the parish council wanted to be the lead council and everything went through the lead office and only to them was he asking why things had not progressed, especially as the monies for all the projects had already been agreed and if the town council were the lead would be making a complaint to them.

Following the Councillor Wood's question on how to move this forward, Councillor Carter stated that in future there were not so many delays between decision making and implementation and suggested if decisions were made to undertake projects, that a 6 month deadline be set to get them done.

Councillor Baines reiterated there had also been several other things taking up officer time such as responding to requests for developer meetings as well as larger projects such as the Neighbourhood Plan, with the Town Council supposedly the lead council, but again parish council officers had undertaken most of the work to get the project complete. Therefore, it was impossible to give timelines on projects, as other things crop up in between which are time critical, therefore the council can only have an ambition to expedite projects but cannot put deadlines.

Councillor Shea-Simmonds agreed with the sentiment and felt Councillor Carter had been given a reasonable explanation for the delay in seeking planning permission for the car park.

Councillor Wood thanked Councillor Carter for bringing the matter to the Council's attention.

#### **d) Bowerhill Sports Field and Pavilion**

##### **i) To note grass roots football returned on 5 December**

Whilst it was noted grass roots football resumed on 5 December following the lifting of Covid restrictions, unfortunately, due to the very wet weather, matches had to be cancelled over the weekend of 12/13 December following a pitch inspection on Friday, 11 December.

The Chippenham and Trowbridge Leagues had also made it very clear to players using Bowerhill Sports Field, that changing rooms were restricted for handwashing and toilet use only.

**ii)C To consider detail of Future of Football requests for storage unit and blanket booking fee**

The Clerk explained Future of Football wished to install a storage container which would either be 10ft or 20ft long and painted blue.

After seeking an idea of what they considered a suitable blanket fee to have the pitches available over the weekend, Future of Football had suggested £50. The Clerk explained the Finance & Amenities Officer had undertaken calculations and worked out it would cost £120 each day to hire all the pitches over the weekend.

Councillor Glover felt £50 per weekend was unsuitable and sought clarification on whether other groups/clubs hired pitches over a weekend. The Clerk explained other pitches were hired over the weekend and some groups had been turned away due to lack of availability, plus pitches needed to be left for recovery in between matches.

Discussions ensued on an appropriate fee and the need to rotate pitches to enable them to recover in between matches.

It was suggested as contractual arrangements were being discussed that this item should go into closed session, which was agreed.

**Resolved:** To seek clarification whether the storage container would be 10ft or 20ft as planning permission may be required, as well as the permission of Fields in Trust.

To inform Future of Football the costs of having all pitches over a weekend amounted to £120 x 2 per weekend, however, the Council would be prepared to negotiate if they wished a blanket booking over a weekend.

**e) Allotments: To note avian flu Government advice shared with allotment tenants (and wider public)**

Members noted as from today, strict measures were in place to keep poultry enclosed and away from wild birds given a recent outbreak of avian flu.

All the allotment tenants are being made aware and the information shared.

It was suggested that the Allotment Warden should investigate that allotment holders were complying with the new measures.

**222/20**

## **Finance**

### **a) To note Income/Expenditure reports for November**

The Clerk informed the meeting that £38,000 solar farm monies had been received from Sandridge Solar Farm, whereas the previous year £5,000 had been received and was aware other surrounding parishes had not received the amounts they were expecting, with investigations being made with the owners of Sandridge Solar Farm.

It was also noted the phone bill for the office seemed to have gone up, however, officers were currently working from home and using their own phones when necessary, investigations were currently underway.

Members noted the Income/Expenditure reports for November.

### **b) To agree two Finance Councillors to authorise monthly payments for December**

Councillors Wood and Carter agreed to authorise monthly payments for December.

The Clerk reminded Members that the Chair's allowance, which would be discussed later in the meeting, would be included in the monthly payments, therefore, Councillor Glover agreed to sign off the Chair's allowance.

### **c) To note Tax Base number for 2021/22 as confirmed on 5 December**

The Clerk explained the Tax Base figure for 2021/22 had not yet been confirmed by Wiltshire Council and therefore in budget preparations currently taking place had assumed the Tax Base had not changed, but would continue chasing for clarification.

It was unclear if new figures would include new developments such as Pathfinder Way and Bowood View and whether adjustments

would be made for the 100 houses in Sandridge Place which were transferring to the town in April.

**Resolved:** For the Clerk to seek clarification on whether new developments such as Pathfinder Way and Bowood View would be included in the new Tax Base figure.

**d) To note conclusion of Audit and public inspection period**

The Clerk informed the meeting the Council had received a clean bill of health following the recent external audit and were available for public inspection for a longer period than usual due to Covid 19. Members congratulated the Clerk and staff for a clear audit, and noted the papers in the agenda pack with the official notification from PKF Littlejohn.

**e) To agree Chair's allowance for 2021**

Councillor Wood left the meeting during this item and therefore, as Vice Chair, Councillor Glover chaired the meeting during this agenda item.

Clarification was sought as to whether the Chair's allowance referred to the tax year 20/21 or 21/22.

The Clerk clarified it referred to the current financial year, 20/21 and would be backdated to April this year.

The Clerk explained that the parish council should have regard to any Member increases of Wiltshire Council, as the local Pay Authority. The Members' allowance had recently been increased by 2.75% in line with the National Joint Council (NJC) award for staff. If this increase was applied to the Chair's allowance it would increase £780.30 to £801.76 (an increase of £21.46).

**Resolved:** To approve the Chair's Allowance for this year of £802 rounding up the figure of £801.76 calculated above.

Councillor Wood returned to the meeting.

**223/20**

**Community Governance Review (CGR)**

**a) To note Wiltshire Council's decision on Area Boards for 2021 onwards**

Members noted the changes to the Area Board boundaries following the recent Community Governance Review, resulting in Seend, Poulshot and Bulkington moving to Devizes Area Board and Atworth moving to Bradford on Avon Area Board area. It was understood Seend were not keen to move to Devizes Area Board.

**b) Use of Community Infrastructure Levy (CIL) from developments transferring to the town parish. To note update on discussions with Melksham Town Council on CIL for East of Melksham and CIL Sharing**

The Clerk explained she had mentioned the transfer of CIL to the Town Clerk, and was awaiting a date to hold further discussions on CIL sharing with representatives of both council.

**224/20**

**Parish Council office and meeting accommodation**

**a) To consider response of Wiltshire Council Campus Team following queries and requests**

The Clerk explained that following a query on whether window openings could be provided to allow fresh air to circulate, particularly due to Covid, the response from Wiltshire Council was due to latest building regulations this would not be permitted.

Councillor Patacchiola explained there were regulations about the amount of fresh air a building must have supplied where you cannot open windows for ventilation. This information was not specified, therefore, he suggested it might be worth chasing this up asking what fresh air requirements they had provisioned for in terms of litres per minute.

The Clerk agreed to investigate this for both the office and meeting room.

Councillor Glover stated it would be useful to state the legal requirements to support the request.

Councillor Patacchiola explained it was Part F1 of the Building Regulations that needed to be quoted which required 10 litres of fresh air per minute per person in an office, however, they may have allowed

for this, but not stated what they are supplying, therefore, it was difficult to tell if they are meeting the regulations.

**225/20      Community projects/partnership organisations**

**a) To note progress on proposals for an East of Melksham Community Centre and to consider any requests from Melksham Town Council regarding this project**

The Clerk explained there was no update received.

**b) To note latest update from Shaw & Whitley Community Hub Team**

Members noted the latest information from the Whitley Hub Facebook page which had been circulated to Members prior to the meeting. The Toast Office, including the accommodation above, was currently up for sale, making it possible for the group to assess the feasibility of the location for the Shaw & Whitley Community Hub.

**c) To note virtual meeting being held on 16 December at 7.00pm for BRAG members and members of the public**

The Clerk reminded members a meeting was due to be held virtually, on 16 December at 7.00pm to encourage new members to join Bowerhill Residents Action Group (BRAG) and sought a chair from a Bowerhill Ward Member.

Councillor Pafford agreed to chair the meeting.

**d) Update by Councillor Glover following the CCTV Working Group meeting held on 7 December and agree any actions**

Notes of the meeting held on 7 December had been circulated to Members prior to the meeting.

Councillor Glover having attended the CCTV Working Group meeting on 7 December provided an update on the outcome of the meeting and explained the Parish Council may wish to have areas of the parish covered by CCTV which would be Wifi enabled rather than hard wired.

It had been acknowledged at the meeting, that the current system needed to be updated, however, more expertise was required to assist with this project and therefore it had been agreed to employ a

consultant to undertake an assessment of what type of system was required and the extent of coverage. A decision also needed to be made as to whether the system would be monitored and by whom.

Councillor Patacchiola explained he had experience in this area and was happy to provide free impartial advice to the group, therefore, it was agreed to forward Councillor Patacchiola's details to the Town Clerk.

**Resolved:** To have an agenda item at the Asset Meeting on 15 February to consider CCTV provision in the parish bearing in mind cost against value for money.

Both Councillors Pile and Coombes left the meeting at 9.45pm prior to going into closed session.

Meeting finished at 22:01pm

Signed .....  
By the Chair at Full Council  
25 January 2021

Date: 02/12/2020

## Melksham without Parish Council Current Year

Page: 129

Time: 09:37

## Cashbook 1

User: MR

## Current Account &amp; Instant Acc

For Month No: 8

## Receipts for Month 8

## Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		570,876.10					570,876.10	
V1974-BACS Banked: 02/11/2020		46.00						
V1974-DM Dilton Marsh		46.00			1210	210	46.00	Inv.2020-Pitch hire
V1975-BACS Banked: 09/11/2020		38,007.71						
V1975-SAND Sandridge Solar Farm		38,007.71			1140	110	38,007.71	Community benefit
V1976-BG Banked: 09/11/2020		7.37						
V1976-BACS J Glover (British Girlguiding)		7.37			1130	110	7.37	Inv.196- Photocopying
V1977-BACS Banked: 09/11/2020		490.00						
V1977-BACS Wiltshire Council		490.00			4685	170	490.00	MCS Hub grant- Melksham Area b
500153-CHQ Banked: 11/11/2020		948.29						
V1978-CHQ Mrs. Carter		918.29			4820	142	918.29	Inv.190-SHF Memorial Bench
V1979-CHQ Allotment Holder		30.00			1310	310	30.00	Berryfield 5B Allotment rent
V1980-PILO Banked: 11/11/2020		184.00						
V1980-BACS FC Pilot		184.00			1210	210	184.00	Pitch hire- 185,192&199
V1982-BACS Banked: 13/11/2020		30.00						
BYF 3B Allotment Holder		30.00			1310	310	30.00	Berryfield 3A allotment rent
V1983-BACS Banked: 13/11/2020		92.00						
V1983-BACS Staverton United		92.00			1210	210	92.00	Inv.191- Pitch hire
V1984-BACS Banked: 13/11/2020		720.00						
V1984-BACS Future of Football		720.00			1210	210	720.00	Inv.195- Training camps
V1986-BACS Banked: 16/11/2020		23.39						
V1986-BACS J Glover (British Girlguiding)		23.39			1130	110	23.39	203-Photocopying
V1988-BACS Banked: 20/11/2020		30.00						
V1988-BACS Allotment Holder		30.00			1310	310	30.00	Berryfield 17B rent
V1990-BACS Banked: 23/11/2020		30.00						
V1990-BACS Allotment Holder		30.00			1310	310	30.00	Berryfield 12B rent
V1990-BACS Banked: 23/11/2020		-30.00						
V1990-BACS Allotment Holder		-30.00			1310	310	-30.00	Berryfield 12B rent-V ERROR
V1998-BACS Banked: 23/11/2020		30.00						
V1998-BACS Allotment Holder		30.00			1310	310	30.00	Berryfield 12B rent
V1994-Allo Banked: 24/11/2020		60.00						
V1994-ALL Allotment Holder		60.00			1310	310	30.00	Berryfield 16B rent
					1310	310	30.00	Berryfield 11a rent
V1995-BSF7 Banked: 24/11/2020		30.00						
V1995-BSF7 Allotment Holder		30.00			1320	310	30.00	Briansfield 7 Allotment rent
V1996-BS26 Banked: 26/11/2020		30.00						
V1996-BS26 Allotment Holder		30.00			1320	310	30.00	Briansfield 26 Allotment rent

Continued on Page 130

Date: 02/12/2020

## Melksham without Parish Council Current Year

Page: 130

Time: 09:37

## Cashbook 1

User: MR

## Current Account &amp; Instant Acc

For Month No: 8

## Receipts for Month 8

## Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
V1997-BS12 Banked: 30/11/2020		30.00						
V1997-BS12 Allotment Holder		30.00			1320	310	30.00	Briansfield 12 Allotment Rent
Total Receipts for Month		40,758.76	0.00	0.00			40,758.76	
Cashbook Totals		611,634.86	0.00	0.00			611,634.86	

