

Melksham Town Council

Minutes of the Finance, Administration and Performance Committee meeting held on Tuesday 9th May 2023

PRESENT: Councillor S Mortimer (Chair)
Councillor C Goodhind (Vice-Chair)
Councillor P Aves
Councillor C Forgacs
Councillor S Rabey

IN ATTENDANCE: Councillor S Crundell
Councillor G Ellis
Councillor J Oatley

OFFICERS: Andrew Meacham Committee Clerk
Linda Roberts Town Clerk

PUBLIC PARTICIPATION: One member of the public and one member of the press were present virtually.

26/22 Apologies

Apologies were received from Councillor J Crundell

27/22 Declarations of Interest

There were no declarations of interest.

28/22 Minutes

The minutes of the meeting held on 20th March 2023 having previously been circulated, were approved as a correct record and signed by Councillor Mortimer.

29/22 Major Grants 2023/2024

29/22.1 Food Festival

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

UNANIMOUSLY RESOLVED to award Melksham Food Festival a grant of £5000 from the Main Grant Budget but with a recommendation to Full Council that £2000 be paid from Reserve.

30/22 CAB

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

UNANIMOUSLY RESOLVED to award Melksham CAB a grant of £5000, but they are to be reminded of the requirements to lodge documents.

31/22 TIC

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

UNANIMOUSLY RESOLVED to award Melksham TIB a grant of £4000, but they are to be reminded of the requirements to lodge documents.

32/22 4Youth

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

UNANIMOUSLY RESOLVED to award 4Youth a grant of £10000.

33/22 Christmas Lights

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

UNANIMOUSLY RESOLVED to defer this item pending receipt of required documentation.

34/22 Carnival

Councillors noted that the Carnival Parade was not taking place this year. Councillor Aves pointed out that the Carnival Committee holds other events throughout the year. Councillor Rabey felt the grant was specifically for the Carnival Parade.

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

UNANIMOUSLY RESOLVED that the grant be denied.

35/22 List of Payments February & March 2023

The Deputy Town Mayor, Councillor Mortimer referred to Items marked as “Debit Card” and asked if details could be made available. The Town Clerk to look into this.

The Deputy Town Mayor, Councillor Mortimer queried an item relating to BJP Consulting Group. The Town Clerk confirmed that this was the KGV lighting consultancy fee.

The Deputy Town Mayor, Councillor Mortimer queried an item relating to hanging baskets. The Town Clerk confirmed that hanging baskets are not put out until the end

of May or early June to avoid frost but that the flowers had already been ordered and paid for.

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

UNANIMOUSLY RESOLVED to approve the list of payments for February & March 2023.

36/22 Petty Cash Reports to 31 March 2023

It was proposed by the Deputy Town Mayor, Councillor Mortimer, seconded by Councillor Rabey and

UNANIMOUSLY RESOLVED to approve the Petty Cash Reports to 31 March 2023.

37/22 Monthly Financial Statements to 31 March 2023

The Monthly Financial Statement was noted

38/22 Earmarked Reserves to 31 March 2023

The Earmarked Reserves to 31 March 2023 were noted.

Meeting Closed at: 7.30 pm

Signed:

Dated: