

**MINUTES of the Full Council Meeting of Melksham Without  
Parish Council held on Monday, 4 December 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), David Pafford (Vice Chair of Council), Alan Baines, John Doel, Mark Harris, Shona Holt and Robert Shea-Simonds

**Officers:** Lorraine McRandle (Parish Officer) and Marianne Rossi (Finance & Amenities Officer)

**In attendance:** Wiltshire Councillor Phil Alford (Melksham Without North & Shurnhold); Wiltshire Councillor Jonathon Seed (Melksham Without West & Rural) and 2 members of public

**Via Zoom:** Wiltshire Councillor Nick Holder (Bowerhill)

**310/23 Welcome, Announcements & Housekeeping**

Councillor Glover made the following announcements and informed the meeting the Clerk was unwell and whilst feeling better than she was, was not fully recovered:

- a) An election had been called for a casual vacancy in the Bowerhill Ward. Members were informed if the election were to be contested, the costs to the Council would be £10,842.89 (excluding costs associated with issuing polling cards) as the Council's Standing Order 27(b) stated: polling cards will **NOT** be issued by Wiltshire Council, if a contested election is held for any vacant seat. The costs of an uncontested election to the Council would be £767.37.

Members were informed Councillor Patacchiola had resigned due to a significant increase in work and family commitments. However, he had indicated he would be happy to assist/provide advice to the Council in those areas that he had some specialist expertise in if requested.

It was agreed to send a vote of thanks to Councillor Patacchiola for the work he had undertaken for the Council.

- b) Wiltshire Council Cabinet have approved a proposal to invest £37m into a central area strategic depot in Bowerhill.
- c) An Area Board, Highways Matters meeting was due to be held on 6 December at 7.00pm (6.30pm for informal networking) at Semington Village Hall.

The following questions had been asked to be raised at the meeting:

1. Melksham Without Parish Council currently receive 3 parish steward days per month, as we are a large parish, with it understood other councils do not engage in the process, could the Parish Council have additional days per month.
2. What view will Wiltshire Council take for the future of the A350, if it is not supported for funding by the Government?

Given Wiltshire Council's concern about congestion, if it is not funded, will Wiltshire Council defer housing development in the Melksham Neighbourhood area until it is?

Members noted Semington Parish Council would also be raising the following questions:

1. Conversion of byway into a 60mph road for cars and vans.
2. The failure to prevent motor traffic using the old A350 road as a short-cut.
3. Parking along the old A350.
4. The suitability of narrow side roads within the village for carrying further housing development.
5. The deteriorating state of the roads and pavements in the village.

As the Clerk was unable to attend the meeting, it was asked if anyone else would be attending the meeting. Councillor Glover informed the meeting that as one of the Council representatives for the Area Board he intended to go to the meeting but would have to leave before 8.00pm.

Both Councillors Harris and Doel indicated they would be attending the meeting and were happy to raise the questions on behalf of the Council, if Councillor Glover had to leave the meeting before he could raise the questions.

- d) To note Melksham Without Parish Council's grant aid applications were open for 2024/25, with a deadline for applications to be received by 31 January 2024.
- e) A Traffic Order for the Campus had now been approved and would come into force on 8 January with maximum free parking for 3 hours, Monday to Friday between 8.00am and 6.00pm. The Parish Council will be given daily permits for visitors/contractors who wished to park for longer than 3 hours with 3 staff permits also being provided, as per the Council's Tenancy Agreement.
- f) A proposed meeting with Michelle Donelan MP on Friday 15 December had been re-arranged to the afternoon of Friday 8 December (time to

be confirmed), if Members were available, in order to make it worthwhile.

It was agreed to inform those not at the meeting of the change of date to check their availability.

**311/23 To receive Apologies and approval of reasons given**

Apologies were received from Councillors Richardson, Russell and Wood who were unwell and from Councillor Chivers who was back in hospital.

**Resolved:** To accept and approve reasons for absence of Councillors Richardson, Russell, Wood and Chivers.

**312/23 To consider holding items in Committee 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 item of business, 8a, as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*

The meeting was informed item 8a regarding a request from a youth organisation for advertising hoarding on Bowerhill Sports Field did not need to be held in closed session.

**313/23 Declarations of Interest:**

**a) To receive declarations of interest.**

Councillor John Glover declared an interest in agenda item 9(g) regarding the Chair's Allowance and explained he would leave the meeting during this item.

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

None.

**314/23 Public Participation & Invited Guests**

Standing Orders were suspended.

- **Wiltshire Councillor Jonathon Seed, Melksham Without West & Rural.**

Wiltshire Councillor Jonathon Seed explained he had been liaising with Sergeant Gemma Rutter, Melksham Police on enforcement action at Semington Road bus gate, with her offering to put on a number of enforcement sessions. Hopefully this would get the message through to people and satisfy those who had been

requesting an ANPR camera to deter people using the bus gate, particularly given the costs involved.

It was understood those who required access via the bus gate were being given new keys, in order to access it, rather than leaving it open, which had been happening for the last 4-6 years.

With regard to 489 Semington Road (Planning Application No: PL/2021/06824) and concerns the double garage and office were not being constructed to plan, Planning Enforcement had been contacted but was awaiting a response.

Wiltshire Councillor Seed left the meeting at this point due to another meeting elsewhere.

- **Wiltshire Councillor Phil Alford, Melksham Without North & Shurnhold**

Wiltshire Councillor Alford informed the meeting Wiltshire Council had been successful in receiving £79,000 funding from the Environment Agency for flood defences at Shurnhold Fields which would help to protect 13 homes (and could be extended to another 8 homes). Once the flood defence works have been completed, this would allow the proposed car park and Shurnhold Fields to be constructed once a planning application had been submitted and approved.

### **Highway Matters**

Wiltshire Council have been awarded £2.6m Government funding over the next 2 years for highway maintenance. This was in addition to the £22.9m already received from the Government Highway Maintenance Fund and the £3.7m from the Department of Transport Pothole Fund for 23-24, which was an extra boost on top of the £10m funding Wiltshire Council Cabinet had already pledged to invest in preventative works.

Whilst not in the parish, a night-time closure in the next few months would be required on Beanacre Road near Leekes to enable repair works to take place.

- **Wiltshire Councillor Nick Holder, Bowerhill**

Wiltshire Councillor Nick Holder thanked Melksham Without Parish Council for 50% of the attendance at the recent 'Ask the Leader' session with Councillor Richard Clewer who had also passed on his thanks to the Parish Council and for the interesting and challenging questions raised.

With regard to one of the questions raised relating to the frustration from the lack of 5-year land supply issue affecting communities, a

meeting was due to take place later in the week with the Housing Minister, Leader of the Council and Cabinet Member for Planning, in order to try and understand when the announcement to the changes proposed in the National Policy Planning Framework (NPPF) regarding this issue would be made.

Along with Wiltshire Councillors Phil Alford & Jonathon Seed, Michelle Donelan MP had been lobbied on this issue and it was hoped to arrange a meeting with Micheal Gove MP, Secretary of State for Levelling Up to discuss this issue, in the hope of getting some definitive answers on when the proposed changes to the NPPF would be announced.

With regard to the footpath to the rear of Melksham Oak School, confirmation had been received that the planning application had been submitted, which the Parish Council would have an opportunity to comment on in due course. It was understood the path would be constructed in late Spring/early Summer 2024.

- The Chair of Shaw & Whitley Community Hub was in attendance seeking funding support from the Parish Council with regard to additional costs associated with the new village shop project on the car park of the Pear Tree public house, explaining £3,700 in unexpected additional costs were required in order to get the shop open.

Councillor Glover reminded the meeting that the group's previous grant for funding associated with the village shop project had been turned down, as it did not meet with the Council's Grant policy ie 'groups should not give away funding to other groups', therefore, it had been recommended at the time, if the group came back at a later date, the Council could explore the possibility of future match funding requests.

Wiltshire Councillor Phil Alford suggested the group could apply to Melksham Area Board for funding, with the Chair of Shaw & Whitley Community Hub stating the group intended to apply for funding for consideration at the next Area Board meeting in March.

Standing Orders were reinstated.

### **315/23 To approve the Minutes of the Full Council meeting held on 13 November 2023**

It was noted there was one minor amendment required to minute 292/23 ie to amend '**implemented**' to say '**instigation**'.

With regard 294b/23 relating to Speed Indicator Device (SID) installation, the meeting was informed the Council's contractor had been written to, and had been unaware of the situation, as a staff member had been off

sick but wished to rectify the situation.

**Resolved:** With the above minor amendment, to approve and for the Chair to sign the Full Council minutes of 13 November 2023.

**316/23 Planning:**

**a) To approve the Minutes of the Planning Committee meeting held on 27 November 2023**

A minor amendment was proposed to Min 309a/23 to amend Blackmore **Road** to read Blackmore **Farm**.

**Resolved:** With the minor amendment above, to approve and for the Chair to sign the Planning Committee minutes of 27 November 2023.

**b) To formally approve Planning Committee recommendations of 27 November 2023**

With regard to Min 305/23 and the Strategic Planning Committee meeting held on 27 November, relating to planning application PL/2022/08155 for 53 dwellings to the rear of Townsend Farm, Semington Road, it was noted both Councillors Wood and Glover had attended the meeting to object to the application, as did Wiltshire Councillor Mike Sankey but unfortunately following a vote the application had been approved.

Councillor Glover, having had to leave during the Strategic Planning Meeting, asked if it had been clarified if the developers would be forced to install a Local Equipped Area of Play (LEAP). Councillor Harris clarified the provision of a LEAP could only be an advisory in the Decision Notice and not a condition.

**Resolved:** To formally approve the Planning Committee recommendations of 27 November 2023.

**317/23 Asset Management**

**a) To consider further information received from youth organisation regarding the installation of advertising hoarding at the sports field and approve way forward**

The Finance & Amenities Officer explained at a previous Asset Management Committee meeting, queries had been raised regarding a request from a youth organisation to install advertising hoardings at Bowerhill Sports Field, with the responses to the queries provided that afternoon, as follows:

The proposed height of the fencing would be 3ft and installed on the Portal Road side of the field, between the trees and pitches. The

proposed advertising hoarding would cover the whole fencing. A run off distance of 4.5m between the pitch and fencing would be provided. It was also confirmed the fencing, as well as stanchions, would be wooden.

The Finance & Amenities Officer stated the FA (Football Association) recommended a run off distance of 6 yards (5.5m), which was more than stated would be available. It also needed to be borne in mind if there was enough distance between the trees and the fencing to enable access in order to maintain the trees and cut the grass.

Members raised concern at the proposed run off distance being shorter than the FA recommendation and were aware of a footballer in Bath receiving a serious head injury, having run into a barrier. Concern was also raised at the lack of room for a ride on mower to manoeuvre between the fencing and trees, in order to cut the grass.

The Finance & Amenities Officer reminded the meeting now the information requested had been received, a planning permission enquiry would need to be made as to whether the fencing and advertising hoarding proposed required planning permission. A query had already been made with Fields in Trust, who were happy for advertising hoarding to be erected on Bowerhill Sports Field.

**Resolved:** To contact the Council's ground contractor to ascertain how much space their ride on mower required, between the trees and proposed fencing, in order to determine the position of the fencing in relation to the trees and to review if there would be enough run off between the fence and the edge of the pitch, as per the FA recommendation.

**b) Shurnhold Fields. To receive feedback on Friends of Shurnhold Fields AGM held on 15 November.**

Councillor Glover informed the meeting he had attended the meeting along with Councillor Richardson and the Clerk. At the meeting volunteers had come forward, as well as people to stand on the committee. An update had been provided on the shed and proposed car park and why the work could not be undertaken until the Environment Agency (EA) grant had been approved and received.

Councillor Doel noted the group were short of a mower and if the Parish Council could help. Councillor Glover confirmed the group had not approached the Parish Council for support with this matter. However, they had been made aware of other avenues for grant funding, in order to purchase a new mower, such as Awards for All, the Town Council and the Area Board.

Councillor Glover asked to bring item 9(i) regarding Shaw & Whitley

Community Hub forward, which Members agreed, with discussion minuted under Min 318(i)/23 below.

**318/23 Finance:**

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

To note £17,547.41 had been received on 16 November from Sandridge Solar Farm (Foresight).

It was also noted at a previous Planning Committee meeting when considering a proposal from Foresight to extend their installation from 25 to 40 years (planning application No: PL/2023/08449), the Parish Council had suggested asking for an extension in the community benefit accordingly.

It was also noted staffing salaries were higher for November, due to the National Joint Council (NJC) pay award being backdated to 1 April 2023.

**Resolved:** To note the Income/Expenditure reports for November.

**b) To appoint cheque signatories/online authority for December Payments**

**Resolved:** To appoint Councillors Baines and Holt as cheque signatories/online authority for December payments.

**c) To note the Council's Investment Policy**

Councillor Glover informed the meeting the Finance & Amenities Officer had identified the Churches, Charities and Local Authorities (CCLA) invested in overseas banks, with the Council's Investment Policy stating 'All investments will be made in UK banks and building societies.'

Councillor Glover noted the Council did not know which of the UK banks the Council used, invested overseas. However, CCLA had a residence in the UK, and did not believe this posed a problem.

**Resolved:** To note the Council's Investment Policy.

**d) To receive feedback on meeting held with CCLA on 14 November and consider investing with Churches, Charities and Local Authorities (CCLA).**

Feedback was received on the meeting with CCLA on 14 November with several questions being raised which had been answered satisfactorily.



Clarification was also sought if CCLA were the equivalent of a bank and building society and if the Council were to invest in the CCLA, if this was against Council policy/Financial Regulations.

The Finance & Amenities Officer confirmed the CCLA were not a bank or building society and drew Members' attention to the Investment Policy which stated 'all investments will be made in UK banks and building societies', as well as drawing attention to the approved list of financial institutions that the public sector deposit fund can invest in.

Councillor Glover noted other town/parish councils invested with the CCLA, with council officers obtaining several statements from those councils who invested with them, which had been circulated to Members for information.

Councillor Holt raised a concern CCLA were not covered by the Financial Services Compensation Scheme (FSCS).

It was clarified this had been raised at a recent meeting with the CCLA who had confirmed funds were deposited through a bond, with the Public Sector Funds being an entity in themselves and if CCLA failed they would not be able to access the funds, which belonged to clients to pay its creditors. If they were to fail, all the funds would be disbursed back to the original investors in the fund. This in effect was stronger cover than the FSCS because if the CCLA failed, the Council would get 100% of the funds back, whereas if more than £85,000 sat in a bank and it failed, the Council would only be guaranteed £85,000 of the funds back.

The Finance & Amenities Officer explained the various options available, including the Public Sector Deposit Fund which was similar to an instant access account and provided easy access to funding invested.

It was noted 5% interest would be received if the Council decided to invest in the Public Sector Deposit Fund, whereas the maximum interest the Council received at present was 2.7% from the Unity Instant Access Account.

The Finance & Amenities Officer provided the various options available to the Parish Council if they invested in the Public Sector Deposit Fund, highlighting the minimum investment amount to open the fund was £25,000.

Discussion ensued on the amount of funding to invest, in order to receive a better yield of interest.

**Resolved:** To invest through CCLA in the Public Sector Deposit Fund and to move the £670,000 from the Lloyds Fixed Term Deposit which matured that day into the Unity Deposit at 2.70% and once a

CCLA account had been open to move the £670,000 + interest received over to the CCLA account.

**e) To approve transfer of funds between bank accounts and fixed term deposits.**

This item fell, given the decision above to invest in CCLA.

**f) Budget 2024/2025**

Councillor Glover informed the meeting staff were currently working on the draft budget and advised Councillors if they had any projects/funding requests for consideration for the next financial year (2024/2025), to make the Clerk and officers aware, in order it could be included in the budget for consideration. To this end, Councillor Glover requested consideration be given to including funding for Realtime Information (RTI) in bus shelters in the budget.

**g) To consider Chair's allowance for 2023/24 (backdated to 1 April) with regard to Local Pay Authority.**

Councillor Glover declared an interest in this item and left the meeting, with Councillor Pafford as Vice Chair, presiding for this item.

Councillor Pafford highlighted the Chair's Allowance for 2022/23 was £869.90, with the Parish Council having to have regard to Wiltshire Council's Members' increase when setting the Chair's allowance; as the local Pay Authority. Wiltshire Council had recently increased their allowance by 5.76% (which was the £1,925 increase (£1 per hour) for staff, expressed as a percentage for all staff). Therefore, if the Chair's allowance was increased by 5.76% this equated to a £50.10 increase and £920 per annum.

**Resolved:** To increase the Chair's Allowance by 5.76%, equating to a £50.10 increase and £920 per annum.

Councillor Glover returned to the meeting and continued to Chair the meeting.

**h) Shaw and Whitley Friendship Club. To consider correspondence received from the club advising that they will close at Christmas and consider options for grant funding received.**

Councillor Glover highlighted the Council's Grant Policy, which stated 'The Council reserve the right to request any grant funds awarded to an organisation back, if it is found that the funds are not being used for the purpose of which it was awarded for, or if an organisation closes within the year the grant is awarded,' noting the award was made in April 2023.

It was noted, the group's constitution stated, 'if the organisation dissolved

any assets remaining shall be given to such other charitable institution or institutes having similar objectives to those of the organisation as the Charity Commission shall approve' and therefore were wishing to donate their remaining funds to Melksham Free Dining.

Clarification was sought on the amount of funding the group were wishing to donate, with the Finance & Amenities Officer informing the meeting, a figure had not been given, however, the Council had awarded £450 in grant funding for 2023/24.

**Resolved:** To agree to Shaw and Whitley Friendship Club donating their remaining funding to Melksham Free Dining and to write to them seeking confirmation on how much they would be donating to the group.

**i) Shaw and Whitley Community Hub. To consider a request for £3,700 of grant funding towards construction/building costs associated with the Whitley Stores Community Shop Project.**

As explained earlier in the meeting, the additional costs associated with the construction/building costs of the community shop project were more than the group had anticipated due to the requests made by the Planning Officer for a change of location in the car park, as follows:

Additional Drainage Costs:	£1,000
Additional Timber and Decking Costs:	£1,300
Additional Lighting (low pollution lighting):	£ 500
New costs of painting and flooring	£ 900
<b>TOTAL</b>	<b>£3,700</b>

Members discussed the grant funding request and the possibility of match funding and what the group would be contributing towards the costs.

Standing Orders were suspended to allow the Chair of Shaw and Whitley Community Hub to speak to this item, who explained the group were already looking at funding the project to a tune of £15,000, however there had been increased costs involved in order the shop could open, which had not been anticipated and costed for.

Standing Orders were reinstated.

The Finance & Amenities Officer confirmed £2,510 funding was still available in the Section 137 grant budget, with £5,765.67 in the Community Project/Match Funding Reserve.

Members were reminded the Council were unable to award a grant earlier in the year, given the Council's Grant Policy which stated 'grants would not be awarded to groups who awarded grants to other groups.'

However, they would be eligible for match funding.

**Resolved:** To support the group in moving the project forward and approve £3,700 funding from the Community Project/Match Funding Reserve.

**319/23 Local Cycling and Walking Plans (LCWIPs) for Calne and Melksham. To consider providing a response to the consultation**

Members made the following comments:

- Bowerhill is included within the Melksham Town Key Focus Map but should be considered separately, also Berryfield is split in half, with half in the Town and half not and should also be considered as a separate area or referred to as Melksham Town, Bowerhill & Berryfield on the legend.
- Priority route MW10: A365 to Gymnastic School. It was suggested no one walked from the A365 to the gym but might walk from the town to the gym, with the shortest route being along the secondary route MW12 (not included on the legend), which is also the safest route and set back from the road, therefore avoiding the HGVs on the A365 diverted from Seend.
- What is the definition of Melksham Development sites, as some areas of approved development are highlighted on the maps and others not?

It was noted there is a significant tract of land hatched red on the map indicating Melksham Development Sites to the rear of Melksham Oak School northwards, which also appears to include Oakfield Stadium land. The Parish Council are only aware of the following development sites in this area:

- PL/2023/01949: Blackmore Farm (650 dwellings). Which is also a proposed site allocation in the draft Local Plan (425 dwellings and 5.0ha of employment land and 2.0ha 2 FE primary school to include 60 early year places)
- PL/2023/0710: Snarlton Farm (up to 300 dwellings)
- Proposed site allocation in the draft Local Plan known as Land off Bath Road (SHELAA Site 3692) for 135 dwellings.

However, the map does not include the following development sites, which have been approved:

- PL/2022/00808: Land West of Semington Road (50 dwellings)
- PL/2022/08155: Land West of Semington Road (53 dwellings)
- 20/01938/OUT: Land at Semington Road (144 dwellings) (known as Buckley Gardens)

- There is a need to extend the footpath along Semington Road from Bowood View to the pedestrian access off of Semington Road to the new Berryfield Village Hall.

**Resolved:** To include the above comments in the Council's response and to give the Clerk delegated powers to include any additional comments she may have to the consultation, prior to forwarding a response to Wiltshire Council.

**320/23 To note outcome of Code of Conduct Complaint (not upheld)**

Noted.

**321/23 Policies**

**a) To note duty under Environment Act 2021 for Councils to have regard to a Biodiversity Policy before 1 January 2024**

It was noted under the 2021 Environment Act, public authorities (including town and parish councils) had to consider what they could do to conserve and enhance biodiversity, with Government guidance being published in May 2023. Town and parish councils, unlike other authorities, were not obliged to publish a report on their actions, but Government guidance required all public authorities to complete their first consideration of what action to take for biodiversity by 1 January 2023.

Councillor Glover raised concern at the impact on staffing and if the Council could do anything, as the Council owned very little land, however, understood a policy was required but what the policy included needed to be agreed.

**b) To consider adopting a Biodiversity Policy**

An example of a Biodiversity Policy from Melksham Town Council (as produced by the Society for Local Council Clerks (SLCC) had been circulated to Members prior to the meeting for information.

**Resolved:** To adopt the Biodiversity Policy as produced by Melksham Town Council (SLCC model) to meet the target date of 1 January 2024, subject to any amendments at a future date following a review.

**322/23 Age UK Wiltshire. To note quarterly report (Q2) July–Sept 2023 and to consider thoughts post March 2024 to inform budget (NB Melksham Town Council have agreed funding post for 3 years)**

Members welcomed the superb report which showed how much work had been done in the last 6 months.

**Resolved:** To note the quarterly report and to write to Age UK thanking them for their superb work over the last 6 months in supporting those in need in Melksham and the Parish.

To incorporate funding into the budget for 2024/25, with a view to it being considered at the next full budget meeting for discussion.

**323/23 Melksham Station Land (currently car park) and building.**

Members noted Transwilts CIC had served notice to break their lease of the car park and café, with Wiltshire Council confirming their priority was to revert to using the land as a Council run car park, with a Parking Order being applied for to enable this, which would be advertised in due course.

Councillor Harris informed the meeting he had done some investigations and found unlike other car parks in Melksham, the proposed car parking charges at the station car park would be in force for 24 hours, 7 days a week but could not remember where he had found this information, with Members noting it was not included within the agenda pack.

It was noted most car parks in Melksham had hourly rates during specific time periods, with no parking charges during certain hours ie 6.00pm-8.00am). as well as a separate 24-hour rate.

Whilst this was not on the agenda Councillor Harris explained he had previously raised about charging bays and people being penalised for parking a non-EV car in a charging bay in the Campus car park and whilst this had been in the planning conditions that this should not happen, it would appear a Traffic Regulation Order has been made, which rescinds this and therefore it is now chargeable if using a non-EV car in an EV charging bay, which was why people were now receiving tickets.

**Resolved:** With regard to the proposed parking charges at the station car park to query with Wiltshire Council the chargeable parking schedule timings appeared to be different than other car parks in Melksham.

Meeting finished at 8.40pm

Signed:.....  
Chair, Full Council, 22 January 2024

Date: 01/12/2023

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## 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
<b>Balance Brought Fwd :</b>		<b>7,882.86</b>					<b>7,882.86</b>	
	<b>Banked: 01/11/2023</b>	<b>387,000.00</b>						
M20556287	Fixed Term Deposit	387,000.00			210		387,000.00	V3483- Fixed deposit returned
	<b>V3648-INTE Banked: 01/11/2023</b>	<b>1,755.81</b>						
V3648-INTE	Lloyds Bank	1,755.81			1080	110	1,755.81	Bank interest
	<b>V3652-BACS Banked: 06/11/2023</b>	<b>70.00</b>						
V3652-BACS	Allotment Holder	70.00			1320	310	70.00	Rent for plot 2 Briansfield
	<b>V3653-ALLO Banked: 08/11/2023</b>	<b>35.00</b>						
V3653-ALLO	Allotment Holder	35.00			1310	310	35.00	Rent for plot 13B Berryfield
	<b>Banked: 13/11/2023</b>	<b>261,000.00</b>						
M20578427	Fixed Term Deposit	261,000.00			210		261,000.00	V3601- Fixed Term Deposit retu
	<b>V3649-INTE Banked: 13/11/2023</b>	<b>376.84</b>						
V3649-INTE	Lloyds Bank	376.84			1080	110	376.84	Bank Interest
	<b>V3654-ALLO Banked: 13/11/2023</b>	<b>70.00</b>						
V3654-ALLO	Allotment Holder	70.00			1310	310	70.00	Rent for plots 12a&b Berryfield
	<b>V3655-BACS Banked: 15/11/2023</b>	<b>66.00</b>						
V3655-BACS	Hourglass FC	66.00			1210	210	66.00	Inv.370- 17th Sept match
	<b>V3656-BACS Banked: 15/11/2023</b>	<b>35.00</b>						
V3656-BACS	Allotment Holder	35.00			1310	310	35.00	Rent for plot 1a Berryfield
	<b>V3657-BACS Banked: 16/11/2023</b>	<b>17,547.41</b>						
V3657-BACS	Sandridge Solar Farm	17,547.41			1140	110	17,547.41	Solar Farm community benefit
	<b>V3658-BACS Banked: 16/11/2023</b>	<b>35.00</b>						
V3658-BACS	Allotment Holder	35.00			1310	310	35.00	Rent for plot 18B Berryfield
	<b>V3659-BACS Banked: 17/11/2023</b>	<b>35.00</b>						
V3659-BACS	Allotment Holder	35.00			1310	310	35.00	Rent for plot 9a Berryfield
	<b>V3660-BACS Banked: 20/11/2023</b>	<b>70.00</b>						
V3660-BACS	Allotment Holder	70.00			1310	310	70.00	Rent for plot 15a Berryfield
	<b>V3661-BACS Banked: 20/11/2023</b>	<b>35.00</b>						
V3661-BACS	Allotment Holder	35.00			1310	310	35.00	Rent for plot 3b Berryfield
	<b>V3662-BACS Banked: 22/11/2023</b>	<b>220.00</b>						
V3662-BACS	Future of Football	220.00			1210	210	220.00	Inv.384- Blanket booking match
	<b>V3663-BACS Banked: 27/11/2023</b>	<b>66.00</b>						
V3663-BACS	Staverton Rangers	66.00			1210	210	66.00	Inv.380- For match 25th Novemb
	<b>500179-059 Banked: 28/11/2023</b>	<b>35.00</b>						
V3664-CASH	Allotment Holder	35.00			1310	310	35.00	Rent for BYF 3a
	<b>500180-CHQ Banked: 29/11/2023</b>	<b>70.00</b>						
V3665-CHQ	Allotment Holder	35.00			1310	310	35.00	Rent for plot 16a BYF

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Melksham without Parish Council Current Year

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Cashbook 1

User: MR

Current Account & 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>
V3666-CHQ	Allotment Holder	35.00			1320	310	35.00	Rent for plot 15 BSF
<b>Total Receipts for Month</b>		668,522.06	0.00	0.00			668,522.06	
<b>Cashbook Totals</b>		<u>676,404.92</u>	<u>0.00</u>	<u>0.00</u>			<u>676,404.92</u>	

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## Cashbook 1

User: MR

## Current Account &amp; Instant Acc

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
02/11/2023	ICO	V3647-DD	35.00			4391	120	35.00	Annual data protection fee
14/11/2023	Fixed Term Deposit	19877806	652,000.00			210		652,000.00	V3650-Transfer to fixed deposit
15/11/2023	Daisy (Onebill)	V3643-DD	33.54		5.59	4384	220	27.95	Inv.742-Pavilion WIFI
15/11/2023	Daisy (Onebill)	V3644-DD	33.54		5.59	4190	120	27.95	Inv.739- Campus WIFI
17/11/2023	RBL Poppy Appeal	V3634-6149	20.00			4070	120	20.00	Remembrance wreath
20/11/2023	SSE	V3645-DD	499.44		23.78	4312	220	475.66	Pavilion gas-8 Sept-2nd Nov
30/11/2023	Suez	V3642-DD	55.70		9.28	4770	220	46.42	Inv.627- B'hill Waste away
<b>Total Payments for Month</b>			652,677.22	0.00	44.24			652,632.98	
<b>Balance Carried Fwd</b>			23,727.70						
<b>Cashbook Totals</b>			676,404.92	0.00	44.24			676,360.68	

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Melksham without Parish Council Current Year

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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>
<b>Balance Brought Fwd :</b>		<b>43,182.89</b>					<b>43,182.89</b>	
Banked: 27/11/2023		58,000.00						
V3651	Instant Access Unity 20476339	58,000.00			230		58,000.00	Transfer to current account
<b>Total Receipts for Month</b>		<b>58,000.00</b>	<b>0.00</b>	<b>0.00</b>			<b>58,000.00</b>	
<b>Cashbook Totals</b>		<b>101,182.89</b>	<b>0.00</b>	<b>0.00</b>			<b>101,182.89</b>	

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## Payments for Month 8

## Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
03/11/2023	EDF Energy	V3646-DD	288.50		13.74	4302	220	274.76	Pavilion electricity
16/11/2023	Lloyds Bank PLC	V3641-DD	465.61		62.05	4680	170	80.00	Copies of local plan
						4351	120	26.65	Wireless keyboard & mouse
						4120	120	2.60	Notices and posters postage
						4150	120	20.82	Sign holders
						4150	120	19.61	Coloured Paper
						4150	120	33.30	Paper
						4175	120	88.20	Office 365
						4190	120	36.90	Office phones
						4150	120	66.24	Staff ID Badges
						4175	120	5.50	Website web hosting
						4200	120	12.99	Online meeting subscription
						4120	120	4.55	Notices and posters postage
						4120	120	3.20	Planning and asset agenda pack
						4140	120	3.00	Monthly fee
27/11/2023	Agilico	V3617-BACS	164.70		27.45	4130	120	137.25	Inv.457-Office photocopying
27/11/2023	BTA Architects	V3618-BACS	240.00		40.00	4582	142	200.00	Inv.2240-BYF V Hall architect
27/11/2023	Heating Associated Services Lt	V3619-BACS	2,304.00		384.00	4721	220	1,920.00	Heating Associated Services Lt
27/11/2023	Jen Cleaning	V3620-BACS	378.00			4381	220	378.00	Changing room cleaning
27/11/2023	JH Jones & Sons	V3621-BACS	122.40		20.40	4490	142	102.00	Inv.3794-Install of Pathfinder
27/11/2023	JH Jones & Sons	V3622-BACS	1,765.12		294.19	4402	320	66.16	Inv.3809- Allotment grass cut
						4400	142	244.09	Inv.3809- Play Area grass cut
						4780	142	57.75	Inv.3809- Play Area bin empty
						4781	220	87.54	Inv.3809- JSF Bin emptying
						4401	220	761.38	Inv.3809- JSF Grass cutting
						4400	142	38.13	Inv.3809- Kestrel Shrub Mainte
						4409	142	179.67	Inv.3809- Hornchurch grass
						4820	142	36.21	Inv.3809- SHF Annual cut
						347	0	-36.21	Inv.3809- SHF Annual cut
						6000	142	36.21	Inv.3809- SHF Annual cut
27/11/2023	JH Jones & Sons	V3623-BACS	126.00		21.00	4721	220	105.00	Inv.3844-Pitch inspections
27/11/2023	JH Jones & Sons	V3624-BACS	384.00		64.00	4820	142	320.00	Shurnhold Field mow grass
						347	0	-320.00	Shurnhold Field mow grass
						6000	142	320.00	Shurnhold Field mow grass
27/11/2023	JH Jones & Sons	V3625-BACS	695.34		115.89	4400	142	369.00	Inv.3812- Whitworth grass cut
						4780	142	210.45	Inv.3812- Whitworth bin
27/11/2023	Rigg Construction	V3626-BACS	14,062.80		2,343.80	4582	142	11,719.00	Certificate 11 final BYF V Hal

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## Payments for Month 8

## Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
27/11/2023	Wiltshire Age UK	V3627-BACS	2,875.00			4685	170	2,875.00	Provision of MCS Q3
27/11/2023	Place Studio Ltd	V3628-BACS	1,710.00		285.00	4680	170	1,425.00	Inv.6077-Consultationb input
27/11/2023	Mr Liversidge	V3629-BACS	35.00			1320	310	35.00	Refund for plot 31 BSF
27/11/2023	TDP Ltd	V3630-BACS	637.95		106.32	4590	142	531.63	Inv.502-Kestrel Court P/A benc
27/11/2023	JH Jones & Sons	V3631-BACS	42.00		7.00	4721	220	35.00	3849- Pitch inspection 17th No
27/11/2023	HM Revenue & Customs	V3632-BACS	4,520.23			4041	130	1,454.90	Period 8- November 2023
						4000	130	796.60	Period 8- November 2023-T
						4000	130	400.76	Period 8- November 2023-NI
						4020	130	440.60	Period 8- November 2023-T
						4020	130	288.44	Period 8- November 2023-NI
						4010	130	426.00	Period 8- November 2023-T
						4010	130	279.13	Period 8- November 2023-NI
						4010	130	98.00	Period 8- November 2023
						4460	142	273.80	Period 8- November 2023-T
						4800	320	27.20	Period 8- November 2023-T
						4070	120	34.80	Period 8- November 2023-T
27/11/2023	Wiltshire Pension Fund	V3633-BACS	3,150.39			4045	130	2,404.73	Period 8- November 2023
						4000	130	349.76	Period 8- November 2023
						4020	130	200.20	Period 8- November 2023
						4010	130	195.70	Period 8- November 2023
27/11/2023	John Glover	V3640-BACS	52.20			4070	120	52.20	Chairs Allowance- November 23
28/11/2023	Teresa Strange	V3635-BACS	████████			4000	130	████████	November 2023 Salary
						4150	120	72.40	November 2023 Salary
28/11/2023	Lorraine McRandle	V3636-BACS	████████			4020	130	████████	November 2023 Salary
						4155	120	5.25	Tea bags for meetingd
						4680	170	2.65	Milk for NHP Consultation
						4370	120	1.79	Dishwasher salt
28/11/2023	Marianne Rossi	V3637-BACS	████████			4010	130	████████	November 2023 Salary
28/11/2023	Terry Cole	V3638-BACS	████████			4460	142	████████	November 2023 Salary
						4050	142	47.50	Travel allowance
						4051	142	44.10	Mileage x98 miles
28/11/2023	David Cole	V3639-BACS	████████			4800	320	████████	November 2023 Salary
28/11/2023	John Glover	V3640-BACS	52.50			4070	120	52.50	November Chairs allowance
28/11/2023	John Glover	V3640-BACS	-52.50			4070	120	-52.50	November Chairs allowance- ERR
30/11/2023	Teresa Strange	V3667-S/O	5.30		0.88	4190	120	4.42	Out of hours mobile reimburse
<b>Total Payments for Month</b>			44,084.67	0.00	3,785.72			40,298.95	
<b>Balance Carried Fwd</b>			57,098.22						
<b>Cashbook Totals</b>			101,182.89	0.00	3,785.72			97,397.17	

Total November  
Salaries

£9,886.44

## Receipts for Month 8

## Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
<b>Balance Brought Fwd :</b>		<b>648,000.00</b>					<b>648,000.00</b>	
Banked: 14/11/2023		652,000.00						
19877806	Current Account & Instant Acc	652,000.00			200		652,000.00	V3650-Transfer to fixed deposi
<b>Total Receipts for Month</b>		<b>652,000.00</b>	<b>0.00</b>	<b>0.00</b>			<b>652,000.00</b>	
<b>Cashbook Totals</b>		<b>1,300,000.00</b>	<b>0.00</b>	<b>0.00</b>			<b>1,300,000.00</b>	

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Cashbook 4

User: MR

Instant Access Unity 20476339

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>
Balance Brought Fwd :		113,824.62					113,824.62	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>113,824.62</u>	<u>0.00</u>	<u>0.00</u>			<u>113,824.62</u>	

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