Date: 02/12/2020

## Melksham without Parish Council Current Year

Page: 131

Time: 09:37

## Cashbook 1

User: MR

## Current Account &amp; Instant Acc

For Month No: 8

## Payments for Month 8

## Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
02/11/2020	ICO	V1972-DD	35.00			4391	120	35.00	Renewal of ICO
02/11/2020	Grist Environmental	V1973-DD	44.88		7.48	4770	220	37.40	Inv.328514-Pavilion Waste away
13/11/2020	EE Limited	V1981-DD	13.63		2.27	4195	120	11.36	Inv.191- Wifi for meetings
16/11/2020	Eon	V1985-DD	113.89		5.42	4312	220	108.47	Inv.611-Pavilion Gas
20/11/2020	Eon	V1987-DD	123.55		5.88	4302	220	117.67	Inv.2A2-Electricity
23/11/2020	Sirus Telecom	V1989-DD	266.32		44.39	4190	120	221.93	Inv.50557-Office phone calls
<b>Total Payments for Month</b>			597.27	0.00	65.44			531.83	
<b>Balance Carried Fwd</b>			611,037.59						
<b>Cashbook Totals</b>			611,634.86	0.00	65.44			611,569.42	

Date: 01/12/2020

Melksham without Parish Council Current Year

Page: 104

Time: 14:04

Cashbook 2

User: MR

Unity Bank

For Month No: 8

Receipts for Month 8

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
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Balance Brought Fwd : 266,516.55

266,516.55

Banked: 0.00

0.00

0.00

Total Receipts for Month

0.00

0.00

0.00

0.00

Cashbook Totals

266,516.55

0.00

0.00

266,516.55

Continued on Page 105

Date: 01/12/2020

## Melksham without Parish Council Current Year

Page: 105

Time: 14:04

## Cashbook 2

User: MR

## Unity Bank

For Month No: 8

## Payments for Month 8

## Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
6/11/2020	Unity Trust Bank	V1971-DD	388.82		50.26	4120	120	4.56	Notices and posters-Postage
						4120	120	7.16	Postage for Asset Agenda packs
						4120	120	0.76	Notices & Posters
						4120	120	7.60	Planning committee agenda post
						4120	120	12.84	NHP Final version- Postage
						4175	120	68.40	Office 365 monthly fee all use
						4150	120	43.90	Envelopes
						4372	120	13.99	Disinfection wipes x6
						4372	120	9.87	Disinfectant spray
						4150	120	38.98	Pukka Pads
						4150	120	6.66	Bulldog clips
						4150	120	37.47	Laptop stands
						4150	120	7.32	Fineliner pens
						4372	120	7.41	Gloves
						4150	120	9.27	A3 Paper
						4721	220	9.99	Ash Tray
						4120	120	12.84	Postage for Full council packs
						4120	120	16.69	FC Packs and notices
						4120	120	7.86	Postage for Highways pack
						4200	120	11.99	Meeting subscription
						4140	120	3.00	Monthly fee
6/11/2020	Young Melksham	V1945-BACS	306.00			4685	170	306.00	Inv.243-ID Cards-MCS
6/11/2020	Young Melksham	V1946-BACS	819.33			4685	170	819.33	Inv.244-MCS Phone & Database
6/11/2020	YourWebSolution	V1947-BACS	58.92			4685	170	58.92	MCS Thank you cards
6/11/2020	YourWebSolution	V1949-BACS	61.95			4685	170	61.95	2nd batch of MCS leaflets
6/11/2020	Melksham Foodbank	V1950-BACS	1,000.00			4610	170	1,000.00	Covid Donation
6/11/2020	Wiltshire Publication	V1951-BACS	146.16		24.36	4230	120	121.80	Inv.60015-Clir advert
6/11/2020	RBS Business Solutions	V1952-BACS	30.00		5.00	4185	120	25.00	28315- Software move-new PC
6/11/2020	Place Studio	V1953-BACS	300.00		50.00	4680	170	250.00	Inv.5893-Post reg 14 final
6/11/2020	Jens Cleaning	V1954-BACS	381.50			4380	120	294.00	Office cleaning
						4381	220	87.50	Changing room cleaning
6/11/2020	Condor Office Solutions Ltd	V1955-BACS	285.17		47.53	4130	120	237.64	Inv.500-Office photocopying
6/11/2020	Avon IT Systems	V1956-BACS	1,991.40		331.90	4351	120	1,200.00	3x Officer Laptops
						4351	120	294.00	3x docking stations
						4351	120	5.50	Shipping
						4180	120	105.00	Set up of windows x3
						4180	120	25.00	re set up of windows clir la
						4180	120	30.00	Call out charges
6/11/2020	Aquasafe Environmental Ltd	V1957-BACS	138.00		23.00	4212	220	115.00	Inv.201006-October PPM v
6/11/2020	JH Jones & Sons	V1958-BACS	630.00		105.00	4721	220	525.00	Inv.13496-Hedge cut back-JSF
6/11/2020	JH Jones & Sons	V1959-BACS	1,604.65		267.44	4401	220	1,337.21	Inv.13497-Parish Maintenance
6/11/2020	Radcliffe Fire Protection Ltd	V1960-BACS	96.00		16.00	4212	220	80.00	Inv.3747-6 monthly fire ala
6/11/2020	Wilts Assoc of Local Councils	V1961-BACS	36.00		6.00	4055	130	30.00	Inv.4804-Budget Training

