

Melksham Town Council

Minutes of the Finance, Administration and Performance Committee meeting held on Monday 14th March 2022

PRESENT: Councillor S Rabey (Chair)
Councillor J Crundell (Vice-Chair)
Councillor C Goodhind
Councillor C Forgacs
Councillor C Houghton
Councillor S Mortimer

IN ATTENDANCE: Councillor P Aves

OFFICERS:	Linda Roberts	Town Clerk
	Miriam Zaccarelli	Community Development Officer
	Christine Hunter	Committee Clerk

PUBLIC PARTICIPATION: Three members of the public were in attendance.

Chris Pickett representing the Riverside Club spoke to the grant application and advised that works had already been carried out to update the club and that this application would purchase cutlery and dining ware.

Tim Just from the Bowerhill Scouts Group advised that if successful the grant would be used for camping equipment, toilet facilities and hammocks.

Christine Thomson of Read Easy as secretary and fund raiser, reported to the committee that they were receiving many enquiries and that the group were continuing to encourage and support people to read.

53/22 Apologies

Apologies were received from the Town Mayor, Councillor Hubbard.

54/22 Declarations of Interest

- Councillor Houghton declared an interest in agenda item number 5.5. - Celebrate Melksham. Councillor Houghton remained in the meeting and took part in the debate.
- Councillor Aves declared an interest in agenda item number 5.3. – British Cactus and Succulent Society. Councillor Aves remained in the meeting and took part in the debate.

55/22 Minutes

The minutes of the meeting held on 17 January 2022, having previously been circulated, were approved as a correct record and signed by the Chair, Councillor Rabey.

56/22 Finances

56/22.1 Monthly Financial Statement Year to Date to 31 January 2022 (Month 10)

The monthly Financial Statement was noted.

56/22.2 Detailed Income and Expenditure Report as at 31 January 2022 (Month 10)

The Income and Expenditure report was noted.

56/22.3 Earmarked Reserves Year to Date to 31 January 2022 (Month 10)

The Earmarked Reserves report was noted.

56/22.4 List of Payments to 31 January 2022 (Month 10)

It was proposed by Councillor Houghton, seconded by Councillor Rabey and

UNANIMOUSLY RESOLVED to approve the list of payments made from the Town Council's Co-op Bank Account for the period from 01/01/2022 to 31/01/2022.

It was proposed by Councillor Houghton, seconded by Councillor Rabey and

UNANIMOUSLY RESOLVED to approve the list of payments made from the Town Council's Lloyds Bank Account for the period from 01/01/2022 to 31/01/2022.

56/22.5 Income Received to 31 January 2022 (Month 10)

The Income Received report was noted.

56/22.6 Bank Reconciliation Signatories - February 2022.

The February 2022 approval of the bank reconciliations for April 2021, June 2021 and September 2021 was noted.

57/22 Grants 2021/2022

Councillor Rabey confirmed that the budget remaining was £7,850, however a total of £23,302.60 had been requested. The Committee agreed that the remaining 2021/2022 grant funding of £2,237.80 would be carried forward to next year.

It was proposed by Councillor Rabey, seconded by Councillor J Crundell and

RESOLVED to award the grants as stated:

- 58/22 2385 (Melksham) Squadron - £500**
- 59/22 Bowerhill Scout Group - £500**
- 60/22 British Cactus and Succulent Society - £367.20 for Room Hire**
- 61/22 Carnival Jubilee Tea**

It was proposed by Councillor Houghton, seconded by Councillor Rabey and

UNANIMOUSLY RESOLVED that £800 of the 2021/2022 budget earmarked grant funding allocated to Melksham Carnival be allocated to the Carnival Jubilee Tea event, with the caveat that the carnival committee make it a free entry event.

- 62/22 Celebrate Melksham - £1,520**
- 63/22 Read Easy North & North West Wiltshire - £500**
- 64/22 Riverside (Community Hall) - £600**
- 65/22 Friends of Shurnhold Fields - £375**
- 66/22 That Meeting Space - Good News Church - £1,000**
- 67/22 Transwilts CIC - £250**

Meeting Closed at: 9.33 pm

Signed:

Dated: