



Public Document Pack

Melksham Town Council

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

Town Clerk Tracy Predeth BA(Hons) MPA, FLSCC

To: Councillor S Mortimer (Chair)
Councillor S Rabey (Vice-Chair)
Councillor G Cooke
Councillor J Crundell
Councillor G Ellis
Councillor C Forgacs
Councillor J Hubbard
Councillor J Westbrook

13 November 2023

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 the Melksham Town Council. The meeting will be held at the Town Hall on **Monday 20th November 2023** commencing at **7.00 pm**.

A period of public participation will take place during the meeting. The Press and Public are welcome to attend this meeting.

Yours sincerely

Mrs T Predeth BA(Hons), MPA, FSLCC
Town Clerk and RFO

Melksham Town Council
Finance, Administration and Performance Committee

Monday 20 November 2023
At 7.00 pm at the Town Hall

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:

Please follow the joining instructions below for the virtual Zoom meeting

[Join Zoom Meeting](#)

Meeting ID: 836 6987 6198 Passcode: 481965

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.

3. Minutes (Pages 1 - 6)

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

To approve the Minutes of the Finance, Administration and Performance Committee meeting held on 4 September 2023.

4. Presentation from Melksham Free Dining

To receive a presentation from Melksham Free Dining on their work.

5. Grants (Pages 7 - 26)

To consider the report of the Community Development Officer and to agreed and award grants to community groups.

6. Draft Budget 2024/2025 (Pages 27 - 34)

To receive and discuss the draft budget.

7. Motion from Councillor Mortimer on Rialtas Software (Pages 35 - 44)

To consider working with Rialtas Support to use the recommend codes to produce more meaning full accounts.

For decision.

8. Major projects Update

To receive an update on major projects from the Town Clerk.

9. Payments and Receipts

9.1 Unity (Pages 45 - 54)

To receive lists for August and September 2023.

9.2 Lloyds (Pages 55 - 60)

To receive the lists for August and September 2023.

9.3 Petty Cash (Pages 61 - 68)

To receive the lists for August and September 2023.

9.4 Detailed Income & Expenditure by Budget Heading (Pages 69 - 76)

To receive the Detailed Income & Expenditure by Budget Heading Statement for September 2023.

9.5 Budget Report (Pages 77 - 86)

To receive the Budget Report September 2023.

9.6 Income Report (Pages 87 - 88)

To receive the Income Report September 2023.

9.7 Monthly Financial Statement (Pages 89 - 90)

To receive the Monthly Financial Statement September 2023.

10. Earmarked Reserves

To receive the report on Earmarked Reserves (to follow).

Melksham Town Council

Minutes of the Finance, Administration and Performance Committee meeting held on Monday 4th September 2023

PRESENT:

Councillor J Crundell
Councillor C Forgacs
Councillor J Hubbard
Councillor Aves, substituting for Councillor Ellis

OFFICERS:

Linda Roberts	Town Clerk
Andrew Meacham	Committee Clerk

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

UNANIMOUSLY RESOLVED to appoint Councillor Forgacs as Chair for the meeting.

PUBLIC PARTICIPATION: One member of the public was present.

Debbie Burns, Melksham Cricket Club. Attended to answer any questions about the grant application but also to give an overview. The club has rebuilt since the fire in 2015 with new facilities, three mens teams, a youth program and a ladies and girls team. The first team have just been promoted for the second year running and will play in Division 2 of the Wiltshire County Cricket League. Facilities will be further updated to bring in line with the requirements of the new division.

The club had nominated their groundsman, Tim Carpenter, for a Groundsman of the Year Award. They have been notified that he has won an award and has been invited to Lords for the presentation.

The ladies team is going from strength to strength and the focus now is to develop facilities for the ladies team.

The meeting opened.

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

UNANIMOUSLY RESOLVED to recommend to the Mayor to send letters of congratulation to Tim Carpenter on his award and the club on its success.

43/23 Apologies

Apologies were received from the Chair Councillor Mortimer, the Vice-Chair Councillor Rabey, Councillor Cooke and Councillor Ellis. Councillor Ellis was substituted by Councillor Aves.

44/23 Declarations of Interest

There were no declarations of interest.

45/23 Minutes

Councillor Hubbard referred to the fact that last year's accounts were signed off by full council with the caveat that they would come before the Finance, Administration and Performance Committee. The Chair requested that it is ensured these are on the agenda for the next meeting.

The minutes of 31 July 2023 having previously been circulated, were approved as a correct record and signed by the Chair, Councillor Forgacs.

46/23 Grants

Councillor Hubbard suggested dealing with Melksham Cricket Club first, as a representative was present.

There was a discussion on how much was available to be allocated. It was advised that Melksham Council had allowed a budget of £16000, to be allocated over four quarters and that excess could roll over to the next quarter. It was agreed that, as no awards came to committee in the first quarter, £8000 was available.

Grant applications were considered as follows.

Melksham Cricket Club.

Councillor Aves asked what equipment was being purchased. Debbie Burns advised that it would be bats and balls and explained that these are lighter in the ladies game.

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

UNANIMOUSLY RESOLVED to award Melksham Cricket Club a grant of £335.00.

Melksham Music Festival

Councillor Hubbard asked if this was Party in the Park and it was confirmed that it was. Councillor Hubbard commented that the budget included a Major Grant to Party in the Park of £3000 which is not being used.

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

UNANIMOUSLY RESOLVED that £1000 be paid from the Major Grant sum of £3000.

Meadowbrook Wiltshire

Councillor Hubbard expressed his concern that this project was not in Melksham Town boundary.

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

UNANIMOUSLY RESOLVED to refuse the application.

Wiltshire Scrapstore

Councillor Hubbard expressed his admiration for the Scrapstore but had concerns about the cost and that the project was being run in schools and the Town Council does not fund projects in schools.

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

UNANIMOUSLY RESOLVED to refuse the application.

Music for Minatures

It was felt that teaching music to children was admirable but the specific application was weak as there are many child and toddler groups where a concert could be held and it was not clear how much of a benefit to Melksham Town residents it would be.

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

UNANIMOUSLY RESOLVED to refuse the application.

Melksham Carnival

The committee expressed concern at the sum requested in view of the stated purpose. It was felt that the application should be resubmitted with details of costing and what the gazebo would be used for, and that council officers would offer support in costing and submitting the application.

Wiltshire and Bath Independent Living Trust Ltd.

It was noted that no documentation had been submitted and therefore the application could not be considered.

Melksham Choral Society

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

UNANIMOUSLY RESOLVED to award Melksham Choral Society a grant of £850.00

Melksham Garden Society

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

UNANIMOUSLY RESOLVED to award the Melksham Garden Society a grant of £250.00

Melksham WI

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

UNANIMOUSLY RESOLVED to award the Melksham WI a grant of £200.

Melksham Free Dining

Councillor Hubbard felt that the Town Council required feedback on how the money is spent. It was agreed that the committee would like further information on Melksham Free Dining's structure and work. To that end Melksham Free Dining are to be invited to a future meeting to give a presentation to the Committee.

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

UNANIMOUSLY RESOLVED to award Melksham Free Dining a grant of £592.00

Melksham PHAB

There was discussion on ticket prices, what the sum was to cover, what the total cost was and evaluation forms. It was agreed that repeat applications for a grant should include an evaluation report of how the previous grant was spent.

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

UNANIMOUSLY RESOLVED to award Melksham PHAB a grant of £300.00.

Splash (Community First Wiltshire)

There was discussion on how to ensure the grant is used for Melksham Town residents and not the wider Melksham area.

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

UNANIMOUSLY RESOLVED to award Splash a grant of £768.00 being £64 per young person, up to a maximum of 12 that live within the Melksham Town boundary. Splash are to provide postcodes to show the beneficiaries live within the Melksham Town boundary before the funds are paid.

Carer Support Wiltshire

Councillor Hubbard advised that the Area Board had set aside a large sum for young carers and he did not believe it had all been allocated. He suggested giving £500 and Carer Support Wiltshire could make applications to other parishes and the Area Board.

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

UNANIMOUSLY RESOLVED to award Carer Support Wiltshire a grant of £500.

Read Easy North & West Wiltshire

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

UNANIMOUSLY RESOLVED to award Read Easy North & West Wiltshire a grant of £500.00.

Total of grants awarded £4295.00.

47/23 Detailed Income & Expenditure by Budget Heading 31/07/2023

Councillor Hubbard queried the increase in stationery spending. The Town Clerk advised this was down to mis-coding and that the problem was often a question of interpretation or incomplete information. Mid-coding, and the problems caused to councillors when signing off accounts, was discussed. Two suggestions were made to tackle the problem.

- a) When time permits, a crib-sheet of codes is produced.
- b) Statements be accompanied with a report highlighting variances and what has caused them. Councillor Hubbard asked that it be recommended to Full Council to discuss what needs to be done to implement this.

Councillor Hubbard queried the variances on live entertainment figures (Page 116 of Agenda Pack). How has there been a £3000 loss when two years ago Council said would not put on any live events. The Town Clerk advised she would check with the Assembly Hall team. Councillor Hubbard asked for a written reply with a breakdown.

48/23 Monthly Financial Statement 31 July 2023

The Monthly Financial Statement to 31 July 2023 was received.

49/23 Payments and Receipts

After committee had received the lists Councillor Aves asked why there were so many cheques to sign and why could Lloyds not move to BACS? The matter, including safeguards, was discussed and the Town Clerk said she would look into making the change.

50/23 Unity Payments

Lists of Unity payments for April, May, June and July 2023 were received.

51/23 Unity Receipts

Lists of Unity receipts for April, May, June and July 2023 were received.

52/23 Lloyds Payments

Lists of Lloyds payments for April, May, June and July 2023 were received.

53/23 Lloyds Receipts

Lists of Lloyds receipts for April, May, June and July 2023 were received.