Continued on Page 106

Date: 01/12/2020

## Melksham without Parish Council Current Year

Page: 106

Time: 14:04

## Cashbook 2

User: MR

## Unity Bank

For Month No: £

## Payments for Month 8

## Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
6/11/2020	Wilts Assoc of Local Councils	V1962-BACS	36.00		6.00	4080	120	30.00	Inv.4843-Cllr training
6/11/2020	St Barnabas Church	V1963-BACS	10.00			4420	142	10.00	Rent for Beanacre Play Ar
6/11/2020	HM Revenue & Customs	V1964-BACS	2,132.09			4041	130	685.45	Period 8- November 2020-
						4000	130	451.60	Period 8- November 2020-
						4000	130	328.60	Period 8- November 2020-I
						4020	130	152.40	Period 8- November 2020-
						4020	130	134.80	Period 8- November 2020-I
						4010	130	112.80	Period 8- November 2020-
						4010	130	109.64	Period 8- November 2020-I
						4460	142	148.80	Period 8- November 2020-
						4800	320	8.00	Period 8- November 2020-
6/11/2020	Wiltshire Pension Fund	V1965-BACS	1,919.80			4045	130	1,480.31	Period 8- November 2020
						4000	130	229.47	Period 8- November 2020
						4020	130	111.09	Period 8- November 2020
						4010	130	98.93	Period 8- November 2020
6/11/2020	Teresa Strange	V1966-BACS				4000	130		November 2020 salary
						4120	120	99.00	Purchase of first class stamps
						4685	170	136.80	Purchase of stamps for MC
6/11/2020	Lorraine McRandle	V1967-BACS				4020	130		November 2020 Salary
6/11/2020	Marianne Rossi	V1968-BACS				4010	130		November 2020 salary
6/11/2020	Terry Cole	V1969-BACS				4460	142		November 2020 Salary
						4050	142	47.50	Travel Allowance
						4051	142	51.30	Mileage x114 miles
6/11/2020	David Cole	V1970-BACS				4800	320		November 2020 Salary
6/11/2020	JH Jones & Sons	V1990-BACS	264.00		44.00	4721	220	220.00	13512-JSF open & clean culvert
6/11/2020	Ministry of Play	V1991-BACS	2,679.60		446.60	4385	142	2,233.00	P/A safety surfacing clean
6/11/2020	Colin Harrison Design	V1992-BACS	252.00		42.00	4680	170	210.00	3684-NHP website update reg15
6/11/2020	BTA Architects	V1993-BACS	2,214.00		369.00	4582	142	1,845.00	Inv.1866-BYF V HALL-25.11.20
7/11/2020	Teresa Strange	V1999-S/O	5.30		0.88	4190	120	4.42	Dec 2020 Out of hours mol
Total Payments for Month			24,122.92	0.00	1,834.97			22,287.95	
Balance Carried Fwd			242,393.63						
Cashbook Totals			266,516.55	0.00	1,834.97			264,681.58	

total salaries  
\$6,001.63

Date: 02/12/2020

Melksham without Parish Council Current Year

Page: 57

Time: 09:38

Cashbook 3

User: MR

Fixed Term Deposit

For Month No: 8

Receipts for Month 8

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		0.00	0.00	0.00			0.00	

Continued on Page 58

Date: 02/12/2020

Melksham without Parish Council Current Year

Page: 58

Time: 09:38

Cashbook 3

User: MR

Fixed Term Deposit

For Month No: 8

Payments for Month 8

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		0.00						
	Cashbook Totals		0.00	0.00	0.00			0.00	