

**MINUTES of the Full Council Meeting of Melksham Without
Parish Council held on Monday, 19 February 2024 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; Terry Chivers; John Doel; Martin Franks; Mark Harris; Shona Holt; Nathan Keates; Peter Richardson; Robert Shea-Simonds and Richard Wood

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

In attendance: Wiltshire Councillors Phil Alford (Melksham Without North & Shurnhold); Nick Holder (Bowerhill) and Jonathon Seed (Melksham Without West & Rural)

425/23 Welcome, Announcements & Housekeeping

Councillor Glover welcomed everyone to the meeting, noting those present were aware of the fire evacuation procedures for the building, and that the meeting was being recorded to aid the production of the minutes, which would be uploaded to YouTube and deleted once the minutes had been approved.

The following announcements were made:

- The next Area Board Meeting to take place on Wednesday, 6 March at Berryfield Village Hall starting at 7.00pm.
- Community Governance Review: Wiltshire Council have decided **NOT** to proceed with a boundary review of the farm building between Seend and Melksham Without.
- Shurnhold Fields Project: A meeting will be held on Wednesday, 21 February at 5pm to discuss the plans with the Wiltshire Council project manager for the flood prevention works from the Environment Agency funding, which will lead into the car park project.
- Meeting on Thursday, 22 February at 6pm at Melksham Without Parish Council offices for local village halls, in the parish and wider community, to meet and network.
- Drop-in session at Berryfield Village Hall on Saturday, 16 March, 2-4pm to meet the committee and also to see what is available at the hall. Representatives from the various organisations who use the hall will also be in attendance.
- Litter picks will be taking place in various parts of the parish as follows:

Berryfield: Saturday, 23 March - 10-12pm

Shaw & Whitley: Sunday, 24 March

Bowerhill: Date to be confirmed

- The Highways & Streetscene meeting on 29 April has been moved to 8 April, due to new dates for the Local Highway & Footway Improvement Group (LHFIG).

426/23 To receive Apologies and approval of reasons given

There were no apologies. However, Members noted Councillor Russell had a current leave of absence.

427/23 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, **items 8(c) and 11(b)**, as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*

Resolved: To hold agenda items 8(c) and 11(b) regarding update on Neighbourhood Plan review (as still not confirmed policy) and speed indicator devices (as contractual) in closed session.

428/23 Declarations of Interest:

a) To receive declarations of interest.

None received.

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

None received.

429/23 Public Participation & Invited Guests

Standing Orders were suspended.

a) Representative from Melksham Neighbourhood Policing Team

No one from the Neighbourhood Policing Team were available to attend the meeting.

b) Wiltshire Councillor Phil Alford (Melksham Without North & Shurnhold)

Wiltshire Councillor Alford informed the meeting that Wiltshire Council would be approving their budget the following day, with a proposal to increase their budget by 4.99% (2.99% general budget & 2% adult social care).

Councillor Holder arrived at 7.05pm.

c) Wiltshire Councillor Jonathon Seed (Melksham Without West & Rural).

Wiltshire Councillor Seed provided an update as follows:

- **Melksham Area Board:** Several grant applications had been received. Unfortunately, as it was the end of the financial year, this would mean a reduction in the amounts the Area Board would be able to award, given the shortfall in grant funding available.
- **Semington Road Bus Gate:** It has been proposed to install an automatic number plate recognition (ANPR) camera at Semington bus gate. With regards to costs these had been reduced from what had previously been estimated. Police Enforcement had taken place and had been a useful deterrent in reducing the number of vehicles using the bus gate.

Councillor Baines sought clarification on the involvement of Michelle Donelan MP in campaigning for a bus gate relatively recently, particularly as it had already been discussed by the Local Highways & Footway Improvement Group (LHFIG) and a way forward agreed.

Wiltshire Councillor Seed confirmed Michelle Donelan MP was aware of the local campaign for an ANPR camera at the bus gate and was supportive. Whilst she was supportive, any solution would be resolved at a local level, rather than at a national level.

Councillor Seed left the meeting at this point.

d) Wiltshire Councillor Nick Holder (Bowerhill)

Wiltshire Councillor Holder provided an update as follows:

Proposed Primary School at Pathfinder Way & Pathfinder Place

The request for designing a secondary access off of Pathfinder Way, as well as a rear access from the public open space surrounding the school has been accepted by the design team, with a planning application due to be submitted shortly.

Regarding the public open space to the north of the school and currently subject to a Planning Enforcement Notice, Taylor Wimpey were due to start landscaping the area in March.

A highways meeting was due to take place with the Clerk and Highway Officers at Wiltshire Council later in the week on various actions still outstanding on the Pathfinder Place development.

With regard to the faint white lines on the Spa roundabout, it was understood these were due to be repainted and the historic left-hand lane reinstated.

Councillor Glover stated the left turn only was not the original historic line marking, but had been installed by Taylor Wimpey and was not in accordance with the Highway Code.

Wiltshire Councillor Holder agreed to feed this back to the Highways Engineer.

Footpath to Rear of Melksham Oak School

A short extension on the consultation period has been granted by planners. The parish council should have been consulted or received correspondence from Sustainable Transport to respond to amendments to the plans, which were in response to feedback by the parish council and others. It was anticipated, the footpath would be completed by the Autumn.

Other Matters

Regarding damage to vehicles on Bowerhill over the weekend, there had since been significant Police presence, which was greatly appreciated by residents in the areas affected.

Standing Orders were reinstated.

Councillor Glover asked if Members were happy to bring item 13(d) regarding Melksham House further up the agenda, which was agreed.

The minutes relating to item 13(d) are recorded under minute 436(d)/23 below.

430/23 To approve the Minutes of the Full Council Meeting held on 22 January 2024

The following updates were provided:

Min 388(m)/23: Shurnhold Fields

Melksham Town Council have approved the spend from the joint maintenance S106 fund for match funding the Friends of Shurnhold Fields grant application for a lawn mower (50% or 100% if Area Board grant is not successful).

Min 389(a) Tree Planting

Community Area Whitley & Shaw (CAWS) tree planting has now been completed and publicity planned, especially for the local businesses who

provided the trees and their services free of charge.

Resolved: To approve and for the Chair to sign the minutes of the Full Council meeting held on 22 January 2024.

a) To appoint Health & Safety Representative.

Resolved: To appoint Councillor Martin Franks as the Council's Health & Safety Representative.

b) To appoint a representative to attend the Police Neighbourhood County Parish Forums to be held twice a year.

Resolved: To appoint Councillor John Glover as Council representative on the Police Neighbourhood County Parish Forums, with Councillor Mark Harris as substitute, if necessary.

431/23 Planning

a) To approve the Minutes of the Planning Committee meeting held on 5 February 2024.

Members were reminded the Confidential Notes to accompany the minutes had been circulated with the agenda pack.

Resolved: To approve the minutes of the Planning Committee meeting of 5 February 2024 and the Confidential Notes to accompany the minutes and for the Chair to sign.

b) To formally approve Planning Committee recommendations of 5 February 2024.

The Clerk explained there were a couple of recommendations within the minutes, however they should have been noted as resolutions rather than recommendations. As they were time sensitive, they had already been actioned.

Councillor Wood as Chair of the Planning Committee formally thanked staff for the excellent minutes, particularly the comprehensive response to the Blackmore Farm planning application for 500 dwellings (PL/2023/11188).

The Clerk explained with regard to Min 403(e)/23 Planning Application PL/2023/08155 for 53 dwellings to the rear of Townsend Farm, Semington Road, the Planning Officer had responded to her recent

correspondence confirming the application would be going back to the Strategic Planning Committee for consideration.

Resolved: To formally approve the Planning Committee recommendations of 5 February 2024, noting they should have been resolutions.

c) To consider latest update on the Melksham Neighbourhood Plan Review (JMNP#2).

THIS ITEM WAS HELD IN CLOSED SESSION

Members had been provided confidential notes in their agenda packs on the various challenges made during Regulation 14 and the position of the Planning Committee on how to respond, with updates since provided on a suggested way forward.

Both the Clerk and Councillor Pafford as Chair of the Melksham Neighbourhood Plan Steering Group went through the various challenges and proposed way forward.

They were both due to attend a closed session of the Town Council Planning Committee meeting the following day to ascertain their views on the proposed way forward, in order both Councils were of the same mind in how to respond to inform the Neighbourhood Plan Steering Group meeting on Wednesday 28 February.

Resolved: To approve the recommended way forward as provided in the Confidential Notes circulated with the agenda pack.

d) To approve delegated powers for the Clerk to submit additional comments on planning application [PL/2023/10488](#): Footpath to rear of Melksham Oak School (revised plans) prior to 21 February deadline.

It was noted the only additional information since the Planning Committee had previously commented on the application was an updated Ecological Impact Assessment Report dated 20 October 2023.

Resolved: To submit further comments on the planning application that the Parish Council support the comments in the Ecological Impact Assessment Report dated 20 October 2023, particularly with regard to lighting of the footpath.

432/23 Asset Management

a) To approve the Minutes of the Asset Management Committee meeting held on 12 February 2024.

Councillor Glover explained that responses to the queries raised at the meeting had been forwarded to Members prior to the meeting and therefore hoped that this meant that the recommendations could now be approved.

Councillor Baines wished to formally thank officers for the comprehensive set of minutes.

Resolved: To approve and for the Chair to sign the Asset Management Committee minutes of 12 February 2024.

Both Wiltshire Councillors Alford and Holder left the meeting at 7.35pm.

b) To formally approve Asset Management Committee recommendations of 12 February 2024.

As committee members of Berryfield Village Hall, both Councillors Holt and Wood declared an interest in recommendation (Min 417(a)/23) relating to Berryfield Village Hall.

Agenda item 417(b) – Whitley Reading Rooms

It was noted at the meeting two out of the three officers for the Whitley Reading Rooms Committee would be stepping down at the next AGM with a concern a new committee may not be formed.

Councillor Doel therefore suggested if it was worthwhile approaching Dale Harger to join the committee, particularly as he had come forward for co-option at the last Full Council meeting on 19 and had showed an interest in supporting the local community.

Resolved: The Clerk agreed to talk to him on this matter.

Min 420/23: Resident seeking additional tree planting at The Spa

Members were shown a map of the proposed location for additional tree planting as provided by the resident but felt that more details were still needed.

It was noted the area had been nominated as a Local Green Space in the Neighbourhood Plan (JMNP#2).

Min 421/12: Request for stabbing and bleed kits

Following a query with the Neighbourhood Policing Team on whether these would be useful in the parish, they had responded to say if they were to be provided, they should be easily accessible, such as in village halls near parks etc. and would be useful for rural road traffic collisions.

Councillor Holt suggested a more suitable location would be in local pubs, rather than village halls.

Resolved: To formally approve the Asset Management Committee recommendations of 12 February 2024, and to:

- Seek more information from the resident who had proposed additional tree planting on the verge adjacent to The Spa.
- Investigate costs of the stabbing/bleed kits and bring back to the next Full Council meeting for discussion.

c) To consider membership of the Asset Management Committee.

Resolved: To appoint Councillor Martin Franks to the Asset Management Committee.

433/23 Finance

a) To note Receipts & Payments reports for January

Members noted, as agreed at the Full Council meeting on 19 January 2023, the Public Works Loan for Berryfield Village Hall had been paid in full by 2 installments of £150,000 and £136,482.80 respectively from the Unity Account.

Resolved: To note the Receipts & Payments reports for January.

b) To note payments over £500 for Quarter 3 (October, November & December)

Resolved: To note the list of payments over £500 for Quarter 3 which would be published on the council's website to meet Transparency best practice.

b) To seek cheque signatories/online authority for February payments.

Resolved: For Councillors Shea-Simonds and David Pafford to be cheque signatories/online authority for February.

c) To approve Bank Account and Fund Transfers

The Clerk explained there were no transfers to approve, informing the meeting there was just over £5,000 in the Lloyds current account, which was the agreed 'buffer' and £140,000 in the Unity account.

The Clerk informed the meeting one more signature was required for the Churches, Charities & Local Authorities (CCLA) account application, and once signed, £500,000 would be transferred to the account.

434/23 Highways

a) To receive notes of the Road Safety Working Group meeting held on 29 January 2024 and agree a way forward.

At the meeting, it had been agreed to have road safety as a standing item on the Highway agenda, as a mechanism for the working group to be tasked by the Highways Committee on a specific project or issue.

Resolved: To approve the notes of the Road Safety Working Group meeting on 29 January 2024 and to include 'Road Safety' on the Highway agenda as a standing item.

b) Speed Indicator Device (SID) installation. To receive an update following recent correspondence with the council's contractor and to consider a way forward.

THIS ITEM WAS HELD IN CLOSED SESSION

The Clerk informed the meeting the contract with the current SID installation contractor had been terminated, following several warnings they were not fulfilling their obligations. They had been asked to return the devices and other equipment to the parish council and to date they had not been returned. Therefore, arrangements may have to be made to retrieve the equipment from their premises, if not returned in due course.

Resolved: It was agreed if the devices and associated equipment were not returned, that arrangements be made to collect the equipment; this would require a contractor to do due to the vehicle size needed.

c) To consider way forward on Semington Road Bus Gate; to part fund with Semington Parish Council an ANPR (Automatic Number Plate Recognition) Camera.

Following the update from Wiltshire Councillor Jonathon Seed earlier in the meeting, Councillor Baines explained the cost of the ANPR camera had reduced significantly from £10,000 which had previously been quoted to £2,500 as stated at a recent Local Highway & Footway

Improvement Group (LHFIG) meeting.

The Clerk informed the meeting it was still unclear what the costs would be, as there was confusion whether the costs quoted were for the initial outlay of the device or for running costs.

Councillor Baines noted Semington Parish Council were principally affected by the abuse of the bus gate, however, it was within the parish with a few residents in the parish affected also by traffic abusing the bus gate. Semington Parish Council were looking to Melksham Without parish council to contribute towards the costs, which were not unreasonable and whilst he felt it was not appropriate to contribute the usual 50%, for approved improvements/requests via LHFIG, felt the parish council should at least make a contribution.

It was noted it had been suggested that the sponsor councils would get a share of the revenue from fines.

Resolved: To seek what funding was available from both the Local Highway & Footway Improvement Group (LHFIG) and Melksham Area Board and to share residual capital costs with Semington Parish Council, as well as any maintenance costs.

To also share any income resulting from any fines received.

435/23 Emergency Response: To receive update following recent flooding in the parish.

Members had been circulated the Community Action Whitley & Shaw Community Emergency Group (CAWs CEG) notes from their meeting held in November 2023. It was noted another meeting was planned the following day.

Councillor Glover explained, as reported at the January Full Council meeting, that two properties in Corsham Road, Whitley had experienced internal property flooding during recent heavy rain and had to pump out 4/5 evenings since then too. A visit had been arranged by Wiltshire Council drainage experts but the issue was still to be resolved.

The Clerk explained further to the last meeting, it had come to light 54 Beanacre and Rhotteridge Farm in Woodrow had also experienced internal property flooding, all of whom were in touch with the Drainage Team at Wiltshire Council to ensure they were able to access the Government Compensation, which was available for those who experienced internal property flooding during named storms. Unfortunately, those impacted during normal rain events were not eligible for Government funding.

It was understood two forms of funding were available, one for flood prevention work and the other for compensation if impacted by internal property flooding.

It was noted a property in Lowbourn had also experienced flooding during Storm Henk who had subsequently been put in touch with Wiltshire Council's Drainage Team. It was understood Melksham Town Council were due to appoint a representative to the Operational Flood Working Group at their Full Council meeting on 26 February, as currently they had no representative on this group.

Councillor Franks informed the meeting ditches either side of Berryfield Lane had recently been cleared, however, there were other areas where the ditches were blocked and the water was near the top of the ditch, with a fear a culvert along the lane may also be blocked.

The Clerk suggested Councillor Franks identify the ditches and culvert which were blocked, in order for officers to write to the relevant landowner(s) to clear the watercourse(s), noting if the landowners do not respond to this letter, they would be contacted by Wiltshire Council and if they have to undertake the work, they will be charged for the work undertaken.

436/23 Community projects/partnership organisations:

a) Update on Melksham Community Support and Age UK and position of Melksham Town Council with regard to their share of funding for the project and consider a way forward.

Councillor Glover informed the meeting that Melksham Town Council did not make any provision for their share of funding in their budget for 2024/25, however, they had suggested that Age UK apply to them for a grant, which it was understood would be considered the following Monday, 26 February at a Town Council meeting.

This made the situation moving forward not straight forward as the parish council were commissioning a service for Without residents and the Town Council hopefully paying for the service via a grant, so both operating under a different footing.

It was noted that the timescales were now very tight as the person in post was specifically employed for this contract, which currently ended on 31 March, with no visibility of a clear way forward for the project in Year 2.

The Clerk explained at a recent Health & Wellbeing meeting the project had been discussed with concern raised at promoting things in the town in the coming months, if the Town Council did not agree to the grant funding on 26 February, as Age UK would only be supporting residents in the parish and not the town.

Councillor Wood queried what the view of Age UK was with regard to the current situation and possible lack of funding from the Town Council. The Clerk explained if a grant was awarded by the Town Council, this in

some ways was better, in that they would get funding up front, rather than quarterly, as with the parish council and would not be held to account for the service provided, unless specified as part of any grant funding received by the Town Council.

The Clerk explained at the Health & Wellbeing meeting on 15 February they had recommended for approval an Area Board grant to enable Age UK to have a drop-in session at the Campus, so that residents from the Melksham Community area could be signposted to services if necessary. Residents of Melksham Without would be able to access a full holistic personal service as this would be funded by the parish council.

Councillor Pafford raised a concern at having two scenarios for funding the post of the Age UK dedicated project worker and the need to preserve the joint working/reporting on the activities of the post and keeping the Town Council involved. Therefore, he suggested that the parish council still invite the town council to the quarterly review meetings with Age UK if they continue to fund the project via a grant.

Councillor Glover explained if the Town Council did not provide funding for the post, this meant the Project Worker would only be able to deal with residents of the parish and not help those in the town and therefore, a fallback position was required.

Discussion ensued on how to move forward, if funding was not forthcoming from the Town Council and the possibility of having to increase the parish council's contribution, in order to maintain the service for parish residents.

Resolved: For the Clerk to continue working with the Town Council on a way forward.

b) To receive update following the Health & Wellbeing Meeting held on 15 February.

Both the Clerk and Councillor Pafford attended the meeting and provided an update. The Wiltshire Community Area Joint Strategic Needs Assessment (CAJSNA) had been shown to members of the group, and a demonstration on how to interrogate it for specific data/information. The group agreed that their priority moving forward for future focus, projects and funding relating to health matters was mental health issues.

At the meeting it had been noted that nationally the Police have decided they will no longer attend calls relating to mental health issues. This decision had been made without prior warning to other bodies, such as the NHS and social services, and concerns were raised about how the other statutory bodies could respond, and what could be done at a local level to help residents with a mental health crisis.

c) Wiltshire Community Area Joint Strategic Needs Assessment (CAJSNA) 2024. To note information contained in the Melksham Community Area Summary Data Report.

It was noted the information provided was interactive and allowed people to search for various information via topic, location and demographic and provided useful information relating to the area which could be used for evidence for grant applications, and a deeper understanding of the situation and issues of residents at a local level.

Given the level/amount of information available, it was suggested Members review the information themselves for the areas of their particular interest.

d) Melksham House. To receive update on community access.

The Clerk explained the Council had asked Wiltshire Council back in September if the community would still be able to access and use the hall and had contacted Wiltshire Council for an update on this matter.

Wiltshire Council had responded explaining that they were looking to set an expectation in their tender specification for the new contractor to run the school that residents would be able to access the hall, and hopefully this would encourage a positive approach from bidders.

Wiltshire Councillor Alford explained Melksham House was originally going to be invested in as part of the Campus programme and be available for community use. However, things had progressed, with the SEND (Special Educational Needs & Disabilities) Department within Children and Education Services, coming forward, quite late in the day, with an ambition for a new school. Given the investment required and the costs involved in sending children to an 'outside County provision', the 'economics' meant a decision was made to turn the building into a school. Therefore, the availability of the facility for the community to use ceased to be the primary objective as part of the Campus programme and became a secondary consideration.

The following questions were raised by Members:

- Could Wiltshire Council require the SEND provider to make the hall available for community use, as part of the specification for the service?

A: They could in theory, however, if there were a request in the specification to have the hall available at certain times, particularly during school times/term times etc., this would be quite prohibitive for most operators and therefore fewer operators would bid, or they would bid but increase their costs back to the Council. It was understood the availability of the hall outside school hours and term

time was included in the specification.

- What is the timeline for the new provision to be available.

A: The building is nearly finished and it is hoped to have a provider in place by September.

It was also hoped to arrange a tour of the building prior to it being occupied.

Meeting closed at 9.12pm

Signed:.....
Chair, Full Council 25 March 2024

Date: 02/02/2024

Melksham without Parish Council Current Year

Page: 202

Time: 10:31

Cashbook 1

User: MR

Current Account & Instant Acc

For Month No: 10

Receipts for Month 10

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		6,266.82					6,266.82	
V3730-ALLO	Banked: 03/01/2024	38.00						
V3730-ALLO	Allotment Holder	38.00			1320	310	38.00	Rent for 17A Briarsfield
V3731-CIL	Banked: 08/01/2024	83,227.16						
V3731-CIL	Wiltshire Council	83,227.16			1420	350	900.00	CIL-19/00221-63 Shaw Hill 1of1
					1420	350	82,327.16	CIL- 2022/02749-Buckley Garden
V3732-BACS	Banked: 08/01/2024	55.00						
V3732-BACS	Future of Football	55.00			1210	210	55.00	Inv.389- December booking
V3733-FOF	Banked: 08/01/2024	330.00						
V3733-FOF	Future of Football	330.00			1210	210	330.00	Inv.394- January 24 blanket bo
V3734-BACS	Banked: 10/01/2024	10,809.62						
V3734-BACS	HM Revenue & Customs	10,809.62			105		10,809.62	VAT Reclaim-1st Aug-31st Dec
V3735-BACS	Banked: 15/01/2024	66.00						
V3735-BACS	Bath Road Wanderers	66.00			1210	210	66.00	Part inv.391-14th Jan match
V3736-BACS	Banked: 22/01/2024	35.00						
V3736-BACS	Allotment Holder	35.00			1320	310	35.00	Plot rent Briarsfield 28
V3737-BACS	Banked: 22/01/2024	66.00						
V3737-BACS	Bath Road Wanderers	66.00			1210	210	66.00	Inv.391-Match 21st January 24
V3738-BACS	Banked: 29/01/2024	66.00						
V3738-BACS	Staverton Rangers	66.00			1210	210	66.00	Inv.392- 27th January 24 match
Total Receipts for Month		94,692.78	0.00	0.00			94,692.78	
Cashbook Totals		100,959.60	0.00	0.00			100,959.60	

Continued on Page 203

Date: 02/02/2024

Melksham without Parish Council Current Year

Page: 203

Time: 10:31

Cashbook 1

User: MR

Current Account & Instant Acc

For Month No: 10

Payments for Month 10

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>
15/01/2024	Daisy	V3722-DD	44.74		7.46	4190	120	37.28	Line & Broadband Campus office
15/01/2024	Daisy	V3723-DD	45.47		7.58	4384	220	37.89	Bowerhill Pavilion line & broa
23/01/2024	Unity Bank	V3728-6151	95,000.00				220	95,000.00	Transfer between accounts
31/01/2024	Suez	V3720-BACS	23.05		3.84	4770	220	19.21	Inv.537- B'hill waste away
Total Payments for Month			95,113.26	0.00	18.88			95,094.38	
Balance Carried Fwd			5,846.34						
Cashbook Totals			100,959.60	0.00	18.88			100,940.72	

Receipts for Month 10				Nominal Ledger Analysis			
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount
Balance Brought Fwd :		27,256.26					27,256.26
Banked: 23/01/2024		322,000.00					
V3727-TRAN	Instant Access Unity 20476339	322,000.00			230		322,000.00
Banked: 23/01/2024		95,000.00					
V3728-6151	Current Account & Instant Acc	95,000.00			200		95,000.00
Total Receipts for Month		417,000.00	0.00	0.00			417,000.00
Cashbook Totals		444,256.26	0.00	0.00			444,256.26

Continued on Page 204

Date: 02/02/2024

Melksham without Parish Council Current Year

Page: 204

Time: 10:31

Cashbook 2

User: MR

Unity Bank

For Month No: 10

Payments for Month 10

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
02/01/2024	Teresa Strange	V3739-S/O	5.30		0.88	4190	120	4.42	494- Reimburse out of hour mob
10/01/2024	EDF Energy	V3721-DD	177.90		8.47	4302	220	169.43	Pavilion electricity
16/01/2024	Lloyds Bank PLC	V3724-DD	375.79		55.92	4155	120	25.41	Biscuits for meetings
						4155	120	19.10	Biscuits for meetings
						4150	120	8.32	Pens for office
						4155	120	10.57	Biscuits for meetings
						4150	120	7.49	Pens for office
						4150	120	21.12	Envelopes
						4150	120	4.77	Office phone & tablet charger
						4351	120	58.30	Keyboards for Clerk & Parish O
						4175	120	88.20	Office 365 subscription
						4190	120	36.90	Office phone subscription
						4120	120	18.20	Finance Committee budget paper
						4175	120	5.50	Council website hosting
						4200	120	12.99	Online meeting subscription
						4140	120	3.00	Monthly Fee
24/01/2024	Public Works Loan Board	V3725-BACS	150,000.00		4583	142		150,000.00	Payment for PWL 1 OF 2
25/01/2024	Public Works Loan Board	V3726-BACS	136,482.80		4583	142		136,482.80	Paying of loan 2 of 2
26/01/2024	Agilico	V3702-BACS	18.44		3.07	4130	120	15.37	Inv.338-Office photocopying
26/01/2024	IAC Audit & Consultancy Ltd	V3703-BACS	474.00		79.00	4100	120	395.00	Inv.1741-1st Internal audit
26/01/2024	Jens Cleaning	V3704-BACS	129.00			4381	220	129.00	Inv.1078- Cleaning Nov & Dec
26/01/2024	JH Jones & Sons	V3705-BACS	1,765.12		294.19	4400	142	38.13	Inv.3934-Kestrel Shrub mainten
						4409	142	179.67	Inv.3934-Hornchurch grass cutti
						4820	142	36.21	Inv.3934-SHF Annual cut
						347	0	-36.21	Inv.3934-SHF Annual cut
						6000	142	36.21	Inv.3934-SHF Annual cut
						4402	320	66.16	Inv.3934-Allotment grass cutti
						4400	142	244.09	Inv.3934-Play Area grass cutti
						4780	142	57.75	Inv.3934-Play Area bin emptyin
						4781	220	87.54	Inv.3934-JSF bin emptying
						4401	220	761.38	Inv.3934-JSF Grass cutting
26/01/2024	JH Jones & Sons	V3706-BACS	417.60		69.60	4590	142	348.00	3906- Kestel Court bench insta
26/01/2024	Wiltshire Publication	V3707-BACS	55.68		9.28	4230	120	46.40	Inv.103-Dec grant advert
26/01/2024	Mr Sparkles Melksham Ltd	V3708-BACS	150.00			4600	142	150.00	Inv.023- Bus shelter cleaning
26/01/2024	Whitley Reading Rooms	V3709-BACS	241.55			4560	142	241.55	CEG broadband and line rental
26/01/2024	Lamplight	V3710-BACS	408.00		68.00	4686	170	340.00	Database for MCS emergency pla