54/23 Petty Cash Payments

Lists of Petty Cash payments for April, May, June and July 2023 were received.

55/23 Petty Cash Receipts

List of Petty Cash receipts for June 2023 were received.

56/23 Earmarked Reserves

A request was made that the projected spend column is broken down. The Town Clerk referred to the page following the report. There was a discussion arising from the report and certain items were clarified.

There was a short discussion of the developing Action Plan and Councillor Hubbard made some suggestions.

The report was received.

Meeting Closed at: 8.35 pm

Signed:

Dated:

MELKSHAM TOWN COUNCIL GRANT APPLICATIONS NOVEMBER 2023		ELIGIBILITY																											
Organisation Name	What the Grant is For	Total beneficiaries	Melksham Town beneficiaries	Melksham beneficiaries %	Own bank account	At least 3 members on its management committee	constitution terms of reference or set of rules	Is the project of benefit to Melksham?	Evidence of Melksham Town residents who benefit	March funding / other sources of funding?	Not a private org or business	Not an upward funding	Not for an individual or religious/political	Not undertaken by health authority	Not already happened	evidence of sustainability	ACCOUNTS	BANK STATEMENT	CONSTITUTION	SAFEGUARDING	EQUAL OPPORTUNITIES	ENVIRONMENTAL POLICY	SCORE OUT OF 21	Notes on scores	NOVEMBER GRANT REQUESTS	Whole project cost	% of project requested	Grant per Melksham beneficiary	
St Micheal and All Angel, Parish Church Bellringers	To augment Melksham bells from eight to ten bells	20	20	100%	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	19	The group is requesting £5000 - but we would be grateful for any amount	£1,000.00	£50,000	2%	£50		
Bowerhill Baby and Toddler Group	Invest in the baby and toddler sensory experience, new matting, lighting, projectors and sensory	73	59	27%	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	19	boundary awaiting facebook poll results to confirm how many Melksham Town residents attend .	£1,000.00	£1,035	97%	£17		
Melksham Carnival	To book entertainment and book first aid cover for the day				1	1	1	1	1	1	1	1	1	1	1	1	1					17	Melksham Carnival has requested to earmark their grant from 2023 to 2024.	£1,000.00	£6,200	16%	#DIV/0!		

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Melksham Town Council

Town Hall, Melksham, Wiltshire, SN12 6ES

Tel: (01225) 704187 Email: grants@melksham-tc.gov.uk

Application for Grant – November 2023

Please read the 2022 -2023 Grants Policy before completing this form

Please tick to say which grant your application is for

Regular Grant up to £1000	/
Room Hire Grant	
£1000	

How much are you applying for in this application?

1. ORGANISATION/GROUP'S NAME

Bowerhill Baby and Toddler Group

2. APPLICANTS DETAILS (Give details of a representative for correspondence)

NAME:			
ADDRESS:			
TELEPHONE:		EMAIL:	

3. ABOUT YOUR ORGANISATION

Does your organisation:

Have its own bank account, with two unrelated signatories?

Yes/ No

Yes

Have at least three members on its management committee?

Yes

Have a constitution, terms of reference or set of rules? *(please ask for help with this if needed)*

Yes

Are you a registered charity? Yes/No: If so, please give your charity number: No

Is your organisation part of, or affiliated to, a larger organisation? If so, which: No

Please circle the categories that best describe your organisation?

- | | |
|---|--|
| <ul style="list-style-type: none">Charitable OrganisationsYouth GroupSenior Citizen GroupSports Clubs and Arts GroupsAdvice Organisations | <ul style="list-style-type: none">Organisations assisting the disabledMinority GroupsCommunity buildingsCommunity eventsHealth/transport/safety groupsOther (please explain) Voluntary Baby and Toddler Group |
|---|--|

4. AIMS AND OBJECTIVES OF YOUR ORGANISATION:

What does your organisation do and how does it benefit the residents of Melksham?

Bowerhill Baby and Toddler Group has been running for around 20 years. In June of 2023 a group of Mums decided to take on the running of the group rather than loose such a fabulous facility. The group operates on Mondays 10am-11:30.

We offer a different theme each week such as “under the sea” with sea creature toys, water and sea themed crafts. We have had visits from a fire engine, Peppa Pig and we will soon have a visit from some of the animals at Longleat! We offer a healthy snack and dancing to music at the end of our session.

We want to keep this wonderful facility running for existing and future families but need to invest in updating our toys and equipment to offer an exciting experience to babies, toddlers and their guardians. For our facility is not just a place for children but for parents, carers and grandparents to meet new people and feel supported in their community.

5. THE PROJECT

In ONE SENTENCE please describe what the funding is being requested for:

We want to invest in our babies sensory experiences, with new matting, lighting, projectors and sensory spheres. Our toddlers love the outdoors, a new sand/water station and new ride-on vehicles would be great for them.

If needed, please elaborate here with further details

We would really like to offer a sensory experience for the babies that attend our group. We know that preterm babies are at risk of poor neurodevelopmental outcomes due to the disrupted sensory processing but investing in sensory lighting and projectors will also benefit children with additional needs.

As we are based in a busy village hall supported by many groups, we want to ensure the babies of the group have a safe and comfortable environment to enjoy their sensory environment. We have researched and found thick, large, wipeable mats that are also strong and hardwearing, they have been highly recommended by the parents that attend our group. These come at a cost but are the first item we would like to purchase. The mats the babies currently lay on are very unhygienic they are 10+ years old and cannot be wiped cleaned. They are dirty and are not clean for the babies.

This is a link to the mats we would like to buy for the babies –

<https://totterandtumble.co.uk/products/the-rambler>

How will this benefit the community or people of Melksham?

Our visitor numbers each week have shown that we are a popular group. We know the early years groups are vital for the community, not only for stimulating the children but as a support network for families. We can help parents learn about the importance of play, about how best to play with their children, and give families access to new and varied toys and equipment for play.

The link below is research from Action for Children which found an early association between increased children's centre usage and a decreasing gap in educational outcomes between disadvantaged children and their peers <https://www.actionforchildren.org.uk/blog/levelling-up-for-0-5s-the-potential-of-baby-and-toddler-groups/>

What evidence do you have that this project/service is required in Melksham?

We have recently set up a booking app as we found we quickly reached capacity and had to turn people away from group on the day. The app now allows people to book in advance and shows when at capacity. We share information via FaceBook about the upcoming session and special events which raises awareness and in Melksham and surrounding areas.

What evidence do you have of adverse effects on the community if your project does not go ahead?

Feedback from parents and carers that visit our group ensures we are offering a vital service. Not only for the babies and toddlers that visit us regularly and get to experience a range of activities but for their parents/carers to meet and chat with others finding a support network.

6. BENEFICIARIES

How many people in total will benefit from this grant?

200

How many of the beneficiaries are residents of Melksham Town?
Please use the attached map which indicates the Melksham Town boundary.

Please see our latest Facebook Poll to understand how many beneficiaries live in Melksham Town.

Please explain how you calculated the number of beneficiaries within the Melksham Town boundary.

We cannot be 100% sure of the number of beneficiaries living in Melksham as we do not ask or keep records of addresses for security and GDPR reasons, but upon speaking and engaging with our parents we are aware most of them live in Melksham. We recently conducted a poll via our Facebook Page and so far as of 29/10/2023 (19:30 hours) 100% of our beneficiaries state they live in Melksham.

We understand Bowerhill Village Hall may be outside/on the edge of the boundary, however 100% of our attendees state they live in Melksham.

7. FINANCIAL INFORMATION

ESTIMATED TOTAL COST OF PROJECT £1035

GRANT AID REQUESTED FROM MTC £1000

What are your current or planned subs/fees/charges?

We charge an entry fee for each child but this pays for hall rental, snacks, activity supplies, insurance. Any accumulation of entry fee goes toward replacing old or broken toys.

How will you spend the grant money you are applying for?

Please remember that Melksham Town Council do not normally give grants for running costs unless there are exceptional circumstances.

Item	Amount
Baby Light Up Sensory Sphere x 2	£222.00
Tumble Trotter Baby Mats x 4	£640.00
Soft Play Set	£149.00
Ball Pit	£123.00
Total	£1134.00

How else are you funding your project?

Please include grants from other organisations, fund raising and existing reserves.

Please note that projects must be match funded if over 40% of the voluntary time can be counted as benefit in kind).

Source	£	Confirmed?
We have been gifted £500 from Kristek Precision.	£500	Yes
First Aid course for parents with a donation from the company holding it – Daisy First Aid.	£80	£65 confirmed £80 if 16 people book on
Baby and toddler table top sale- money has already been spent replacing baby toys to more age appropriate ones.	£167.85	Yes
We are currently waiting for a donation from Maple & Fleur Photography which should be available to us in the next 2 weeks.	£unknown at this time.	
	£	
	£	
Total	£747.85	

8. ANNUAL ACCOUNTS

Please provide the following information from your annual accounts:

