

**MINUTES of the Full Council of Melksham Without Parish Council held on  
Monday 23 January 2023 at Melksham Without Parish Council Offices,  
Melksham Community Campus (First Floor), Market Place, Melksham,  
SN12 6ES at 7.00pm**

**Present:** Councillors John Glover (Chair of Council), David Pafford (Vice Chair of Council), Alan Baines, John Doel, Mark Harris, Shona Holt, Stefano Patacchiola, Andy Russell, Richard Wood and Peter Richardson (following co-option)

**In attendance:** Wiltshire Councillors Phil Alford (Melksham Without North & Shurnhold), Nick Holder (Bowerhill) & Jonathan Seed (Melksham Without West & Rural), Stuart Jackson, Peter Richardson, 1 member of public and 1 Member of the press

**In attendance:** Teresa Strange, Clerk and Lorraine McRandle, Parish Officer

**363/22 Welcome, Announcements & Housekeeping**

Councillor Glover welcomed everyone to the meeting and went through fire evacuation procedures for the building.

Following the successful Berryfield Village opening event on Saturday, Councillor Glover explained the Air Vice Marshal Deputy Lord Lieutenant David Couzens had written to the Parish Council passing on his thanks to everyone involved.

**a) Grant applications to the parish council now open for 2023/24; deadline 31st January**

Councillor Glover reminded Members and the public that the deadline for Melksham Without parish council grant applications was 31st January.

**b) SAVE THE DATE – Melksham Neighbourhood Plan public consultation events week commencing 6th February**

The meeting was informed Neighbourhood Plan consultation events were taking place the week commencing 6th February; all welcome.

**c) Former Councillor Brian Mudge**

Councillor Glover announced former Parish, District & Wiltshire Councillor, Brian Mudge had sadly passed away on Boxing Day. It was understood his funeral was due to take place later in the week.

**364/22 To receive apologies and consider approval of reasons given**

Apologies were received from Councillor Shea-Simonds who was recuperating following an operation and Councillor Chivers who was in

hospital.

Councillor Hoyle had tendered his apologies, as due to work commitments, he would be attending the meeting via Zoom. Councillor Hoyle had been reminded whilst he could participate in the meeting, he was unable to vote and could not be considered present at the meeting.

**Resolved:** To approve and accept the reasons for absence.

**365/22 Invited Guests:**

**a) Wiltshire Councillor Jonathon Seed (Melksham Without West & Rural). Report received**

Councillor Seed, having attended the opening of the new Berryfield Village Hall on Saturday 21<sup>st</sup> January, thanked those involved for such a wonderful opening event of what is a great community facility.

**b) Wiltshire Councillor Nick Holder (Bowerhill)**

Councillor Holder updated Members on ongoing challenges regarding the Pathfinder Place development and understood residents were meeting the following evening, with the intention to set-up a residents' association and hoped to attend the meeting himself.

With regard to speeding issues outside Melksham Oak School, Councillor Holder explained he had met with Councillor Pafford in his capacity as a Governor of Melksham Oak School in order to discuss the issue and the possibility of having a 20mph speed limit during term/school times only established. Discussions were also taking place with the Head of Service for Transport at Wiltshire and with the Leader of Wiltshire Council. Unfortunately, the situation was not helped by an out-of-date School Travel Plan.

Councillor Holder informed the meeting he had been in touch with the School Travel Plan Officer at Wiltshire Council, requesting a copy of Bowerhill Primary School's travel plan, which was last updated in 2005 and had forwarded a copy to the Clerk and noted the parish council had also discussed issues outside Shaw Primary School recently and suggested the Clerk approach Councillor Alford who could request a copy of their school travel plan.

Councillor Alford explained this had already been arranged.

Councillor Holder explained a meeting was due to take place later in the week with the Principal of Bowerhill Primary School regarding the issues of parking.

Following recent heavy rain, Councillor Holder was delighted to

inform the meeting the ditch to the rear of Kittyhawk Close, Bowerhill seemed to be working well but required litter to be cleared which the Street Scene Team were aware of.

Councillor Holder felt it was important during the Spring to remind residents adjacent to the ditch of its designation as a watercourse and the possibility of flooding into rear gardens if blocked.

**c) Wiltshire Councillor Phil Alford (Melksham Without North & Shurnhold)**

Councillor Alford updated Members on recent flooding issues experienced in the parish, including Beanacre, some of which was down to residences not keeping their watercourses clear.

Councillor Alford informed the meeting that the Wiltshire Council Cabinet were meeting the following week to approve the Budget with a proposal of a 5% increase (2.99% general budget and 2% on social care), which would go to Full Council for approval.

With regard to the Housing Register and Housing Allocation Policy, Councillor Alford explained the Housing Policy was currently being tweaked with a hope those looking to downsize would be moved into the highest band to ensure a higher priority to free up large properties for others.

Councillor Jonathon Seed left the meeting at 7.15pm.

**366/22 a) To receive Declarations of Interests**

Councillor Holt as Chair of Berryfield Village Hall Committee declared an interest in item 13 relating to Berryfield Village Hall. As a member of Berryfield Village Hall Committee, Councillor Wood also declared an interest in agenda item 13.

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

Councillor Glover reminded Members all Councillors that live in the parish had an agreed dispensation to set the Council's precept.

**367/22** 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 as required (Agenda item 8b, 11b, 12c, 12d, 12e) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*

It was recommended by the Clerk the following agenda items be held in closed session as they related to contractual or legal matters:

- 8b: Approval of Confidential Notes to accompany the Full Council minutes of 5 December 2022.
- 11b: Approval of Confidential Notes to accompany the Finance Committee minutes of 9 January 2023.
- 12c: To consider next steps for future office/meeting accommodation on expiry of the Campus lease.
- 12d: To approve the Legal Transfer documents for the Whitworth Play area at Bowood View, Semington Road.
- 12e: To approve the play area template leases for Wiltshire Council play areas in the parish – Kestrel Court, Bowerhill and Berryfield Park.

**Resolved:** Items, 8b, 11b, 12c, 12d and 12e be held in closed session for the reasons given by the Clerk.

**368/22 Public Participation**

Candidates who had come forward for co-operation were invited by Councillor Glover to speak to the Council.

Standing Orders were therefore suspended.

Stuart Jackson explained he had lived in Beanacre since 2013 and was Chair of Beanacre Community Group and the Beanacre Community Speedwatch Team and often got involved with local issues relating to Beanacre, such as flooding.

Peter Richardson explained he had been a resident of Whitley for some time and was Chair of the local community group, Community Action Whitley & Shaw (CAWS) and was keen to contribute a bit more and had a strong personal interest in various items which would come before the council in due course.

Mr Richardson explained if he were successful there would be synergies with his role as Chair of CAWS.

Councillor Glover explained Ellie Ramsey had also come forward for co-option but unfortunately was unable to attend the meeting.

**369/22 Co-option of new Member - Beanacre, Shaw, Whitley & Blackmore Ward Casual Vacancy**

**a) To note National Association of Local Councils (NALC) Legal Topic Paper on Elections & Co-option & Extract from Standing Orders**

Members noted the topic paper from NALC regarding Elections & Co-option, as well as information contained within Standing Orders regarding co-option.

**b) To consider applications for co-option of new councillor and appoint**

Councillor Glover informed the meeting that two of the candidates lived in the ward where co-option was sought, with the other candidate living just outside the parish boundary in the town.

Councillor Glover invited questions from Members to the candidates.

Councillor Baines asked what each candidate knew about the parish, as although the vacancy existed in the Beanacre, Shaw, Whitley & Blackmore ward, councillors were members of the council as a whole and dealt with issues throughout the whole parish.

Peter Richardson explained whilst he had only been a resident of the parish since 2015 and therefore did not know the area as much as some, was however very familiar with the parish boundary, particularly the Northern boundary. He also kept abreast of parish activities via the minutes.

Whilst familiar with issues relating to Shaw & Whitley he felt the issues were core issues which were reflected in other parts of the parish on varying scales.

Stuart Jackson mirrored what was said by Peter Richardson and explained he was aware of the parish boundaries and attended council meetings in the past, particularly when it related to development in Beanacre but wished to get a better understanding and get involved in issues in the parish as a whole.

Councillor Patacchiola informed that as well as full council meetings there were a lot of committees, working parties and events that councillors were invited to join as well as representing the council on other groups and asked how any conflict would be prioritised and whether consideration had been given to the time involved.

Stuart Jackson explained he had spoken to the Clerk earlier in the evening on the level of commitment involved, alongside full time employment and having a family. Whilst being the Chairman of

Beanacre Community Group there were others on the group who could fulfil activities when not available.

Peter Richardson explained he was also aware of the level of commitment and responsibility involved in being a parish councillor and whilst technically retired had a few part-time trustee roles and quite a bit of spare capacity. As Chair of CAWS there were also other committee members who could help.

Councillor Wood explained that Melksham Town Council had previously mooted boundary changes which would have meant the parish council being subsumed into a greater Melksham Council and asked if this proposal were to come up again what would be the candidates' reaction.

Peter Richardson explained there would be local connectivity lost through such a process, however, there could be economic benefits of one council but overall, this would risk losing contact with some of the smaller parts of the parish and areas being less represented.

Stuart Jackson explained whilst it was assumed there would be cost savings to be made, if there was one council, the benefits of this would be outweighed by having two separate councils and therefore, would prefer to keep two separate councils.

Standing Orders were reinstated.

Councillor Glover reminded members there were 3 candidates for co-option and invited members to vote via a show of hands as per Standing Orders:

Stuart Jackson:	4 votes
Peter Richardson:	5 votes
Ellie Ramsey:	0 votes

Councillor Glover thanked those for standing and to consider standing again when vacancies arose.

**Resolved:** To duly appoint Peter Richardson as Councillor for the Beanacre, Shaw, Whitley & Blackmore Ward.

**c) The newly appointed councillor to sign declaration of office and join the meeting**

Peter Richardson duly signed the declaration of office, which was countersigned by the Clerk.

Stuart Jackson and Councillor Alford left the meeting at 7.32pm

**d) To appoint councillors to vacancies on committees, working parties and representatives to outside organisations**

Following the resignation of former Councillor Mary Pile, vacancies were available on the Planning Committee, Community Resilience Working Party, as well as representative vacancies on Community Action: Whitley & Shaw (CAWS) and Whitley Reading Rooms.

The Parish Council had in recent years had a Health & Safety representative for the Council, in its role as an employer, and a volunteer Councillor was sought for this role.

**Resolved:** To appoint Councillor Richardson to the Planning Committee, Community Resilience Working Party and to be the Council representative on Community Action: Whitley & Shaw (CAWS).

To appoint Councillor Patacchiola as the Council's Health & Safety representative.

A vacancy remained for Whitley Reading Rooms and as a footpath representative for Bowerhill, Redstocks and The Spa.

Melksham News left the meeting at 7.43pm

**370/22 a) To approve the Minutes of the Full Council Meeting held on 5th December 2022**

**Resolved:** To approve and for the Chair to sign the minutes of the Full Council meeting held on 5th December 2022.

**b) To approve the Confidential Notes to accompany the Full Council Minutes on 5 December.**

**Resolved:** To approve and for the Chair to sign the Confidential Notes to accompany the Full Council Meeting held on 5th December 2022.

**371/22 Planning**

**a) To approve the Minutes of the Planning Committee meeting held on 19th December & 16<sup>th</sup> January**

The Clerk informed the meeting that the Planning minutes of 19th December had included the meeting notes from the meeting with Terra Strategic regarding their site to the rear of Townsend Farm in error, rather than the notes of the meeting regarding Whitley Farm or

Corsham Road, with the corrected minutes being subsequently circulated and available for signature by the Chair.

Unfortunately, the Planning minutes of 16th January had not been circulated to members and therefore, would be approved at the Full Council meeting on ~~23rd January 2023~~.

*20th February 2023*

**Resolved:** To approve and for the Chair to sign the minutes of the Planning Committee meeting held on 19th December 2022.

**b) To formally approve Planning Committee recommendations of 19th December & 16th January**

As the minutes of the meeting held on 16th January had not been circulated to Members, the Clerk wished to check if there were any time sensitive recommendations which needed approval.

Whilst it was noted there was a recommendation (Min 346(d)/22) to ask Wiltshire Council how they came to the decision the schools listed in their report were on a 2-mile safe walking route, despite difficulties of crossing major roads on these routes, this was not felt to be time sensitive.

**Resolved:** To approve the recommendations of the Planning Committee meeting of 19th December 2022.

**c) To note additional comments submitted by officers for planning applications PL/2022/09253 Land adjacent to National Grid Station for installation of underground cable & PL/2022/08155 Land West of Semington Road (Terra Strategic) for 53 dwellings**

Members noted the additional comments sent by officers regarding planning application PL/2022/09253: Land adjacent to National Grid Station, in relation to traffic not accessing Westlands Lane from Beanacre, as raised in commenting on previous applications requiring large vehicles having to access a site on Westlands Lane.

Members also noted the additional comments sent to Wiltshire Council Planning in relation to planning application PL/2022/08155 for 53 dwellings on Semington Road.

The Clerk explained comments relating to the application had to be submitted to Wiltshire Council by the 9th December. However, the developers had subsequently requested a meeting with the Council the following week on 13th December. Therefore, comments raised at that meeting had been submitted to Wiltshire Council prior to Christmas, which included a request for a new footpath along Western Way, in order to access the proposed new school at the Pathfinder Place development. Comments also included suggestions for rights of way improvements, a request for funding for additional allotment land and

additional fencing to stop people crossing the A350 from Berryfield Lane.

The Clerk explained whilst this was against normal procedure, she felt it was important to get any additional comments to Wiltshire Council as the deadline for comments had passed, prior to the note from the developer meeting being approved by Members and any additional comments being made.

**Resolved:** The additional comments for both applications were approved.

Councillor Holder left the meeting at 7.55pm.

### **372/22 Highways**

#### **a) To approve the Minutes of the Highways Committee meeting held on 16th January 2023**

Councillor Baines sought an amendment as follows:

- Min 365(b)/22: Speed Enforcement – To note concerns of speeding on Pathfinder Way:

Recommendation 3:

'...to submit a request to the Local Highways & Footpath Improvement Group (LHFIG) for the installation of 'No Right Turn'

signage on the exits of Newall Road and Maitland Place and exit from the proposed Pathfinder Place School onto Pathfinder Way.

This is to direct vehicles to the roundabouts and back down rather than crossing fast oncoming traffic to the other carriageway.'

- 356/22(c) To note concerns of the speed limit on Redstocks Lane and to consider requesting a Traffic Survey to support a reduction in the speed limit.

'...condition of the road in Redstocks requires attention, **copying** in local Wiltshire Council member ....'

**Resolved:** To approve with the above amendments and for the Chair to sign the Highway Committee minutes of 16th January 2023.

**b) To formally approve Highway Committee recommendations of 16th January 2023**

**Resolved:** To formally approve the Highway Committee recommendations of 16th January 2023.

**373/22 Finance:**

**a) To approve the Minutes of the Finance Committee Meeting held on 9th January 2023**

Councillor Glover explained that following the Finance Meeting on 9th January, the figures quoted in the budget working spreadsheet had been double checked by officers, with any changes reflected in the spreadsheet and minutes sent to councillors.

The Clerk explained any differences to the calculations made at the meeting with regard to budget setting figures, once double checked, were highlighted in green in the minutes; this was for slight changes in amounts. This was so that they directly correlated to the budget working papers that would feed into the precept setting.

The Clerk explained there had been a £50,000 Community Infrastructure Levy (CIL) payment expected as income this financial year and this was now expected to be the next financial year and had not been moved across to the correct column in error, with it being shown as spent but not shown as income for the next financial year.

Councillor Glover reminded the meeting the £50,000 will make a difference with the precept. At the Finance Committee meeting when discussing the budget members decided not take some items forward as the committee did not want to increase the precept too

much and therefore it was up to Members to decide what they wanted to do later on in the meeting.

The Clerk reminded Members the recommendations regarding the budget and precept were to be approved as separate agenda items, and not as recommendations of the Finance Committee so all members were clear what and when they were voting for the Budget and Precept.

In terms of the other recommendations from the Finance Committee for review tonight, they can all be approved as listed, with the option to agree further expenditure and transfers to reserves, if required, at the separate budget approval agenda item to follow.

The Clerk explained that the Precept requirement is Expenditure less Income (with adjustments of spending from and transfers to Reserves).

**Resolved:** To approve and for the Chair to sign the Finance Committee minutes of 9th January 2023.

**b) To approve the Confidential Notes to accompany the Finance Committee minutes**

**Resolved:** To approve and for the Chair to sign the Confidential Notes accompanying the Finance Committee minutes of 9th January 2023.

**c) To formally approve the recommendations contained within the Minutes of 9th January 2023 (except for the Budget and Precept)**

Min 324(c)/22: To approve payment of start-up fund £4,500 to the new Berryfield Village Hall charitable trust.

To note Councillors Holt and Wood having previously declared an interest in this item did not vote.

With regard to Min 327(a)/22: Reserves: To consider contribution to Reserves and spending from Reserves for current and next financial year:

**Recommendation 1:**

'Full Council to consider whether they should provide polling cards for elections or whether alternative cost-effective solutions could be used; such as advertising in the Melksham News.'

The Clerk explained she had been contacted by two residents of Beanacre stating they did not receive the Melksham News; having

seen this agenda item published. Melksham News had stated it was difficult to get deliverers in Beanacre for a variety of reasons, but had confirmed they now deliver to Pathfinder Place (left hand side) from their next issue. Melksham News was also now delivered to Bowood View and Sandridge Common, but not Sandridge Lane. It was not delivered to Redstocks, farms in the parish and some isolated properties.

The Clerk confirmed people were able to pick up a paper at the Melksham News offices, the Town Hall, Melksham Without Parish Council offices, as well as other locations such as Sainsburys and the Tourist Information Centre, with a suggestion that Whitley Reading Rooms could also provide now the Whitley Hub were providing a newspaper selling service following the closure of Whitley Stores on Top Lane.

It was confirmed the costs associated with having a full-page advert in Melksham News were £495 (excluding VAT). Elections/vacancies were also advertised on the Council's website and social media pages, noticeboards, as well as other locations throughout the parish (e.g. Tesco, Spindles Café).

Councillor Glover left the meeting briefly during approval of recommendations 331/22c) & 333/22 with Councillor Pafford chairing the meeting during these items.

The Clerk reminded Members the recommendation regarding the approval of the Risk Register was a separate agenda item for approval.

**Resolved:** To formally approve the recommendations contained within the Finance Committee minutes of 9 January 2023 (except for the Budget Min 329/22 c), Precept Min 330/22c) and Risk Register Min. 332/22).

**d) To formally approve the Budget for 2023/24**

As there had been an omission of £50,000 income from Community Infrastructure (CIL) in the spreadsheet calculations reviewed by the Finance Committee. Councillor Glover sought a steer from Members if they wished to allocate the additional £50,000 for a particular project or put in a reserve for a future project. At present without the allocation of further expenditure, there would be a decrease of 14.3% on the Precept from last year, and 17.64% decrease for a Band D average household.

Members asked the Clerk for the items that had not been included in the Budget for the next financial year as they did not have enough income to cover without raising the Precept significantly.

The Clerk explained there was outstanding work to fill gaps around play equipment surfacing at Kestrel Court and Beanacre with concrete with a quote of c£2000 received earlier in the today to undertake this work, which would go to the Asset Management Committee for consideration on 6<sup>th</sup> February and this funding could come from play area reserves or from this £50,000.

The council had previously discussed putting in gym equipment at Bowerhill Sports field, however, due to budget constraints for this financial year and last year, funding for this project had deferred for a and therefore consideration could be given to allocating some of the £50,000 funding towards this.

The other project which money had not been allocated to, other than the small amount of funding set aside in the Community Infrastructure (CIL) sharing pot with the Town Council was for Real Time Information on bus shelters.

Councillor Baines proposed a pilot scheme of Real Time Information on the bus shelter at Mitchell Drive, Bowerhill to check the feasibility of Wiltshire Council's new system and also how much it might cost for installation, so the parish council are ready when there is sufficient funding in the joint pot with the town council, to consider extending the scheme to other bus stops.

Councillor Glover stated if the parish council waited until there was enough funding in the CIL sharing pot, it would take some time for enough funding to be available for a feasible scheme and therefore the council should not be hampered by this to have it installed in some of the parish's bus shelters, as there may be economies of scale in installing several at one time, rather than individually.

Councillor Wood sought clarification on how much installing Real Time Information in bus shelters would cost.

Councillor Baines noted the costs of providing real time information was approximately £6,000 per shelter and therefore suggested allocated £7,000 to the Mitchell Drive shelter as a trial, as it had an electricity supply and was one of the busiest bus stops in Bowerhill, if not the parish, and therefore would give a good indication of whether the parish council wanted to proceed further and whether the system is what the parish council were hoping for. At present, there was no indication how the new Wiltshire Council system worked.

It was noted that there were additional houses in the parish contributing to the Precept next year, and so for a zero rise to Band D residents that an additional £43,273 expenditure or transfers to reserves for projects could be made. For the precept recommendation that the Finance Committee had made of a precept increase of 6.9% with a rise of 2.74% to Band D households then an

additional £50,000 expenditure or transfers to reserves for projects could be made.

It was clarified by the Clerk funds could be put in reserves and vired over to a budget heading at a later date, if necessary, therefore, Councillor Glover sought suggestions where the funding should go. Members discussed that some items of the wooden play equipment at Beanacre will require replacement relatively soon, and it would be prudent to replace all the equipment in one area of safety surfacing.

Councillor Richardson explained that CAWS (Community Action: Whitley & Shaw) were looking at speed enforcement initiatives with the parish council and some initial funding for these projects would be useful.

It was agreed that some funding in a reserve for Real Time Information would be prudent, so that if the trial proved successful then there were funds available for more bus shelters to have the equipment installed rather than wait for the joint CIL pot to receive more funding.

**Unanimously Resolved:**

1. To include the additional amounts of expenditure and transfers to Reserves, in addition to those detailed in the Budget recommendations of the Finance Committee on 9<sup>th</sup> January:

£15,000.00	Additional expenditure for contributions to LHFIG projects (Local Highways & Footpath Improvement Group) budget heading for speed enforcement and other projects
£10,000.00	Additional expenditure for Play Areas budget heading for play equipment and safety surfacing replacement at Beanacre play area
£2,200.00	Additional expenditure for Play Areas budget heading for filling gaps that are potential trip hazards at Beanacre and Kestrel Court play areas
£7,000.00	Additional expenditure for Real Time Information in bus shelters (potential trial at Mitchell Drive in Bowerhill)
<u>£9,073.03</u>	To transfer into new Reserve for Real Time Information in bus shelters
<b>£43,273.03</b>	<b>TOTAL</b>

2. To approve the Budget for 2023/24 as set out in the annotated Finance Working Group minutes of 9th January 2023 and spreadsheets circulated with the agenda.

**e) To formally approve the Precept for 2023/24**

**Unanimously Resolved:**

The Parish Council set the precept for 2023/24 at £245,271.03 against a tax base of 2895.42. An increase of £9,581.98 (4.1%) on last year's Precept. However, due to the additional number of houses that have been built and occupied in the parish, there are more residents contributing to the Precept, meaning the average Band D household will contribute £84.71 to Melksham Without Parish Council, a zero rise on last year's figure.

**f) To consider Press Release on Precept and Budget Proposals**

Members felt it was important to include the following in any press release:

The Council are maintaining services at minimal cost and without increasing the burden on residents of the parish, against a backdrop of some of the highest rates of inflation seen in recent years.

**Resolved:** The Clerk draw up a press release highlighting the points raised by Members on the Council's precept request, for approval by the Chair before publication.

**g) To note information to be provided for Council Tax leaflet**

Members noted the information to be provided for the Council Tax leaflet delivered with bills to residents and detailed on Wiltshire Council's website.

The Clerk explained following the changes proposed to the budget earlier in the meeting, the figures would be amended to reflect the changes. It was noted that compared to last year, the expenditure for Parish Amenities was vastly reduced. This reflected the cost of the building of the new village hall at Berryfield.

**h) To consider the Internal Auditor report (visit 1 of 2) Wednesday 21 December**

**Resolved:** Members noted the Internal Auditor report of 21st December 2022 and that the Finance Committee had reviewed its content and actions required.

**i) To approve the Risk Register**

The Clerk explained the Council needed to review the risk register each financial year, with it last being looked at in January 2022.

Each risk had been rated depending on the level of risk, with the main change being the office move from the Pavilion at Bowerhill Sports Field to The Campus, therefore the relevant changes to each item had been made. The office was now in a less isolated building with much closer access to regular banking. The document had been reviewed by the Finance Committee on 9th January 2023 who felt no further changes were required. Only one high risk "red" item had been identified, which the Finance Committee examined.

**Resolved:** To approve the Risk Register.

**j) To note Receipts & Payments reports for December**

The Clerk informed Members the circa £315,000 Community Infrastructure Levy (CIL) had been transferred to the Town Council for the East of Melksham community centre, but only £150,000 showed on the statement in December. The Clerk explained the funds were transferred in tranches, which was probably down to fraud protection in having a limit on the amount of funds which could be transferred in one day, with two further tranches paid after Christmas.

**Resolved:** To note the Receipts & Payments reports for December.

**k) Quarterly Reports for Quarter 3 (Oct, Nov, Dec)**

**i) To note Budget vs Actual**

**Resolved:** To note the Budget vs Actual Report as provided by the Finance & Amenities Officer.

**ii) To note Bank Reconciliation**

**Resolved:** To note the Bank Reconciliation.

**iii) To note VAT reclaim submitted**

**Resolved:** To note a quarterly VAT claim of £9,587.52 had been submitted to HMRC.

**l) To seek cheque signatories/online authority for January payment**

**Resolved:** Councillors Glover and Pafford be cheque signatories and online authority for January Payments. Councillor Holt to be the second signatory, along with Councillor Pafford for a payment to Councillor Glover for the Chair's allowance.

**m) To approve Reserves break down for 2022/23**

The Clerk went through the report and figures circulated to Members and stated the figures would change slightly given earlier decisions made with regard to the budget.

**Resolved:** To approve the Reserves break down for 2022/23 with amendments given decisions made earlier in the meeting.

**n) To approve Fixed Term Deposit/s and Bank Account Transfer**

Information on fixed term deposit/s and bank account transfers had been circulated to Members.

The Clerk explained as the Council had just paid out for Berryfield Village Hall there was £645,658.26 in the Lloyds current account and £266,541.76 in the Unity Account and as council had previously agreed to spread the risk across the two banks, suggested the Council move £250,000 from the Lloyds account to Unity. It was also noted a public loan repayment and interest of circa £50,000 for the new village hall at Berryfield was due in March from the Unity account.

Therefore, the new revised amounts would be as follows if the transfer was made.:

Lloyds Account:	£395,658.26
Unity Account:	£516,541.76

Some of the monies in the Lloyds Account were not to be spent for at least 3 years, as this funding had been set aside for particular projects or were ringfenced for maintenance in perpetuity, as detailed in the reserves breakdown. The Clerk suggested an amount could be put into longer fixed term deposits. She reminded members that the Investment Policy stated that money could not be tied up for longer than one year. Examples of interest rates and amounts for 1 year, 6 months or 1 month deposits were shared and the Clerk sought a steer from Members. It had been noted by the Finance Committee when they met that the interest rate different between 6 months and 1 year was negligible.

**Resolved:** To approve a bank transfer of £250,000 from Lloyds Bank to Unity Bank.

To approve £300,000 from the Lloyds account to be put into a 6-month fixed term deposit at Lloyds Bank at an interest rate of 2.70%.

To approve putting £89,000 from the Lloyds account into a 1-month fixed term deposit at Lloyds Bank an interest rate of 0.75%.

**374/22 Asset Management:**

**a) To consider parish council owned green spaces that have been nominated for designation in the Melksham Neighbourhood Plan review**

Councillor Glover explained some of the green spaces nominated for inclusion in the Neighbourhood for designation as Local Green Spaces, which would give them status in planning terms, were either owned or leased by the parish council and therefore, the council were being asked to comment.

Sites nominated included, Shurnhold Fields (jointly owned by the Town Council), Shaw Playing Fields, Bowerhill Sports Field, Hornchurch Road Play Area & MUGA (Multi Use Games Area), Briansfield and Berryfield allotments.

It was noted whilst Hornchurch Public Open Space had been nominated and was owned and maintained by Wiltshire Council the play area and MUGA was owned and maintained by the parish council was technically not a green space and therefore, did not meet with designation criteria.

**Resolved:** The Parish Council had no comment or concerns on the nominations, however, noted the play area and MUGA at Hornchurch Road, Bowerhill were not technically green spaces for consideration.

**b) To consider submitting any parish heritage assets for designation in the Melksham Neighbourhood Plan review**

Councillor Glover stated the Clerk had identified heritage assets in the Parish which had not been nominated for designation in the Neighbourhood Plan i.e. The Turbine, RAF commemorative stone and Pathfinder Way welcome public art all on Bowerhill and sought a steer from Members if they wished these to be included.

Councillor Richardson noted Spindles Cafe on Top Lane had been nominated, however, the information provided as part of the evidence for the nomination was incorrect and therefore queried whether it met the designation. The Clerk explained the history of this building was currently being looked, as the reason for the designation was that it was the former Whitley Rooms, but it was felt that this was incorrect and related to a building nearby.

**Resolved:** To put forward the Bowerhill Turbine, RAF commemorative stone and Pathfinder Way public art sign on the Heritage Asset List for designation in the Neighbourhood Plan.

**c) To consider next steps for future office/meeting accommodation on expiry of Campus lease**

Members reviewed potential costs at the end of the lease for the parish council's office and meeting accommodation at the Campus in 10 years' time. It was noted that there were potential options such as the council building their own premises and whilst the potential lease costs would be increased by that time in comparison, so would building costs, and likely Precept increases to meet with any inflationary rises. There would also be costs involved for the purchase of any land, and operating costs moving forward for a parish council owned building.

**Resolved:** For the Office Accommodation Working Group (formerly Office Relocation Working Group) to look at office accommodation options for after the expiration of the current lease period at the Campus.

Members of the Working Group to include Councillors Glover, Harris, Pafford, Patacchiola, Russell, Shea-Simonds and Wood.

**d) To approve the Legal Transfer documents for the Whitworth play area at Bowood View, Semington Road**

**Resolved:** To defer this item to the Asset Management Committee Meeting on 6 February 2023 to look at in more detail.

**e) To approve the Play Area template leases for Wiltshire Council play areas in the parish – Kestrel Court in Bowerhill, and Berryfield Park**

**Resolved:** Defer to this item to the Asset Management Committee Meeting on 6 February 2023 for consideration.

**375/22 New Berryfield Village Hall project:**

**a) To receive feedback from the grand opening event on Saturday 21st January**

Councillor Glover felt the opening event was a great success and thanked everyone who was involved.

**b) To note formation of Berryfield Village Hall Charitable Trust Charity Number 120153 and its Constitution**

Members noted a Berryfield Village Hall Charitable Trust had been formed and a constitution drawn up. Members were able to view the details on the Charities Commission website. The trust's charity registration number is 1201530.

Members also noted the recommendation of the Finance Committee of 9th January in passing on £4,500 for startup costs to the Trust once a constitution had been formed; and this was in their agenda packs and so the payment could now be made.

**c) To approve terms of draft lease and arrangements/timescale for approval and signature**

The Clerk explained the lease would be on the Asset Management Committee agenda on 6th February (if received) and if everyone were happy, the Village Hall Committee would start letting out the facility straight away on Tuesday 21<sup>st</sup> February after its planned approval and signature at the Full Council meeting the night before on Monday 20<sup>th</sup> February.

Councillor Glover sought delegated powers for himself, the Clerk and Vice Chair to negotiate on the lease in the meantime.

**Resolved:** To give delegated powers to the Clerk, Chair and Vice Chair to review the lease and sign once received.

**d) To note old village hall demolished 6th December 2022.**

Members noted the old village hall had been demolished on 6th December.

**376/22 Policies/Procedures**

**a) To consider change to Standing Orders to not issue polling cards for elections but to advertise in the Melksham Independent News instead**

Councillor Glover explained this had been raised earlier in the meeting as a recommendation from the Finance Committee and highlighted those residents of the parish who may have difficulty in knowing there was an election, as they did not receive the Melksham

News. However, as noted earlier in the meeting, there were alternative ways they could be notified of elections, such as via the parish council's website, social media and noticeboards and notices in prominent locations. If a casual vacancy arose, it was suggested letters could be hand delivered to those areas that did not receive a Melksham News.

The Clerk reminded Members if a change was made to the Standing Orders they still stood until they were approved at a future meeting.

Bearing in mind the costs associated with issuing polling cards against an advert in the Melksham News, which would be significantly cheaper, it was:

**Resolved:** To not proceed with polling cards for elections but to advertise in Melksham News.

**b) To approve amended dates for 2022/23 due to Coronation Bank Holiday and new dates for 2023/24**

**Resolved:** To approve the amended meeting dates for 2022/23 due to the Coronation Bank Holiday in May and new meeting dates for 2023/24.

**377/22 Community Resilience:**

**a) To note flood events in the parish w/c 9th January and response by volunteers, local businesses and partner agencies and agree any actions as a result**

Members noted the response of volunteers during recent flooding in the parish and thanked those involved, particularly those who helped in the early hours of the morning. There were four properties that suffered internal flooding.

Thanks was also expressed towards Wiltshire Council's Drainage Engineer and their team for their response, noting they had been assisting with flooding in Beanacre for 2 days.

It was noted a local business had assisted and provided vehicles, equipment and labour to pump out areas of flooding in Beanacre.

**Resolved:** To formally write to the Drainage Team at Wiltshire Council and the local business thanking them for their response to recent flooding in Beanacre.

**b) To consider draft Service Level Agreement and draft Job Description for joint working project to support vulnerable residents in the town and parish with volunteers (with Age UK and Melksham Town Council) and agree Next Steps**

Members had been circulated a draft Service Level Agreement and draft job description for consideration, ahead of a meeting with the Town and Parish Clerk with Age UK the following day.

Councillor Richardson felt the values of Age UK it should also include those of the parish and town councils, as well as the health & safety policies of both councils in the job description.

With regard to the Service Level Agreement, it was noted it referred to both parties, but should refer to all 3 parties i.e., Age UK, Melksham Without and Melksham Town Council.

**Resolved:** To approve the draft Service Level Agreement and draft job description with the above amendments.

**c) To clarify Emergency Response using Melksham Community Support infrastructure and SSEN Community Resilience funding is separate from Age UK project**

Following a previous meeting where there appeared to be some confusion on the support provided by Melksham Community Support during an Emergency, it was clarified Melksham Community Support infrastructure would be used in an emergency with SSEN Community Resilience funding being separate to the Age UK project. The line management and staff to run Melksham Community Support in an emergency event would come from the Town and Parish Council officers.

**d) To receive feedback from defibrillator awareness training session**

Councillor Glover explained he understood the defibrillator awareness training on Saturday 14th January went well.

**378/22 Community projects/partnership organisations:**

**a) To note update on Beanacre Mains Drainage project by Wessex Water**

Councillor Glover explained proposals for mains drainage in Beanacre seemed to be going ahead but was awaiting formal approval by Wessex Water. A drop-in session would be taking place in February, with residents being written to with an invitation to attend. It was asked if the parish council were happy to facilitate a way of residents joining together to get economies of scale with builders quoting for several in one go. This was not for the parish council to arrange, but just to facilitate via a signup sheet, WhatsApp group for example.

It was explained Wessex Water have been contacted by both Corsham Cricket Club, who use a pitch to the rear of St Barnabas Church and the Church itself asking how to access the community

benefit funding Wessex Water were offering. Therefore, Wessex Water had been in touch to ask if the Parish Council were aware of these requests.

Members stated they had not been aware of these organisations intention to approach Wessex Water seeking a share of the Community Fund associated with the mains drainage scheme in Beanacre.

The Clerk confirmed the Parish Council had put forward various projects, with the following projects the ones that Wessex Water were currently considering.

1. Contributing to village gates on the Lacock side of Beanacre, given speeding along the A350 had been raised as a concern several times by residents of Beanacre; this was currently a live project with Wiltshire Council through LHFIG (Local Highways Footpath Improvement Group).
2. The other project put forward was to replace a gate with a disabled access/user friendly gate between Beanacre play area and the church's community field and boules court.

**Resolved:** To approve the parish council facilitating a way of residents joining together i.e. through a signup sheet on the evening or via a WhatsApp Group.

To inform Wessex Water the council were unaware of the approaches by St Barnabas Church and Corsham Cricket Club and that the Council had already put forward projects for consideration for funding with two being currently evaluated.

**b) To consider any feedback from attendance at the WALC (Wiltshire Association of Local Councils) AGM (18th January)**

The Clerk informed the meeting Councillor Hoyle was due to attend the meeting.

Councillor Hoyle explained that unfortunately he was unable to attend the meeting due to work commitments, but would share information via email.

**c) To consider any requests for local police priorities**

It was noted at a recent Highways meeting that Members had put forward requests for police speed enforcement support in areas of the parish where speeding was known to take place.

Councillor Harris stated the issue of lorries parking overnight on Bowerhill Industrial was still a concern and nothing seemed to have

been done to resolve the matter with vehicle lighting regulations being flouted and causing a hazard.

Councillor Wood expressed sympathy for lorry drivers, as there were no lorry park facilities in the area.

Councillor Glover noted there were lorry park facilities in Chippenham near the M4 junction.

Councillor Holt noted there was a similar issue with lorries parking overnight on Hampton Park West outside the Police Station.

**Resolved:** To add these concerns to the list for the Police to investigate.

**379/22 What have we done to meet the Climate Friendly agenda?**

**a) Support of the Wilts & Berks Canal Trust “Bee Route” project in the parish**

To note the Council support the proposals for a Bee Route project in the parish and that Melksham News would be running a story on this.

**b) To note Wiltshire Council’s Climate Strategy Delivery Plans**

Members noted Wiltshire Council’s Climate Strategy Delivery Plans and that Councillor Holder was now the Cabinet Member for Environment.

Meeting closed at 10.03pm

Signed:.....  
Chair, Full Council, 20 February 2023

Date: 05/01/2023

Melksham without Parish Council Current Year

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Time: 17:08

Cashbook 1

User: MR

Current Account &amp; Instant Acc

For Month No: 9

## Receipts for Month 9

## Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		642,647.37					642,647.37	
V3089-BS 8	Banked:02/12/2022	60.00						
V3089-BS 8	Allotment Holder		60.00			1320 310	60.00	Briansfield plot 8 rent
V3090-BSF5	Banked:06/12/2022	30.00						
V3090-BSF5	Allotment Holder		30.00			1320 310	30.00	Briansfield plot 5 rent
V3091-VAT	Banked:09/12/2022	2,386.80						
V3091-VAT	HM Revenue & Customs		2,386.80			105	2,386.80	VAT Refund- November 22
V3094-BACS	Banked:20/12/2022	2.46						
V3094-BACS	John Glover (British Girlguidi		2.46			1130 110	2.46	Winter Newsletter photocopying
V3095-FOF	Banked:28/12/2022	500.00						
V3095-FOF	FoF FC		500.00			1210 210	400.00	Pitch hire Nov-Inv.308
						1210 210	100.00	Pitch hire Dec- Inv.314
<b>Total Receipts for Month</b>		2,979.26	0.00	0.00			2,979.26	
<b>Cashbook Totals</b>		645,626.63	0.00	0.00			645,626.63	

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Date: 05/01/2023

Melksham without Parish Council Current Year

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Time: 17:06

Cashbook 1

User: MR

Current Account &amp; Instant Acc

For Month No: 9

Payments for Month 9			Nominal Ledger Analysis						
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
17/11/2022	HM Land Registry	V3032-6101	-4.00			4680	170	-4.00	CANCELLED CHQ-SIM App NHP
01/12/2022	Grist Environmental	V3088-DD	128.17		21.37	4770	220	106.80	Inv.P90225-Waste away Oct
19/12/2022	HM Land Registry	V3082-6104	18.00			4250	120	4.00	Land Search- Ashley Close ditc
						4680	170	4.00	Land Search-Abattoire Site
						4680	170	4.00	Land Search- New Rd Farm
						4680	170	4.00	Land Search-South New Rd Farm
19/12/2022	Plusnet	V3092-DD	36.60		6.10	4190	120	30.50	006- Line & Broadband-Campus
20/12/2022	Sirus Telecom	V3093-DD	3.80		0.83	4190	120	3.17	Inv.64660-Office phone charges
<b>Total Payments for Month</b>			<b>180.57</b>	<b>0.00</b>	<b>28.10</b>			<b>152.47</b>	
<b>Balance Carried Fwd</b>			<b>645,446.06</b>						
<b>Cashbook Totals</b>			<b>645,626.63</b>	<b>0.00</b>	<b>28.10</b>			<b>645,598.53</b>	

Date: 05/01/2023

Melksham without Parish Council Current Year

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Time: 17:06

Cashbook 2

User: MR

Unity Bank

For Month No: 9

Receipts for Month 9

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		606,729.94					606,729.94	
V3087-SIRU	Banked: 19/12/2022	30.56						
V3087-SIRU	Sirus Telecom	30.56			4190	120	30.56	Part of deposit returned
Total Receipts for Month		30.56	0.00	0.00			30.56	
Cashbook Totals		<u>606,760.50</u>	<u>0.00</u>	<u>0.00</u>			<u>606,760.50</u>	

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## Melksham without Parish Council Current Year

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Cashbook 2

User: MR

Unity Bank

For Month No: 9

Payments for Month 9				Nominal Ledger Analysis			
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c Centre	£ Amount Transaction Detail
05/12/2022	Mike Harding	V3013-BACS	100.00		4575	142	100.00 Inv.0922- Welding repair Beana
15/12/2022	EDF Energy	V3085-DD	294.00		14.00	4302 220	280.00 Pavilion Electricity
16/12/2022	Unity Trust Bank	V3086-DD	920.46		59.60	4120 120	2.05 Planning Committee Agenda pack
						4120 120	4.70 Full Council agenda pack
						4680 170	6.00 Land Registry Search NHP
						4680 170	3.00 Land Registry Search NHP
						4680 170	6.00 Land Registry Search NHP
						4680 170	6.00 Land Registry Search NHP
						4680 170	3.00 Land Registry Search NHP
						4680 170	6.00 Land Registry Search NHP
						4680 170	3.00 Land Registry Search NHP
						4680 170	6.00 Land Registry Search NHP
						4680 170	6.00 Land Registry search for NHP
						4190 120	7.53 Phone license
						4175 120	81.00 Office 365 Subscription
						4190 120	26.99 Line & WiFi for pavilion
						4190 120	500.00 Deposit- Pavilion wifi & line
						4120 120	7.35 Planning pack & letter to hire
						4370 120	10.32 Pledge polish
						4150 120	7.99 Pens
						4370 120	13.44 Dishwasher tablets
						4155 120	13.18 Biscuits for meetings
						4150 120	14.98 Magnets
						4175 120	1.00 Website hosting
						4150 120	5.68 Charge lead for tablet & phone
						4150 120	10.68 A4 Paper
						4150 120	29.85 A4 Paper
						4150 120	29.86 A4 Paper
						4500 142	33.32 Weedkiller- Shaw P/A
						4120 120	0.95 Letter sent to hirer
						4200 120	11.99 Online meeting subscription
						4140 120	3.00 Monthly Fee
22/12/2022	Roy Dobson	V3060-BACS	33.52		5.58	4820 142	27.94 Reimburse for mower petrol
						347 0	-27.94 Reimburse for mower petrol
						6000 142	27.94 Reimburse for mower petrol
22/12/2022	Radcliffe Fire Protection Ltd	V3061-BACS	116.52		19.42	4212 220	97.10 Inv.7367-6 monthly fire alarm
22/12/2022	Andy Strange Property & Garden	V3059-BACS	400.00			4352 120	400.00 Inv.01706-Office relocation ta
22/12/2022	JH Jones & Sons	V3062-BACS	1,804.65		267.44	4402 320	60.15 Inv.3177- Allotment grass cult
						4400 142	221.80 Inv.3177- Play Area grass cult
						4780 142	52.50 Inv.3177- Play Area bin emptyi
						4781 220	79.58 Inv.3177- JSF Bin emptying

Continued on Page 161

Date: 05/01/2023

Melksham without Parish Council Current Year

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Cashbook 2

User: MR

Unity Bank

For Month No: 9

## Payments for Month 9

## Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
						4401	220	692.17	Inv.3177- JSF Grass cutting
						4400	142	34.66	Inv.3177- Kestrel Shrub Mainte
						4409	142	163.33	Inv.3177- Hornchurch Grass cut
						4820	142	32.92	Inv.3177- SHF Grass cut
						347	0	-32.92	Inv.3177- SHF Grass cut
						6000	142	32.92	Inv.3177- SHF Grass cut
22/12/2022	JH Jones & Sons	V3063-BACS	264.00		44.00	4490	142	220.00	Inv.3181- Carson R/about Maint
22/12/2022	Agilico	V3064-BACS	254.91		42.48	4130	120	212.43	Inv.284- Office photocopying
22/12/2022	Radcliffe Fire Protection Ltd	V3065-BACS	68.64		11.44	4210	120	57.20	Inv.7386- PAT testing- Office
22/12/2022	Trade UK	V3066-BACS	36.95		6.14	4490	142	30.81	inv.383- Safety surfacing repai
22/12/2022	Aquasafe Environmental Ltd	V3067-BACS	138.00		23.00	4212	220	115.00	Inv.221203-PPM Visit- Pavilion
22/12/2022	Rigg Construction	V3068-BACS	8,422.47		1,403.75	4582	142	7,018.72	Demolition of BYF Village Hall
22/12/2022	Melksham Town Council	V3069-BACS	150,000.00			4585	142	150,000.00	1st Install of CIL- East of Me
22/12/2022	Avon IT Systems	V3070-BACS	438.00		73.00	4352	120	225.00	inv.1796-IT Assistance- Move
						4180	120	140.00	inv.1796-IT call outs & Websit
22/12/2022	St Barnabas Church	V3071-BACS	10.00			4420	142	10.00	Annual rent- Beanacre Play Are
22/12/2022	Bowerhill Village Hall	V3072-BACS	25.00			4200	120	25.00	Pathfinder Residents Room hire
22/12/2022	Wiltshire Pension Fund	V3073-BACS	1,974.04			4045	130	1,486.56	Period 9- December 2022
						4000	130	245.27	Period 9- December 2022
						4020	130	122.53	Period 9- December 2022
						4010	130	119.68	Period 9- December 2022
22/12/2022	HM Revenue & Customs	V3074-BACS	2,425.41			4041	130	792.35	Period 9- December 2022
						4000	130	327.05	Period 9- December 2022-NI
						4000	130	496.00	Period 9- December 2022-T
						4020	130	127.75	Period 9- December 2022-NI
						4020	130	188.40	Period 9- December 2022-T
						4010	130	121.86	Period 9- December 2022-NI
						4010	130	179.00	Period 9- December 2022-T
						4460	142	164.80	Period 9- December 2022-T
						4800	320	12.00	Period 9- December 2022-T
						4070	120	16.20	Period 9- December 2022
22/12/2022	David Pafford	V3080-BACS	65.40			4070	120	65.40	December Chairs allowance
22/12/2022	Kerry Lemon	V3081-BACS	657.46		109.58	4582	142	547.88	Inv.590-BYF V Hall- Artwork
28/12/2022	Teresa Strange	V3075-BACS			1.00	4000	130		December 2022 Salary
						4155	120	5.50	Refreshments for events
						4155	120	4.40	Refreshments for events
						4155	120	5.80	Refreshments for meetings

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Date: 05/01/2023

Meksham without Parish Council Current Year

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Time: 17:06

Cashbook 3

User: MR

Fixed Term Deposit

For Month No: 9

**Receipts for Month 9**

**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	
<b>Total Receipts for Month</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			<b>0.00</b>	
<b>Cashbook Totals</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			<b>0.00</b>	

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Date: 05/01/2023

Melksham without Parish Council Current Year

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Time: 17:08

Cashbook 3

User: MR

Fixed Term Deposit

For Month No: 9

Payments for Month 9

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						
	<b>Total Payments for Month</b>		0.00	0.00	0.00			0.00	
	<b>Balance Carried Fwd</b>		0.00						
	<b>Cashbook Totals</b>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>0.00</u>	

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account 02027655	28/12/2022		645,462.06
			645,462.06
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
19/12/2022 V3082-6104 HM Land Registry		16.00	
			16.00
			645,446.06
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			0.00
			645,446.06
		Balance per Cash Book is :-	645,446.06
		Difference is :-	0.00

Date: 05/01/2023

Melksham without Parish Council Current Year

Page 1

Time: 16:15

Bank Reconciliation Statement as at 31/12/2022  
for Cashbook 1 - Current Account & Instant Acc

User: MR

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account 02027655	28/12/2022		645,462.06
			<u>645,462.06</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
19/12/2022 V3082-6104 HM Land Registry		16.00	
			<u>16.00</u>
			645,446.06
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			645,446.06
		Balance per Cash Book is :-	645,446.06
		Difference is :-	0.00

Date: 05/01/2023  
Time: 16:30

**Melksham without Parish Council Current Year**  
**Bank Reconciliation Statement as at 31/12/2022**  
**for Cashbook 3 - Fixed Term Deposit**

Page 1  
User: MR

<u>Bank Statement Account Name (€)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Fixed Term Deposit	31/03/2022		0.00
			<hr/> 0.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.00
		<b>Balance per Cash Book is :-</b>	<b>0.00</b>
		<b>Difference is :-</b>	<b>0.00</b>