Continued on Page 205

Date: 02/02/2024

Time: 10:31

Melksham without Parish Council Current Year

Cashbook 2

Unity Bank

Page: 205

User: MR

For Month No: 10

Payments for Month 10

Date

Payee Name

Reference

£ Total Amnt

£ Creditors

£ VAT

A/c

Centre

£ Amount

Transaction Detail

26/01/2024

HM Revenue & Customs

V3711-BACS

2,690.70

4041

130

909.28

Period 10- January 2024

4000

130

599.60

Period 10- January 2024-T

4000

130

316.86

Period 10- January 2024-NI

4020

130

191.40

Period 10- January 2024-T

4020

130

108.07

Period 10- January 2024-NI

4010

130

218.60

Period 10- January 2024-T

4010

130

122.49

Period 10- January 2024-NI

4460

142

178.40

Period 10- January 2024-T

4800

320

13.60

Period 10- January 2024-T

4070

120

32.40

Period 10- January 2024-T

26/01/2024

Wiltshire Pension Fund

V3712-BACS

2,256.17

4000

130

281.27

Period 10- January 2024

4020

130

123.47

Period 10- January 2024

4010

130

131.83

Period 10- January 2024

4045

130

1,719.60

Period 10- January 2024

26/01/2024

Teresa Strange

V3713-BACS

4000

130

January 2024 Salary

26/01/2024

Lorraine McRandle

V3714-BACS

4020

130

January 2024 Salary

4155

120

1.45

January 2024 Salary

26/01/2024

Marianne Rossi

V3715-BACS

4010

130

January 2024 Salary

26/01/2024

Terry Cole

V3716-BACS

4050

142

47.50

Travel Allowance

4051

142

34.20

Mileage x76 miles

4460

142

January 2024 Salary

26/01/2024

David Cole

V3717-BACS

4800

320

January 2024 Salary

26/01/2024

John Glover

V3718-BACS

48.60

4070

120

48.60

January 2024 Chairs Allowance

26/01/2024

JH Jones & Sons

V3719-BACS

432.00

72.00

4415

142

360.00

Inv.3970-Kestrel tree limb rem

31/01/2024

Teresa Strange

V3740-S/O

5.30

4190

120

5.30

Out of hours Mob reimburse Jan

Total Payments for Month

303,573.30

0.00

660.41

302,912.89

Balance Carried Fwd

140,682.96

Cashbook Totals

444,256.26

0.00

660.41

443,595.85

Total Salaries

January 2024

£7,356.20

Date: 02/02/2024

Melksham without Parish Council Current Year

Page: 113

Time: 10:31

Cashbook 3

User: MR

Fixed Term Deposit

For Month No: 10

Receipts for Month 10

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
--------------------	----------------------	------------------------	------------------	--------------	------------	---------------	-----------------	---------------------------

Banked:

0.00

0.00

0.00

Total Receipts for Month

0.00

0.00

0.00

0.00

Cashbook Totals

0.00

0.00

0.00

0.00

Continued on Page 114

Date: 02/02/2024

Melksham without Parish Council Current Year

Page: 114

Time: 10:31

Cashbook 3

User: MR

Fixed Term Deposit

For Month No: 10

Payments for Month 10

Nominal Ledger Analysis

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

Date: 02/02/2024

Melksham without Parish Council Current Year

Page: 19

Time: 10:32

Cashbook 4

User: MR

Instant Access Unity 20476339

For Month No: 10

Receipts for Month 10

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 :		727,520.72					727,520.72	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>727,520.72</u>	<u>0.00</u>	<u>0.00</u>			<u>727,520.72</u>	

Continued on Page 20

Date: 02/02/2024

Melksham without Parish Council Current Year

Page: 20

Time: 10:32

Cashbook 4

User: MR

Instant Access Unity 20476339

For Month No: 10

Payments for Month 10

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>
23/01/2024	Unity Bank	V3727-TRAN	322,000.00			220		322,000.00	Transfer TO current account
Total Payments for Month			322,000.00	0.00	0.00			322,000.00	
Balance Carried Fwd			405,520.72						
Cashbook Totals			727,520.72	0.00	0.00			727,520.72	