ACCOUNT YEAR ENDING: / /

TOTAL GROSS INCOME	£	TOTAL EXPENDITURE	£
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BALANCE AT YEAR END	£	SAVINGS (RESERVES, CASH, INVESTMENTS)	£
2019	1,000	200	200
2020	1,200	250	250
2021	1,400	300	300
2022	1,600	350	350
2023	1,800	400	400
2024	2,000	450	450
2025	2,200	500	500
2026	2,400	550	550
2027	2,600	600	600
2028	2,800	650	650
2029	3,000	700	700
2030	3,200	750	750
2031	3,400	800	800
2032	3,600	850	850
2033	3,800	900	900
2034	4,000	950	950
2035	4,200	1,000	1,000
2036	4,400	1,050	1,050
2037	4,600	1,100	1,100
2038	4,800	1,150	1,150
2039	5,000	1,200	1,200
2040	5,200	1,250	1,250
2041	5,400	1,300	1,300
2042	5,600	1,350	1,350
2043	5,800	1,400	1,400
2044	6,000	1,450	1,450
2045	6,200	1,500	1,500
2046	6,400	1,550	1,550
2047	6,600	1,600	1,600
2048	6,800	1,650	1,650
2049	7,000	1,700	1,700
2050	7,200	1,750	1,750
2051	7,400	1,800	1,800
2052	7,600	1,850	1,850
2053	7,800	1,900	1,900
2054	8,000	1,950	1,950
2055	8,200	2,000	2,000
2056	8,400	2,050	2,050
2057	8,600	2,100	2,100
2058	8,800	2,150	2,150
2059	9,000	2,200	2,200
2060	9,200	2,250	2,250
2061	9,400	2,300	2,300
2062	9,600	2,350	2,350
2063	9,800	2,400	2,400
2064	10,000	2,450	2,450
2065	10,200	2,500	2,500
2066	10,400	2,550	2,550
2067	10,600	2,600	2,600
2068	10,800	2,650	2,650
2069	11,000	2,700	2,700
2070	11,200	2,750	2,750
2071	11,400	2,800	2,800
2072	11,600	2,850	2,850
2073	11,800	2,900	2,900
2074	12,000	2,950	2,950
2075	12,200	3,000	3,000
2076	12,400	3,050	3,050
2077	12,600	3,100	3,100
2078	12,800	3,150	3,150
2079	13,000	3,200	3,200
2080	13,200	3,250	3,250
2081	13,400	3,300	3,300
2082	13,600	3,350	3,350
2083	13,800	3,400	3,400
2084	14,000	3,450	3,450
2085	14,200	3,500	3,500
2086	14,400	3,550	3,550
2087	14,600	3,600	3,600
2088	14,800	3,650	3,650
2089	15,000	3,700	3,700
2090	15,200	3,750	3,750
2091	15,400	3,800	3,800
2092	15,600	3,850	3,850
2093	15,800	3,900	3,900
2094	16,000	3,950	3,950
2095	16,200	4,000	4,000
2096	16,400	4,050	4,050
2097	16,600	4,100	4,100
2098	16,800	4,150	4,150
2099	17,000	4,200	4,200
21			

If your savings are more than your annual expenditure, what are they for?

The volunteers took over the running of Bowerhill Baby and Toddler Group in June 2023 so do not have accounts previous.

9. ELIGIBILITY

YES/NO

1. Is the grant for a private organisation operating as a business to make a profit or surplus?
2. Is the grant for an “Upward funder”, i.e., a local group whose fund raising is sent to central Head Quarters for redistribution?
3. Will you be passing the funding on to any other groups (except to pay for goods and services)?
4. Is the funding for an individual, a political organisation/project, or a religious organisation/project?
5. Is the funding for Loans or interest payments?
6. Is the function of your group primarily undertaken by the health authority or Wiltshire Council’s Social Services?
7. does your organisation discriminate on the grounds of race, religion, age, gender, transgender, sexual orientation, marital status, pregnancy or any disability?
8. If you are requesting funding for a one-off project, has the project already happened?

Is the grant requested for ongoing running costs such as salaries or rent?
If so, please explain the exceptional circumstances, and how you will meet these costs in future.

Is the grant requested (for a Regular Grant) more than £1000?
If so, please explain the exceptional circumstances.

If the funding is for security measures do you have the support of the local police and/or crime reduction officer?
Yes (name of contact) / No/Not applicable

If the funding is for work with Vulnerable adults or children, do you have the support of either Adult Social Care or Children's Services at Wiltshire Council?
Yes (name of contact) / No/Not applicable

10. CHECKLIST

Have you submitted the following (please tick the appropriate boxes)?

- X A copy of your most recent accounts
- X Your most recent bank account statement & details of any other investments/savings;
- X A copy of your constitution/terms of reference/set of rules.
- X A copy of your safeguarding policy if your group works with vulnerable adults or children.
- X A copy of your adopted equal opportunities policy or statement
 - ☐ Evidence of the environmentally responsible and sustainable practices of your organisation – N/A

11. BANK DETAILS

Name of Account:

12. DECLARATIONS

In accordance with the General Data Protection Regulation (GDPR), I agree that Melksham Town Council will process and hold personal information about me only in relation to my grant application. I consent to my personal information, including that contained in this form, being stored manually and/or electronically. It will be held securely and treated confidentially for 6 years after an application is made. I understand that it will only be accessed by authorised staff members to manage the grant application process.

I also understand that Melksham Town Council may pass details onto an official organisation where required to do so by law or contract. I understand that my data will be disposed of securely 6 years after the application and that I have the right to correct the information at any time. I have been made aware of my rights under GDPR.

Declaration:

I/we declare that the information confirmed in this application is correct and that any grant received will be applied as detailed in the request.

I/we declare that we have read the MTC grants policy and that our application complies with the policy.

I/we declare that we have included all the requested information.

I/we fully understand that if we do not include the requested information and/or if our application does not comply with the policy, the application may be rejected.

Signature of applicant(s) Date: 29/10/2023

Please return your completed form with copies of the relevant documents to Melksham Town Hall, SN12 6ES, or by email to grants@melksham-tc.gov.uk by 30th October 2023

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Melksham Town Council

Town Hall, Melksham, Wiltshire, SN12 6ES

Tel: (01225) 704187 Email: grants@melksham-tc.gov.uk

Application for Grant – November 2023

Please read the 2022 -2023 Grants Policy before completing this form

Please tick to say which grant your application is for

Regular Grant up to £1000	£1000
Room Hire Grant	

How much are you applying for in this application?

1. ORGANISATION/GROUP'S NAME

Melksham Carnival

2. APPLICANTS DETAILS (Give details of a representative for correspondence)

NAME:			
ADDRESS:			
TELEPHONE:		EMAIL:	

3. ABOUT YOUR ORGANISATION

Does your organisation:

	Yes/ No
Have its own bank account, with two unrelated signatories?	<u>Yes</u>
Have at least three members on its management committee?	<u>Yes</u>
Have a constitution, terms of reference or set of rules? <i>(please ask for help with this if needed)</i>	<u>No</u>

Are you a registered charity? Yes/No: If so, please give your charity number: No

Is your organisation part of, or affiliated to, a larger organisation? If so, which: No

Please circle the categories that best describe your organisation?

- | | |
|---|--|
| <ul style="list-style-type: none"> • Charitable Organisations • Youth Group • Senior Citizen Group • Sports Clubs and Arts Groups • Advice Organisations | <ul style="list-style-type: none"> • Organisations assisting the disabled • Minority Groups • Community buildings • Community events <input checked="" type="checkbox"/> • Health/transport/safety groups • Other (please explain) |
|---|--|

4. AIMS AND OBJECTIVES OF YOUR ORGANISATION:

What does your organisation do and how does it benefit the residents of Melksham?

To provide a selection of free/low cost all inclusive events throughout the year, ending with our free to enter and attend carnival.

5. THE PROJECT	
<p>In ONE SENTENCE please describe what the funding is being requested for:</p> <p>The running of Melksham Carnival 2024 and to book our entertainment for the event, enticing the public to showcase their own talents within the community, for the wider area to enjoy and book the first aid cover for our day</p>	
<p>If needed, please elaborate here with further details</p>	
<p>How will this benefit the community or people of Melksham?</p> <p>By providing a fun, free and well-loved tradition, that everyone can enjoy regardless of who they are</p>	
<p>What evidence do you have that this project/service is required in Melksham?</p> <p>Please see attached screenshots from various sources of people supporting/ missing carnival.</p>	
<p>What evidence do you have of adverse effects on the community if your project does not go ahead?</p> <p>Message's/emails etc from people who have missed the opportunity to get involved, It's a great moral booster for individuals and groups</p>	
6. BENEFICIARIES	
How many people in total will benefit from this grant?	The whole town
How many of the beneficiaries are residents of Melksham Town? Please use the attached map which indicates the Melksham Town boundary.	All
<p>Please explain how you calculated the number of beneficiaries within the Melksham Town boundary.</p> <p>Everyone is invited without exception, this free event is well loved and attended as it takes place in an easily accessible route for everyone to enjoy</p>	
7. FINANCIAL INFORMATION	
ESTIMATED TOTAL COST OF PROJECT £ 6,200	GRANT AID REQUESTED FROM MTC £ 1,000

What are your current or planned subs/fees/charges?**No fees/charges to watch or enter carnival****Applications made for business sponsorship****Royalty/Bonnie baby competition entry fees to cover the cost of royalty****How will you spend the grant money you are applying for?**

Please remember that Melksham Town Council do not normally give grants for running costs unless there are exceptional circumstances.

Item	Amount
Bands and entertainment	£750
First aid cover	£250
	£
	£
Total	£1,000

How else are you funding your project?

Please include grants from other organisations, fund raising and existing reserves.

Please note that projects must be match funded if over £250 (voluntary time can be counted as benefit in kind).

Source	£	Confirmed?
Bonnie baby entries	£	
Royalty competition entries	£	
Business sponsorship	£500	
Bucket collection	£676.10	
	£	
	£	
Total	£1176.10	

8. ANNUAL ACCOUNTS Please provide the following information from your annual accounts:

ACCOUNT YEAR ENDING:30/09/2022 / /

TOTAL GROSS INCOME £1,200

TOTAL EXPENDITURE £5232.31

BALANCE AT YEAR END £977.23

SAVINGS (RESERVES, CASH, INVESTMENTS) £00

If your savings are more than your annual expenditure, what are they for?

9. ELEGIBILITY**YES/NO**

1. Is the grant for a private organisation operating as a business to make a profit or surplus?
2. Is the grant for an "Upward funder", i.e., a local group whose fund raising is sent to central Head Quarters for redistribution?
3. Will you be passing the funding on to any other groups (except to pay for goods and services)?
4. Is the funding for an individual, a political organisation/project, or a religious organisation/project?

