



## MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Thursday 20<sup>th</sup> December 2018

To all members of the Council Finance Committee: Cllr Richard Wood (Chair of Council), Cllr John Glover (Vice Chair of Council and **Chair of Finance Committee**), Cllr Alan Baines (**Vice Chair of Finance Committee**), Cllrs Nick Holder, Paul Carter & Paul Taylor

Dear Finance Committee members

**Re: FINANCE COMMITTEE MEETING ON MONDAY 7<sup>TH</sup> JANUARY 2019**

You are summoned to attend the Finance Committee Meeting which will be held on **Monday 7th January 2019, at 7.00pm at Sports Pavilion**, Westinghouse Way, Bowerhill, Melksham, SN12 6TL to consider the agenda below.

Yours sincerely,

Teresa Strange, Clerk

### **AGENDA**

1. **Welcome, Housekeeping and Apologies**
2.
  - a) To receive **Declarations of Interest**
  - b) To consider for approval any **Dispensation Requests** received by the Clerk and not previously considered.
  - c) To note that Councillors living in the Parish have a **dispensation** for Precept setting.
3. **Public Participation**
4. To note receipt of **"The Good Councillor's Guide to Finance & Transparency"**
5. To note **Provisional local government finance settlement 2018/19 statement of no capping for Parish/Town Councils for 3 years** still upheld for 2019/20.
6. **Community Infrastructure Levy (CIL):**
  - a) To note "Guidance for Parish/Town Councils on receiving and the use of CIL funds
  - b) To note parish council's agreed uses of CIL and to consider more project specific spend for current and next financial year

7. **Reserves:**
  - a) To note **Financial Reserves Policy**
  - b) To consider contribution to Reserves and spending from Reserves for current and next financial year
8. **Solar Farm Community Funding:** To consider spend of Solar Farm community funding for 2018/19 and 2019/20
9. **Budget:**
  - a) To review and consider Budget for 2018/19 against anticipated position at year end; and Estimate for 2019/20.
  - b) To recommend **virements against Budget for 2018/19**
  - c) To recommend **Budget for 2019/20**
  - d) To note details of Budget detail that will be publicised on Wiltshire Council website
10. **Precept:**
  - a) To note "Town & Parish Councils Council Tax Factsheet Nov 2018"
  - b) To note Taxbase number for 2019/20
  - c) To recommend **Parish Council Precept for 2019/20**
11. **Banking arrangements:**
  - a) To consider moving from cheques to online payments and impact on internal procedures and regular bank transfer
  - b) To consider purchase of a "card reader" and stop accepting cash payments
  - c) To consider raising limit on council charge card
  - d) To note current direct debits and standing orders
12. To consider adopting an **Internal Control Policy**
13. To note **Section 137** spend limit for 2019/20
14. **Investment:**
  - a) To consider delegated powers for making Fixed Term deposits
  - b) To consider SLCC Advice Note on "Investments" and consider if the parish council is required to produce a statutory Investment Strategy

Copy to: All Councillors