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Town Hall, Melksham, Wiltshire, SN12 6ES Tel: (01225) 704187

Town Clerk and RFO Linda Roberts BA(Hons) PGCAP, FHEA, FLSCC

To: Councillor S Mortimer (Chair)

Councillor C Goodhind (Vice-Chair)

Councillor P Aves Councillor J Crundell Councillor C Forgacs Councillor J Hubbard Councillor S Rabey

20 September 2022

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12, paras 10 (2)(b) you are invited to attend the **Finance**, **Administration and Performance Committee** meeting of Melksham Town Council. The meeting will be held at the Town Hall on **Monday 26th September 2022** commencing on the rising of the preceding Full Council meeting which commences at **7.15 pm** with one item of business.

A period of public participation will take place in accordance with Standing Order 3(e) prior to the formal opening of the meeting. The Press and Public are welcome to attend this meeting in person, alternatively the public and press may join the meeting via Zoom.

In accordance with the Council's commitment to being open and transparent; all Town Council meetings are recorded and broadcast live. The right to do so was established under the Openness of Local Government Bodies Regulations.

Yours sincerely

Mrs L A Roberts BA(Hons), PGCAP, FHEA, FSLCC

Town Clerk and RFO

Melksham Town Council Finance, Administration and Performance Committee

Monday 26 September 2022 At 7.15 pm at the Town Hall

Public Participation – To receive questions from members of the public.

In the exercise of Council functions. Members are reminded that the Council has a general duty to consider Crime & Disorder, Health & Safety, Human Rights and the need to conserve biodiversity. The Council also has a duty to tackle discrimination, provide equality of opportunity for all and foster good relations in the course of developing policies and delivery services under the public sector Equality Duty and Equality 2010.

Virtual Meeting Access

Join Zoom Meeting:

https://us02web.zoom.us/j/85704855948?pwd=T1dDN0VHNXFReWR0ZFcyNlhCeUNoQT09

Meeting ID: 857 0485 5948 **Passcode**: 387793

Participants will be directly let in the meeting by clicking on the above link. There is no waiting room.

AGENDA

1. Apologies

To receive apologies for absence.

2. Declarations of Interest

To receive any Declarations of Interest in respect of items on this agenda as required by the Code of Conduct adopted by the Council.

Members are reminded that, in accordance with the Council's Code of Conduct, they are required to declare any disclosable pecuniary interest or other registrable interests which have not already been declared in the Council's Register of Interests. Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared on the Register, as well as any other registrable or other interests.

Email: towncouncil@melksham-tc.gov.uk Web: www.melksham-tc.gov.uk Facebook: facebook.com/melksham.town

3. Minutes (Pages 1 - 4)

To approve the Minutes of the Finance, Administration and Performance Committee meeting held on 18 July 2022 (see attached).

4. Finances

4.1 **Petty Cash to 31 July 2022** (Pages 5 - 8)

To review payments made by Petty Cash for Months 3 and 4 - 2022/2023 (see attached).

4.2 List of Payments to 31 July 2022 (Pages 9 - 14)

To review the list of payments made by Direct Debit, cheque, debit card, and BACS from the Town Council's Unity Trust Bank Account for Months 3 and 4 - 2022/2023 (see attached).

To review the list of payments made by Direct Debit, cheque, debit card, and BACS from the Town Council's Assembly Hall Lloyds Bank Account for Months 3 and 4 - 2022/2023 (see attached).

4.3 Monthly Financial Statements to 31 July 2022 (Pages 15 - 18)

To review the Monthly Financial Statements for Months 3 and 4 - 2022/2023 (see attached).

4.4 **Detailed Income and Expenditure Report to 31 July 2022** (Pages 19 - 30)

To review the detailed year-to-date Income and Expenditure report for Month 4 2022/2023 (see attached).

4.5 Town Council Income Received Report to 31 July 2022 (Pages 31 - 42)

To review the detailed year-to-date Town Council Income Received reports for Month 4 - 2022/2023 (see attached).

4.6 **Earmarked Reserves to 31 July 2022** (Pages 43 - 44)

To review the Earmarked Reserves report for the year-to date Month 4 – 2022/2023 (see attached).

5. Fully Managed Payroll Provider (Pages 45 - 46)

To receive the report of the Deputy Town Clerk and approve the recommendations contained therein (see attached).

6. Grants 2022/2023 (Pages 47 - 140)

Members are requested to consider and approve the attached grant applications listed here in the agenda for ease of reference (see attached). The total amount of grant funding available is £14,737.80 and the total amount of grants applied for is £11,944.92.

A copy of the draft revised Grant Policy and the grant application forms are attached for information.

6.1 **Alzheimer's Support** 6.2 **Celebrate Age Wiltshire** 6.3 **Chippenham & District Talking Newspaper** 6.4 **Help Counselling** 6.5 Meadowbrook Wiltshire (CIC) 6.6 Melksham & District Historical Association and Melksham Tourist Information Centre 6.7 Melksham/Chippenham/Calne branch of the Wilts & Berks Canal Trust 6.8 **Melksham Free Dining** 6.9 **Melksham Gardeners' Society** 6.10 **Melksham Monster Ball** 6.11 **Melksham PHAB Club** 6.12 **Melksham Sixty Plus Club** 6.13 Melksham W.I. Group 6.14 **Proud Melksham**

Wiltshire & Bath Independent Living Centre

6.15

6.16

Wiltshire Sight

Agenda Item 3

Melksham Town Council

Minutes of the Finance, Administration and Performance Committee meeting held on Monday 18th July 2022

PRESENT: Councillor S Mortimer (Chair)

Councillor C Goodhind (Vice-Chair)

Councillor P Aves Councillor J Crundell Councillor J Hubbard Councillor S Rabey

IN ATTENDANCE: Councillor J Oatley

OFFICERS: Patsy Clover Deputy Town Clerk

Christine Hunter Committee Clerk

Miriam Zaccarelli Community Development Officer

PUBLIC PARTICIPATION: No members of the public or press were present.

68/22 Apologies

Apologies were received from Councillor Forgacs.

69/22 Declarations of Interest

Councillor Hubbard declared an interest in relation to minute number 77/22 in respect of Grant Policy Review because he was a trustee of one of the red-circled grant recipients. Councillor Hubbard remained in the meeting and took part in the debate on this item.

70/22 Minutes

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

UNANIMOUSLY RESOLVED that the minutes of the Finance, Administration and Performance Committee meeting held on 14 March 2022, having previously been circulated, were approved as a correct record and signed by the Chair, Councillor Mortimer.

71/22 Finance Reports

71/22.1 Petty Cash to 31 May 2022

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

UNANIMOUSLY RESOLVED to note the Petty Cash reports to 31 May 2022.

71/22.2 List of Payments to 31 May 2022

Councillor Hubbard asked for clarification of the payment made in February 2022 for £3,750 for H&S support? The Deputy Town Clerk explained it was for the services of a Health & Safety consultant.

Councillor Hubbard asked whether the three large payments from the Assembly Hall bank account were for running events in the Assembly Hall, as he understood that the Council had agreed not to pay production company costs. The Deputy Town Clerk agreed to provide a written explanation.

Councillor Goodhind advised he had asked the Head of Operations to confirm the cut-off date for paying production company costs and confirmation of the date the new charges had been applied. Councillor Goodhind asked what budget was currently being used for the Assembly Hall. The Deputy Town Clerk confirmed that the budget agreed by Full Council in December 2021 had not changed and was current being used for the Assembly Hall. The Deputy Town Clerk explained that the budget runs from April to the end of the following March and that all budgets were being monitored operationally.

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

UNANIMOUSLY RESOLVED to note the List of Payments to 31 May 2022, subject to the responses to Councillor Hubbard's questions.

71/22.3 Monthly Financial Statement to 31 May 2022

It was agreed that the Deputy Town Clerk would write to the Accountant to request that the CIL and Solar Farm monies were reported as a separate specific reserve to ensure the totals of the Earmarked Reserves and Monthly Financial Statement were the same.

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

UNANIMOUSLY RESOLVED to note the Monthly Financial Statement to 31 May 2022.

71/22.4 Detailed Income and Expenditure Report to 31 May 2022

Page 2

It was proposed by Councillor Mortimer, seconded by Councillor Hubbard and

UNANIMOUSLY RESOLVED to note the Income and Expenditure report to 31 May 2022.

71/22.5 Town Council Income Received Report to 31 May 2022

It was proposed by Councillor Mortimer, seconded by Councillor Hubbard and

UNANIMOUSLY RESOLVED to note the year-to-date Income Received report to 31 May 2022.

71/22.6 Earmarked Reserves to 31 May 2022

Councillor Hubbard asked why the Monthly Financial Statement showed a balance in Earmarked Reserves different from the balance in the Earmarked Reserves Schedule E. Councillor Mortimer explained that the higher amount included the CIL and Solar Farm monies.

It was agreed that the Deputy Town Clerk would write to the Town Council's accountant to request that the CIL and Solar Farm monies were reported as a separate specific reserves to ensure the totals of the Earmarked Reserves and Monthly Financial Statement were the same.

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

UNANIMOUSLY RESOLVED to note the year-to-date Earmarked Reserves to 31 May 2022.

72/22 Grants Policy Review

The report of the Community Development Officer was received.

Councillor Hubbard commended the officer on the report being easy to understand and providing members with a range of options to discuss and approve.

Members considered the policy and agreed that grant applicants needed to demonstrate the number of Melksham residents who are benefiting from their grant, and to identify what other sources of grant funding had been applied for.

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

Page 3

UNANIMOUSLY RESOLVED that any red-circled (Major) funding not used in the current financial year would be transferred to the regular grant funding pot.

It was proposed by Councillor Hubbard, seconded by Councillor Aves and

UNANIMOUSLY RESOLVED to amend the grant policy as follows:

- 1. the maximum amount allocated to a regular grant would be £1,000.
- 2. "Red-Circled" grants would be changed to "Major" grants.
- 3. the grant application rounds would remain quarterly, i.e. July, September, November and March annually.
- 4. grants would only be awarded to organisations based in Melksham.
- 5. major grant applications would need to be received by 30 September in order to be considered in the Council's budget for the next financial year.

Meeting Closed at: 8.50 pm		
Signed:	Dated:	

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Agenda Item

Date: 13/09/2022

Melksham Town Council Current Year

Time: 11:50

Cashbook 9

User: MEL

Petty Cash

For Month No: 3

	Nominal Ledger Analysis				
£ Amnt Received	£_Debtors	£ VAT A/c Centr	£ Amount Transaction Detail		
rought Fwd: 72.69			72.69		
17.00					
17.00		4306 151	17.00 Jubilee - bunting		
17.00	0.00	0.00	17.00		
89.69	0.00	0.00	89.69		
	17.00 17.00 17.00	17.00 17.00 0.00	£ Amnt Received £ Debtors £ VAT A/c Centre rought Fwd: 72.69 17.00 17.00 4306 151 17.00 0.00 0.00	£ Amnt Received £ Debtors £ VAT A/c Centre £ Amount Transaction Detail 72.69 17.00 4306 151 17.00 Jubilee - bunting 17.00 0.00 0.00 17.00	

Melksham Town Council Current Year

Cashbook 9

Time: 11:50 **Petty Cash** Page: 2

User: MEL

For Month No: 3

Payment	ts for Mont	h 3				Nomi	nal L	edger A	nalysis	
<u>Date</u>	Payee Nan	ne .	Reference £	Total Amnt	£ Creditors	£ VAT	<u>A/c</u>	<u>Centre</u>	£ Amount	Transaction Detail
04/06/2022	J. Mills		TNSFR	14.41		2.40	4306	151	12.01	Jubilee - items
06/06/2022	M. Rolph		TNSFR	16.32		2.72	4028	101	13.60	Stamps
11/06/2022	H. Davies		TNSFR	8.00		1.33	4903	520	6.67	Bar stock
15/06/2022	D. Davies		TN\$FR	2.00		0.33	4061	101	1.67	Hand wash
25/06/2022	B. Burry		TNSFR	4.69		0.78	4903	520	3.91	Bar stock
29/06/2022	C. Hunter		TNSFR	3.74		0.62	4061	101	3.12	Refs
		Total Payments for Mo	nth	49.16	0.00	8.18			40.98	
		Balance Carried F	wd	40.53						
		Cashbook Tot	tals	89.69	0.00	8.18			81.51	

Time: 11:50

Melksham Town Council Current Year

Cashbook 9

Petty Cash

Page: 1

User: MEL

For Month No: 4

Time: 11:50

Melksham Town Council Current Year

Cashbook 9

User: MEL

Page: 2

For Month No: 4

Petty Cash

Payment	s for Monti	1 4				Nomi	nal Le	dger A	nalysis	
<u>Date</u>	Payee Nam	e <u>Re</u>	ference £	Total Amnt	£ Creditors	£ VAT	<u>A/c</u>	Centre	£ Amount	Transaction Detail
01/07/2022	K. Farrow		TRANS	23.59		3.93	4903	520	15.60	Bar stock
							4907	501	4.06	Stamps/bar stock
02/07/2022	В. Виту	•	TRANS	1.00		0.17	4903	520	0.83	Bar stock
06/07/2022	M. Zacarelli	•	TRANS	6.40		1.07	4061	101	5.33	Refs
08/07/2022	K. Farrow		TRANS	1.45		0.24	4903	520	1.21	Milk
25/07/2022	C. Hunter		TRANS	4.60		0.77	4061	101	3.83	Milk
		Total Payments for Month	l	37.04	0.00	6.18			30.86	
		Balance Carried Fwd	I	28.99						
		Cashbook Totals	ı	66.03	0.00	6.18			59.85	

Agenda Item 4.2

Date: 13/09/2022

Melksham Town Council Current Year

Unity Bank

Time: 11:51

List of Payments made between 01/06/2022 and 30/06/2022

Date Paid	Payee Name	Reference	Amount Paid Authorized Ref	Transaction Detail
01/06/2022	Water2Business	DDR	15.00	Water rates - Bowerhill
09/06/2022	Enterprise	BACS	562.90	Van rental
09/06/2022	British Gas	DDR	111.63	Electricity - Bowerhill Unit
10/06/2022	M. Zaccarelli	BACS	573.82	Jubilee items
10/06/2022	S. Land	BACS	108.80	Bar stock
10/06/2022	D. Webb	BACS	200.00	Jubilee - guitar
10/06/2022	SASS Events	BACS	206.25	Jubilee - face painting/stilts
10/06/2022	Elle-Rose Hopkins	BACS	232.76	Jubilee - cakes/kids
10/06/2022	J. Mills	BACS	13.00	Refs
10/06/2022	Boels	BACS	43.21	Hire - scaffolding
10/06/2022	H. Davies	BACS	539.98	Ice machine
13/06/2022	British Gas	DDR	145.40	Electricity - toilets
14/06/2022	Mainstream	DDR	87.73	Phones
15/06/2022	Office Evolution	DDR	96.13	Photocopying
15/06/2022	Wiltshire Council	DDR	230.00	Rates - TH
15/06/2022	Wiltshire Council	DDR	936.00	Rates
16/06/2022	Daisy Communications	DDR	35.98	Wifi - Pavition
16/06/2022	Fuel Genie	DDR	449.61	Fuel
17/06/2022	Salaries	BACS	30,500.49	Salaries
20/06/2022	Oakwood	DDR	135.00	Container
20/06/2022	Lloyds Corporate Card	DDR	50.36	Fasthosts hosting
20/06/2022	Lloyds Corporate Card	DDR	251.94	Screwfix - tools
20/06/2022	Lloyds Corporate Card	DDR	6.00	Charges
21/06/2022	WPF	BACS	8,679.00	Pensions
21/06/2022	Project Skills	BACS	215.00	Training course
21/06/2022	Project Skills	BACS	-215.00	Training
21/06/2022	Project Skills	BACS	258.00	Training
21/06/2022	WPF	BACS	-8,679.00	Pensions
21/06/2022	WPF	BAC\$	8,679.09	Pensions
22/06/2022	West Mercia Energy	DDR	12.25	Electricity -KGV
22/06/2022	K. Farrow	BACS	114.24	Bar stock
23/06/2022	British Gas	DDR	330.04	Electricity - TH
23/06/2022	British Gas	DDR	1,660.48	Electricity - AH
23/08/2022	Birtish Gas	DDR	25.98	Electricity - Market Place
23/06/2022	British Gas	DDR	280.15	Gas - TH
24/06/2022	EE	DDR	180.84	Mobile phones
24/06/2022	British Gas	DDR	39.64	Gas - AH
30/06/2022	Enterprise	DDR	632.40	Van lease
30/06/2022	Unity Bank	BACS	52.35	Service charge

Total Payments

47,797.45

Melksham Town Council Current Year

Page 1

Time: 11:51

Unity Bank

List of Payments made between 01/07/2022 and 31/07/2022

Delis Paul Paule Name						
01/07/2022 Water/Business DDR 804.24 Water rates - TH 01/07/2022 Water Zeusiness DDR 393.76 Water rates - Pavalion 01/07/2022 Genite Leasing DDR 54.06 Water rates - Roundhouse 08/07/2022 Enterprise DDR 17.78 Lease- photocopier 08/07/2022 Enterprise DDR 14.383 Electricity - Mixt P1 Tollets 08/07/2022 British Gas DDR 14.383 Electricity - Mixt P1 Tollets 08/07/2022 British Gas DDR 14.383 Electricity - Mixt P1 Tollets 11/07/2022 British Gas 27604385 57.00.0 Water hyllene - TH 11/07/2022 The Cobblers Bench 27604385 53.00 Keys/Cup 11/07/2022 British Mixtam Ltd 3616790 37.43.66 Insurance 11/07/2022 Microshade Business Consultant 11374849 920.10 Accounting support - May 11/07/2022 Microshade Business Consultant 113748494 920.10 Accounting support - May 11/07/2022	Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/07/2022 Water Zebusiness DDR 393.78 Water rates - Pavillon 01/07/2022 Water rates DDR 54.05 Water rates - Pavillon 05/07/2022 Enterprise DDR 54.05 Water rates - Pavillon 08/07/2022 Enterprise DDR 143.93 Electricity - Mkt Pi Toltes 11/07/2022 Houseman Environmental Ltd 64011880 570.00 Water hypleme - TH 11/07/2022 The Cobblors Bench 276044886 53.00 ReystCup 11/07/2022 Ellis Whittam Ltd 3516780 3,743.36 Insurance 11/07/2022 Ellis Whittam Ltd 3616780 3,743.36 Insurance 11/07/2022 Ellis Whittam Ltd 3466289770 540.00 Jublee - crown lighting 11/07/2022 Microshade Business Consultant 113748944 920.10 Accounting support - Mey 11/07/2022 Trade CK 427406894 70.86 Arranse letter 11/07/2022 Trade CK 427406894 70.8 Arranse letter 11/07/2022 Sannah Liff Servi	01/07/2022	Water2Business	DDR	15.00		Water rates - Bowerhill
01/07/2022 Water Zlusiniess DDR \$4.05 Water rates - Roundhouse 08/07/2022 Enrike Leasing DDR 17.798 Lease - Photocopier 08/07/2022 Enterprise DDR 143.93 Electricity - Mixt PI Toilets 08/07/2022 British Gas DDR 143.93 Electricity - Mixt PI Toilets 11/07/2022 Houseman Environmental Ltd 64011880 \$70.00 Water hyglene - TH 11/07/2022 The Cobblers Bench 27604395 \$3.00 Reys/Cup 11/07/2022 Elis Whittam Ltd 3615790 3.743.56 Insurance 11/07/2022 Microshade Business Consultant 11374894 920.10 Accounting support - Mey 11/07/2022 Microshade Business Consultant 11374894 920.10 Accounting support - Mey 11/07/2022 Tarde UK 424706684 70.88 Arrests letter 11/07/2022 Tarde UK 424706684 70.88 Arrests letter 11/07/2022 Tarde UK 424706684 70.88 Arrests letter 11/07/2022 <td< td=""><td>01/07/2022</td><td>Water2Business</td><td>DDR</td><td>804.24</td><td></td><td>Water rates - TH</td></td<>	01/07/2022	Water2Business	DDR	804.24		Water rates - TH
05/07/2022 Genkie Leasing DDR 177.98 Lease - photocopier 08/07/2022 Enterprise DDR 68.2.90 Van lease 08/07/2022 Enterprise DDR 143.93 Electricity - Mkt P1 Toliets 11/07/2022 Houseman Environmental Ltd 64011880 570.00 Water hygiene - TH 11/07/2022 His Octoblers Bench 27604395 53.00 Reyu'Cup 11/07/2022 Ligh Fantastic 46829670 540.00 Jubilee - crown lighting 11/07/2022 Melksham Without Parish Counci 464483602 590.00 Neighbourhood Plan 11/07/2022 Merceshade Businese Consultant 113748944 920.10 Accounting support - May 11/07/2022 Prose Consultancy Ltd 1340549091 128.88 Final Aid - Picnic 11/07/2022 Prose Consultancy Ltd 43470684 79.98 Arrases letter 11/07/2022 Balanah Liff Services Ltd 36587861 489.47 Liff - service 11/07/2022 Stannah Liff Services Ltd 62455028 2,318.40 Melksham News - various </td <td>01/07/2022</td> <td>Water2Business</td> <td>DDR</td> <td>393.76</td> <td></td> <td>Water rates - Pavilion</td>	01/07/2022	Water2Business	DDR	393.76		Water rates - Pavilion
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11/07/2022 Houseman Environmental Ltd 64011880 570.00 Water hyglene - TH 11/07/2022 Kan Connections 33122853 2,730.00 Pavillon - replacement PSU 11/07/2022 Elis Whittam Ltd 3615780 3,743.56 Insurance 11/07/2022 Elis Whittam Ltd 3615780 3,743.56 Insurance 11/07/2022 Light Fantastic 468298770 540.00 Jubileo - crown lighting 11/07/2022 Microshade Business Consultant 113748494 920.10 Accounting support - May 11/07/2022 Trade UK 424065981 1,288.80 First Aid - Floric 11/07/2022 Stannah Liff Services Ltd 395867861 489.47 Liff - service 11/07/2022 Trade UK 424706584 70.98 Arrerars letter 11/07/2022 Trade Perkins Trading Company 461028459 81.39 Posturete - Splashpad 11/07/2022 Trade Septims Trading Company 461028459 81.39 Posturete - Splashpad 11/07/2022 Absolute Plumbing & Heating So 67488665 1,308.00 Pipo &	08/07/2022	Enterprise	DDR	562.90		Van lease
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11/07/2022 The Cobblers Bench 276044386 \$3.00 Keys/Cup 11/07/2022 Lijik Fantastic 3615780 3,743.56 Insurance 11/07/2022 Melkaham Wähout Parish Counci 404463802 500.00 Neighbourhood Plan 11/07/2022 Microehade Business Consultant 113748494 920.10 Accounting support - May 11/07/2022 Trade UK 424706584 70.98 Arrears letter 11/07/2022 Trade UK 424706584 70.98 Arrears letter 11/07/2022 Trade Prichins Trading Company 461028459 81.99 Postorete - Splashpad 11/07/2022 Travis Perkins Trading Company 461028459 81.99 Postorete - Splashpad 11/07/2022 Absolute Plumbing & Heating So 57458565 1,308.00 Pipe & tank work - Pavilion 11/07/2022 Auditing Solutions Ltd 52264852 552.00 Final audit 2/122 11/07/2022 Auditing Solutions Ltd 52294852 552.00 Final audit 2/122 11/07/2022 Auditing Solutions Ltd 523630511 80.00 Jubil	11/07/2022	Houseman Environmental Ltd	64011880	570.00		Water hygiene - TH
11/07/2022 Ellis Whittam Ltd 3615780 3,743.56 Insurance 11/07/2022 Light Fentasisic 466298770 540.00 Jubilee - crown lighting 11/07/2022 Melksham Wibbout Parish Council 4044483802 500.00 Neighbourhood Plan 11/07/2022 Microcehade Business Consultant 113748494 920.10 Accounting support - May 11/07/2022 Trade UK 424706884 70.98 Arreare letter 11/07/2022 Stannah Lfft Services Ltd 395567861 489.47 Lift - service 11/07/2022 Travis Perkins Trading Company 481028459 81.39 Postorete - Splashpad 11/07/2022 Wilshing Evulciations Ltd 62455026 2,318.40 Melksham Marks - various 11/07/2022 Absolute Plumbing & Heating So 57458565 1,308.00 Pipo & Tank work - Pavilion 11/07/2022 Absolute Plumbing & Heating So 57458565 1,308.00 Pipo & Tank work - Pavilion 11/07/2022 Absolute Plumbing & Heating So 57458565 1,308.00 Pipo & Tank work - Pavilion 11/07/2022 Aukin Southons </td <td>11/07/2022</td> <td>Kan Connections</td> <td>33122853</td> <td>2,730.00</td> <td></td> <td>Pavilion - replacement PSU</td>	11/07/2022	Kan Connections	33122853	2,730.00		Pavilion - replacement PSU
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11/07/2022 Meiksham Without Parish Council 404483802 500.00 Neighbourhood Plan 11/07/2022 Prosec Consultancy Ltd 113748494 920.10 Accounting support - Mey 11/07/2022 Trade UK	11/07/2022	Ellis Whittam Ltd	3615780	3,743.56		Insurance
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11/07/2022 Travis Perkins Trading Company 461028459 81.39 Postcrete - Splashpad 11/07/2022 Wiltshire Publications Ltd 62455026 2,318.40 Melksham News - various 11/07/2022 Absolute Plumbing & Heating So 57458565 1,308.00 Pipe & tank work - Pavillon 11/07/2022 Aug Als Training Ltd 351028130 432.00 Training - NRSWA 11/07/2022 Aug Ald Southcoast 379022113 28.76 Environmental chrage - annual 11/07/2022 Auditing Solutions Ltd 52294852 562.00 Final sudit 21/22 11/07/2022 Bearings & Fixings Plus 220448976 35.06 Ball bearing 11/07/2022 Rock Choir 68305151 80.00 Jubiliee - Rock Choir 11/07/2022 The MOT Centre & The Garage on 902431789 61.00 VW - towbar repairs 11/07/2022 Girs Environmental Services 141251125 450.00 Tollets - Jubilee 11/07/2022 GW Shelter Solutions Ltd 53832761 4,519.96 Repair - bus shelter, Blackmor 11/07/2022 James Hallam Council Guard	11/07/2022	Trade UK	424706584	70.96		Arrears letter
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11/07/2022 Witshire Publications Ltd 62455026 2,318.40 Melikshem News - various 11/07/2022 Absolute Plumbing & Heating So 57458665 1,308.00 Pipo & tank work - Pavilion 11/07/2022 Auglaid Southcoast 379022113 29.76 Environmental chrage - annual 11/07/2022 Auditing Sortions Ltd 52294852 562.00 Final audit 2/1/22 11/07/2022 Bearings & Fixings Plus 220449376 35.06 Ball bearing 11/07/2022 Rock Choir 68306151 80.00 Jubilee - Rock Choir 11/07/2022 Grist Environmental Services 14125125 450.00 Toilets - Jubilee 11/07/2022 Grist Environmental Services 14125125 450.00 Toilets - Jubilee 11/07/2022 Grist Environmental Services 14125125 450.00 Toilets - Jubilee 11/07/2022 Grist Environmental Services 14125125 450.00 Toilets - Jubilee 11/07/2022 James Hallam Council Guard 48080798 533.00 Insurance - Jubilee 11/07/2022 Hamc 535530568 <t< td=""><td>11/07/2022</td><td>Travis Perkins Trading Company</td><td>461028459</td><td>81.39</td><td></td><td>Postcrete - Splashpad</td></t<>	11/07/2022	Travis Perkins Trading Company	461028459	81.39		Postcrete - Splashpad
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11/07/2022 Microsoft 913691777 215.04 Hosting services 11/07/2022 NPower (Yorkshire) Ltd 122594496 49.03 KGV - electricity May 22 11/07/2022 TF Slade 952487005 66.00 Signwriting - Mayor 11/07/2022 Melksham Tourist Information C 412402260 7.50 Jubilee - hire of tables 11/07/2022 Wilts & Berks Canal Trust 113635519 25.00 Annual membership 11/07/2022 Wellers Law Group 63850296 1,440.00 Legal - SG Manufacturing 12/07/2022 H. Davies BACS 22.73 Maintenance 12/07/2022 H. Hunter BACS 24.12 Bar stock 12/07/2022 B. Burry BACS 124.80 Bar stock 12/07/2022 Scottish Southern BACS 1,438.60 Electricity - maintenance shed 12/07/2022 HMIC/NI BACS 12,471.18 Tax/NI 12/07/2022 Mainstream DDR 28.42 Phones 14/07/2022 Mainstream DDR 202.2	11/07/2022	James Hallam Council Guard	48080798	533.00		Insurance - Jubilee
11/07/2022 NPower (Yorkshire) Ltd 122594496 49.03 KGV - electricity May 22 11/07/2022 TF Slade 952487005 66.00 Signwriting - Mayor 11/07/2022 Melksham Tourist Information C 412402260 7.50 Jubilee - hire of tables 11/07/2022 Wilts & Berks Canal Trust 113635519 25.00 Annual membership 11/07/2022 Wellers Law Group 63850296 1,440.00 Legal - SG Manufacturing 12/07/2022 H. Davies BACS 22.73 Maintenance 12/07/2022 C. Hunter BACS 24.12 Bar stock 12/07/2022 B. Burry BACS 124.80 Bar stock 12/07/2022 Scottish Southern BACS 1,438.60 Electricity - maintenance shed 12/07/2022 HMIC/NI BACS 12,471.18 Tax/NI 12/07/2022 Place Studio BACS 6,708.55 NP support 14/07/2022 Mainstream DDR 28.42 Phones 14/07/2022 Daisy Comms DDR 35.98	11/07/2022	HMRC	535530558	2,139.02		O/standing Class 1 NIC
11/07/2022 TF Slade 952487005 66.00 Signwriting - Mayor 11/07/2022 Melksham Tourist Information C 412402260 7.50 Jubilee - hire of tables 11/07/2022 Wilts & Berks Canal Trust 113635519 25.00 Annual membership 11/07/2022 Wellers Law Group 63850296 1,440.00 Legal - SG Manufacturing 12/07/2022 H. Davies BACS 22.73 Maintenance 12/07/2022 C. Hunter BACS 24.12 Bar stock 12/07/2022 B. Burry BACS 124.80 Bar stock 12/07/2022 Scottish Southern BACS 1,438.80 Electricity - maintenance shed 12/07/2022 HMIC/NI BACS 12,471.18 Tax/NI 12/07/2022 Place Studio BACS 6,708.55 NP support 14/07/2022 Mainstream DDR 28.42 Phones 14/07/2022 Daisy Comms DDR 35.98 Wiff - Pevilion 15/07/2022 Wiltshire Council DDR 230.00 Rates	11/07/2022	Microsoft	913591777	215.04		Hosting services
11/07/2022 Melksham Tourist Information C 412402260 7.50 Jubilee - hire of tables 11/07/2022 Wilts & Berks Canal Trust 113635519 25.00 Annual membership 11/07/2022 Wellers Law Group 63850296 1,440.00 Legal - SG Manufacturing 12/07/2022 H. Davies BACS 22.73 Maintenance 12/07/2022 C. Hunter BACS 24.12 Bar stock 12/07/2022 B. Burry BACS 124.80 Bar stock 12/07/2022 Scottish Southern BACS 1,438.60 Electricity - maintenance shed 12/07/2022 HMIC/NI BACS 12,471.18 Tax/NI 12/07/2022 Place Studio BACS 6,708.55 NP support 14/07/2022 Mainstream DDR 28.42 Phones 14/07/2022 Office Evolution DDR 202.21 Photocopying 15/07/2022 Daisy Comms DDR 35.98 Wiff - Pavilion 15/07/2022 Wiltshire Council DDR 230.00 Rates - TH	11/07/2022	NPower (Yorkshire) Ltd	122594496	49.03		KGV - electricity May 22
11/07/2022 Wilts & Berks Canal Trust 113635519 25.00 Annual membership 11/07/2022 Welfers Law Group 63850296 1,440.00 Legal - SG Manufacturing 12/07/2022 H. Davies BACS 22.73 Maintenance 12/07/2022 C. Hunter BACS 24.12 Bar stock 12/07/2022 B. Burry BACS 124.80 Bar stock 12/07/2022 Scottish Southern BACS 1,438.60 Electricity - maintenance shed 12/07/2022 HMIC/NI BACS 12,471.18 Tax/NI 12/07/2022 Place Studio BACS 6,708.55 NP support 14/07/2022 Mainstream DDR 28.42 Phones 14/07/2022 Office Evolution DDR 202.21 Photocopying 15/07/2022 Daisy Comms DDR 35.98 Wiffi - Pavilion 15/07/2022 Wiltshire Council DDR 230.00 Rates - TH 15/07/2022 Wiltshire Council DDR 230.00 Rates - Bowerhill unit </td <td>11/07/2022</td> <td>TF Slade</td> <td>952487005</td> <td>66.00</td> <td></td> <td>Signwriting - Mayor</td>	11/07/2022	TF Slade	952487005	66.00		Signwriting - Mayor
11/07/2022 Wellers Law Group 63850296 1,440.00 Legal - SG Manufacturing 12/07/2022 H. Davies BACS 22.73 Maintenance 12/07/2022 C. Hunter BACS 24.12 Bar stock 12/07/2022 B. Burry BACS 124.80 Bar stock 12/07/2022 Scottish Southern BACS 1,438.60 Electricity - maintenance shed 12/07/2022 HMIC/NI BACS 12,471.18 Tax/NI 12/07/2022 Place Studio BACS 6,708.55 NP support 14/07/2022 Mainstream DDR 28.42 Phones 14/07/2022 Office Evolution DDR 202.21 Photocopying 15/07/2022 Daisy Comms DDR 35.98 Wiff - Pavilion 15/07/2022 Wiltshire Council DDR 230.00 Rates - TH 15/07/2022 Wiltshire Council DDR 230.00 Rates - Bowerhill unit	11/07/2022	Melksham Tourist Information C	412402260	7.50		Jubilee - hire of tables
12/07/2022 H. Davies BACS 22.73 Maintenance 12/07/2022 C. Hunter BACS 24.12 Bar stock 12/07/2022 B. Burry BACS 124.80 Bar stock 12/07/2022 Scottish Southern BACS 1,438.60 Electricity - maintenance shed 12/07/2022 HMIC/NI BACS 12,471.18 Tax/NI 12/07/2022 Place Studio BACS 6,708.55 NP support 14/07/2022 Mainstream DDR 28.42 Phones 14/07/2022 Office Evolution DDR 202.21 Photocopying 15/07/2022 Daisy Comms DDR 35.98 Wiff - Pavilion 15/07/2022 Wiltshire Council DDR 936.00 Rates - TH 15/07/2022 Wiltshire Council DDR 230.00 Rates - Bowerhill unit	11/07/2022	Wilts & Berks Canal Trust	113635519	25.00		Annual membership
12/07/2022 H. Davies BACS 22.73 Maintenance 12/07/2022 C. Hunter BACS 24.12 Bar stock 12/07/2022 B. Burry BACS 124.80 Bar stock 12/07/2022 Scottish Southern BACS 1,438.60 Electricity - maintenance shed 12/07/2022 HMIC/NI BACS 12,471.18 Tax/NI 12/07/2022 Place Studio BACS 6,708.55 NP support 14/07/2022 Mainstream DDR 28.42 Phones 14/07/2022 Office Evolution DDR 202.21 Photocopying 15/07/2022 Daisy Comms DDR 35.98 Wiff - Pavilion 15/07/2022 Wiltshire Council DDR 936.00 Rates - TH 15/07/2022 Wiltshire Council DDR 230.00 Rates - Bowerhill unit	11/07/2022	Welfers Law Group	63850296	1,440.00		Legal - SG Manufacturing
12/07/2022 C. Hunter BACS 24.12 Bar stock 12/07/2022 B. Burry BACS 124.80 Bar stock 12/07/2022 Scottish Southern BACS 1,438.80 Electricity - maintenance shed 12/07/2022 HMIC/NI BACS 12,471.18 Tax/NI 12/07/2022 Place Studio BACS 6,708.55 NP support 14/07/2022 Meinstream DDR 28.42 Phones 14/07/2022 Office Evolution DDR 202.21 Photocopying 15/07/2022 Daisy Comms DDR 35.98 Wiff - Pavilion 15/07/2022 Wiltshire Council DDR 936.00 Rates - TH 15/07/2022 Wiltshire Council DDR 230.00 Rates - Bowerhill unit		,				•
12/07/2022 B. Burry BACS 124.80 Bar stock 12/07/2022 Scottish Southern BACS 1,438.60 Electricity - maintenance shed 12/07/2022 HMIC/NI BACS 12,471.18 Tax/NI 12/07/2022 Place Studio BACS 6,708.55 NP support 14/07/2022 Mainstream DDR 28.42 Phones 14/07/2022 Office Evolution DDR 202.21 Photocopying 15/07/2022 Daisy Comms DDR 35.98 Wiff - Pavilion 15/07/2022 Wiltshire Council DDR 936.00 Rates - TH 15/07/2022 Wiltshire Council DDR 230.00 Rates - Bowerhill unit				24.12		Bar stock
12/07/2022 Scottish Southern BACS 1,438.60 Electricity - maintenance shed 12/07/2022 HMIC/NI BACS 12,471.18 Tax/NI 12/07/2022 Place Studio BACS 6,708.55 NP support 14/07/2022 Meinstream DDR 28.42 Phones 14/07/2022 Office Evolution DDR 202.21 Photocopying 15/07/2022 Daisy Comms DDR 35.98 Wiff - Pavilion 15/07/2022 Wiltshire Council DDR 936.00 Rates - TH 15/07/2022 Wiltshire Council DDR 230.00 Rates - Bowerhill unit						Bar stock
12/07/2022 HMIC/NI 8ACS 12,471.18 Tax/NI 12/07/2022 Place Studio BACS 6,708.55 NP support 14/07/2022 Meinstream DDR 28.42 Phones 14/07/2022 Office Evolution DDR 202.21 Photocopying 15/07/2022 Daisy Comms DDR 35.98 Wiff - Pavilion 15/07/2022 Wiltshire Council DDR 936.00 Rates - TH 15/07/2022 Wiltshire Council DDR 230.00 Rates - Bowerhill unit		-				
12/07/2022 Place Studio BACS 6,708.55 NP support 14/07/2022 Meinstream DDR 28.42 Phones 14/07/2022 Office Evolution DDR 202.21 Photocopying 15/07/2022 Daisy Comms DDR 35.98 Wiff - Pavilion 15/07/2022 Wiltshire Council DDR 936.00 Rates - TH 15/07/2022 Wiltshire Council DDR 230.00 Rates - Bowerhill unit						•
14/07/2022 Meinstream DDR 28.42 Phones 14/07/2022 Office Evolution DDR 202.21 Photocopying 15/07/2022 Daisy Comms DDR 35.98 Wiff - Pavilion 15/07/2022 Wiltshire Council DDR 936.00 Rates - TH 15/07/2022 Wiltshire Council DDR 230.00 Rates - Bowerhill unit						
14/07/2022 Office Evolution DDR 202.21 Photocopying 15/07/2022 Daisy Comms DDR 35.98 Wiff - Pavilion 15/07/2022 Wiltshire Council DDR 936.00 Rates - TH 15/07/2022 Wiltshire Council DDR 230.00 Rates - Bowerhill unit						• •
15/07/2022 Daisy Comms DDR 35.98 Wiff - Pavilion 15/07/2022 Wiltshire Council DDR 936.00 Rates - TH 15/07/2022 Wiltshire Council DDR 230.00 Rates - Bowerhill unit						
15/07/2022 Wiltshire Council DDR 936.00 Rates - TH 15/07/2022 Wiltshire Council DDR 230.00 Rates - Bowerhill unit						
15/07/2022 Wiltshire Council DDR 230.00 Rates - Bowerhill unit		*				

Melksham Town Council Current Year

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Time: 11:51

Unity Bank

List of Payments made between 01/07/2022 and 31/07/2022

Date Paid	Payee Name	Reference	Amount Paid Authorized Ref	Transaction Detail
18/07/2022	Oakwood	DDR	135.00	Container
18/07/2022	WPF	BACS	8,679.09	Pension
18/07/2022	Lloyds Bank	DEBIT CARD	47.51	Bank charges
19/07/2022	West Mercia Energy	DDR	12.85	Electricity - KGV
20/07/2022	Salaries	BACS	27,374.52	Salaries
25/07/2022	EE	DDR	182.71	Mobile phones
25/07/2022	WPF	BACS	1,791.98	Pensions
26/07/2022	British Gas	DDR	40.25	Gas - AH
29/07/2022	Enterprise	DDR	612.00	Van lease

Total Payments

89,120.20

Melksham Town Council Current Year

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Time: 11:51

Bank Assembly Hall A/c

List of Payments made between 01/06/2022 and 30/06/2022

Date Paid	Payee Name	Reference	Amount Paid Authorized Ref	Transaction Detail
01/06/2022	Water2Business	DDR	611.03	Water rates - AH
01/06/2022	Tolchards	DDR	113.81	Bar stock
15/06/2022	BTE Services	DDR	165.36	Sanitary cleaning
15/06/2022	Wiltshire Council	DDR	861.00	Rates - AH
17/06/2022	MarketPlace Merchants	DDR	25.16	Cash till
17/06/2022	Tolchards	DDR	1,390.67	Bar stock
17/06/2022	Rentokil	DDR	299.24	Pest control
24/06/2022	Natalie Bradshaw	3634	767.95	Show - Adele
24/06/2022	Neil Sands Productions	3635	802.03	Show - Happy & Glorious
24/06/2022	Paul Seemayer	3636	330.00	Lighting - Neil Sands
24/06/2022	Wired Publishing	3637	90.00	Advertising - AH
24/06/2022	Your Wiltshire	3638	324.00	Advertising - AH
24/06/2022	Tolchards	DDR	1,038.49	Bar stock
30/06/2022	Hills Waste	DDR	636.32	Waste collection

Total Payments

7,455.06

Melksham Town Council Current Year

Page 1

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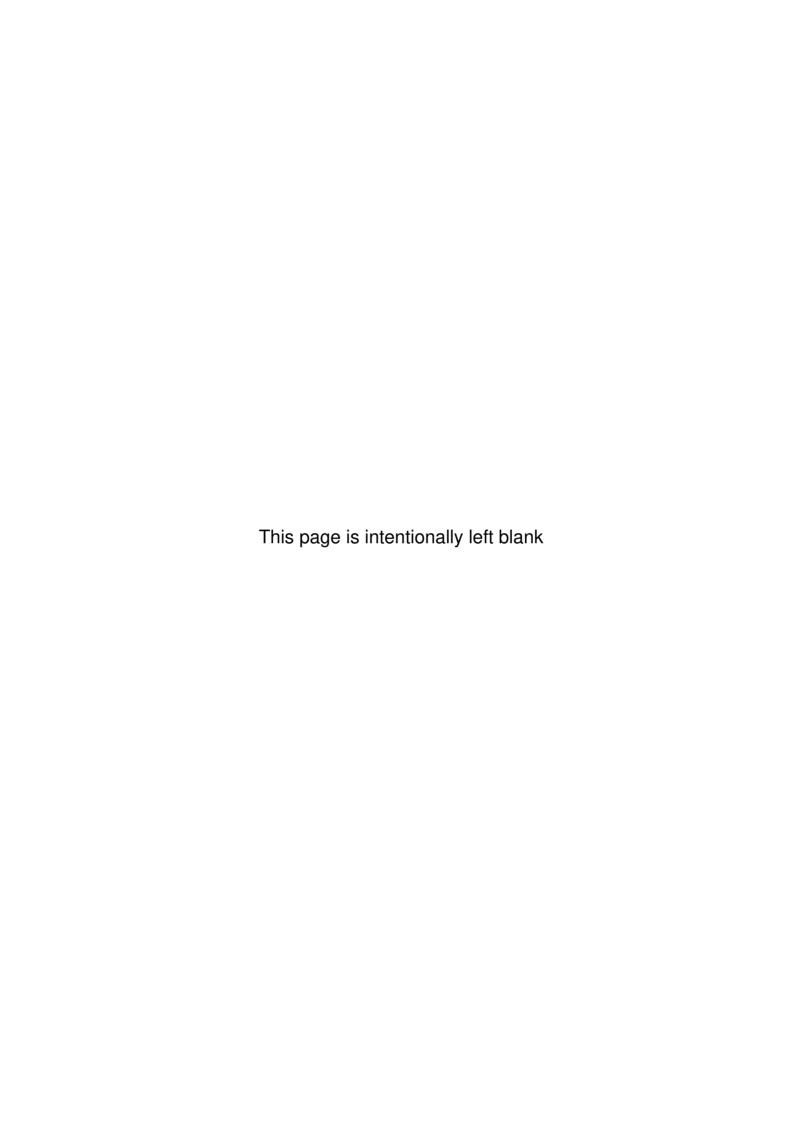
Bank Assembly Hall A/c

List of Payments made between 01/07/2022 and 31/07/2022

<u>Date Paid</u>	Payee Name	Reference	Amount Paid Authorized Ref	Transaction Detail
01/07/2022	Water28usiness	DDR	181.54	Water rates - AH
08/07/2022	Tolchards	DDR	1,124.06	Bar stock
15/07/2022	Tolchards	DDR	56.64	Bar stock
15/07/2022	BTE Services	DDR	172.81	Sanitary cleaning
15/07/2022	Wiltshire Council	DDR	861.00	Rates - AH
19/07/2022	Market Place Merchants	DDR	25.16	Cash till
29/07/2022	United EPoS Solutions	3641	816.00	Tills - repairs/replacement
29/07/2022	G. B. Promotions	3642	1,570.90	New Jersey Boys
29/07/2022	Hunt Management Solutions	3643	156.00	Stocktake
29/07/2022	Paul Seemayer	3644	150.00	Lighting - December 63
29/07/2022	Sayed Mahmoud	3645	65.00	Egyptian Talk
29/07/2022	Wired Publishing	3646	90.00	Advertising - AH
29/07/2022	R. B. Poolman Ltd	3647	230.40	Supply/Install immersion heate
29/07/2022	Your Wiltshire	3648	162.00	Advertising - AH
29/07/2022	Tolchards	DDR	521.62	Bar stock
29/07/2022	Hills Waste	DDR	521.91	Waste collection

Total Payments

6,705.04



Melksham Town Council Monthly Financial Statement 30 June 2022

	Cash and Bank Balances:			Represented by:		
	Unity Bank Co-operative Current Account	508,820 0		General Fund		
	Assembly General Account	696,297		Current Year Surplus	246,005	
	Lloyds Short Term Fixed Deposit	51,819		Earmarked Reserves Used in year	12,113	
	Lloyds Fixed Term Deposit	0			258,118	
	CCLA Investment	116		Contribution to Earmarked Reserves	1,268	256,850
	Credit/Debit Card Contol	2,326				
	Petty Cash	41		General Reserve balance at beginning of year		359,664
	Bar Float	1,100				
		<u> </u>	1,260,519	Earmarked Reserves		
	Debtors (monies owed to council)			Balance at 1st April 2021 Plus; Added in Year	457,706	
	H M Customs - Vat recoverable	16,453		rius, Added iir reai	457,706	
	Bar Stock	3,329		Less: Used to Fund Expenditure	12,113	445,593
_	Debtors and Prepayments	240		2000. Octob to Faria Experiation	12,110	1 10,000
Ď			20,022			
ag			1,280,541	Specific Reserves		
e 1	Less: Creditors (monies owed by council)			<u>CIL</u>		
\mathcal{O}	Suppliers of goods and services	64.815		Balance at 1st April 2021	51.091	
5	Suppliers of goods and services Retentiom Due	64,815 8,065		Balance at 1st April 2021 Plus: Received in Year	51,091 1,268	
Ŋ		8,065			51,091 1,268 52,359	
SI	Retentiom Due				1,268	
5	Retentiom Due Other Creditors Salaries Control Paye, Ni and Pension Due	8,065 5,557			1,268	52,359
SI	Retentiom Due Other Creditors Salaries Control	8,065 5,557 0		Plus: Received in Year Less: Used to Fund Expenditure	1,268 52,359	52,359
Q	Retentiom Due Other Creditors Salaries Control Paye, Ni and Pension Due	8,065 5,557 0 34,364	114,332	Plus: Received in Year	1,268 52,359	52,359
G	Retentiom Due Other Creditors Salaries Control Paye, Ni and Pension Due	8,065 5,557 0 34,364	114,332	Plus: Received in Year Less: Used to Fund Expenditure	1,268 52,359	52,359
Q	Retentiom Due Other Creditors Salaries Control Paye, Ni and Pension Due	8,065 5,557 0 34,364	114,332	Plus: Received in Year Less: Used to Fund Expenditure Solar Farm	1,268 52,359 0 51,743 0	52,359
Q	Retentiom Due Other Creditors Salaries Control Paye, Ni and Pension Due	8,065 5,557 0 34,364	114,332	Plus: Received in Year Less: Used to Fund Expenditure Solar Farm Balance at 1st April 2021	1,268 52,359 0	52,359
Q	Retentiom Due Other Creditors Salaries Control Paye, Ni and Pension Due	8,065 5,557 0 34,364	114,332	Plus: Received in Year Less: Used to Fund Expenditure Solar Farm Balance at 1st April 2021	1,268 52,359 0 51,743 0	52,359 51,743
O	Retentiom Due Other Creditors Salaries Control Paye, Ni and Pension Due	8,065 5,557 0 34,364	114,332	Plus: Received in Year Less: Used to Fund Expenditure Solar Farm Balance at 1st April 2021 Plus Received in Year	1,268 52,359 0 51,743 0 51,743	
S	Retentiom Due Other Creditors Salaries Control Paye, Ni and Pension Due	8,065 5,557 0 34,364	114,332	Plus: Received in Year Less: Used to Fund Expenditure Solar Farm Balance at 1st April 2021 Plus Received in Year	1,268 52,359 0 51,743 0 51,743	

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Melksham Town Council Monthly Financial Statement 31 June 2022

CCLA Investment Credit/Debit Card Contol Petty Cash Bar Float Debtors (monies owed to council) H M Customs - Vat recoverable Bar Stock Debtors and Prepayments 116 Contribution to Earmarked Reserves General Reserve balance at beginning of year 1,213,635 Earmarked Reserves Balance at 1st April 2021 Plus; Added in Year Less: Used to Fund Expenditure 4,307		
Assembly General Account Lloyds Short Term Fixed Deposit Lloyds Fixed Term Deposit CCLA Investment Credit/Debit Card Contol Petty Cash Bar Float Debtors (monies owed to council) H M Customs - Vat recoverable Bar Stock Debtors and Prepayments Debtors and Prepayments Less: Creditors (monies owed by council) Less: Creditors (monies owed by council) Suppliers of goods and services Retention Due Other Creditors Salaries Control Deyen, Ni and Pension Due Events Control Earmarked Reserves Current Year Surplus Earmarked Reserves Contribution to Earmarked Reserves General Reserve balance at beginning of year Balance at 1st April 2021 Plus; Added in Year Balance at 1st April 2021 Plus; Added in Year Less: Used to Fund Expenditure Specific Reserves CLL CLL Suppliers of goods and services Retention Due Other Creditors Salaries Control Daye, Ni and Pension Due Events Control Balance at 1st April 2022 Plus: Received in Year Balance at 1st April 2022 Plus Received in Year Balance at 1st April 2022 Plus Received in Year Balance at 1st April 2022 Plus Received in Year Balance at 1st April 2022 Plus Received in Year Balance at 1st April 2022 Plus Received in Year		
Loyds Fixed Term Deposit	192,415	
CCLA Investment	12,113	
Credit/Debit Card Contol 2,693 29 General Reserve balance at beginning of year	204,528	
Petty Cash Bar Float 1,100 1,213,635 Earmarked Reserves Debtors (monies owed to council) H M Customs - Vat recoverable Bar Stock Debtors and Prepayments 240 1,217,942 Less: Used to Fund Expenditure Specific Reserves Less: Creditors (monies owed by council) Suppliers of goods and services Retentiom Due Other Creditors Salaries Control Other Creditors Salaries Control Devents Control 1,796 105,323 General Reserve balance at beginning of year Earmarked Reserves Balance at 1st April 2021 Plus; Added in Year Less: Used to Fund Expenditure Specific Reserves CIL Suppliers of goods and services Retentiom Due 8,065 Plus: Received in Year Less: Used to Fund Expenditure Less: Used to Fund Expenditure Less: Used to Fund Expenditure Salaries Control 1,796 105,323 Solar Farm Balance at 1st April 2022 Plus Received in Year	1,268 203	203,260
Debtors (monies owed to council)		
Debtors (monies owed to council) H M Customs - Vat recoverable Bar Stock 3,329 Less: Used to Fund Expenditure Debtors and Prepayments Less: Creditors (monies owed by council) Less: Creditors (monies owed by council) Suppliers of goods and services 60,545 Balance at 1st April 2022 Retentiom Due 8,065 Plus: Received in Year Other Creditors (monies owed by council) Paye, Ni and Pension Due 29,360 Less: Used to Fund Expenditure Less: Used to Fund Expenditure Less: Used to Fund Expenditure Debtors and Prepayments Less: Used to Fund Expenditure Less: Used to Fund Expenditure Destruction of Solar Farm Balance at 1st April 2022 Plus Received in Year Balance at 1st April 2022 Plus Received in Year	350	356,664
Debtors (monies owed to council) H M Customs - Vat recoverable Bar Stock Debtors and Prepayments Less: Creditors (monies owed by council) Suppliers of goods and services Retentiom Due Other Creditors Salaries Control Paye, Ni and Pension Due Events Control Description Paye, Ni and Pension Due Description Paye, Ni and Pension Due Description Descript		
H M Customs - Vat recoverable Bar Stock Debtors and Prepayments Less: Creditors (monies owed by council) Suppliers of goods and services Retentiom Due Other Creditors Salaries Control Paye, Ni and Pension Due Events Control Balance at 1st April 2022 Plus: Received in Year Plus; Added in Year Less: Used to Fund Expenditure Debtors and Prepayments CIL Suppliers of goods and services Retentiom Due 8,065 Other Creditors Salaries Control Paye, Ni and Pension Due Events Control 1,796 Balance at 1st April 2022 Plus: Received in Year Balance at 1st April 2022 Plus Received in Year		
H M Customs - Vat recoverable 738 Bar Stock 3,329 Less: Used to Fund Expenditure	160,706	
Bar Stock Debtors and Prepayments 240 4,307 1,217,942 Specific Reserves Less: Creditors (monies owed by council) Suppliers of goods and services Retentiom Due Other Creditors Salaries Control Paye, Ni and Pension Due Events Control 1,796 105,323 Less: Used to Fund Expenditure Less: Used to Fund Expenditure Specific Reserves Balance at 1st April 2022 Plus: Received in Year Less: Used to Fund Expenditure Specific Reserves Less: Used to Fund Expenditure Plus: Received in Year Balance at 1st April 2022 Plus Received in Year	0	
Debtors and Prepayments 240 4,307 1,217,942 Specific Reserves Less: Creditors (monies owed by council) Suppliers of goods and services Retentiom Due Other Creditors Salaries Control Paye, Ni and Pension Due Events Control 1,796 105,323 Specific Reserves Specific Reserves Specific Reserves Balance at 1st April 2022 Plus: Received in Year Less: Used to Fund Expenditure Balance at 1st April 2022 Plus Received in Year	160,706	
Less: Creditors (monies owed by council) Suppliers of goods and services Retentiom Due Other Creditors Salaries Control Paye, Ni and Pension Due Events Control 1,796 Specific Reserves CIL Balance at 1st April 2022 Plus: Received in Year Less: Used to Fund Expenditure Specific Reserves Less: Used to Fund Expenditure 105,323 Solar Farm Balance at 1st April 2022 Plus Received in Year	12,113 448	448,593
Less: Creditors (monies owed by council) Suppliers of goods and services Retentiom Due Other Creditors Salaries Control Paye, Ni and Pension Due Events Control 1,217,942 Specific Reserves CIL Balance at 1st April 2022 Plus: Received in Year Other Creditors Salaries Control O Paye, Ni and Pension Due Events Control 1,796 Balance at 1st April 2022 Plus Received in Year Balance at 1st April 2022 Plus Received in Year		
Less: Creditors (monies owed by council) Suppliers of goods and services 60,545 Balance at 1st April 2022 Retentiom Due 8,065 Plus: Received in Year Other Creditors 5,557 Salaries Control 0 Paye, Ni and Pension Due 29,360 Events Control 1,796 Balance at 1st April 2022 Plus: Received in Year Less: Used to Fund Expenditure Data Farm Balance at 1st April 2022 Plus Received in Year		
Suppliers of goods and services Retentiom Due 8,065 Other Creditors Salaries Control Paye, Ni and Pension Due Events Control Plus: Received in Year 29,360 Events Control 105,323 Solar Farm Balance at 1st April 2022 Plus: Received in Year 105,323 Solar Farm Balance at 1st April 2022 Plus Received in Year		
Retentiom Due 8,065 Plus: Received in Year Other Creditors 5,557 Salaries Control 0 Paye, Ni and Pension Due 29,360 Less: Used to Fund Expenditure Events Control 1,796 Balance at 1st April 2022 Plus Received in Year		
Other Creditors 5,557 Salaries Control 0 Paye, Ni and Pension Due 29,360 Less: Used to Fund Expenditure Events Control 1,796 Balance at 1st April 2022 Plus Received in Year	51,091	
Salaries Control 0 Paye, Ni and Pension Due 29,360 Less: Used to Fund Expenditure Events Control 1,796 Solar Farm Balance at 1st April 2022 Plus Received in Year	1,268	
Paye, Ni and Pension Due Events Control 29,360 Less: Used to Fund Expenditure 1,796 Balance at 1st April 2022 Plus Received in Year	52,359	
Events Control 1,796 105,323 Solar Farm Balance at 1st April 2022 Plus Received in Year		
105,323 Solar Farm Balance at 1st April 2022 Plus Received in Year	<u> </u>	52,359
Plus Received in Year		
<u> </u>	51,743	
Less:Used to Fund Expenditure	0	
Less:Used to Fund Expenditure	51,743	
	<u> </u>	51,743
Net Cash Available 1,112,619		

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Agenda Item 4.4

17/08/2022 16:49

Melksham Town Council Current Year

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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Finance	e, Admin & Performance							
101	Central Costs							
	Salaries ENI & Pension	20,301	90,441	225,000	134,559		134,559	40.2%
4021	Stationery	0	169	2,750	2,581		2,581	6.2%
4023	Advertising	116	1,502	1,750	249		249	85.8%
4024	Equipment/furniture	0	463	3,000	2,537		2,537	15.4%
4026	Photocopying	169	482	1,200	718		718	40.2%
4027	Telephones and Mobiles	24	583	3,000	2,417		2,417	19.4%
4028	Postage	3	63	400	337		337	15.7%
4029	Subscriptions	0	1,804	4,000	2,196		2,196	45.1%
4040	Infomation Technology/Hardware	1,860	11,848	17,500	5,652		5,652	67.7%
4042	Licences/Software	747	2,732	4,500	1,768		1,768	60.7%
4050	Legal and Professional	0	1,790	0	(1,790)		(1,790)	0.0%
4058	Insurance	0	32,766	9,750	(23,016)		(23,016)	336.1%
4061	Travel and Subsistence	9	54	500	446		446	10.7%
4075	Training	360	1,020	5,000	3,980		3,980	20.4%
4106	Repairs and Maintenance	0	304	0	(304)		(304)	0.0%
	Central Costs :- Indirect Expenditure	23,588	146,021	278,350	132,329	0	132,329	52.5%
	Net Expenditure	(23,588)	(146,021)	(278,350)	(132,329)			
110	Corporate Costs							
1176	Precept Received	0	483,102	966,204	483,102			50.0%
	Corporate Costs :- Income	0	483,102	966,204	483,102			50.0%
4017	Bank account fees	48	186	500	314		314	37.2%
4043	HR consultancy	4,180	7,626	5,000	(2,626)		(2,626)	152.5%
4050	Legal and Professional	0	796	3,500	2,704		2,704	22.7%
4057	Accountancy and Audit	600	2,260	12,000	9,740		9,740	18.8%
4076	Health & Safety	0	0	2,500	2,500		2,500	0.0%
	Corporate Costs :- Indirect Expenditure	4,828	10,868	23,500	12,632	0	12,632	46.2%
	Net Income over Expenditure	(4,828)	472,234	942,704	470,470			
115	Civic and Democratic							
4030	Town Crier's expenses	0	0	300	300		300	0.0%
	Councillors' training	35	35	2,000	1,965		1,965	1.8%
	Election Expenses	0	0	2,000	2,000		2,000	0.0%
4070	Mayor's Allowance	0	0	1,000	1,000		1,000	0.0%
4085	Civic and Ceremonial	0	2,942	2,500	(442)		(442)	117.7%

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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4311 Remembrance Day	0	0	2,000	2,000		2,000	0.0%
Civic and Democratic :- Indirect Expenditure	35	2,977	9,800	6,823	0	6,823	30.4%
Net Expenditure	(35)	(2,977)	(9,800)	(6,823)			
151 Grants							
1050 Grants Received	0	10,000	0	(10,000)			0.0%
Grants :- Income	0	10,000	0	(10,000)			
4301 Grants	0	1,980	25,000	23,020		23,020	7.9%
4302 Grant CAB	0	0	5,000	5,000		5,000	0.0%
4303 Grant-4Youth	0	0	10,000	10,000		10,000	0.0%
4305 Grant Christmas Lights	0	0	10,000	10,000		10,000	0.0%
4306 Grant Party in the Park	0	3,716	3,000	(716)		(716)	123.9%
4310 Grant Food and River Festival	0	0	3,000	3,000		3,000	0.0%
4317 Grant Carnival	0	0	2,500	2,500		2,500	0.0%
4330 Grant TIC	0	0	4,000	4,000		4,000	0.0%
Grants :- Indirect Expenditure	0	5,696	62,500	56,804	0	56,804	9.1%
Net Income over Expenditure	0	4,304	(62,500)	(66,804)			
Finance, Admin & Performance :- Income	0	493,102	966,204	473,102			51.0%
Expenditure	28,450	165,563	374,150	208,587	0	208,587	44.3%
Movement to/(from) Gen Reserve	(28,450)	327,539					

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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Asset N	lanagement & Amenities							
201	Town Hall							
_	Income Town Hall Bookings	273	2,834	1,000	(1,834)			283.4%
	Town Hall :- Income	273	2,834	1,000	(1,834)			283.4%
4100		0	2,012	4,667	2,655		2,655	43.1%
4101	Electricity	0	1,190	3,334	2,144		2,144	35.7%
	Non Domestic Rates	936	3,970	10,000	6,030		6,030	39.7%
	Water Rates	804	804	1,800	996		996	44.7%
4104	Window Cleaning	0	535	1,600	1,065		1,065	33.4%
	Repairs and Maintenance	269	269	6,000	5,731		5,731	4.5%
	Service Contracts	2,596	4,158	10,240	6,082		6,082	40.6%
	Trade Waste	0	0	1,200	1,200		1,200	0.0%
	Town Hall :- Indirect Expenditure	4,606	12,939	38,841	25,902		25,902	33.3%
	Net Income over Expenditure	(4,334)	(10,105)	(37,841)	(27,736)			
202	Asset and Amenities							
_		487	1,433	4,000	2,567			35.8%
	Income - Amenity Services Sale of Assets	1,000	1,433	•	(1,000)			0.0%
1950	Sale of Assets	1,000	1,000	0	(1,000)			0.0%
	Asset and Amenities :- Income	1,487	2,433	4,000	1,567			60.8%
4000	Salaries ENI & Pension	18,617	77,463	225,000	147,537		147,537	34.4%
4027	Telephones and Mobiles	152	607	1,800	1,193		1,193	33.7%
4150	Uniform/PPE	80	563	2,400	1,837		1,837	23.5%
4151	Tools and Equipment	86	102	4,000	3,898		3,898	2.6%
4153	Vehicle Running Costs	527	2,074	7,000	4,926		4,926	29.6%
4156	Vehicle Leasing	979	3,950	13,000	9,050		9,050	30.4%
4163	Repairs and Maintenance	348	1,117	12,000	10,883		10,883	9.3%
4167	Street Furniture and Signage	868	868	10,000	9,132		9,132	8.7%
4177	Churchyard maintenance	350	340	1,500	1,160		1,160	22.7%
4186	Defibrillators	0	770	4,444	3,674		3,674	17.3%
Α	sset and Amenities :- Indirect Expenditure	22,006	87,855	281,144	193,289	0	193,289	31.2%
	Net Income over Expenditure	(20,519)	(85,422)	(277,144)	(191,722)			
203	Allotments							
1045	Income Allotments	60	240	5,000	4,760			4.8%
	Allotments :- Income	60	240	5,000	4,760			4.8%
4200	Water Rates - Allotments	0	0	1,800	1,800		1,800	0.0%

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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4201	Maintenance - Allotments	0	0	1,000	1,000		1,000	0.0%
	Allotments :- Indirect Expenditure	0	0	2,800	2,800	0	2,800	0.0%
	Net Income over Expenditure	60	240	2,200	1,960			
204	KGV Pavilion and Car Park							
1046	Income - Pavilion	1,517	1,517	1,500	(17)			101.1%
	KGV Pavilion and Car Park :- Income	1,517	1,517	1,500	(17)			101.1%
4250	Telephone - Pavilion	30	127	300	173		173	42.2%
4252	Electricity - Pavilion	(11,857)	(10,758)	2,300	13,058		13,058	(467.8%)
4254	Water - Pavilion	394	394	1,200	806		806	32.8%
4255	Fire Safety Checks	0	0	250	250		250	0.0%
4256	Maintenance - Pavilion	131	4,541	2,000	(2,541)		(2,541)	227.1%
4257	Insurance - Pavilion	0	0	1,200	1,200		1,200	0.0%
4260	Non Domestic Rates - Car Park	829	829	2,000	1,171		1,171	41.4%
KGV P	avilion and Car Park :- Indirect Expenditure	(10,474)	(4,868)	9,250	14,118	0	14,118	(52.6%)
	Net Income over Expenditure	11,990	6,385	(7,750)	(14,135)			
205	Public Toilets							
1060		0	0	7,500	7,500			0.0%
	Public Toilets :- Income		0	7,500	7,500			0.0%
4106	Repairs and Maintenance	140	140	2,000	1,860		1,860	7.0%
4180	Cleaning	1,007	2,897	15,000	12,103		12,103	19.3%
4185	Electricity supply: Toilets	120	496	2,133	1,637		1,637	23.3%
4913	Water	0	(2,065)	2,500	4,565		4,565	(82.6%)
	Public Toilets :- Indirect Expenditure	1,267	1,468	21,633	20,165	0	20,165	6.8%
	Net Income over Expenditure	(1,267)	(1,468)	(14,133)	(12,665)			
210	Corporate Properties							
1040	Income 31 Market Place	583	2,486	6,900	4,414			36.0%
1048	Income Art House Cafe	500	1,000	6,000	5,000			16.7%
	Corporate Properties :- Income	1,083	3,486	12,900	9,414			27.0%
4175	Costs Art House Cafe	0	8	1,000	992		992	0.8%
4178	Costs Roundhouse	54	54	4,000	3,946		3,946	1.4%
4191	Costs 31 Market Place	485	485	500	15		15	97.0%
C	Corporate Properties :- Indirect Expenditure	539	547	5,500	4,953	0	4,953	9.9%
	Net Income over Expenditure	544	2,939	7,400	4,461			

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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
211	Art House Cafe							
4202	Gas	0	0	900	900		900	0.0%
4913	Water	0	0	600	600		600	0.0%
	Art House Cafe :- Indirect Expenditure	0	0	1,500	1,500	0	1,500	0.0%
	Net Expenditure	0	0	(1,500)	(1,500)			
212	Round House							
4102	Non Domestic Rates	0	0	600	600		600	0.0%
4913	Water	0	0	240	240		240	0.0%
	Round House :- Indirect Expenditure		0	840	840		840	0.0%
	Net Expenditure		0	(840)	(840)			
	-				(= -7			
213	31 Market Place							
4106	Repairs and Maintenance	0	0	1,200	1,200		1,200	0.0%
	31 Market Place :- Indirect Expenditure	0	0	1,200	1,200	0	1,200	0.0%
	Net Expenditure	0	0	(1,200)	(1,200)			
215	Depot							
4103	Water Rates	15	60	250	190		190	24.0%
4106	Repairs and Maintenance	480	480	1,500	1,020		1,020	32.0%
4159	Electric - Unit	0	381	2,400	2,019		2,019	15.9%
4160	Leasing	0	779	10,850	10,071		10,071	7.2%
4161	Rates-Unit at Bowerhill	230	685	2,472	1,787		1,787	27.7%
4184	Fire security: Unit	0	0	300	300		300	0.0%
	Depot :- Indirect Expenditure	725	2,385	17,772	15,387	0	15,387	13.4%
	Net Expenditure	(725)	(2,385)	(17,772)	(15,387)			
220	Play Areas and Open Spaces							
4157		1,730	5,630	18,000	12,370		12,370	31.3%
4158	Replacement Play Equipment	0	0	50,000	50,000		50,000	0.0%
4165	Maintenance play areas	0	664	5,000	4,336		4,336	13.3%
4179	Tree Planting	0	0	15,000	15,000		15,000	0.0%
4193	Rospa checks: Play areas	0	0	1,100	1,100		1,100	0.0%
	Play Areas and Open Spaces :- Indirect Expenditure	1,730	6,294	89,100	82,806	0	82,806	7.1%
	Net Expenditure	(1,730)	(6,294)	(89,100)	(82,806)			
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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
221 King George V Park							
4199 Materials	0	1,036	10,000	8,964		8,964	10.4%
4313 Sports Roadshow	0	0	5,000	5,000		5,000	0.0%
4913 Water	0	0	2,200	2,200		2,200	0.0%
King George V Park :- Indirect Expenditure	0	1,036	17,200	16,164	0	16,164	6.0%
Net Expenditure	0	(1,036)	(17,200)	(16,164)			
405 Solar Farm Projects							
1182 Solar money received	0	0	38,620	38,620			0.0%
Solar Farm Projects :- Income		0	38,620	38,620			0.0%
4500 Solar Money Projects	0	0	38,620	38,620		38,620	0.0%
Solar Farm Projects :- Indirect Expenditure	0	0	38,620	38,620	0	38,620	0.0%
Net Income over Expenditure	0	0	0	0			
Asset Management & Amenities :- Income	4,420	10,510	70,520	60,010			14.9%
Expenditure	20,400	107,657	525,400	417,743	0	417,743	20.5%

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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
ommı	unity Development							
302	Projects							
4073	Environmental Projects	0	0	1,000	1,000		1,000	0.0%
4074	Neighbourhood Plan	5,590	6,785	5,000	(1,785)		(1,785)	135.7%
4078	Community Projects	0	0	1,000	1,000		1,000	0.0%
4081	Melksham Art Project	0	0	2,000	2,000		2,000	0.0%
4083	Virtual Community Hub	0	0	1,200	1,200		1,200	0.0%
	Projects :- Indirect Expenditure	5,590	6,785	10,200	3,415	0	3,415	66.5%
	Net Expenditure	(5,590)	(6,785)	(10,200)	(3,415)			
310	East Melksham Community Hall							
4050	Legal and Professional	0	0	1,000	1,000		1,000	0.0%
	East Melksham Community Hall :- Indirect Expenditure	0	0	1,000	1,000	0	1,000	0.0%
	•	0	0	(1,000)	(1,000)	0	1,000	0.0%
	Expenditure					0	1,000	0.0%
	Expenditure Net Expenditure	0	0	(1,000)	(1,000)	0	1,000 4,415	

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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Econor	nic Development							
403	Economic Dev. and Planning							
1030	Income-Melksham Makers Market	0	569	1,000	431			56.9%
1089	Income-Hanging Baskets	0	1,276	0	(1,276)			0.0%
	Economic Dev. and Planning :- Income		1,845	1,000	(845)			184.5%
4071	Town Floral Displays	0	2,723	10,000	7,277		7,277	27.2%
4080	Melksham in Bloom Competition	0	0	1,000	1,000		1,000	0.0%
4304	Christmas Tree	0	0	1,500	1,500		1,500	0.0%
4308	CCTV	403	403	12,500	12,097		12,097	3.2%
4309	Newsletter	0	2,310	4,000	1,690		1,690	57.8%
4327	Community Development Support	0	0	750	750		750	0.0%
4354	Parking Scheme	0	141	1,500	1,360		1,360	9.4%
4356	Highways projects CATG	0	0	7,500	7,500		7,500	0.0%
4922	Publicity & Marketing	0	0	2,000	2,000		2,000	0.0%
4925	Town Development	0	0	15,000	15,000		15,000	0.0%
Economi	c Dev. and Planning :- Indirect Expenditure	403	5,577	55,750	50,173	0	50,173	10.0%
	Net Income over Expenditure	(403)	(3,732)	(54,750)	(51,018)			
	Economic Development :- Income	0	1,845	1,000	(845)			184.5%
	Expenditure	403	5,577	55,750	50,173	0	50,173	10.0%
	Movement to/(from) Gen Reserve	(403)	(3,732)					

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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Assemi	oly Hall							
501	Assembly Hall Central Costs							
1000	Income-Assembly Hall Lettings	2,476	9,318	38,000	28,682			24.5%
1020	Miscellaneous Income	30	30	0	(30)			0.0%
	Assembly Hall Central Costs :- Income	2,506	9,348	38,000	28,652			24.6%
4000	Salaries ENI & Pension	6,515	25,585	78,000	52,415		52,415	32.8%
4900	Uniforms	0	0	625	625		625	0.0%
4905	Cleaning Materials	0	0	700	700		700	0.0%
4907	Stationery/Printing/Postage	4	4	600	596		596	0.7%
4909	Licences	0	218	3,600	3,382	3,500	(118)	103.3%
4911	Electricity	0	4,630	13,200	8,570		8,570	35.1%
4912	Gas	34	131	1,000	869		869	13.1%
4913	Water	182	1,085	2,400	1,315		1,315	45.2%
4914	Rates	861	3,442	9,000	5,558		5,558	38.2%
4916	Maintenance-Equipment	680	1,311	10,000	8,689		8,689	13.1%
4917	Service Contracts	725	3,385	7,200	3,815		3,815	47.0%
4918	Maintenance	192	142	12,000	11,858		11,858	1.2%
4922	Publicity & Marketing	210	840	4,800	3,960		3,960	17.5%
4923	Mnagement Information Systems	0	0	6,600	6,600		6,600	0.0%
4924	Telephone: security alarms	0	0	360	360		360	0.0%
4927	Stocktaking	0	130	600	470		470	21.7%
4929	AIB	0	0	1,800	1,800		1,800	0.0%
4949	Provision/Hire Stage Lights	0	0	1,800	1,800		1,800	0.0%
4958	Event Security	345	345	2,400	2,055		2,055	14.4%
Assembly	y Hall Central Costs :- Indirect Expenditure	9,747	41,248	156,685	115,437	3,500	111,937	28.6%
	Net Income over Expenditure	(7,241)	(31,900)	(118,685)	(86,785)			
<u>510</u>	Assembly Hall Events							
1004	Film shows	0	0	2,000	2,000			0.0%
1173	Live Entertainment	3,155	11,199	43,000	31,801			26.0%
	Assembly Hall Events :- Income	3,155	11,199	45,000	33,801			24.9%
4919	Films: expenses and contract	0	0	2,000	2,000		2,000	0.0%
4954	PA and Lighting Costs	150	1,210	6,000	4,790		4,790	20.2%
4960	Live entertainment:	1,571	6,092	40,000	33,908		33,908	15.2%
As	ssembly Hall Events :- Indirect Expenditure	1,721	7,302	48,000	40,698	0	40,698	15.2%
	Net Income over Expenditure	1,434	3,897	(3,000)	(6,897)			

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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
520	Assembly Hall Bar and Catering							
1001	Income-Assembly Hall Bar	4,290	17,531	60,750	43,219			28.9%
1003	Income Food and Snacks	0	0	21,500	21,500			0.0%
	Assembly Hall Bar and Catering :- Income	4,290	17,531	82,250	64,719			21.3%
4901	Catering Stock Purchases	0	0	10,752	10,752		10,752	0.0%
4903	Bar Stock Purchases	1,769	6,142	30,575	24,433		24,433	20.1%
A	Assembly Hall Bar and Catering :- Indirect Expenditure	1,769	6,142	41,327	35,185	0	35,185	14.9%
	Net Income over Expenditure	2,521	11,388	40,923	29,535			
	Assembly Hall :- Income	9,951	38,078	165,250	127,172			23.0%
	Expenditure	13,237	54,693	246,012	191,319	3,500	187,819	23.7%
	Movement to/(from) Gen Reserve	(3,286)	(16,615)					

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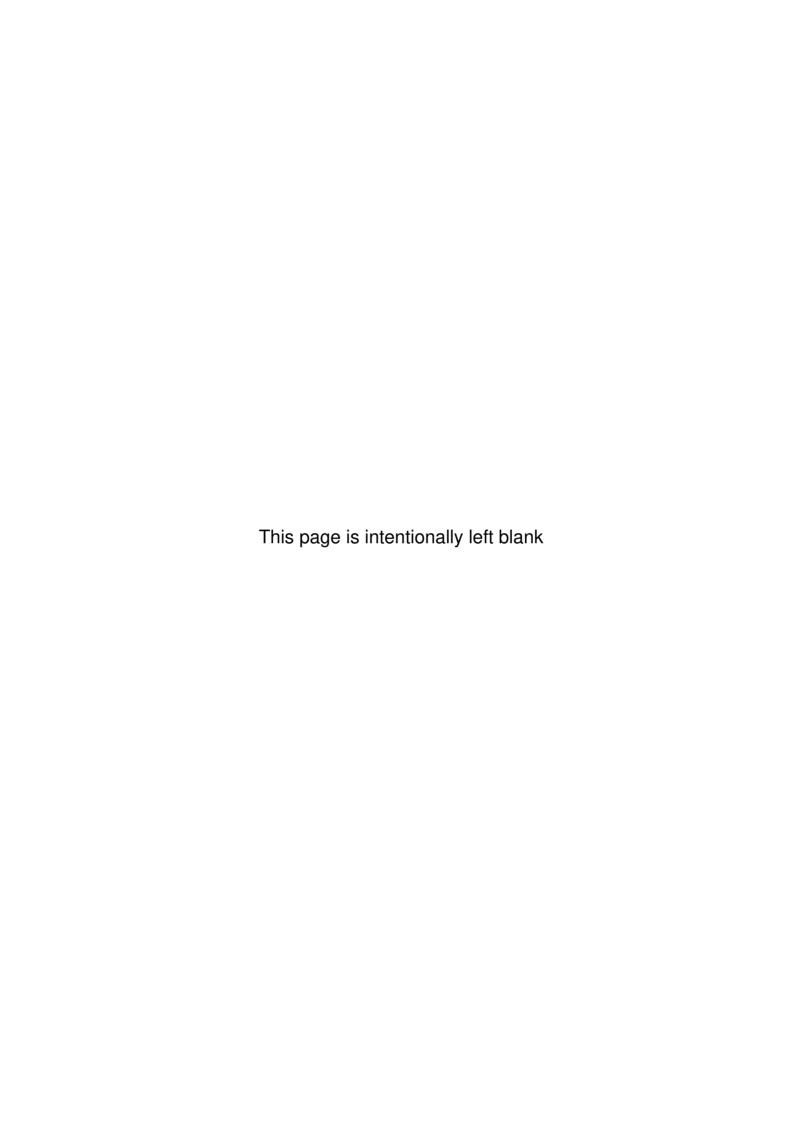
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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
armark	ked Reserves							
901	Earmarked Reserves							
1180	CIL Received	0	1,268	0	(1,268)			0.0%
	Earmarked Reserves :- Income	0	1,268		(1,268)			
9202	Unplanned Maintenance	0	3,767	65,780	62,013		62,013	5.7%
9203	Recreation Fund	0	0	2,130	2,130		2,130	0.0%
9204	Town Team Project	0	0	5,000	5,000		5,000	0.0%
9218	Election expenses	0	0	12,830	12,830		12,830	0.0%
9228	Office Equipment	0	0	4,275	4,275		4,275	0.0%
9232	Street Furniture	0	0	0	(0)		(0)	0.0%
9233	Equipment Replacement	0	0	21,000	21,000		21,000	0.0%
9243	Green Spaces	0	0	10,743	10,743		10,743	0.0%
9244	Major Projects Reserve	0	8,345	290,948	282,603		282,603	2.9%
9245	Solar Money	0	0	51,743	51,743		51,743	0.0%
9246	Precept Support Fund	0	0	45,000	45,000		45,000	0.0%
9248	CIL	0	0	52,359	52,359		52,359	0.0%
9249	Jubilee Celebrations	0	0	3,000	3,000		3,000	0.0%
Ea	armarked Reserves :- Indirect Expenditure	0	12,113	564,808	552,696	0	552,696	2.1%
	Net Income over Expenditure	0	(10,845)	(564,808)	(553,963)			
	Earmarked Reserves :- Income	0	1,268	0	(1,268)			0.0%
	Expenditure	0	12,113	564,808	552,696	0	552,696	2.1%
	Movement to/(from) Gen Reserve		(10,845)					
	Grand Totals:- Income	14,371	544,803	1,202,974	658,171			45.3%
		68,080	352,386	1,777,320	1,424,934	3 500	1,421,434	20.0%
	Expenditure					3,500	1,421,434	20.0 %
	Net Income over Expenditure	(53,709)	192,416	(574,346)	(766,762)			
	Movement to/(from) Gen Reserve	(53,709)	192,416					



Agenda Item 4.5

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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Finance	e, Admin & Performance							
101	Central Costs							
4000	Salaries ENI & Pension	20,301	90,441	225,000	134,559		134,559	40.2%
4021	Stationery	0	169	2,750	2,581		2,581	6.2%
4023	Advertising	116	1,502	1,750	249		249	85.8%
4024	Equipment/furniture	0	463	3,000	2,537		2,537	15.4%
4026	Photocopying	169	482	1,200	718		718	40.2%
4027	Telephones and Mobiles	24	583	3,000	2,417		2,417	19.4%
4028	Postage	3	63	400	337		337	15.7%
4029	Subscriptions	0	1,804	4,000	2,196		2,196	45.1%
4040	Infomation Technology/Hardware	1,860	11,848	17,500	5,652		5,652	67.7%
4042	Licences/Software	747	2,732	4,500	1,768		1,768	60.7%
4050	Legal and Professional	0	1,790	0	(1,790)		(1,790)	0.0%
4058	Insurance	0	32,766	9,750	(23,016)		(23,016)	336.1%
4061	Travel and Subsistence	9	54	500	446		446	10.7%
4075	Training	360	1,020	5,000	3,980		3,980	20.4%
4106	Repairs and Maintenance	0	304	0	(304)		(304)	0.0%
	Central Costs :- Indirect Expenditure	23,588	146,021	278,350	132,329	0	132,329	52.5%
	Net Expenditure	(23,588)	(146,021)	(278,350)	(132,329)			
110	Corporate Costs							
1176	Precept Received	0	483,102					
			403,102	966,204	483,102			50.0%
	Corporate Costs :- Income		483,102	966,204	483,102 483,102			50.0%
4017	Corporate Costs :- Income Bank account fees	0 48					314	
	Bank account fees	_	483,102	966,204	483,102		314 (2,626)	50.0%
4043	Bank account fees	48	483,102 186	966,204 500	483,102 314			50.0% 37.2%
4043 4050	Bank account fees HR consultancy	48 4,180	483,102 186 7,626	966,204 500 5,000	483,102 314 (2,626)		(2,626)	50.0% 37.2% 152.5%
4043 4050 4057	Bank account fees HR consultancy Legal and Professional	48 4,180 0	483,102 186 7,626 796	966,204 500 5,000 3,500	483,102 314 (2,626) 2,704		(2,626) 2,704	50.0% 37.2% 152.5% 22.7%
4043 4050 4057	Bank account fees HR consultancy Legal and Professional Accountancy and Audit	48 4,180 0 600	483,102 186 7,626 796 2,260	966,204 500 5,000 3,500 12,000	483,102 314 (2,626) 2,704 9,740	0	(2,626) 2,704 9,740	50.0% 37.2% 152.5% 22.7% 18.8%
4043 4050 4057	Bank account fees HR consultancy Legal and Professional Accountancy and Audit Health & Safety	48 4,180 0 600 0	483,102 186 7,626 796 2,260 0	966,204 500 5,000 3,500 12,000 2,500	483,102 314 (2,626) 2,704 9,740 2,500	0	(2,626) 2,704 9,740 2,500	50.0% 37.2% 152.5% 22.7% 18.8% 0.0%
4043 4050 4057	Bank account fees HR consultancy Legal and Professional Accountancy and Audit Health & Safety Corporate Costs :- Indirect Expenditure	48 4,180 0 600 0 4,828	483,102 186 7,626 796 2,260 0	966,204 500 5,000 3,500 12,000 2,500 23,500	483,102 314 (2,626) 2,704 9,740 2,500 12,632	0	(2,626) 2,704 9,740 2,500	50.0% 37.2% 152.5% 22.7% 18.8% 0.0%
4043 4050 4057 4076	Bank account fees HR consultancy Legal and Professional Accountancy and Audit Health & Safety Corporate Costs :- Indirect Expenditure Net Income over Expenditure Civic and Democratic	48 4,180 0 600 0 4,828	483,102 186 7,626 796 2,260 0	966,204 500 5,000 3,500 12,000 2,500 23,500	483,102 314 (2,626) 2,704 9,740 2,500 12,632	0	(2,626) 2,704 9,740 2,500	50.0% 37.2% 152.5% 22.7% 18.8% 0.0%
4043 4050 4057 4076	Bank account fees HR consultancy Legal and Professional Accountancy and Audit Health & Safety Corporate Costs :- Indirect Expenditure Net Income over Expenditure Civic and Democratic	48 4,180 0 600 0 4,828	483,102 186 7,626 796 2,260 0 10,868	966,204 500 5,000 3,500 12,000 2,500 23,500	483,102 314 (2,626) 2,704 9,740 2,500 12,632	0	(2,626) 2,704 9,740 2,500 12,632	50.0% 37.2% 152.5% 22.7% 18.8% 0.0%
4043 4050 4057 4076 115 4030 4034	Bank account fees HR consultancy Legal and Professional Accountancy and Audit Health & Safety Corporate Costs :- Indirect Expenditure Net Income over Expenditure Civic and Democratic Town Crier's expenses	48 4,180 0 600 0 4,828 (4,828)	483,102 186 7,626 796 2,260 0 10,868 472,234	966,204 500 5,000 3,500 12,000 2,500 23,500 942,704	483,102 314 (2,626) 2,704 9,740 2,500 12,632 470,470	0	(2,626) 2,704 9,740 2,500 12,632	50.0% 37.2% 152.5% 22.7% 18.8% 0.0% 46.2%
4043 4050 4057 4076 115 4030 4034	Bank account fees HR consultancy Legal and Professional Accountancy and Audit Health & Safety Corporate Costs :- Indirect Expenditure Net Income over Expenditure Civic and Democratic Town Crier's expenses Councillors' training	48 4,180 0 600 0 4,828 (4,828)	483,102 186 7,626 796 2,260 0 10,868 472,234	966,204 500 5,000 3,500 12,000 2,500 23,500 942,704	483,102 314 (2,626) 2,704 9,740 2,500 12,632 470,470 300 1,965	0	(2,626) 2,704 9,740 2,500 12,632 300 1,965	50.0% 37.2% 152.5% 22.7% 18.8% 0.0% 46.2%

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Melksham Town Council Current Year

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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

Finance, Admin & Performance :- Income Expenditure	0 28,450	493,102 165,563	966,204 374,150	473,102 208,587	0	208,587	51.0% 44.3%
Net Income over Expenditure	0	4,304	(62,500)	(66,804)			
Grants :- Indirect Expenditure	0	5,696	62,500	56,804	0	56,804	9.1%
330 Grant TIC	0	0	4,000	4,000		4,000	0.0%
317 Grant Carnival	0	0	2,500	2,500		2,500	0.0%
4310 Grant Food and River Festival	0	0	3,000	3,000		3,000	0.0%
4306 Grant Party in the Park	0	3,716	3,000	(716)		(716)	123.9%
4305 Grant Christmas Lights	0	0	10,000	10,000		10,000	0.0%
1303 Grant-4Youth	0	0	10,000	10,000		10,000	0.0%
4302 Grant CAB	0	0	5,000	5,000		5,000	0.0%
4301 Grants	0	1,980	25,000	23,020		23,020	7.9%
Grants :- Income	0	10,000	0	(10,000)			
151 Grants 1050 Grants Received	0	10,000	0	(10,000)			0.0%
Net Expenditure	(35)	(2,977)	(9,800)	(6,823)			
Civic and Democratic :- Indirect Expenditure	35	2,977	9,800	6,823	0	6,823	30.4%
4311 Remembrance Day	0	0	2,000	2,000		2,000	0.0%
	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent

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Melksham Town Council Current Year

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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Asset N	lanagement & Amenities							
201	Town Hall							
	Income Town Hall Bookings	273	2,834	1,000	(1,834)			283.4%
	Town Hall :- Income	273	2,834	1,000	(1,834)			283.4%
4100		0	2,012	4,667	2,655		2,655	43.1%
4101	Electricity	0	1,190	3,334	2,144		2,144	35.7%
	Non Domestic Rates	936	3,970	10,000	6,030		6,030	39.7%
4103	Water Rates	804	804	1,800	996		996	44.7%
4104	Window Cleaning	0	535	1,600	1,065		1,065	33.4%
	Repairs and Maintenance	269	269	6,000	5,731		5,731	4.5%
4108	Service Contracts	2,596	4,158	10,240	6,082		6,082	40.6%
4109	Trade Waste	0	0	1,200	1,200		1,200	0.0%
	Town Hall :- Indirect Expenditure	4,606	12,939	38,841	25,902		25,902	33.3%
	Net Income over Expenditure	(4,334)	(10,105)	(37,841)	(27,736)			
000	-							
	Asset and Amenities							
	Income - Amenity Services	487	1,433	4,000	2,567			35.8%
1950	Sale of Assets	1,000	1,000	0	(1,000)			0.0%
	Asset and Amenities :- Income	1,487	2,433	4,000	1,567			60.8%
4000	Salaries ENI & Pension	18,617	77,463	225,000	147,537		147,537	34.4%
4027	Telephones and Mobiles	152	607	1,800	1,193		1,193	33.7%
4150	Uniform/PPE	80	563	2,400	1,837		1,837	23.5%
4151	Tools and Equipment	86	102	4,000	3,898		3,898	2.6%
4153	Vehicle Running Costs	527	2,074	7,000	4,926		4,926	29.6%
4156	Vehicle Leasing	979	3,950	13,000	9,050		9,050	30.4%
4163	Repairs and Maintenance	348	1,117	12,000	10,883		10,883	9.3%
4167	Street Furniture and Signage	868	868	10,000	9,132		9,132	8.7%
4177	Churchyard maintenance	350	340	1,500	1,160		1,160	22.7%
4186	Defibrillators	0	770	4,444	3,674		3,674	17.3%
А	sset and Amenities :- Indirect Expenditure	22,006	87,855	281,144	193,289	0	193,289	31.2%
	Net Income over Expenditure	(20,519)	(85,422)	(277,144)	(191,722)			
203	Allotments							
	Income Allotments	60	240	5,000	4,760			4.8%
	Allotments :- Income	60	240	5,000	4,760			4.8%
4200	Water Rates - Allotments	0	0	1,800	1,800		1,800	0.0%

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Melksham Town Council Current Year

Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4201	Maintenance - Allotments	0	0	1,000	1,000		1,000	0.0%
	Allotments :- Indirect Expenditure	0	0	2,800	2,800	0	2,800	0.0%
	Net Income over Expenditure	60	240	2,200	1,960			
204	KGV Pavilion and Car Park							
1046	Income - Pavilion	1,517	1,517	1,500	(17)			101.1%
	KGV Pavilion and Car Park :- Income	1,517	1,517	1,500	(17)			101.1%
4250	Telephone - Pavilion	30	127	300	173		173	42.2%
4252	Electricity - Pavilion	(11,857)	(10,758)	2,300	13,058		13,058	(467.8%)
4254	Water - Pavilion	394	394	1,200	806		806	32.8%
4255	Fire Safety Checks	0	0	250	250		250	0.0%
4256	Maintenance - Pavilion	131	4,541	2,000	(2,541)		(2,541)	227.1%
4257	Insurance - Pavilion	0	0	1,200	1,200		1,200	0.0%
4260	Non Domestic Rates - Car Park	829	829	2,000	1,171		1,171	41.4%
KGV P	avilion and Car Park :- Indirect Expenditure	(10,474)	(4,868)	9,250	14,118	0	14,118	(52.6%)
	Net Income over Expenditure	11,990	6,385	(7,750)	(14,135)			
205	Public Toilets							
1060	MWPC contr. to Market Place	0	0	7,500	7,500			0.0%
	Public Toilets :- Income		0	7,500	7,500			0.0%
4106	Repairs and Maintenance	140	140	2,000	1,860		1,860	7.0%
4180	Cleaning	1,007	2,897	15,000	12,103		12,103	19.3%
4185	Electricity supply: Toilets	120	496	2,133	1,637		1,637	23.3%
4913	Water	0	(2,065)	2,500	4,565		4,565	(82.6%)
	Public Toilets :- Indirect Expenditure	1,267	1,468	21,633	20,165	0	20,165	6.8%
	Net Income over Expenditure	(1,267)	(1,468)	(14,133)	(12,665)			
210	Corporate Properties							
1040	Income 31 Market Place	583	2,486	6,900	4,414			36.0%
1048	Income Art House Cafe	500	1,000	6,000	5,000			16.7%
	Corporate Properties :- Income	1,083	3,486	12,900	9,414			27.0%
4175	Costs Art House Cafe	0	8	1,000	992		992	0.8%
4178	Costs Roundhouse	54	54	4,000	3,946		3,946	1.4%
4191	Costs 31 Market Place	485	485	500	15		15	97.0%
С	Corporate Properties :- Indirect Expenditure	539	547	5,500	4,953	0	4,953	9.9%
	Net Income over Expenditure	544	2,939	7,400	4,461			
	-							

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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

Art House Cafe Gas Water	0						
	0						
Water	U	0	900	900		900	0.0%
	0	0	600	600		600	0.0%
Art House Cafe :- Indirect Expenditure	0	0	1,500	1,500	0	1,500	0.0%
Net Expenditure	0	0	(1,500)	(1,500)			
Round House							
Non Domestic Rates	0	0	600	600		600	0.0%
	0	0	240	240		240	0.0%
_		<u>_</u>	840	840		840	0.0%
<u> </u>			(0.40)	(040)			
Net Experiature –			(840)	(840)			
31 Market Place							
Repairs and Maintenance	0	0	1,200	1,200		1,200	0.0%
31 Market Place :- Indirect Expenditure	0	0	1,200	1,200	0	1,200	0.0%
Net Expenditure	0	0	(1,200)	(1,200)			
Depot							
Water Rates	15	60	250	190		190	24.0%
Repairs and Maintenance	480	480	1,500	1,020		1,020	32.0%
Electric - Unit	0	381	2,400	2,019		2,019	15.9%
Leasing	0	779	10,850	10,071		10,071	7.2%
Rates-Unit at Bowerhill	230	685	2,472	1,787		1,787	27.7%
Fire security: Unit	0	0	300	300		300	0.0%
Depot :- Indirect Expenditure	725	2,385	17,772	15,387	0	15,387	13.4%
Net Expenditure	(725)	(2,385)	(17,772)	(15,387)			
Play Areas and Open Spaces							
Grasscutting	1,730	5,630	18,000	12,370		12,370	31.3%
Replacement Play Equipment	0	0	50,000	50,000		50,000	0.0%
Maintenance play areas	0	664	5,000	4,336		4,336	13.3%
·	0	0	15,000	15,000		15,000	0.0%
Rospa checks: Play areas	0	0	1,100	1,100		1,100	0.0%
Play Areas and Open Spaces :- Indirect Expenditure	1,730	6,294	89,100	82,806	0	82,806	7.1%
Net Expenditure	(1,730)	(6,294)	(89,100)	(82,806)			
	Round House :- Indirect Expenditure Net Expenditure 31 Market Place Repairs and Maintenance 31 Market Place :- Indirect Expenditure Net Expenditure Depot Water Rates Repairs and Maintenance Electric - Unit Leasing Rates-Unit at Bowerhill Fire security: Unit Depot :- Indirect Expenditure Net Expenditure Play Areas and Open Spaces Grasscutting Replacement Play Equipment Maintenance play areas Tree Planting Rospa checks: Play areas Play Areas and Open Spaces :- Indirect Expenditure	Water 0 Round House :- Indirect Expenditure 0 Net Expenditure 0 31 Market Place 0 Repairs and Maintenance 0 Net Expenditure 0 Depot Water Rates 15 Repairs and Maintenance 480 Electric - Unit 0 Leasing 0 Rates-Unit at Bowerhill 230 Fire security: Unit 0 Depot :- Indirect Expenditure 725 Net Expenditure (725) Play Areas and Open Spaces Grasscutting 1,730 Replacement Play Equipment 0 Maintenance play areas 0 Tree Planting 0 Rospa checks: Play areas 0 Play Areas and Open Spaces :- Indirect Expenditure 1,730	Water 0 0 Round House :- Indirect Expenditure 0 0 Net Expenditure 0 0 31 Market Place Repairs and Maintenance 0 0 31 Market Place :- Indirect Expenditure 0 0 Net Expenditure 0 0 Depot Water Rates 15 60 Repairs and Maintenance 480 480 Electric - Unit 0 381 Leasing 0 779 Rates-Unit at Bowerhill 230 685 Fire security: Unit 0 0 Depot :- Indirect Expenditure 725 2,385 Net Expenditure 725 2,385 Play Areas and Open Spaces 1,730 5,630 Replacement Play Equipment 0 0 Maintenance play areas 0 664 Tree Planting 0 0 Rospa checks: Play areas 0 0 Play Areas and Open Spaces :- Indirect Expenditure 1,730 6,294	Water 0 0 240 Round House :- Indirect Expenditure 0 0 840 Net Expenditure 0 0 1,200 31 Market Place Place :- Indirect Expenditure 0 0 1,200 31 Market Place :- Indirect Expenditure 0 0 (1,200) Net Expenditure 0 0 (1,200) Depot Water Rates 15 60 250 Repairs and Maintenance 480 480 1,500 Electric - Unit 0 381 2,400 Leasing 0 779 10,850 Rates-Unit at Bowerhill 230 685 2,472 Fire security: Unit 0 0 300 Depot :- Indirect Expenditure 725 2,385 17,772 Net Expenditure 725 2,385 17,772 Play Areas and Open Spaces 1,730 5,630 18,000 Replacement Play Equipment 0 0 50,000 Maintenance play are	Water 0 0 240 240 Round House :- Indirect Expenditure 0 0 840 840 Net Expenditure 0 0 (840) (840) 31 Market Place Repairs and Maintenance 0 0 1,200 1,200 31 Market Place :- Indirect Expenditure 0 0 1,200 1,200 Water Rates 15 60 250 190 Repairs and Maintenance 480 480 1,500 1,020 Electric - Unit 0 381 2,400 2,019 Leasing 0 779 10,850 10,071 Rates-Unit at Bowerhill 230 685 2,472 1,787 Fire security: Unit 0 0 300 300 Depot :- Indirect Expenditure 725 2,385 17,772 15,387 Play Areas and Open Spaces Grasscutting 1,730 5,630 18,000 12,370 Replacement Play Equipment 0 0	Net Expenditure 0 0 240 240 240 240 Round House :- Indirect Expenditure 0 0 840 840 0 0 0 0 (840)	Water 0 0 240 240 240 Round House :- Indirect Expenditure 0 0 840 840 0 840 Net Expenditure 0 0 1,200 1,200 1,200 1,200 31 Market Place Indirect Expenditure 0 0 1,200 1,200 0 1,200 31 Market Place Indirect Expenditure 0 0 1,200 1,200 0 1,200 31 Market Place Indirect Expenditure 0 0 1,200 1,200 0 1,200 31 Market Place Indirect Expenditure 0 0 1,200

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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
221 King George V Park							
Materials	0	1,036	10,000	8,964		8,964	10.4%
4313 Sports Roadshow	0	0	5,000	5,000		5,000	0.0%
4913 Water	0	0	2,200	2,200		2,200	0.0%
King George V Park :- Indirect Expenditure	0	1,036	17,200	16,164	0	16,164	6.0%
Net Expenditure	0	(1,036)	(17,200)	(16,164)			
405 Solar Farm Projects							
1182 Solar money received	0	0	38,620	38,620			0.0%
Solar Farm Projects :- Income	0	0	38,620	38,620			0.0%
4500 Solar Money Projects	0	0	38,620	38,620		38,620	0.0%
Solar Farm Projects :- Indirect Expenditure	0	0	38,620	38,620	0	38,620	0.0%
Net Income over Expenditure	0	0	0	0			
Asset Management & Amenities :- Income	4,420	10,510	70,520	60,010			14.9%
Expenditure	20,400	107,657	525,400	417,743	0	417,743	20.5%
Movement to/(from) Gen Reserve							

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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Commu	nity Development							
302	Projects							
4073	Environmental Projects	0	0	1,000	1,000		1,000	0.0%
4074	Neighbourhood Plan	5,590	6,785	5,000	(1,785)		(1,785)	135.7%
4078	Community Projects	0	0	1,000	1,000		1,000	0.0%
4081	Melksham Art Project	0	0	2,000	2,000		2,000	0.0%
4083	Virtual Community Hub	0	0	1,200	1,200		1,200	0.0%
	Projects :- Indirect Expenditure	5,590	6,785	10,200	3,415	0	3,415	66.5%
	Net Expenditure	(5,590)	(6,785)	(10,200)	(3,415)			
310	East Melksham Community Hall							
4050	Legal and Professional	0	0	1,000	1,000		1,000	0.0%
	East Melksham Community Hall :- Indirect Expenditure	0	0	1,000	1,000	0	1,000	0.0%
	Net Expenditure	0	0	(1,000)	(1,000)			
	Community Development :- Income	0	0	0	0			0.0%
	Expenditure	5,590	6,785	11,200	4,415	0	4,415	60.6%
	Movement to/(from) Gen Reserve	(5,590)	(6,785)					

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Melksham Town Council Current Year

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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Economic Development							
403 Economic Dev. and Planning							
1030 Income-Melksham Makers Market	0	569	1,000	431			56.9%
1089 Income-Hanging Baskets	0	1,276	0	(1,276)			0.0%
Economic Dev. and Planning :- Income		1,845	1,000	(845)			184.5%
4071 Town Floral Displays	0	2,723	10,000	7,277		7,277	27.2%
4080 Melksham in Bloom Competition	0	0	1,000	1,000		1,000	0.0%
4304 Christmas Tree	0	0	1,500	1,500		1,500	0.0%
4308 CCTV	403	403	12,500	12,097		12,097	3.2%
4309 Newsletter	0	2,310	4,000	1,690		1,690	57.8%
4327 Community Development Support	0	0	750	750		750	0.0%
4354 Parking Scheme	0	141	1,500	1,360		1,360	9.4%
4356 Highways projects CATG	0	0	7,500	7,500		7,500	0.0%
4922 Publicity & Marketing	0	0	2,000	2,000		2,000	0.0%
4925 Town Development	0	0	15,000	15,000		15,000	0.0%
Economic Dev. and Planning :- Indirect Expenditure	403	5,577	55,750	50,173	0	50,173	10.0%
Net Income over Expenditure	(403)	(3,732)	(54,750)	(51,018)			
Economic Development :- Income	0	1,845	1,000	(845)			184.5%
Expenditure	403	5,577	55,750	50,173	0	50,173	10.0%
Movement to/(from) Gen Reserve	(403)	(3,732)					

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Melksham Town Council Current Year

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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Assemb	oly Hall							
501	Assembly Hall Central Costs							
1000	Income-Assembly Hall Lettings	2,476	9,318	38,000	28,682			24.5%
1020	Miscellaneous Income	30	30	0	(30)			0.0%
	Assembly Hall Central Costs :- Income	2,506	9,348	38,000	28,652			24.6%
4000	Salaries ENI & Pension	6,515	25,585	78,000	52,415		52,415	32.8%
4900	Uniforms	0	0	625	625		625	0.0%
4905	Cleaning Materials	0	0	700	700		700	0.0%
4907	Stationery/Printing/Postage	4	4	600	596		596	0.7%
4909	Licences	0	218	3,600	3,382	3,500	(118)	103.3%
4911	Electricity	0	4,630	13,200	8,570		8,570	35.1%
4912	Gas	34	131	1,000	869		869	13.1%
4913	Water	182	1,085	2,400	1,315		1,315	45.2%
4914	Rates	861	3,442	9,000	5,558		5,558	38.2%
4916	Maintenance-Equipment	680	1,311	10,000	8,689		8,689	13.1%
4917	Service Contracts	725	3,385	7,200	3,815		3,815	47.0%
4918	Maintenance	192	142	12,000	11,858		11,858	1.2%
4922	Publicity & Marketing	210	840	4,800	3,960		3,960	17.5%
4923	Mnagement Information Systems	0	0	6,600	6,600		6,600	0.0%
4924	Telephone: security alarms	0	0	360	360		360	0.0%
4927	Stocktaking	0	130	600	470		470	21.7%
4929	AIB	0	0	1,800	1,800		1,800	0.0%
4949	Provision/Hire Stage Lights	0	0	1,800	1,800		1,800	0.0%
4958	Event Security	345	345	2,400	2,055		2,055	14.4%
Assembly	y Hall Central Costs :- Indirect Expenditure	9,747	41,248	156,685	115,437	3,500	111,937	28.6%
	Net Income over Expenditure	(7,241)	(31,900)	(118,685)	(86,785)			
510	Assembly Hall Events							
1004	Film shows	0	0	2,000	2,000			0.0%
1173	Live Entertainment	3,155	11,199	43,000	31,801			26.0%
	Assembly Hall Events :- Income	3,155	11,199	45,000	33,801			24.9%
4919	Films: expenses and contract	0	0	2,000	2,000		2,000	0.0%
4954	PA and Lighting Costs	150	1,210	6,000	4,790		4,790	20.2%
4960	Live entertainment:	1,571	6,092	40,000	33,908		33,908	15.2%
As	ssembly Hall Events :- Indirect Expenditure	1,721	7,302	48,000	40,698	0	40,698	15.2%
	Net Income over Expenditure	1,434	3,897	(3,000)	(6,897)			

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Melksham Town Council Current Year

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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
520	Assembly Hall Bar and Catering							
1001	Income-Assembly Hall Bar	4,290	17,531	60,750	43,219			28.9%
1003	Income Food and Snacks	0	0	21,500	21,500			0.0%
	Assembly Hall Bar and Catering :- Income	4,290	17,531	82,250	64,719			21.3%
4901	Catering Stock Purchases	0	0	10,752	10,752		10,752	0.0%
4903	Bar Stock Purchases	1,769	6,142	30,575	24,433		24,433	20.1%
A	Assembly Hall Bar and Catering :- Indirect Expenditure	1,769	6,142	41,327	35,185	0	35,185	14.9%
	Net Income over Expenditure	2,521	11,388	40,923	29,535			
	Assembly Hall :- Income	9,951	38,078	165,250	127,172			23.0%
	Expenditure	13,237	54,693	246,012	191,319	3,500	187,819	23.7%
	Movement to/(from) Gen Reserve	(3,286)	(16,615)					

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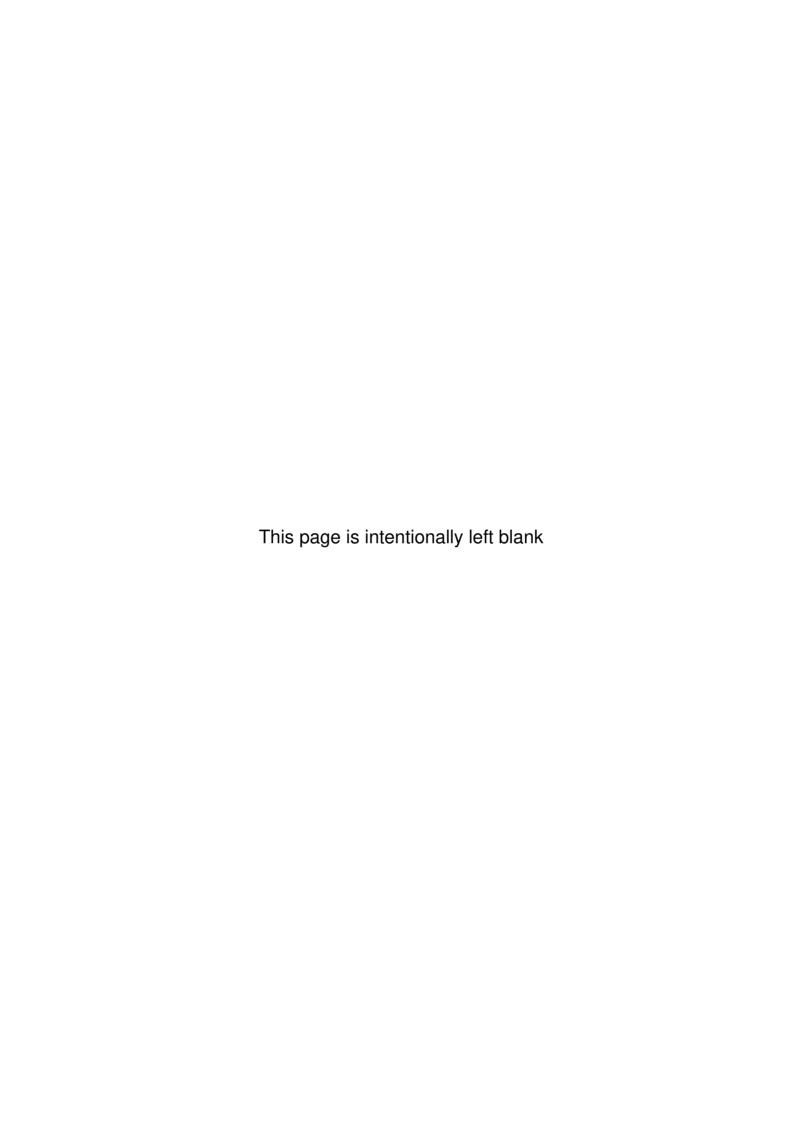
Melksham Town Council Current Year

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Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	
Earmar	ked Reserves								
901	Earmarked Reserves								
1180	CIL Received	0	1,268	0	(1,268)			0.0%	
	Earmarked Reserves :- Income		1,268		(1,268)				
9202	Unplanned Maintenance	0	3,767	65,780	62,013		62,013	5.7%	
	Recreation Fund	0	0	2,130	2,130		2,130	0.0%	
9204	Town Team Project	0	0	5,000	5,000		5,000	0.0%	
9218	Election expenses	0	0	12,830	12,830		12,830	0.0%	
9228	Office Equipment	0	0	4,275	4,275		4,275	0.0%	
9232	Street Furniture	0	0	0	(0)		(0)	0.0%	
9233	Equipment Replacement	0	0	21,000	21,000		21,000	0.0%	
9243	Green Spaces	0	0	10,743	10,743		10,743	0.0%	
9244	Major Projects Reserve	0	8,345	290,948	282,603		282,603	2.9%	
9245	Solar Money	0	0	51,743	51,743		51,743	0.0%	
9246	Precept Support Fund	0	0	45,000	45,000		45,000	0.0%	
9248	CIL	0	0	52,359	52,359		52,359	0.0%	
9249	Jubilee Celebrations	0	0	3,000	3,000		3,000	0.0%	
Е	armarked Reserves :- Indirect Expenditure	0	12,113	564,808	552,696	0	552,696	2.1%	
	Net Income over Expenditure	0	(10,845)	(564,808)	(553,963)				
	Earmarked Reserves :- Income	0	1,268	0	(1,268)			0.0%	
			•			•	EE0 600		
	Expenditure		12,113	564,808	552,696	0	552,696	2.1%	
	Movement to/(from) Gen Reserve	0	(10,845)						
	Grand Totals:- Income	14,371	544,803	1,202,974	658,171			45.3%	
	Expenditure	68,080	352,386	1,777,320	1,424,934	3,500	1,421,434	20.0%	
	Net Income over Expenditure	(53,709)	192,416	(574,346)	(766,762)				
	Marramant to //firams\ Com Dagarrams	(50.700)	100.440						
	Movement to/(from) Gen Reserve_	(53,709)	192,416						



Agenda Item 4.6

Melksham Town Council
Earmarked Reserves 31 March 2023
Schedule E
31.07.2022

	Balance at 1.04.2022	Added in Year	Total Spent	Closing Balance
Earmarked Reserves				
Unplanned Maintenance Recreation Fund Election Expenses Office Equipment	65,780 2,130 12,830 4,275		3,767	62,013 2,130 12,830 4,275
Street Furniture Equipment Replacement Green Spaces Major Projects Reserve Precept Contribution 20/21 Town Team Project Jubilee Celebrations	0 21,000 10,743 290,948 45,000 5,000 3,000		8,345	0 21,000 10,743 282,603 45,000 5,000 3,000
	460,706	0	12,112	448,594
Specific Reserves				
CIL Solar Money	51,091 51,743	1,268		52,359 51,743
	102,834	1,268	0	104,102
Total Reserves	563,540	1,268	12,112	552,696



MELKSHAM TOWN COUNCIL

MEETING OF THE FINANCE, ADMINISTRATION AND PERFORMANCE COMMITTEE

26 September 2022

Change of Fully Managed Payroll Provider

Report of the Deputy Town Clerk

1. Purpose of the report

Members are requested to approve the change of payroll provider for the Town Council's fully managed payroll.

2. Background

The Town Council has used supplier x to provide its fully managed payroll service for several years.

3. Current Situation

Costs have risen and the service provided is less satisfactory. For the 2022/2023 financial year, £3,236.52 has been paid for the service. The Town Council is obliged to provide the monthly details by the first Friday of the month when salaries aren't paid until 20th of the month, there is little flexibility when amendments are required and changes to the point of contact mean that there is a lack of corporate knowledge.

The Deputy Town Clerk has attended virtual demonstrations and obtained quotes from three other providers of fully managed payroll services.

4. Financial implications

Quotes from the other service providers are as follows:

Provider A – Year 1 and Recurring - £1,800.00, One-off £35.00.

Provider B – Year 1 £8,370.60, Recurring £4,395.60.

Provider C – Year 1 – verbal quote £4,000.00.

5. Risk assessment

All three service providers are reputable, national companies.

6. Crime and disorder implications

There are no immediate crime and disorder implications.

7. Biodiversity considerations

There are no immediate biodiversity considerations.

8. Safeguarding

There are no immediate safeguarding considerations.

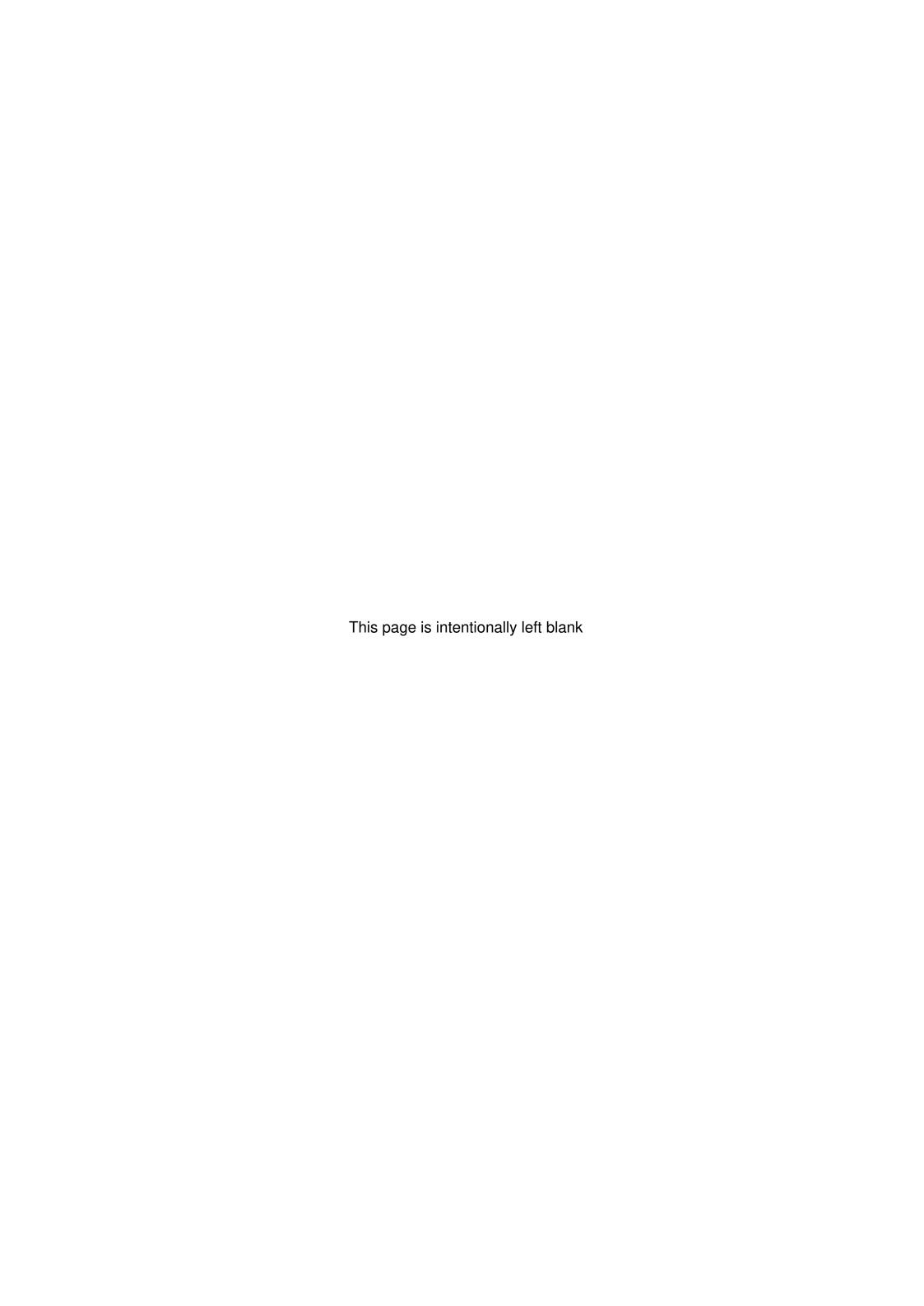
9. Recommendations

To give the Deputy Town Clerk approval to move the Town Council's payroll to provider A.

MELKSHAM T	OWN COUNCIL GRANT APPLICATI	IONS S	SEPT	EMBE	R 2022							e/ /	/ ,	/23/		/	//		LIGIBILI		//			Ae	genda	Iter	m 6)
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Organisation Name	Whathedantsfor	Zoto	al bent	icaries Newsham	dundent de la company de la co	ATTE OF	37 STATE	in the left of the	lence,	Match	//	i ding di di	MOLI		74/		Addition of the state of the st	BUNK	STATEM	inution Saffel	JARDING CUAL	NVIRC	SW.	the Policy of 21 Notes on scores	REQUESTS	project cost	% of project requested	
Alzheimer's Support	To fund the costs for our Bowerhill Movement for the Mind project.	150			1		1				1 1		1		1 1	1	1	0	1		1		20		£1,680.00	£3,491		
Celebrating Age Wiltshire	A 10 week "Creative Conversations" group for ages 60+ at the new Melksham Library.	12	12	100%	1	1 1	1	1	1	1	1 1	1 1	1	1 :	1 1	1	1	1	1	1	1	1	21		£1,000.00	£2,250		
Chippenham & District Talking Newspaper	To replace old, degrading USB memory sticks to maintain reliability; to buy postal walletts, key rings and fobs labelled with charity details.				1	1 1	1	1	1	1	1 1	1	1	1	1 1	1	1	1	1	1	1	1		Email of 17/9 explained grant is for £1000 not £750 as costs increased	£1,000.00	£1,471	68%	£9
Help Counselling	We are looking for funding to support the cost of one of our volunteer counsellors for 1 month at				1 1	1	1	1	1	1	1 1	1 1	1	1 :	1 1	0	1	1	1	1	1	1	20	33 6336 11131 64364	£260.00	£75,000	0%	£3
	£260.	93	93	100%																								
Meadowbrook Wiltshire (CIC)	To ensure those with mobility issues and/ or disabilities (hidden or visible) can access and be fully involved in the creation and upkeep of the 'forthcoming' 20m x 32 m enclosed communal growing space.		186	63%	1 1	1	1	1	1	1	1 1	1	1	1 :	1 1	1	0	1	1	1	1	1		Only just finished our first year and accounts are not yet done.	£1,000.00	£6,159	16%	£5
Melksham & District Historical Association and Melksham Tourist nformation Centre	To reproduce the book 'Around Melksham in Old Photographs'	500	250	50%	1 1	1	1	1	0	1	1 1	1	1	1 :	1 1	1	0	0	0	0	0	0	14		£1,000.00	£1,763	57%	£4
Welksham/Chippenha m/Calne branch of the Wilts & Berks Canal Trust	Hire of the Melksham Assembly Hall, annual Ale/Cider and Sausage Festival fund raiser event.	150	120	80%	1 1	1	1	1	1	1	1 () 1	1	1 :	1 1	1	1	1	1	1	1	1	20		£349.20	£1,080	32%	£3
Melksham Free Dining	Room hire of the Assembly Hall on two dates, on 19 November and 25 December 2022	65	65	100%	1 1	1	1	1	1	1	1 1	1 1	1	1 :	1 1	0	1	1	1	1	1	1	20		£913.00	£1,613	57%	£14
Melksham Gardeners' Society	The hire of the Assembly Hall to hold the show. Hall Hire for 2022/2023 = 10 hrs at £27.00 = £270. Less £159.28 deducted from c/f 2019 grant		62	75%	1 1	1	1	1	1	1	1 1	1	1	1 :	1 1	1	1	1	1	0	0	0	18		£110.72	£270	41%	£2
Melksham Monster Ball	Melksham's Biggest Halloween Party	250	225	90%	1 1	0	1	0	1	1	1 1	1	1	1 :	1 1	1	0	0	0	0	0	0	13		£1,000.00	£1,500	67%	£4
	To provide a Christmas meal at the Water Meadow for all members which will mean that we do not have to ask for a contribution towards the food.		9	64%	1 1	1	1	1	0	1	1 1	1	1	1	1 1	0	1	1	1	1	1	1	19		£500.00	£500	100%	£56
Melksham Sixty Plus Club	To provide every member of the club with a free 2-course Christmas dinnerLooking for a suitable venue to accommodate up to 49 people - some who use wheelchairs or walking aids. We also need transport we always use MCCS for this purpose.	49	48	98%	1 1	1	1	1	1	1	1 1	1	1	1 :	1 1	1	1	1	0	0 0) C		17		£1,000.00	£1,200		
Melksham WI Group	To help towards the cost of speakers - most have increased their prices and travel costs quite extensively this year that limits small groups like ours.	35	21	60%	1 1	1	1	1	1	1	1 1	1	1	1	1 1	1	1	1	1	0 0	o c		18		£200.00			
Proud Melksham	Melksham Pride Festival 2023	500	400	80%	1 1	1	1	1	1	1	1 1	1	1	1 :	1 1	1	1	1	1	1	1	1	21		£432.00	£1,500	29%	
Wiltshire & Bath ndependent Living Centre	We failed our last electrical testing and are seeking a £1,000 grant to contribute to the overall costs of £3,966.26 for the remedial work needed at the centre to bring us back to compliance.	100	100	100%	1 1	1	1	0	1	1	1 1	1	1	1	1 1	1	1	1	1	1	1 1		20		£1,000.00	£3,966	25%	
Wiltshire Sight	Funding is being requested to help run our monthly community sight loss hub and social group for blind and partially sighted people living in Melksham	70	50	71%	1 1	1	1	1	1	1	1 1	1	1	1	1 1	1	1 1		1	1 1	1		21		£500.00	£2,364		

Notes on Grant Application scoring matrix	
Scores are a guide, based on the questions in the application form	
a score of 1 denotes compliance, 0 is non-compliance.	
Blue text is a Hall Hire application	

Budget for Q1	
and Q2	£12,500.00
Rollover from	
2021/2022	£2,237.80
Total available grant £ in Q1 & 2	£14,737.80
TOTAL GRANT	
APPLICATIONS	£11,944.92



Document is Restricted





MELKSHAM TOWN COUNCIL GRANT APPLICATION POLICY 2022 - 2023

1. Introduction

Melksham Town Council allocates part of its annual budget to give money back into the local area through grants. The purpose of the grants is to bring real improvements to the local community and the lives of the people living there.

2. Process

In order to make the process as clear and fair as possible, applications will be accepted quarterly throughout the year, rather than during a restricted period.

The application form is available from the Town Council Offices or can be downloaded from the Town Council's website. There is no guarantee that grant applications will be successful.

There are three grant types:

- Room hire grants enable the Town Council to fund room hire in both the Town Hall and the Assembly Hall for a specified number of events
- Regular grants are for applications for less than £ 1,000, which can be applied for quarterly.
- Major Grants are awarded annually for up to four years at a time; this offers financial
 assurance to larger organisations operating within Melksham town. Applications for major
 grants must be received by 30 September of each year in order to be considered in the Town
 Council's budget for the following financial year. Major grants will only be awarded to
 organisations based in the town.

The Finance, Administration and Performance Committee are given delegated authority to approve smaller grants at each meeting throughout the year with a cap of up to £ 1,000 per application.

Each quarter's agreed expenditure would be up to 25% of the total grant fund. Any unspent funding would be carried forward to the next quarter.

Regular grants will be decided by the Town Council's Finance, Administration and Performance Committee, while Major grants will be decided by Full Council in November.

Applications for Regular Grants will be eligible to apply for a second grant in any 12-month period provided the projects are separate.

All applications which meet the eligibility and content requirements will be reviewed by Town Council officers, reporting formally to the Finance, Administration and Performance Committee for a decision. The application form will have personal and sensitive information redacted before it becomes a public document as part of the agenda for the Council meeting.

3. Eligible organisations

Below are examples of types of organisations to which grants may be given:

- Charitable Organisations
- Youth/Senior Citizen Groups
- Sports Clubs and Arts Groups
- Advice Organisations
- · Organisations assisting the disabled
- Minority Groups
- Community buildings
- Community events
- Health/transport/safety groups

4. Eligibility criteria

To be eligible for funding, applicants must:

- Have a written governing document (for example, a constitution, memorandum and articles
 of association, set of rules or trust deed).
- Have at least three members on the management committee/board.
- Have a bank or building society current account in the name of the organisation.
- Be a community, voluntary or charitable organisation that works with local communities.
- Have an appropriate safeguarding policy if working with children and young people or vulnerable adults.
- Have an adopted equal opportunities policy or statement.
- Show evidence that the service provided is needed by the community and that it has community support.
- Show that the grant will benefit people in the area covered by Melksham Town Council or
 will contribute positively to the Melksham area. The Town Council will only provide funding
 to assist organisations that are not based in the area, pro-rata for local residents using that
 service. Grant money must be ringfenced for Melksham residents.
- Be match funded if over £250 (voluntary time can be counted as benefit in kind).

5. Ineligibility

Grants will not be awarded to:

- Private organisations operated as a business to make a profit or surplus.
- "Upward funders", i.e., local groups whose fund raising is sent to their central Head Quarters for redistribution.
- Organisations who wish to pass on any grant received to other individuals or groups.
- Individuals.
- Organisations whose function is primarily undertaken by the health authority or Wiltshire Council's Social Services.
- Political organisations or projects.
- Activities that are completely funded from another funding source.
- Organisations that discriminate on the grounds of race, religion, age, gender, transgender, sexual orientation, marital status, pregnancy, or any disability.
- Any expenditure incurred or committed before confirmation of the grant.
- Loans or interest payments.
- Grant applications originating from national organisations or charities
- Schools
- Religious organisations where the grant will be used for religious purposes
- For ongoing running costs. Whilst the Committee will not normally consider applications that cover salaries or rents applications, this will be looked at in exceptional circumstances. The Committee would not support the funding of salaries on a year-on-year basis.

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6. Content of grant application

Applicants for grants are required to supply a completed application form, accompanied by the documentation requested below:

- Governing document.
- Evidence that the grant will benefit people in the Melksham area, according to the attached map showing the Melksham Town boundary.
- Evidence that the project/service is needed.
- Evidence of adverse effect on the town if the applicants were unable to continue or were hampered by lack of funds.
- Current resources of the organisation, including a trading account and balance sheet for the last financial year, including existing bank/building society statements. (Organisations just starting up must submit basic financial information to the satisfaction of the Town Council.)
- Evidence that other sources of funding have been secured or are being sought for the project (benefit in kind of voluntary time can be counted as match funding).
- Evidence of environmentally responsible and sustainable practices of the organisation.
 The Town Council reserves the right to request any additional information to aid determination of the grant.

Applicants for major grants are required to supply the above in their initial application, as well as the following:

- the last three years' accounts (where available), certified by an independent examiner or registered at Companies House.
- a business plan for the duration of the grant period.

Each year, major grant applicants are also required to supply details of how the major grant received in the last financial year has been spent. Recipients of major grants are to note that the next grant award will not be paid until the above information is submitted to the council.

7. Bid outcome and conditions

All applicants will be informed in writing of the outcome of their bid. If a bid is unsuccessful, the applicant will be given an explanation of why their bid did not meet the required criteria. If there is a more appropriate source of funding, the organisation will be redirected, thus relieving the demand on the Town Council's resources.

If applicants are unsuccessful, help can be requested from Melksham Town Council to assist in the application process for a subsequent round.

The following conditions must be satisfied by successful applicants:

- The Town Council will request a receipt from the organisation for any grant received.
- Where a group operates in an area wider than Melksham, grant money must be ringfenced for Melksham residents.
- Recognition of the Town Council's support must be given on printed and electronic material produced by the organisation.
- The grant should be spent within six months (12 in exceptional circumstances). A six-month interim report will be required if the money has not been spent.
- A Monitoring Form will be required at the end of the financial year to show how the grant
 money was spent. The organisation must be able to provide receipts, invoices, and other
 evidence, if requested. Should the evidence not be received the Town Council can request
 the return of the funds. In the event of a project/scheme/venture not taking place the grant
 should be returned to the Town Council for redistribution to other organisations.

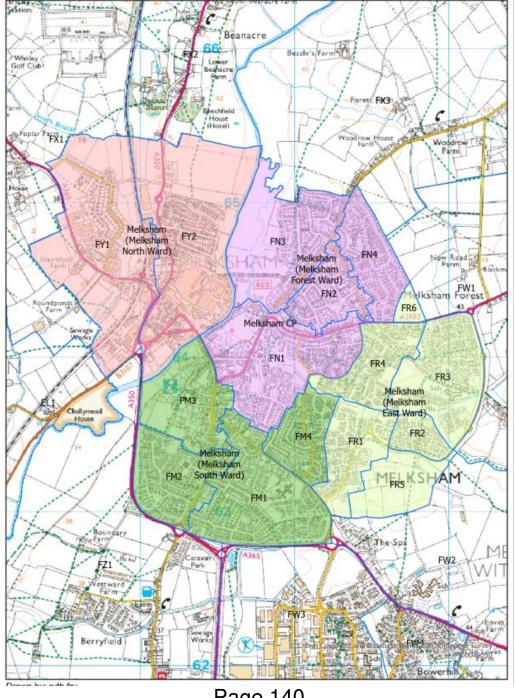
8. Grant Rounds 2022-2023

Round	Open	Deadline	Finance, Admin and Performance Meeting Date
2	25 July	5 September	19 September
3	26 September	7 November	21 November
4	23 January	6 March	20 March

Please send completed application forms by email to miriamzaccarelli@melksham-tc.gov.uk or by post to Melksham Town Hall, Melksham, SN12 6ES.

Map of Melksham Town Boundaries.

Everything inside of the four shaded areas counts as Melksham Town.



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