N

5. Is the funding for Loans or interest payments?	N
6. Is the function of your group primarily undertaken by the health authority or Wiltshire Council's Social Services?	N
7. does your organisation discriminate on the grounds of race, religion, age, gender, transgender, sexual orientation, marital status, pregnancy or any disability?	N
8. If you are requesting funding for a one-off project, has the project already happened?	N
Is the grant requested for ongoing running costs such as salaries or rent? If so, please explain the exceptional circumstances, and how you will meet these costs in future.	N
Is the grant requested (for a Regular Grant) more than £1000? If so, please explain the exceptional circumstances. To save the future of Melksham Carnival after the limitations of covid has stopped its main fundraising events.	Y
<p>If the funding is for security measures do you have the support of the local police and/or crime reduction officer? Yes (name of contact) / No/Not applicable NA</p> <p>If the funding is for work with Vulnerable adults or children, do you have the support of either Adult Social Care or Children's Services at Wiltshire Council? Yes (name of contact) / No/Not applicable. NA</p>	
10. CHECKLIST	
<p>Have you submitted the following (please tick the appropriate boxes)?</p> <ul style="list-style-type: none"> <input type="checkbox"/> A copy of your most recent accounts <input type="checkbox"/> Your most recent bank account statement & details of any other investments/savings; <input type="checkbox"/> A copy of your constitution/terms of reference/set of rules. <input type="checkbox"/> A copy of your safeguarding policy if your group works with vulnerable adults or children. <input type="checkbox"/> A copy of your adopted equal opportunities policy or statement <input type="checkbox"/> Evidence of the environmentally responsible and sustainable practices of your organisation. 	
11. BANK DETAILS	
Name of Account:	
12. DECLARATIONS	
<p>In accordance with the General Data Protection Regulation (GDPR), I agree that Melksham Town Council will process and hold personal information about me only in relation to my grant application. I consent to my personal information, including that contained in this form, being stored manually and/or electronically. It will be held securely and treated confidentially for 6 years after an application is made. I understand that it will only be accessed by authorised staff members to manage the grant application process.</p> <p>I also understand that Melksham Town Council may pass details onto an official organisation where required to do so by law or contract. I understand that my data will be disposed of securely 6 years after the application and that I have the right to correct the information at any time. I have been made aware of my rights under GDPR.</p> <p>Declaration: I/we declare that the information confirmed in this application is correct and that any grant received will be applied as detailed in the request. I/we declare that we have read the MTC grants policy and that our application complies with the policy. I/we declare that we have included all the requested information. I/we fully understand that if we do not include the requested information and/or if our application does not comply with the policy, the application may be rejected.</p>	

Signature of applicant(s) - Date: 08/11/2023

Please return your completed form with copies of the relevant documents to Melksham Town Hall, SN12 6ES, or by email to grants@melksham-tc.gov.uk by 30th October 2023

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Melksham Town Council

Town Hall, Melksham, Wiltshire, SN12 6ES
Tel: (01225) 704187 Email: grants@melksham-tc.gov.uk

Application for Grant – November 2023

Please read the 2022 -2023 Grants Policy before completing this form

Please tick to say which grant your application is for

Regular Grant up to £1000	
Room Hire Grant	
£5000.00	

How much are you applying for in this application?

1. ORGANISATION/GROUP'S NAME			
St Michael and All Angels, Parish Church Bellringers			
2. APPLICANTS DETAILS (Give details of a representative for correspondence)			
NAME:			
ADDRESS:			
TELEPHONE:		EMAIL:	
3. ABOUT YOUR ORGANISATION			
Does your organisation:			
Have its own bank account, with two unrelated signatories?			Yes/ No YES
Have at least three members on its management committee?			YES
Have a constitution, terms of reference or set of rules? <i>(please ask for help with this if needed)</i>			YES
Are you a registered charity? No: If so, please give your charity number:			
Is your organisation part of, or affiliated to, a larger organisation? If so, which: Yes, The Salisbury Diocese Guild of Ringers			
Please circle the categories that best describe your organisation?			
<ul style="list-style-type: none"> Charitable Organisations Youth Group Senior Citizen Group Sports Clubs and Arts Groups Advice Organisations Organisations assisting the disabled Minority Groups Community buildings Community events Health/transport/safety groups Other (please explain) Service provider for Melksham Parish Church, the town and the community 			
4. AIMS AND OBJECTIVES OF YOUR ORGANISATION:			
What does your organisation do and how does it benefit the residents of Melksham?			
We call people to worship at St Michael and all Angels, Melksham Parish Church. We provide ringing for national occasions, Armistice, The Coronation, Royal Celebrations, National Celebrations (e.g. Olympics). We ring for personal celebrations – Weddings, funerals, christenings etc. We maintain the bells for the church, the community and future generations.			

5. THE PROJECT

In ONE SENTENCE please describe what the funding is being requested for:

We wish to augment Melksham bells from eight bells to ten.

