

**MINUTES of the Full Council of Melksham Without Parish Council held on
Monday 10 February 2020 at 1 Swift Way, Westinghouse Way, Bowerhill,
Melksham, SN12 6QX at 7.00 p.m.**

Present: Councillors Richard Wood (Chair), John Glover (Vice Chair), Alan Baines, Gregory Coombes, Paul Carter, Terry Chivers, David Pafford, Mary Pile, Robert Shea-Simonds, Paul Taylor (from 7.03pm)

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

394/19 Welcome, Housekeeping & Announcements

Councillor R Wood welcomed everyone to the meeting and made the following announcements:

- A by-election had been called for the Bowerhill Ward with nomination papers having to be submitted by Friday, 14 February.
- Following Storm Ciara at the weekend, the Clerk had been in touch with Flood Wardens on Sunday, with no issues being reported.

395/19 Apologies

Apologies were received from Councillor Holder due to another commitment. Councillor S Wood was travelling back from work and hoped to be at the meeting, but gave his apologies if he did not arrive in time.

Resolved: To note and accept the reasons for absence.

Councillor Taylor arrived at 7.03pm.

396/19 Invited Guests

a) Alan Henderson, Principal, Melksham Oak School and Simon Cowley, Regional Director of White Horse Academy

Both Alan Henderson, Principal, Melksham Oak School and Simon Cowley, Regional Director, White Horse Academy were in attendance to update Members on activities at Melksham Oak.

Simon Cowley explained that White Horse Federation had 12 schools in Wiltshire with two being secondary schools and in Melksham Without Parish, managed Bowerhill and Shaw primaries, as well as Melksham Oak School.

Simon explained the Trust's key values, with one of the key values being to make sure they engage with the local community.

Simon explained the Trust were looking at a scheme to improve reading and with this in mind, there was a programme called 'School Readers', which was a voluntary project to support children with reading, if Members wished to be involved.

The Trust were also hoping to hold a science festival in March, working around climate change.

Simon invited Members to look at schools within the area at any time.

Alan explained whilst only being the Principal of Melksham Oak for a short period, had previously been a Head for 4 years elsewhere and came to Melksham Oak with a clear mandate, with one of the first things he introduced being a new vision to raise students' aspirations.

Alan explained literacy levels for boys were low in the town, therefore the school were looking at ways to improve this and how it could be tackled at a younger age.

He also explained the core values for the school such as, respect, ambition and pride.

Alan went through the various priorities for the school and what had been achieved so far, such as a mobile phone ban, changing the school uniform, school day, new student leadership and journalism teams, reviewing the sixth form curriculum and introducing a behaviour policy with more changes to come in the next 12/18 months.

The meeting was opened up to questions from Members.

Councillor Coombes asked how Whitehorse was selected. Alan explained the process of how the academy was selected and once successful within the area, other schools joined the Trust.

Councillor Carter asked if the school had seen a change in students since the introduction of the new behaviour policy and change in uniform.

Alan explained he only had anecdotal evidence, in that there was a calmer atmosphere within the school, especially since the mobile phone ban.

It was asked if the Trust had reached its optimum size now as an academy. Simon explained there were no plans to grow as a Trust, however, this may change over time.

Councillor Shea-Simmons explained he had received a positive response from students when asking them about the new uniform and asked if students would be able to quote values from the school if asked.

Alan explained that at every assembly, the school key values were reiterated.

Councillor Pafford asked who the Trust were accountable to and whether there was any conflict.

It was explained the Trust were accountable to the Board of Trustees and Governing Body, there was no conflict as the Academy was used to working with local governing bodies and there was also a clear scheme of delegation.

Councillor Glover asked, once the current extension had been completed, if there was further room to expand after this.

Alan explained there was room for the school to expand further and the school were constantly in touch with Wiltshire Council looking at projected numbers.

Councillor Baines asked if the school engaged with local businesses.

Alan explained whilst careers advice had changed over the years, the school had links with the local business community, however, there was room for improvement.

The Clerk asked if both the Principal and Whitehorse Academy were happy for the school to grow in numbers.

Both Alan and Simon explained the average numbers for a secondary school was 1200, which the school was at present, however the school could cope with 1500-1600 students, with the right systems and procedures in place to cope.

Members thanked both Simon and Alan who left the meeting at this point.

b) Wiltshire Councillor Phil Alford (Melksham Without North)

Councillor Alford explained Wiltshire Council Cabinet were to announce their position on their budget, with a 1.9% increase next year, plus a 2% increase on the health care levy, with a budget of

£344m. Wiltshire Council needed to make £14.5m savings of which £10.5 were new savings medium term.

Councillor Alford updated members on the Youth Intervention Project, looking at schools co-funding the project.

Councillor Alford explained a proposal would be going to the next Area Board meeting to look at paying for a part-time outreach youth worker for the skateboard park at King George V Park and would be seeking a contribution of £5,000 from the Area Board as well as asking both the town and parish council for a contribution.

Councillor Alford gave an updating on Woodrow Road Rights of Way applications and stated Wiltshire Council were awaiting the outcome of a dispute with regard to a blocked footpath in Beanacre.

Members thanked Councillor Alford for his update.

c) Wiltshire Councillor Nick Holder (Melksham Without South)

Unfortunately Councillor Holder was unable to attend the meeting.

397/19

a) To receive 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.

398/19

Meeting Dates

A list of meeting dates for 2020/21 and a revised list of dates for the remainder of 2019/20 was circulated for Members' information.

The Clerk explained the date for the Annual Council meeting may change, as local elections would take place in May 2021 and the date of the election was not yet known. The meeting needed to take place within 14 days of the election.

Consideration also needed to be given to the date of the Annual Parish meeting, as grants were given out at this meeting, therefore it needed to avoid the Purdah period.

Resolved: To approve the list of meeting dates for 2020/21 and note revised list for the remainder of 2019/20.

399/19 Public Participation

Two Members public were present – Councillor Phil Alford and Graham Ellis, Melksham Railway Development Group.

Graham Ellis, Melksham Railway Development Group was in attendance to update Members on on-going discussions on a potential replacement bus service for the D3 from Bath to Devizes via Melksham, following First Bus decision to pull this service completely from 4 April 2020.

Graham explained there had been a public meeting the previous Friday to discuss who could fill the gaps left from the D3 being pulled, given Faresaver run a similar service, albeit with no evening or Sunday service and not covering the same route as the D3, which would have a significant impact on those areas currently served by the D3, with no alternative provision.

Graham explained, currently Faresaver were working out what was needed, with Wiltshire Council looking at stepping in if necessary, to see if there were any gaps and inviting bids from providers to fill these gaps.

Graham also gave an update on the increase in passenger journeys from Melksham Railway Station from 3,000 per annum to 75,000, with a projected increase in years to come to 200,000.

Graham informed the meeting that the Government had recently released £220m to local authorities to cover lost bus services, with Wiltshire Council being given the opportunity to bid for up to £571,000.

The meeting was opened to Members for questions.

Councillor Pile asked if the proposed BaNES Clean Air Charge being introduced affected bus services?

Graham explained they could potentially if they did not comply to the Euro 6 Policy on emissions standards.

The Clerk explained that residents of Shaw and Whitley who would be affected by the loss of the D3, not only came into town, but also visited several businesses in Bowerhill, such as Boomerang Soft Play and Wiltshire School of Gymnastic.

Members thanked Graham for his presentation.

400/19 To approve the Minutes of the Full Council Meeting, 20 January 2020:

Councillor Baines noted there was a £3 discrepancy in the figure quoted for VAT in the minutes and financial sheets provided.

The Clerk agreed to investigate this and amend the figure if necessary.

Resolved: The minutes of the Full Council meeting held on 20 January 2020 were formally approved and signed by the Chairman as a correct record, noting the potential amendment above.

401/19C Planning:

a) To approve the Minutes of the Planning Committee meeting held on 3 February 2020

Councillor Pile noted she was not listed as present.

Resolved: To approve and sign the Planning Committee meeting minutes of 3 February 2020 with the above amendment.

b) To formally approve Planning Committee Recommendations

Resolved: To approve the recommendations contained within the minutes of 3 February 2020.

c) Closed Session:

With regard to the Neighbourhood Plan site allocation, the Clerk advised that this item was commercially confidential and therefore should be discussed in a closed session.

Resolved: That members of the public and representatives of the press and broadcast media be excluded from the meeting during consideration of the following agenda item under Standing Order 3d for the following reasons b) terms of tenders and proposals and counter proposals in negotiations for contracts;

b) Neighbourhood Plan Site Allocation:

Resolved: That the position of the Parish Council at the forthcoming Neighbourhood Plan meeting was as follows:

To ensure a site allocation in the Neighbourhood Plan even if this meant that a Strategic Environmental Assessment (SEA) may be required. It was understood that this may delay going out to consultation at Regulation 14 but was essential to safeguard the community gain, such as affordable housing and flood mitigation measures and to safeguard against a potential Wiltshire Council lack of 5 year housing supply.

402/19 Asset Management

a) To formally approve the minutes of the Asset Management Committee meeting held on 3 February 2020

The Clerk informed the meeting these had been emailed the previous Friday, hard copies were available at the meeting.

Resolved: To approve and sign the Asset Management Committee minutes of 3 February 2020.

b) To formally approve the Asset Management Committee recommendations contained within the minutes of 3 February 2020

Resolved: To approve all the recommendations contained within the Planning Minutes of 3 February 2020.

An update was provided on a recent meeting with representatives of a local youth football team with regard to hiring Bowerhill Sport Field for football training and matches. It was noted there would be no extra cleaning charge, as the youth team would not be using the changing rooms initially. The group had offered £30 for the Friday and Saturday sessions and would bring their own goals and had public liability insurance.

The Clerk stated that at some point consideration would need to be given to potential additional maintenance of the field, suggesting this could be looked at when reviewing the maintenance contract for Jubilee Fields.

Resolved: To accept the offer from the Youth Football Club of £30 each for the Friday and Saturday sessions. To hold an Extra-Ordinary Asset Management meeting on Monday, 17 February 2020 at 10.00am to discuss their proposal.

It was noted within Min No 376/19 regarding allotments the Clerk had been asked to source quotes for the removal of a Goat Willow tree on Berryfield Allotments. The following quotes had been received:

Quote A

£260 + VAT

Quote B

£180 (including £30 VAT)

Resolved: To approve the quote of £180 (including VAT) from Acer to remove the Goat Willow tree in Berryfield allotments.

The Clerk asked Members to approve the confidential notes from the Asset meeting held on 3 February 2020.

Resolved: To approve the confidential notes relating to Minute Numbers 378/19C; 379/19C and 381/19C contained with the Asset Management minutes of 3 February 2020.

c) Request for Bench. To consider a request from a Melksham Town resident for a bench on the corner of New Road/Woodrow

A resident of the town had written to the parish council asking if a bench could be erected on the corner of New Road/Woodrow Road.

It was noted that whilst there used to be a bench at this location approximately 50 years ago, as it used to be a bus stop, there had not been one at this location for several years, however the concrete base was still there and it appeared someone had put a garden bench at this location. It was also noted there was no footpath along this section of Woodrow Road.

Following discussion, it was:

Resolved: Not to purchase a bench for this location and to request that Wiltshire Council remove the unsecured bench placed at this location.

d) Disposal of Assets. To approve the disposal of old Windows 7 PC and Speed Indicator Device and removal from the Asset Register/Insurance Schedule

The Clerk explained it was an audit requirement that town and parish councils approve the disposal of assets and informed Members, that the old Windows 7 PC needed disposing of, however, the hard drive would be securely locked away for 6 months then wiped. With regard to the speed indicator device, which was broken, this was currently with the Town Council and were awaiting clarification on if/how this had been disposed of.

Resolved: To approve the disposal of the old Windows 7 PC for nil value.

403/19 Finance

a) To note Income/Expenditure reports for January 2020

The Clerk informed the meeting that the Community Infrastructure Levy (CIL) payment reported at the last meeting was recorded in this months Income/Expenditure report.

Members noted the Income/Expenditure reports for January 2020.

b) To agree two finance councillors to authorise monthly payments for January

Councillors Baines and Glover to authorise online banking payments and any cheque payments for February 2020.

c) To approve draft Neighbourhood Plan Policy on CIL as produced by Place Studio Consultants and agree a way forward on future meeting with Melksham Town Council

The Clerk advised Members that this item should be held in closed session.

Resolved: That members of the public and representatives of the press and broadcast media be excluded from the meeting during consideration of the following agenda item under Standing Order 3d for the following reasons b) terms of tenders and proposals and counter proposals in negotiations for contracts;

The Clerk stated that only those Members on the Neighbourhood Plan Steering Group were aware of the Community Infrastructure Levy (CIL) Policy which had been produced by Place Studio Consultants, however, this Policy needed to be approved by Full Council.

A date was still to be arranged with Melksham Town Council regarding CIL discussions and sought representatives to attend this exploratory meeting, the proposals from which would have to go back to both councils for approval.

The Clerk explained there would be a separate Memorandum of Understanding between both the Town Council and Parish Council on how CIL would be distributed for projects within the Neighbourhood Plan area.

It was noted that some brownfield sites in the town could be developed, therefore, there would be some CIL funding from these and therefore, there would need to be a reciprocal arrangement with the Town Council in sharing CIL with the Parish.

It was suggested the list provided under each of the headings within the Policy ie: Social Infrastructure, Physical Infrastructure, Green Infrastructure and Other, such as Community Energy Projects were too prescriptive.

Resolved: To approve the draft Neighbourhood Plan Policy on CIL with a suggestion going to the Neighbourhood Plan Steering Group that the policy only includes the 4 main headings ie: Social

Infrastructure, Physical Infrastructure, Green Infrastructure and other, such as Community Energy Projects.

That Councillors R Wood and Glover attend the CIL meeting as the parish council representatives with Melksham Town Council when a date had been set.

d) To consider giving the Finance Committee delegated powers to open tenders and appoint contractor on 13 February 2020 for Berryfield Village Hall Project

Resolved: To give the Finance Committee delegated powers to open tenders and appoint contractors on 13 February 2020 for the Berryfield Village Hall project.

404/19 Community Governance Review

a) To receive feedback following public meeting at Bowerhill Village Hall on, Wednesday, 22 January 2020

Councillor R Wood reported that the meeting held on 22 January had been successful, the only issue being Seend Parish were not happy with the parish's proposal to change the Seend boundary to enable the Bowerhill Residents Action Group (BRAG) picnic area adjacent to the Kennet & Avon canal to come into the parish of Melksham Without .

b) To note date of next public meeting at Melksham Assembly Hall on Friday, 14 February 2020

Members noted the date of this meeting and welcomed the opportunity to publicise the meeting in advance, as opposed to the meeting on 22 January 2020.

c) To consider response from Legal Officer at Wiltshire Council following concerns raised regarding the consultation process

A letter had been received from the Legal Officer, Wiltshire Council acknowledging the concerns raised by the Parish with regard to the consultation process.

Resolved: To note the content of the letter.

d) Following representation from Bowerhill Residents Action Group (BRAG). To consider removing Giles Wood from the parish's proposals to change the Seend boundary

A letter had been received from the Secretary of BRAG following the Community Governance Review meeting held at Bowerhill Village Hall on 22 January following representations by the landowner of Giles Wood, Seend.

BRAG suggested a change to Scheme 11 in that the picnic area and the bridleway footpath come within the parish of Melksham Without, with Giles Wood and the canal towpath alongside the canal remaining within Seend Parish and looked for support from the Parish Council.

Resolved: To approve the request of BRAG to remove Giles Wood from their Community Governance Request and revise the boundary between Seend and Melksham Without Parishes to incorporate BRAG picnic area and the bridleway footpath, with a copy to the CGR Team at Wiltshire Council and the relevant Wiltshire Councillors.

To arrange a meeting with Seend Parish Council to discuss where the boundary line between Giles Wood and the bridleway to the picnic area could be redrawn and to invite Wiltshire Councillor Jonathon Seed and landowners (if appropriate). With the Clerk and Councillor Baines attending this meeting.

405/19 Highways

a) Cancellation of the D3 Bus Route as from 4 April 2020

Following public consultation earlier in the evening, Councillor Pile explained she had received a letter from a concerned resident of Whitley which she read out regarding the impact of losing this service and asked if the Clerk could acknowledge this letter.

Resolved: To write to Councillor Horace Prickett, Portfolio Holder for Transport, Phil Grocock, Wiltshire Council Bus Network Manager and Michelle Donelan MP with copies to Melksham Area Board Councillors, Melksham Town Council, Peter Dunford, Melksham CEM and Graham Ellis, Melksham Railway User Group & Option 24/7 requesting the following:

- For Wiltshire Council to provide a supported evening bus service from Bath to Melksham and Devizes with a maximum gap of 2.5 hours between services and a final departure from Bath at or after 22:55 if such service is not provided by a commercial operator.
- To provide a supported Sunday bus service from Bath to Melksham and Devizes with a maximum gap of 2.5 hours between services

(one gap 4 hours allowed) if such service is not provided by a commercial operator. First bus to arrive in Bath at or before 09:30, last bus to leave at or after 19:30.

- For Wiltshire Council and bus operators to plan and implement public transport to encourage increased future use.

To highlight the impact the loss of this service would have in particular on residents of Shaw/Whitley and Bowerhill who rely on this service to not just get to Bath for hospital appointments, work, college and social events, but to access other parts of Melksham and Melksham Without.

To call on Wiltshire Council to strengthen its mandate to be Climate Zero by 2030 by supporting the public transport network, particularly as petrol, diesel and hybrid cars will no longer be available from 2035; viable alternatives need to be put in place. Also stating the Parish Council hopes the new package of funding for bus routes being announced by the Government shortly can provide funding for these routes connecting rural areas to the local towns and cities.

For the Clerk to acknowledge the letter submitted to Councillor Pile from a concerned resident of Whitley.

Councillor Pile left the meeting at this point.

b) CATG

This item had been placed on the agenda to enable Members to consider a response to Wiltshire Council's survey on the benefits the Community Area Transport Group (CATG) have brought to Wiltshire's community areas.

Councillor Baines as the Council's representative on this group gave examples of how CATG had provided various highway improvements within the parish.

Members went through the survey and answered the various questions positively on the benefits of CATG.

Resolved: To forward the completed survey to Wiltshire Council.

c) Temporary Weight Restrictions on Cleveland Bridge, Bath

A Briefing Note from Wiltshire had been received from Melksham News after it had been forwarded by Westbury Town Council regarding Bath & North East Somerset Council's (BaNES) proposal to introduce temporary 18T restrictions on Cleveland Bridge, to ensure the condition of the bridge is not compromised.

The Chair sought a response from Members on how they felt this

would impact the road network within the parish, especially given concerns locally that the bridge could be closed permanently once the repairs have taken place.

Resolved: To write to Wiltshire Council to ascertain why the Parish Council had not received the briefing paper in the first instance.

To write to BaNES Council insisting the weight restrictions are lifted once the repairs have taken place, given the impact HGVs would have on the various roads within the parish, with a copy to Michelle Donelan MP.

406/19 Open Spaces Survey

To note Wiltshire Council will be seeking assistance shortly from town and parish councils in collating data relating to open spaces provision within their parishes to form the evidence base necessary to underpin a new Green Infrastructure Strategy and Open Space Strategy, as well as seeking assistance in publicising a household survey.

The Clerk explained that a lot of this work was currently being undertaken by representatives of the Neighbourhood Plan Steering Group.

Resolved: To give delegated powers to the Clerk to complete the survey. Once the work currently being undertaken by representatives of the Neighbourhood Plan Steering Group on green infrastructure and open space has been completed to forward this on.

407/19 Website Accessibility

a) To note officers have undertaken Website Accessibility Training

The clerk had produced a report on new Legislation regarding accessibility which were coming into force as from 1 January 2020 (for documents uploaded) and September 2020 (for the website), meaning any documents added to the website need to be fully accessible, such as agendas and minutes. Therefore, officers undertook training to understand the implications of this new law and noted there were 3 main areas to address such as ensuring that all documents produced from now onwards needed to be accessible, the website needed to be overhauled to work for those with disabilities, but also for people who access the website by mobile phone or tablet. The Parish's IT contractor was currently working on a 'beta' website and they have been asked to quote to bring the Council up to current legislation.

It was also noted whilst doing an audit of the website for accessibility some of the website content and images were out of date and

therefore some officer time was needed to rectify this and it would work in tandem with the improvements for accessibility.

Resolved: To note the information contained within the report.

b) To note a risk analysis of the parish's website will need to be undertaken and to consider any financial implications, as well as an Accessibility Statement drawn-up

The Clerk stated an Accessibility Statement needed to be drawn-up which detailed what was accessible on the website and what had to be done to make it easier for residents to use and what cannot be done to make it accessible, how to report something that has been missed and a plan for improvement and how the website is tested.

The Clerk suggested a holding statement on the current website may be the way forward saying the Council is currently working towards being compliant by September 2020 with a full accessibility statement being done when the changes/updates have been made.

Resolved: To note a risk analysis will need to be undertaken and the financial implications associated with this and to note an Accessibility Statement will need to be drawn-up, but in the meantime have a statement explaining what the Parish Council are doing to reach the accessibility requirements.

408/19 Michelle Donelan MP

The Clerk asked Members following the recent General Election, if they wished to consider arranging a meeting with re-elected Michelle Donelan MP to discuss matters affecting the Parish.

Resolved: To arrange a meeting with Michelle Donelan MP and members to discuss the following topics; funding for bus services, an holistic approach to school funding (from housing development for new schools/extensions), the effect on the parish residents from BaNES clean air charge, the government's lessening of planning requirements for sustainable homes in the National Planning Policy Framework (NPPF) last year, a change in law to allow parish councils to fund church buildings when they form a defacto community venue.

409/19 Community projects/partnership organisations:

- **East of Melksham Community Centre. To consider update from Melksham Town Council and next steps**

The Clerk informed the meeting there was no update since the last meeting.

Meeting closed at 9.53pm

Chairman, 9 March 2020

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 :		5,243.88					5,243.88	
V1476-FPI	Banked: 02/01/2020	10.00						
V1476-FPI	Shaw Village Hall	10.00			1120	110	10.00	Shaw Village Hall annual rent
V1477-FPI	Banked: 06/01/2020	50.00						
V1477-FPI	Dilton Marsh	50.00			1220	210	50.00	In.156- Footba booking 4th Jan
00143-CHQ	Banked: 06/01/2020	192.58						
V1478-CHQ	AFC Melksham	50.00			1210	210	50.00	Inv.135-Pitch hire
V1479-CHQ	The Foresters Arms	100.00			1210	210	50.00	13th October Pitch Hire
					1210	210	50.00	27th October Pitch Hire
V1480-CHQ	Allotment Holder	30.00			1310	310	30.00	Berryfield 6B Allotment rent
V1481-CHQ	Berryfield Village Hall	12.58			1130	110	12.58	Inv.149- BYF Buzz photocopy
i00143-CAS	Banked: 06/01/2020	80.00						
1482-CASH	Allotment Holder	30.00			1310	310	30.00	037- BYF 5B allotment rent
1483-CASH	Greyhound FC	50.00			1210	210	50.00	Inv.105-28th Sept hire
00143-CHQ	Banked: 13/01/2020	-100.00						
V1479-CHQ	The Foresters Arms	-100.00			1210	210	-100.00	Inv.124- Pitch Hire
i00144-CAS	Banked: 13/01/2020	200.00						
1500-CASH	The Foresters Arms	200.00			1210	210	200.00	038-Inv.124-Pitch Hire
1510-BACS	Banked: 14/01/2020	60.00						
1510-BACS	Allotment Holder	60.00			1310	310	60.00	Berryfield 5A allotment rent
1511-BACS	Banked: 14/01/2020	50.00						
1511-BACS	Redfish Events	50.00			1220	210	50.00	Inv.157- Sun 2nd Feb 2020
V1516-BGC	Banked: 14/01/2020	4,494.54						
V1516-BGC	HM Revenue & Customs	4,494.54			105		4,494.54	VAT Refund-01.10119-31.12.19
1514-BACS	Banked: 15/01/2020	74,355.29						
1514-BACS	Wiltshire Council	74,355.29			1420	110	3,962.76	17/09248-East Spa Rd- 2 of 3
					1420	110	3,962.76	17/09248-East Spa Rd- 5B 2of3
					1420	110	11,279.96	17/09248-East of Spa Rd- 2of3
					1420	110	11,603.24	17/09248-East of Spa Rd- 2of3
					1420	110	11,279.96	17/09248-East of Spa Rd- 4B
					1420	110	11,603.24	17/09248-East of Spa Rd- 3B
					1420	110	11,983.88	17/09248-East of Spa Rd- 4A
					1420	110	8,679.49	17/09248-East of Spa Rd- 5A
V1515-S/O	Banked: 20/01/2020	10.00						
V1515-S/O	Melksham Fitness	10.00			1210	210	10.00	Inv.155- Changing Rom hire
	Banked: 20/01/2020	582,000.00						
V1460	Fixed Term Deposit	582,000.00			210		582,000.00	Fixed Term deposit return
V1522-Inte	Banked: 20/01/2020	391.77						
V1522-Inte	Lloyds Bank	391.77			1080	110	391.77	Fixed Term interest recieved
V1525-FPI	Banked: 27/01/2020	200.00						

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Date: 06/03/2020

Melksham without Parish Council Current Year

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Time: 15:25

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
V1525-FPI	Lion and Fiddle	200.00			1210	210	50.00	1st December 19 Inv.146
					1210	210	50.00	5th January 2020-Inv.152
					1210	210	50.00	12th January 2020-Inv.152
					1210	210	50.00	26th January 2020-Inv.152
*1526-BACS	Banked: 27/01/2020	30.00						
*1526-BACS	Melksham Town Youth FC	30.00			1220	210	30.00	Inv.161- Pitch hire 26th Jan
Total Receipts for Month		662,024.18	0.00	0.00			662,024.18	
Cashbook Totals		667,268.06	0.00	0.00			667,268.06	

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Date: 06/03/2020

Melksham without Parish Council Current Year

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Time: 15:25

Cashbook 1

User: MF

Current Account & Instant Acc

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
2/01/2020	Grist Environmental	V1474-DD	78.85		13.15	4770	220	65.70	Inv.297489-B'hill Waste empty
2/01/2020	Wessex Water - BWSBL	V1475-DD	159.07			4322	220	159.07	Pavilion water-22.6.19-9.12.19
7/01/2020	Sirus Telecom	V1523-DD	234.40		39.07	4190	120	195.33	Inv.45531-Office phone calls
7/01/2020	Sirus Telecom	V1523-DD	-234.40		-39.07	4190	120	-195.33	Inv.45531- Office phone calls
3/01/2020	EE Limited	V1499-DD	13.34		2.22	4195	120	11.12	Inv.704-Wifi for meetings
6/01/2020	Eon	V1513-DD	248.11		41.35	4312	220	206.76	Inv.5BA-Pavilion Gas
0/01/2020	Unity Bank	V1519-5997	12,000.00			220		12,000.00	To top up Unity Trust Bank
0/01/2020	Berryfield New Village Hall	V1498-5998	54.00			4200	120	54.00	Meeting hire
2/01/2020	Fixed Term Deposit	13640511	649,000.00			210		649,000.00	V1521- Fixed Term deposit
3/01/2020	Sirus Telecom	V1523-DD	234.40		39.07	4190	120	195.33	Inv.45531-Office phone calls
3/01/2020	Eon	V1524-DD	186.25		8.87	4302	220	177.38	Inv.E101-Pavilion Electricit
Total Payments for Month			661,974.02	0.00	104.66			661,869.36	
Balance Carried Fwd			5,294.04						
Cashbook Totals			667,268.06	0.00	104.66			667,163.40	

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Unity Bank

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 :	84,682.80					84,682.80	
	Banked: 20/01/2020	12,000.00						
V1519-5997	Current Account & Instant Acc	12,000.00			200		12,000.00	To top up Unity Trust Bank
Total Receipts for Month		12,000.00	0.00	0.00			12,000.00	
Cashbook Totals		<u>96,682.80</u>	<u>0.00</u>	<u>0.00</u>			<u>96,682.80</u>	

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Payments for Month 10

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
3/12/2019	JH Jones & Sons	V1490-BACS	883.69		147.28	4402	320	56.66	Allotment Grass cutting
						4400	142	211.33	Play Area grass cutting
						4780	142	17.50	Play Area bin emptying
						4781	220	75.83	Pavilion bin emptying
						4401	220	375.09	JSF Pitch maintenance
6/01/2020	Unity Trust Bank	V1484-DD	216.08		30.34	4722	320	8.55	Health & Safety poster- Allotm
						4155	120	14.25	Biscuit pack for meetings
						4150	120	10.19	Ear Headphones
						4155	120	8.23	Peppermint tea bags for meetin
						4490	142	13.42	Padlock for beanacre gate
						4150	120	8.10	Sticky notes
						4055	130	120.00	Website accessibility training
						4140	120	3.00	Monthly Fee
3/01/2020	Wilts Assoc of Local Councils	V1485-BACS	42.00		7.00	4055	130	35.00	Year end audit training
3/01/2020	Simon J White	V1486-BACS	195.00			4490	142	195.00	7958-Maint Carson Tyre R'abou
3/01/2020	Mr Sparkles Melksham Ltd	V1487-BACS	150.00			4600	142	150.00	Inv.019-Bus Shelter Maintenanc
3/01/2020	Trade UK	V1488-BACS	7.12		1.18	4490	142	3.62	Cable Ties
						4490	142	2.32	Gloves
3/01/2020	Toligate Security Ltd	V1489-BACS	90.00		15.00	4212	220	75.00	Inv.44120-Alarm call out
3/01/2020	Aquasafe Environmental Ltd	V1491-BACS	138.00		23.00	4212	220	115.00	Inv.191203- Dec19 PPM Visit
3/01/2020	Condor Office Solutions Ltd	V1492-BACS	156.68		26.11	4130	120	130.57	Inv.474252-Photocopying
3/01/2020	Kennet Sign & Display	V1493-BACS	105.60		17.60	1190	142	26.00	Address labels for Defibs
						4820	142	62.00	12735-Signs-fro Shurnhold Fiel
						347	0	-62.00	12735-Signs-fro Shurnhold Fiel
						6000	142	62.00	12735-Signs-fro Shurnhold Fiel
3/01/2020	Melksham Town Footbal Club	V1494-BACS	100.00			4200	120	50.00	Inv.648-Room Hire 9th Dec 19
						4200	120	50.00	Inv.648-Room Hire 16th Dec 19
3/01/2020	Melksham Remembers	V1495-BACS	50.00			4610	170	50.00	Melksham Remembers bor donati
3/01/2020	Wiltshire Council	V1496-BACS	50.00			4590	142	50.00	Inv.583-Litter bin Falcon Way
3/01/2020	Wilts Assoc of Local Councils	V1497-BACS	78.00		13.00	4080	120	65.00	Inv.731-Chairing Skills course
3/01/2020	Berryfield New Village Hall	V1498-BACS	54.00			4200	120	54.00	Hall hire for meetings
3/01/2020	Whitley Reading Rooms	V1501-BACS	203.94			4560	142	203.94	BT & Phone for Emergenc Group
3/01/2020	GB Sport & Leisure	V1502-BACS	61.14		10.19	4490	142	50.95	Inv.4655-Allen key set- Careta
3/01/2020	Teresa Strange	V1503-BACS				4000	130		January 2020 Salary
						4070	120	16.00	Refreshments for xmas Fu Cou

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Payments for Month 10

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
3/01/2020	Lorraine McRandle	V1504-BACS	[REDACTED]			4020	130	[REDACTED]	January 2020- Salary
3/01/2020	Marianne Rossi	V1505-BACS	[REDACTED]			4010	130	[REDACTED]	January 2020- Salary
						4048	130	9.90	Mileage- Finance training Cain
3/01/2020	Terry Cole	V1506-BACS	[REDACTED]			4460	142	[REDACTED]	January 2020- Salary
						4050	142	47.50	Travel Allowance
						4051	142	49.95	Mileage
3/01/2020	David Cole	V1507-BACS	[REDACTED]			4800	320	[REDACTED]	January 2020 Salary
3/01/2020	HM Revenue & Customs	V1508-BACS	1,763.01			4041	130	565.53	Period 10 January 2020
						4000	130	327.20	Period 10 January 2020-T
						4000	130	257.51	Period 10 January 2020-NI
						4020	130	124.80	Period 10 January 2020-T
						4020	130	126.04	Period 10 January 2020-NI
						4010	130	95.80	Period 10 January 2020-T
						4010	130	107.53	Period 10 January 2020-NI
						4460	142	145.00	Period 10 January 2020-T
						4800	320	13.60	Period 10 January 2020-T
3/01/2020	Wiltshire Pension Fund	V1509-BACS	1,638.63			4045	130	1,256.11	Period 10 January 2020
						4000	130	186.22	Period 10 January 2020
						4010	130	93.68	Period 10 January 2020
						4020	130	102.62	Period 10 January 2020
3/01/2020	Andy Strange Property & Garden	V1512-BACS	17.50			4490	142	17.50	Bus shelter bench support Shaw
3/01/2020	Wiltshire Publication	V1517-BACS	594.00		99.00	4680	170	495.00	Inv.57359-Neighbourhood plan
3/01/2020	Wiltshire Publication	V1518-BACS	55.68		9.28	4230	120	46.40	Inv.57346- Grant advert
3/01/2020	Berryfield New Village Hall	V1498-BACS	-54.00			4200	120	-54.00	Hall hire for meetings
3/01/2020	Friends of Shurnhold Fields	V1520-BACS	12.08		2.01	4820	142	10.07	Petro for mower reimburse SHF
						347	0	-10.07	Petro for mower reimburse SHF
						6000	142	10.07	Petro for mower reimburse SHF
4/01/2020	Teresa Strange	V1527-S/O	5.30			4190	120	5.30	Out of hours mobile
Total Payments for Month			12,151.79	0.00	400.99			11,750.80	
Balance Carried Fwd			84,531.01						
Cashbook Totals			96,682.80	0.00	400.99			96,281.81	

Total
salaries
8544.49

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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>
	Balance Brought Fwd :	582,000.00					582,000.00	
	Banked: 22/01/2020	649,000.00						
13640511	Current Account & Instant Acc	649,000.00			200		649,000.00	V1521- Fixed Term deposit
Total Receipts for Month		649,000.00	0.00	0.00			649,000.00	
Cashbook Totals		<u>1,231,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>1,231,000.00</u>	

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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 Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
0/01/2020	Current Account & Instant Acc	V1460	582,000.00			200	582,000.00	Fixed Term deposit return
	Total Payments for Month		582,000.00	0.00	0.00		582,000.00	
	Balance Carried Fwd		649,000.00					
	Cashbook Totals		<u>1,231,000.00</u>	<u>0.00</u>	<u>0.00</u>		<u>1,231,000.00</u>	