MINUTES of the Full Council Meeting of Melksham Without Parish Council held on Monday 8th September 2025 at

Melksham Without Parish Council Offices (First Floor), Melksham Community Campus, Market Place, SN12 6ES at 7:00pm

Present: John Glover (Chair of Council), David Pafford (Vice Chair of Council), Alan Baines, John Doel, Martin Franks, Mark Harris, Martin Haffenden, Tony Hemmings, Peter Richarson, Anne Sullivan and Richard Wood.

Officers: Teresa Strange (Clerk) and Fiona Dey (Parish Officer)

In attendance: Wiltshire Councillor Andrew Griffin.

On Zoom: Councillor Chris Griffiths joined via Zoom as an observer.

221/25 Welcome, Announcements & Housekeeping:

Councillor Glover welcomed everyone to the meeting. As there were no new members of the public present, the housekeeping messages were not read out. Everyone present was aware that the meeting was being recorded and would be published on YouTube following the meeting but deleted once the minutes were approved.

It was noted that the WALC (Wiltshire Association of Local Councils) conference was being held on Wednesday 10th September if members wanted to attend and a reminder that there were training opportunities available for councillors through WALC.

222/25 To receive Apologies and approval of reasons given

Apologies were received from Mark Blackham who was on holiday.

Resolved: To approve and accept the reasons for absence

It was noted that Councillor Griffiths was joining via Zoom but could not be considered as present under current legislation.

a) **Resolved**: to approve a leave of absence for Councillor Glover.

b) In the absence of Councillor John Glover, Councillor David Pafford as Vice Chair becomes acting Chair of the Council, which the parish councillors formally approved.

Resolved: to approve the submission to NALC (National Association of Local Councils) by Councillor Pafford on 29th August in his capacity as acting Chair, to ensure continuity in the communication during Councillor Glover's absence

Resolved: to appoint Councillor John Doel as acting Vice-Chair of the Council during the absence of Councillor Glover.

c) **Resolved** to temporarily appoint the following councillors to working parties during Councillor Glover's absence:

- Cemetery Working Party – Peter Richardson
- Shurnhold Fields – Martin Franks
- CIL Sharing – Mark Harris

- Parish representative at Police Crime Commissioner meeting – Mark Harris

It was agreed that no substitute was needed for Councillor Glover's role as Footpath representative for Bowerhill, Redstocks and the Spa.

It was noted that Councillor Pafford would be absent at the next meeting of the Cemetery Working Party (Tuesday 23rd September at 5:30pm).

Resolved: Councillor Wood to substitute for Councillor Pafford at the next Cemetery Working Party meeting.

d) **Resolved**: to pay the Chair's allowance to Councillor Pafford for the period of Councillor Glover's absence, as per previous precedent.

223/25 Invited Guests

Standing Orders were suspended to allow the Invited Guests to speak.

a) Wiltshire Councillor Andrew Griffin

Wiltshire Councillor Griffin had no updates for the Parish Council but noted that Wiltshire Council's Western Planning Committee had been cancelled this week as there were no applications to evaluate.

Wiltshire Councillor Griffin and Councillors discussed the Community Governance Reviews (CGRs) proposed by Wiltshire Council. The Clerk had received an invitation to complete a Parish Survey that afternoon related to the CGRs. Wiltshire Councillor Griffin commented that he had been made aware of the survey but had not seen the survey questions (these were shared with him by the Clerk).

The survey stated that it is seeking factual information so should not require formally meeting in order to provide responses. All parishes were requested to complete the survey by 7th October 2025.

However, as the survey asks whether the parish would wish to be prioritised for Community Governance Review it was felt that this should be discussed at a formal meeting. It was also noted that the requirement to respond by 7th October did not allow the Councillors to time to discuss the topic at the next full council meeting (Monday 20th October).

Councillors noted that, although the recommended practice is that CGRs are conducted every 10-15 years, Melksham Without had been subject to 2 CGRs in the last 8 years and therefore did not want to be prioritised for another review.

The Clerk to respond to the survey stating that Melksham Without Parish Council DO NOT want to be prioritised for a CGR review. Wiltshire Councillors Griffin, Holder and Alford to be copied into the response. This is to be formally resolved at the next meeting, as not on the agenda for this meeting.

The meeting reconvened.

It was noted that Wiltshire Councillor Holder had given his apologies as he was on holiday.

Wiltshire Councillor Griffin left at 7:18pm

224/25 Declarations of Interest

a) Declarations of interest

None were received

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

None were received.

225/25 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 **(9f and 11)** as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*

No items identified.

226/25 Public Participation

No members of the public were present.

227/25 Full Council

a) The following corrections were made to the Minutes of the Full Council Meeting held on Monday 28th July 2025

- Min 182/25b stated that "…residents of Pathfinder Place are not being changed a management fee" – this was corrected to "…are not yet being charged a management fee"
- Min 188/25f covered cycle racks and benches were added to the list of potential projects to be funded from joint CIL (Community Infrastructure Levy) reserves.
- Min 189/25a the resolution stated that "…the hedgerow had been cut back to improve visibility on exiting the roundabout" – this was corrected to "…on exiting the allotments"
- Min 190/25 it was clarified the request was that officers have fire training to be able to act in event of a fire at the council offices at the Campus
- Min 193/25b a full stop was added between "…recent Working Party meeting" and "Wiltshire Council …"

Resolved: With the suggested amendments above, to approve and for the Chair to sign the Full Council minutes of 28th July 2025.

At the July 2025 Full Council meeting, councillors approved the quote for Real Time Information (RTI) displays for bus stops in the parish. The Clerk presented images and costings for the different size options for the displays.

Resolved: to progress with the smaller RTI displays as per the original quote.

b) A revised schedule of meetings for the remainder of 2025 had been circulated. The Clerk explained that the changes avoided scheduling two meetings on a single evening, added an Asset Management meeting and added two IT Working Group meetings.

Resolved: To approve the revised list of meeting dates for the remainder of 2025 as presented.

It was confirmed that the list of updated meeting dates would be added to the Parish noticeboards.

228/25 Planning

a) Planning Committee Minutes from 11th August 2025

The following corrections were made to the Minutes:

- MIN 202/25f the reason for objection was duplicated and PL/2024/07097 was recorded incorrectly.

Resolved 1: With the amendments above, the Minutes of the Planning Committee Meeting held on Monday 11th August 2025 were formally approved by the council and for the Chair to sign them as a correct record.

Planning Committee Minutes from 1st September 2025

The following correction were made to the Minutes:

- Min 220/25aii the spelling of Taylor Wimpey was corrected

Resolved 2: With the amendment above, the Minutes of the Planning Committee Meeting held on Monday 1st September 2025 were formally approved by the council and for the Chair to sign them as a correct record.

b) There were no recommendations from the Planning Committee Meeting of 11th August 2025.

Resolved: To approve the recommendations of the Planning Committee of 1st September 2025 to continue to work with Place Studios.

229/25 Finance

a) **Resolved**: To note Receipts & Payments reports for July and August 2025.

It was highlighted that c£96k of CIL had been received for Buckley Gardens (payment 3 of 3) at the beginning of August. It was also highlighted that Melksham Community Money Advice had ceased operating and have returned their unspent grant funding for 2024/25 of £300.

b) **Resolved:** For Councillors Baines and Doel to be cheque signatories/online authority for September.

c) **Resolved:** To transfer £97,000 from the Lloyds current account to the Unity current account and to transfer £75,000 from the Unity current account to the CCLA. Councillors Glover and Doel to sign related cheques and bank transfer paperwork straight after the meeting.

d) **Resolved:** To approve the minutes of the CIL (Community Infrastructure Levy) working party on 23rd July 2025.

Members reviewed the list of projects suggested at the working party and are happy for them to be on the list for setting priorities.

Members had also been asked to come forward at the September meeting with any further ideas, and the 3 projects they would like added are:

- Village Gates to slow speeding traffic
- Reopening of Church Street public toilets

- The development framework proposal by Place Studio for providing support to turn the Melksham Neighbourhood Plan 2 projects into projects for implementation (Town Centre Master Plan) and support for Cooper Tires etc NB we have been informed that this does not meet the eligibility for CIL as for professional fees and not implementation but MWPC Clerk is querying with Wiltshire Council citing the Melksham Bypass Business Case as an example that Wiltshire Council has used CIL for professional fees

The date for the next meeting will be determined once Melksham Town Council have agreed their list of proposed projects and know how much is in their CIL sharing reserve.

e) **Resolved** to approve the payment of the Christmas Lights invoice from Melksham Town Council for £2,000.

f) **Resolved**: To note that the new scale point increase for staff of 3.2% has been implemented and backdated to 1st April 2025, following the confirmation of the NJC (National Joint Council for Local Government Services) pay award for 2025/2026.

g) The parish council considered the suggestion from Melksham Town Council that they partner the town council on their Fair Trade proposal.

Resolved: Whilst the parish council think the Fairtrade principle is sound and support it in principle, at present they do not want to commit their staff or councillors to a Fair Trade steering group and additional work.

With regards to promoting to shops and cafes in the parish, there are a limited number, and many are national brands such as Greggs, Starbucks, Tesco etc that are going to have standard corporate approaches to this sort of thing. The community run café in Whitley is very committed to providing local produce, and one of their founding principles, so unlikely to look to provide Fairtrade products over local products.

The parish council are happy to find out more about what being a fair trade town actually involved from other towns/parish councils, and review again as the Town Council project progresses.

h) The additional insurance for Berryfield village hall solar battery was discussed. The Clerk explained that the insurance coverage had been increased to cover the solar battery but that no additional premium had been charged by the insurers this year.

230/25 Asset Management

a) Shaw Village Hall Lease

Councillors **noted** that the Shaw Village Hall lease had been drafted and was being reviewed by members of the Shaw Village Hall Management Committee. The Clerk had suggested to them that they also seek their own independent legal advice.

The Clerk explained that she had followed up on the query from the Internal Auditor on whether Berryfield village hall having a 125-year lease was effectively a “disposal” of an asset and whether the appropriate procedures had been followed. The solicitor for the parish council has confirmed that the grant of the lease was a disposal and needed a resolution from the council, which was done

(MIN 407/22), in order to grant the lease. The same process will be applicable to the 125-year lease for Shaw Village Hall.

b) Shaw car park extension

The Clerk explained that she had met with members of the Shaw Village Hall management committee to discuss the proposed extension to the car park at the Shaw Village Hall. The extension of the car park is desired to allow parents and children to use the car park as a drop off point for walking to Shaw School (to reduce the traffic parking at or directly outside Shaw School) and to avoid parking conflicts with other Village Hall and Playing Field users such as the pre-school. Planning permission will be needed and grants sought prior to work being undertaken. Melksham Without Parish Council is the landowner for the Village Hall and Playing Field.

Resolved: As landowners, to provide approval in principle for an extension to the car park at Shaw Village Hall.

c) The successful Football Foundation grant for football pitch improvement at Shaw Village Hall and Playing Field was **noted**.

d) Members had previously considered a quote for renovation of the bench opposite Shaw Church but recommended the use of community payback (MIN 134/25). However, the contractor went ahead with the work.

Councillors had differing views on whether the invoice should be paid in full and the value of the relationship with the long-standing contractor.

Resolved: To approve payment of the invoice for renovation of the bench but to stress to the contractor that quotes must be approved before work is undertaken.

e) Feedback from East of Melksham Community Centre meeting

Members **noted** that recommendations from the joint East of Melksham Community Centre meeting need to be considered at the next Full Council meeting of Melksham Town Council. However, at their last Full Council meeting (1st September 2025) they indicated that the recommendation would be to pool their money with the Parish Council and to progress one large community centre on the Blackmore Farm site.

f) Shurnhold Fields Carpark

The Clerk explained that the Friends of Shurnhold Fields had requested a single shed (rather than 2 as previously proposed) with wider doors.

Resolved: To approve the revised request for a single shed at Shurnhold Fields.

g) Bus Shelter on Halifax Road

Members had received a request for the removal of the Bus Shelter on Halifax Road (outside Ludlow Hewitt). Councillor Harris reported that the bus service to Corsham School (Faresaver 555) uses the bus stop daily.

Resolved: To turn down the request for removal of the Bus Shelter on Halifax Road as it is still in use.

231/25 Document Retention/Disposal

Members **noted** the work undertaken by Officers to audit and dispose of paperwork as per the Documentation Retention and Disposal policy. Following the audit activity the documentation will be updated.

232/25 Wiltshire Council Plan 2025-2035

The Wiltshire Council Plan 2025-2035 and engagement event were **noted**.

Resolved: The Clerk to respond to the survey on behalf of the council stating that from a large parish council point of view, they feel that the priorities and principles of the Plan, as set out, are laudable but do not feel at present that is how they are always treated in their day to day interactions with Wiltshire Council and look forward to see how this progresses.

233/25 Partnership Working

a) Members **noted** that the review meeting with Age UK had been postponed and is now scheduled for Thursday 11th September.

b) **Resolved**: To suggest to the Campaign for Protection or Rural England (CPRE) that fingerposts for well-trodden footpaths that attract outside visitors could be considered as part of their Centenary celebrations.

c) Members **noted** that the parish council does not meet Microsoft's criteria of a non-profit organisation and therefore would be unable to host a free version of Office 365 for community groups/venues.

234/25 Health Facilities

Councillor Sullivan provided feedback on a meeting arranged by the Friends of Melksham Hospital in August 2025.

The Friends had raised concerns about the future of the Melksham Hospital as it had been taken over by a third party supplier, HCRG, and also that they had seen surveys being conducted in the carpark and in the field behind the hospital.

The meeting was primarily held with Brian Mathew (as the local Member of Parliament) but Councillor Sullivan had also invited the Clerk and Dr Burgess from Giffords Surgery but representing the other surgeries in the Primary Care Network (PCN).

A number of topics were discussed, including trying to understand the current status of the hospital and the remit of the current contractor, and also how to influence the provision of health facilities for Melksham in the future.

Dr Burgess raised concerns that discussions need to consider the NHS 10-year plan, which is in development, but is very immature at the moment. It was noted that the 10-year plan includes the concept of a hub and spoke model. Questions were raised on whether the Melksham Hospital site could become a hub providing GPs, physios, dentists etc in a single location.

Brian Matthew and Sam Blackwell (senior policy researcher) provided data/statistics about number of people from Melksham travelling to Royal United Hospitals (RUH) or minor injury units. It was noted that decisions regarding healthcare provision, such as the new Integrated Care Centre in Trowbridge, are driven by having data to demonstrate the need for the provisions.

It was agreed to have another formal meeting (to be called by Brian Mathew's office) with the same attendees plus a wider range of key stakeholders, such as representative from the Integrated Care Board, the supplier at Melksham Hospital (contract holder), more local GPs, representatives from NHS Estates and Melksham Town Council.

Councillor Sullivan, the Clerk and Dr Burgess are developing the agenda and objectives for the meeting. It is likely that the topics will include:

- The current scenario
- The process for the distribution of Section 106 money
- How to influence the opportunities to take Melksham forward in terms of health facilities

<u>Meeting closed at 9.05 pm</u>

<u>Chairman, 20th October 2025</u>

Date: 04/08/2025 | **Melksham without Parish Council Current Year** | **Page: 244**

Time: 12:01 | **Cashbook 1** | **User: MR**

Current Account & Instant Acc | **For Month No: 4**

Receipts for Month 4 | **Nominal Ledger Analysis**

Receipt Ref	Name of Payer		£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Balance Brought Fwd :		**6,589.01**					**6,589.01**	
V4592=BACS	Banked: **07/07/2025**	**483.00**							
V4592=BACS	Future of Football		483.00			1260	210	11.50	Inv.505- 9th June hire kitchen
						1260	210	11.50	Inv.505- 10th June hire kitche
						1210	210	460.00	Inv.505- July evening training
V4593-BACS	Banked: **07/07/2025**	**575.00**							
V4593-BACS	Future of Football		575.00			1210	210	575.00	Inv.503- June evening training
V4594-BACS	Banked: **07/07/2025**	**777.00**							
V4594-BACS	Future of Football FC		777.00			1210	210	777.00	Inv.504- Summer Tournament
V4595-BACS	Banked: **17/07/2025**	**4,939.70**							
V4595-BACS	HM Revenue & Customs		4,939.70			105		4,939.70	VAT Refund-1/4/25-30.6.25
V4596-BACS	Banked: **29/07/2025**	**100.00**							
V4596-BACS	Bishops Cannings		100.00			550		50.00	Refundable deposit- Sun A
						550		50.00	Refundable deposit- Sun B
V4597-BACS	Banked: **29/07/2025**	**69.00**							
V4597-BACS	Pilot FC		69.00			1210	210	69.00	Inv.507- 25th July match
	Total Receipts for Month	6,943.70		0.00	0.00			6,943.70	
	Cashbook Totals	13,532.71		0.00	0.00			13,532.71	

Date: 04/08/2025 | **Melksham without Parish Council Current Year** | **Page: 245**

Time: 12:01 | **Cashbook 1** | **User: MR**

Current Account & Instant Acc | **For Month No: 4**

Payments for Month 4 | **Nominal Ledger Analysis**

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/07/2025	Water2Business	V4586-DD	94.12			4323	320	94.12	Inv.200-BSF allotment water
01/07/2025	Water2Business	V4587-DD	209.81			4322	220	209.81	Inv.451- Pavilion water charge
01/07/2025	Grist Environmental	V4598-DD	85.32		14.22	4770	220	71.10	Inv.239-Pavilion waste away
01/07/2025	Grist Environmental	V4598-DD	-85.32		-14.22	4770	220	-71.10	WRONG CB
15/07/2025	Daisy (Onebill)	V4588-DD	63.85		10.64	4190	120	53.21	Inv.90- Office wifi & line
15/07/2025	Daisy (Onebill)	V4589-DD	72.11		12.02	4384	220	60.09	Inv.791- Pavilion line & wifi
28/07/2025	Lloyds Bank	V4590-DD	9.50			4140	120	9.50	Service Charge
28/07/2025	Unity Bank	V4605-6240	7,000.00			220		7,000.00	CHQ transfer Lloyds to Unity
29/07/2025	Lamplight	V4591-DD	57.00		9.50	4686	170	47.50	Inv.932-MCS database
	Total Payments for Month		7,506.39	0.00	32.16			7,474.23	
	Balance Carried Fwd		6,026.32						
	Cashbook Totals		13,532.71	0.00	32.16			13,500.55	

Receipts for Month 4 | **Nominal Ledger Analysis**

Receipt Ref	Name of Payer		£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Balance Brought Fwd :		**20,108.99**					**20,108.99**	
V4599-BACS	Banked: **02/07/2025**	**2,306.52**							
V4599-BACS	CCLA Investment Management		2,306.52			1080	110	2,306.52	Interest
V4600-BACS	Banked: **02/07/2025**	**77.73**							
V4600-BACS	CCLA Investment Management		77.73			1080	110	77.73	Interest
	Banked: **17/07/2025**	**18,000.00**							
V4604-TRAN	CCLA		18,000.00			240		18,000.00	Transfer- CCLA- Unity
	Banked: **28/07/2025**	**7,000.00**							
V4605-6240	Current Account & Instant Acc		7,000.00			200		7,000.00	CHQ transfer Lloyds to Unity
	Total Receipts for Month	27,384.25		0.00	0.00			27,384.25	
	Cashbook Totals	47,493.24		0.00	0.00			47,493.24	

Payments for Month 4 | **Nominal Ledger Analysis**

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/07/2025	Grist Environmental	V4598-DD	85.32		14.22	4770	220	71.10	Inv.135-B'hill waste away
16/07/2025	EDF Energy	V4601-DD	155.63		7.41	4302	220	148.22	Inv.09-Pavilion Electrcity
16/07/2025	Lloyds Corp Card	V4602-DD	435.16		68.60	4120	120	3.30	Notices & poster postage
						4175	120	24.97	Adobe subscription
						4175	120	81.88	Office 365 Cllrs
						4190	120	36.90	Office phone charges
						4175	120	30.90	Microsoft business-Officers
						4680	170	108.00	NHP Website domain
						4175	120	6.33	Website domain
						4200	120	12.99	Meeting subscription
						4250	120	14.00	Land Registry Search
						4120	120	3.30	Notices and Posters
						4686	170	5.99	MCS Phone line
						4175	120	35.00	SSL Certicicate renewal
						4140	120	3.00	Monthly Fee
23/07/2025	Wiltshire Age UK	V4565-BACS	3,090.00			4685	170	3,090.00	Inv.221-MCS July-Sept 25
23/07/2025	Agilico	V4566-BACS	49.89		8.31	4130	120	41.58	Inv.055-Office photocopying
23/07/2025	Aquasafe Environmental Ltd	V4567-BACS	168.00		28.00	4212	220	140.00	Inv. 704- July 25 PPM Visit
23/07/2025	Avon Printing Services	V4568-BACS	1,214.00			4680	170	1,214.00	Inv.858- NHP Leaflet printing
23/07/2025	Avon Printing Services	V4569-BACS	91.00			4680	170	91.00	Inv.873-Additional NHP leaflet
23/07/2025	JH Jones & Sons	V4570-BACS	2,742.77		457.13	4402	320	72.94	5247- Allotment Grass cutting
						4402	320	21.88	5247- BSF Hedge cut
						4400	142	417.42	5247- Play Area grass cutting
						4780	142	149.86	5247- Play Area bin emptying
						4400	142	21.84	5247-Beanacre leaf clearance
						4400	142	42.03	5247-Kestrel Shrub Maintenance
						4400	142	25.00	5247- Grass cut outside BYF P
						4781	220	96.50	5247-JSF Bin emptying
						4405	220	50.67	5247- JSF Hedge Maintenance
						4409	142	198.08	5247- Hornchurch POS
						4820	142	39.36	5247- SHF Annual cut
						347	0	-39.36	5247- SHF Annual cut
						6000	142	39.36	5247- SHF Annual cut
						4401	220	1,150.06	5247-JSF Pitch Maintenance
23/07/2025	JH Jones & Sons	V4571-BACS	840.00		140.00	4740	220	700.00	Inv.5208-Surface grooming
						355	0	-700.00	Inv.5208-Surface

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Melksham without Parish Council Current Year

Cashbook 2

Unity Bank

For Month No: 4

Payments for Month 4 — **Nominal Ledger Analysis**

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
									grooming
						6000	220	700.00	Inv.5208-Surface grooming
23/07/2025	JH Jones & Sons	V4572-BACS	633.60		105.60	4710	220	528.00	5221-Extra line mark FOF Tourn
23/07/2025	McLellan Design Ltd	V4573-BACS	252.00		42.00	4680	170	210.00	9650 Accessibility checks NHP
23/07/2025	The National Allotment Society	V4574-BACS	84.00		14.00	4650	170	70.00	Subscription
23/07/2025	Wiltshire Council	V4575-BACS	3,259.01			4270	140	3,259.01	Inv.130-Office rent-1.7-30.9.2
23/07/2025	Avon IT Systems	V4576-BACS	432.00		72.00	4351	120	360.00	1890-Replacement Cllr laptop
23/07/2025	Avon Printing Services	V4577-BACS	57.60		9.60	4680	170	48.00	Inv.884-MWPC Foamex Boards NHP
23/07/2025	Avon Printing Services	V4578-BACS	244.00			4680	170	244.00	Inv.885-NHP Printing
23/07/2025	HM Revenue & Customs	V4579-BACS	3,082.37			4041	130	1,296.48	Period 4- July 2025
						4000	130	686.00	Period 4- July 2025-T
						4000	130	263.60	Period 4- July 2025-NI
						4010	130	237.00	Period 4- July 2025-T
						4010	130	105.78	Period 4- July 2025-NI
						4020	130	191.00	Period 4- July 2025-T
						4020	130	86.31	Period 4- July 2025-NI
						4460	142	201.80	Period 4- July 2025-T
						4800	320	14.40	Period 4- July 2025-T
23/07/2025	Wiltshire Pension Fund	V4580-BACS	2,420.17			4045	130	1,832.57	Period 4- July 25
						4000	130	326.76	Period 4- July 25
						4010	130	137.48	Period 4- July 25
						4020	130	123.36	Period 4- July 25
28/07/2025	Teresa Strange	V4581-BACS	[redacted]		3.00	4000	130	[redacted]	July 2025 Salary
						4070	120	44.36	Refreshment last NHP Meeting
						4055	130	15.00	Hazardous substance training
28/07/2025	Marianne Rossi	V4582-BACS	[redacted]		3.00	4010	130	[redacted]	July 2025 Salary
						4055	130	15.00	Hazardous Substance Training
						4120	120	3.30	Notices & posters postage
28/07/2025	Fiona Dey	V4583-BACS	[redacted]			4020	130	[redacted]	July 2025 Salary
28/07/2025	Terry Cole	V4584-BACS	[redacted]			4460	142	[redacted]	July 2025 Salary
						4050	142	47.50	Travel Allowance July 25
						4051	142	40.50	Mileage x90
28/07/2025	David Cole	V4585-BACS	[redacted]			4800	320	[redacted]	July 2025 Salary
31/07/2025	Unity Trust Bank	V4603-	9.90			4140	120	9.90	Service Charges

Total Salaries
July 2025
£7,962.02

	£ Total Amnt	£ Creditors	£ VAT	£ Amount
Total Payments for Month	27,480.10	0.00	972.87	26,507.23
Balance Carried Fwd	20,013.14			
Cashbook Totals	47,493.24	0.00	972.87	46,520.37

Date: 04/08/2025 | **Melksham without Parish Council Current Year** | **Page: 149**

Time: 12:02 | **Cashbook 3** | **User: MR**

Fixed Term Deposit | **For Month No: 4**

Receipts for Month 4 — **Nominal Ledger Analysis**

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

Date: 04/08/2025 | **Melksham without Parish Council Current Year** | **Page: 150**

Time: 12:02 | **Cashbook 3** | **User: MR**

Fixed Term Deposit | **For Month No: 4**

Payments for Month 4 — **Nominal Ledger Analysis**

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
			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: 04/08/2025 | **Melksham without Parish Council Current Year** | **Page: 55**

Time: 12:02 | **Cashbook 4** | **User: MR**

Instant Access Unity 20476339 | **For Month No: 4**

Receipts for Month 4 — **Nominal Ledger Analysis**

Receipt Ref	Name of Payer	£ Amnt Received		£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Balance Brought Fwd :		**2,936.18**					**2,936.18**	
	Banked:	**0.00**							
			0.00					0.00	
	Total Receipts for Month	0.00		0.00	0.00			0.00	
	Cashbook Totals	2,936.18		0.00	0.00			2,936.18	

Date: 04/08/2025	Melksham without Parish Council Current Year	Page: 56
Time: 12:02	Cashbook 4	User: MR
	Instant Access Unity 20476339	For Month No: 4

Payments for Month 4 — **Nominal Ledger Analysis**

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		2,936.18						
	Cashbook Totals		2,936.18	0.00	0.00			2,936.18	

Date: 04/08/2025	Melksham without Parish Council Current Year	Page: 31
Time: 12:02	Cashbook 5	User: MR
	CCLA	For Month No: 4

Receipts for Month 4 — **Nominal Ledger Analysis**

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Balance Brought Fwd :	**663,000.00**					**663,000.00**	
	Banked:	**0.00**						
		0.00					0.00	
	Total Receipts for Month	0.00	0.00	0.00			0.00	
	Cashbook Totals	663,000.00	0.00	0.00			663,000.00	

Date: 04/08/2025	Melksham without Parish Council Current Year	Page: 32
Time: 12:02	Cashbook 5	User: MR
	CCLA	For Month No: 4

Payments for Month 4 — **Nominal Ledger Analysis**

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
17/07/2025	Unity Bank	V4604-TRAN	18,000.00			220		18,000.00	Transfer- CCLA- Unity
	Total Payments for Month		18,000.00	0.00	0.00			18,000.00	
	Balance Carried Fwd		645,000.00						
	Cashbook Totals		663,000.00	0.00	0.00			663,000.00	

Date: 01/09/2025 | **Melksham without Parish Council Current Year** | **Page: 246**

Time: 16:03 | **Cashbook 1** | **User: MR**

Current Account & Instant Acc | **For Month No: 5**

Receipts for Month 5 — **Nominal Ledger Analysis**

Receipt Ref	Name of Payer		£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Balance Brought Fwd :		**6,026.32**					**6,026.32**	
V4634-BACS	Banked: **05/08/2025**	**492.00**							
V4634-BACS	Future of Football		492.00			1260	210	11.50	Inv.509-9th June kitchen hire
						1210	210	480.50	Inv.509-August evening trainin
V4635-BACS	Banked: **05/08/2025**	**6.54**							
V4635-BACS	BASRAG		6.54			1130	110	6.54	Inv.510-Photocopying flyer
V4636-BACS	Banked: **11/08/2025**	**96,048.36**							
V4636-BACS	Wiltshire Council		96,048.36			1420	350	96,048.36	CIL-Land at Semington RD 02749
V4637-BACS	Banked: **12/08/2025**	**71.00**							
V4637-BACS	E Blackmore (Pilot FC)		71.00			1210	210	71.00	Inv.508-9th August pitch hire
V4638-BACS	Banked: **18/08/2025**	**71.00**							
V4638-BACS	E Blackmore (Pilot FC)		71.00			1210	210	71.00	Inv.508-16th Aug pitch hire
V4639-BACS	Banked: **18/08/2025**	**334.96**							
V4639-BACS	Berryfield Village Hall		334.96			1470	142	334.96	Inv.511-Hall insurance
V4640-BACS	Banked: **26/08/2025**	**71.00**							
V4640-BACS	E Blackmore (Pilot FC)		71.00			1210	210	71.00	Inv.508-23rd Aug pitch hire
	Total Receipts for Month	97,094.86		0.00	0.00			97,094.86	
	Cashbook Totals	103,121.18		0.00	0.00			103,121.18	

Date: 01/09/2025 | **Melksham without Parish Council Current Year** | **Page: 247**

Time: 16:03 | **Cashbook 1** | **User: MR**

Current Account & Instant Acc | **For Month No: 5**

Payments for Month 5 — **Nominal Ledger Analysis**

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/08/2025	Water2business	V4629-DD	245.12			4323	320	245.12	54-Berryfield allotment water
15/08/2025	Daisy (One bill)	V4630-BACS	63.85		10.64	4190	120	53.21	Inv.587-Office line & wifi
15/08/2025	Daisy (Onebill)	V4631-DD	72.11		12.02	4384	220	60.09	Inv.88 Pavilion line & wifi
26/08/2025	EDF Energy	V4632-DD	75.60		3.60	4312	220	72.00	Pavilion Gas
29/08/2025	Lamplight	V4633-DD	57.00		9.50	4686	170	47.50	Inv.23-MCS Database
	Total Payments for Month		513.68	0.00	35.76			477.92	
	Balance Carried Fwd		102,607.50						
	Cashbook Totals		103,121.18	0.00	35.76			103,085.42	

Receipts for Month 5 | **Nominal Ledger Analysis**

Receipt Ref	Name of Payer		£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Balance Brought Fwd :		**20,013.14**					**20,013.14**	
V4647-INTE	Banked: **04/08/2025**	**2,349.26**							
V4647-INTE	CCLA Investment LTD		2,349.26			1080	110	2,349.26	Interest
V4641-CHQ	Banked: **12/08/2025**	**300.00**							
V4641-CHQ	Melksham Community Money advic		300.00			1485	170	300.00	Return of 24/25 grant CHQ-047
	Banked: **15/08/2025**	**23,000.00**							
V4645-TRAN	CCLA		23,000.00			240		23,000.00	Transfer-CCLA TO Unity
	Total Receipts for Month	25,649.26		0.00	0.00			25,649.26	
	Cashbook Totals	45,662.40		0.00	0.00			45,662.40	

Payments for Month 5 | **Nominal Ledger Analysis**

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/08/2025	Grist Environmental	V4642-DD	135.02		22.50	4770	220	112.52	Inv.738-Pavilion waste collect
18/08/2025	LLOYDS CORPCARD	V4643-DD	362.33		59.92	4150	120	8.24	Blue copier paper
						4150	120	26.74	Copier paper
						4575	142	26.67	Gate locks
						4175	120	24.97	Adobe pro subscription
						4175	120	78.40	Office 365 for Cllrs
						4190	120	36.90	Office phone costs
						4175	120	30.90	Office 365 officers
						4175	120	6.33	Website hosting
						4200	120	12.99	Online meeting subscription
						4686	170	5.99	MES Support line
						4190	120	41.28	Office phone costs
						4140	120	3.00	Monthly fee
19/08/2025	EDF Energy	V4644-DD	131.88		6.28	4302	220	125.60	Inv.010-Pavilion electricity
21/08/2025	JH Jones & Sons	V4606-BACS	1,158.00		193.00	4540	142	965.00	5293- SID Deployment 10/5-5/7
21/08/2025	JH Jones & Sons	V4607-BACS	1,077.36		179.56	4740	220	897.80	Inv.5207-Seeding of youth pitc
						355	0	-897.80	Inv.5207-Seeding of youth pitc
						6000	220	897.80	Inv.5207-Seeding of youth pitc
21/08/2025	Agilico	V4608-BACS	88.04		14.67	4130	120	73.37	Inv.177-Office photocopying
21/08/2025	Jens Cleaning	V4609-BACS	231.00			4381	220	231.00	Inv.1089-4th June-6th Aug clea
21/08/2025	JH Jones & Sons	V4610-BACS	2,742.77		457.13	4402	320	72.94	Inv.5338-Allotment grass cutti
						4402	320	21.88	Inv.5338-BSF Hedge cut
						4400	142	417.42	Inv.5338-Play Area grass cutti
						4780	142	149.86	Inv.5338-Play Area bin emptyin
						4400	142	21.84	Inv.5338-Beanacre leaf clearan
						4400	142	42.03	Inv.5338-Kestrel Shrub
						4400	142	25.00	Inv.5338-Grass outside BYF P/A
						4781	220	96.50	Inv.5338-JSF Bin emptying
						4405	220	50.67	Inv.5338-JSF Hedge
						4409	142	198.08	Inv.5338-Hornchurch POS
						4820	142	39.36	Inv.5338-SHF Annual cut
						347	0	-39.36	Inv.5338-SHF Annual cut
						6000	142	39.36	Inv.5338-SHF Annual cut
						4401	220	1,150.06	Inv.5338-JSF Pitch maintenance

Continued on Page 266

Payments for Month 5 **Nominal Ledger Analysis**

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
21/08/2025	JH Jones & Sons	V4611-BACS	463.20		77.20	4540	142	386.00	5375-SID Deployment-21/7-4/8
21/08/2025	JH Jones & Sons	V4612-BACS	144.00		24.00	4721	220	120.00	Inv.5359-Bridge repair
21/08/2025	Tuscan Architectural Hardware	V4613-BACS	242.82		40.47	550		50.00	Changing room keys replacement
						4721	220	152.35	Inv.650-Changing room keys
21/08/2025	Wiltshire Publication	V4614-BACS	530.40		88.40	4680	170	442.00	Inv.741-NHP Leaflet delivery
21/08/2025	Wiltshire Publication	V4615-BACS	1,272.00		212.00	4680	170	1,060.00	Inv.539-NHP Referendum advert
21/08/2025	Wiltshire Council	V4616-BACS	78.00			4560	142	78.00	Inv.184-Flood warden DBS Check
21/08/2025	JH Jones & Sons	V4617-BACS	1,008.00		168.00	4490	142	840.00	5384-rights of way board refer
21/08/2025	Radcliffe Fire Protection Ltd	V4618-BACS	430.80		71.80	4212	220	359.00	Inv.39020-Extinguisher replace
21/08/2025	Agilico	V4619-BACS	55.70		9.28	4130	120	46.42	Inv.927-Staples for photocopie
21/08/2025	SSE	V4620-BACS	2,391.82		113.90	4312	220	2,277.92	24/25 Pavilion gas
21/08/2025	HM Revenue & Customs	V4621-BACS	3,536.77			4041	130	1,450.95	Period 5- August 2025
						4000	130	698.80	Period 5- August 2025-T
						4000	130	264.96	Period 5- August 2025-NI
						4010	130	312.00	Period 5- August 2025-T
						4010	130	137.69	Period 5- August 2025-NI
						4010	130	35.00	Period 5- August 2025
						4020	130	268.00	Period 5- August 2025-T
						4020	130	118.97	Period 5- August 2025-NI
						4460	142	232.60	Period 5- August 2025-T
						4800	320	17.80	Period 5- August 2025-T
21/08/2025	Wiltshire Pension Fund	V4622-BACS	2,644.00			4045	130	2,004.97	Period 5- August 2025
						4000	130	331.38	Period 5- August 2025
						4010	130	160.61	Period 5- August 2025
						4020	130	147.04	Period 5- August 2025
21/08/2025	Aquasafe Environmental Ltd	V4628-BACS	828.00		138.00	4212	220	690.00	August PPM Visit & Chlorinatio
28/08/2025	Teresa Strange	V4623-BACS	[redacted]		7.29	4000	130	[redacted]	August 2025 Salary
						4120	120	199.98	First Class large stamps
						4370	120	17.08	Dishwasher tablets
						4155	120	53.37	Refreshments for meetings
28/08/2025	Marianne Rossi	V4624-BACS	[redacted]			4010	130	[redacted]	August 2025 Salary
28/08/2025	Fiona Dey	V4625-BACS	[redacted]			4020	130	[redacted]	August 2025 Salary
28/08/2025	Terry Cole	V4626-BACS	[redacted]			4460	142	[redacted]	August 2025 Salary
						4050	142	47.50	Travel allowance
						4051	142	45.45	Mileage x101 miles
28/08/2025	David Cole	V4627-BACS	[redacted]			4800	320	[redacted]	August 2025 Salary
31/08/2025	Unity Trust Bank	V4646-	10.05			4140	120	10.05	Service Charge

Total Salaries
August 2025
£8,657.53

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	£ Total Amnt	£ Creditors	£ VAT	£ Amount
Total Payments for Month	28,590.16	0.00	1,883.40	26,706.76
Balance Carried Fwd	17,072.24			
Cashbook Totals	45,662.40	0.00	1,883.40	43,779.00

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Time: 16:03	Cashbook 3	User: MR
	Fixed Term Deposit	For Month No: 5

Receipts for Month 5 — **Nominal Ledger Analysis**

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

Date: 01/09/2025	Melksham without Parish Council Current Year	Page: 152
Time: 16:03	Cashbook 3	User: MR
	Fixed Term Deposit	For Month No: 5

Payments for Month 5 — **Nominal Ledger Analysis**

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
			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: 01/09/2025	Melksham without Parish Council Current Year	Page: 57
Time: 16:04	Cashbook 4	User: MR
	Instant Access Unity 20476339	For Month No: 5

Receipts for Month 5 — **Nominal Ledger Analysis**

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Balance Brought Fwd :	**2,936.18**					**2,936.18**	
	Banked:	**0.00**						
		0.00					0.00	
	Total Receipts for Month	0.00	0.00	0.00			0.00	
	Cashbook Totals	2,936.18	0.00	0.00			2,936.18	

Date: 01/09/2025

Time: 16:04

Melksham without Parish Council Current Year

Cashbook 4

Instant Access Unity 20476339

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User: MR

For Month No: 5

Payments for Month 5 — **Nominal Ledger Analysis**

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		2,936.18						
	Cashbook Totals		2,936.18	0.00	0.00			2,936.18	

Date: 01/09/2025

Time: 16:04

Melksham without Parish Council Current Year

Cashbook 5

CCLA

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User: MR

For Month No: 5

Receipts for Month 5 — **Nominal Ledger Analysis**

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Balance Brought Fwd :	**645,000.00**					**645,000.00**	
	Banked: **0.00**							
		0.00					0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		645,000.00	0.00	0.00			645,000.00	

Date: 01/09/2025

Time: 16:04

Melksham without Parish Council Current Year

Cashbook 5

CCLA

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User: MR

For Month No: 5

Payments for Month 5 — **Nominal Ledger Analysis**

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
15/08/2025	Unity Bank	V4645-TRAN	23,000.00			220		23,000.00	Transfer-CCLA TO Unity
	Total Payments for Month		23,000.00	0.00	0.00			23,000.00	
	Balance Carried Fwd		622,000.00						
	Cashbook Totals		645,000.00	0.00	0.00			645,000.00	