If needed, please elaborate here with further details

The Parish church of St Michael and all Angels currently has eight bells hung for change ringing. We have been given the opportunity to install an additional two lighter bells which would bear the Royal Cypher for the Coronation of King Charles. The addition of these two bells will assist in the training of new bell ringers which is much needed to future proof our band of ringers.

How will this benefit the community or people of Melksham?

Melksham tower has an aging ringing community. The addition of these two lighter bells will assist with teaching new members to ring and will also enable our older members to continue ringing on a lighter peal of bells. Currently, for the bells to sound true we need to ring all eight. The addition of the two lighter bells will enable us to ring eight, ten or a true didactic six bells. The bells are a long standing part of the life of Melksham and without the ability to train and attract new ringers withing 5-10 years they could stand silent.

What evidence do you have that this project/service is required in Melksham?

Whilst Melksham still has an active and very skilled band of ringers we need to attract and train new ringers if we are to continue to provide this voluntary service to the community. This needs to be done whilst we still have the skillset available to teach and develop learning ringers.

What evidence do you have of adverse effects on the community if your project does not go ahead?

There are towers all over the country where the bells hang silently due to a lack of local bellringers. For the art of change ringing to continue we need to be able to teach and encourage learners

6. BENEFICIARIES

How many people in total will benefit from this grant?

The Melksham
Community

How many of the beneficiaries are residents of Melksham Town?

Please use the attached map which indicates the Melksham Town boundary.

Please explain how you calculated the number of beneficiaries within the Melksham Town boundary.

We welcome people from Melksham and are supported by ringers from the surrounding villages and towns.

7. FINANCIAL INFORMATION

ESTIMATED TOTAL COST OF PROJECT	£50,000	GRANT AID REQUESTED FROM MTC	£5000 – but we would be grateful for any sum
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What are your current or planned subs/fees/charges? Bellringing is a free hobby, membership of the guild is currently £10.00 per year which provides insurance and other benefits.

How will you spend the grant money you are applying for?

Please remember that Melksham Town Council do not normally give grants for running costs unless there are exceptional circumstances.

Item	Amount
Cost of hanging new bells fixtures and fittings	£47,000
	£
Tower Rail, contrasting nosings on steps to ringing chamber, link from belfry to church to allow viewing of ringing bells estimated @	£3000
	£
	£
Total	£

How else are you funding your project?

Please include grants from other organisations, fund raising and existing reserves.

Please note that projects must be match funded if over £250 (voluntary time can be counted as benefit in kind).

Source	£	Confirmed?
Donation of Bell – Keltek Trust	£6700	Yes
Donation of Bell – Personal Benefactor	£6700	Yes
Grant from Salisbury Diocese Guild of Ringers (Llewelyn Edwards Bell Fund)	£9500	Yes
Current Donations from local ringers	£7500	Yes
Donation from Devizes Branch of SDGR	£250	Yes
Donations from visiting ringers	£145	Yes
Various other trusts are being contacted and fundraising is planned	£	
Total	£30,795	

8. ANNUAL ACCOUNTS Please provide the following information from your annual accounts:

ACCOUNT YEAR ENDING: 31 /12 /2022

TOTAL GROSS INCOME £ 618.39

TOTAL EXPENDITURE £ 1294.32

BALANCE AT YEAR END £ 2438.75

SAVINGS (RESERVES, CASH, INVESTMENTS) £

If your savings are more than your annual expenditure, what are they for?

9. ELEGIBILITY

YES/NO

1. Is the grant for a private organisation operating as a business to make a profit or surplus?

NO

2. Is the grant for an “Upward funder”, i.e., a local group whose fund raising is sent to central Head Quarters for redistribution?

NO

3. Will you be passing the funding on to any other groups (except to pay for goods and services)?	NO
4. Is the funding for an individual, a political organisation/project, or a religious organisation/project?	Only to the extent that the bells are in the Parish Church
5. Is the funding for Loans or interest payments?	NO
6. Is the function of your group primarily undertaken by the health authority or Wiltshire Council's Social Services?	NO
7. does your organisation discriminate on the grounds of race, religion, age, gender, transgender, sexual orientation, marital status, pregnancy or any disability?	NO
8. If you are requesting funding for a one-off project, has the project already happened?	NO
Is the grant requested for ongoing running costs such as salaries or rent? If so, please explain the exceptional circumstances, and how you will meet these costs in future.	NO
<p>Is the grant requested (for a Regular Grant) more than £1000? YES If so, please explain the exceptional circumstances.</p> <p>We would be grateful for any donation that could be given to help us with this project which would benefit the whole town for many years to come. The bells and the maintenance of them have always been handled and funded by the bellringers at the church, including funding a dumb bell and ringing simulator to help with training. The two new bells will aid the transition from ringing a dumb bell to ringing actual church bells and it has been recognised for a while that this would be a valuable addition to the tower.</p> <p>This opportunity has arisen now due to the generous offers to donate the two bells to commemorate the Coronation of King Charles and the passing of one of our previous ringers. In order to cast the bells with the Coronation Cypher we need to be able to order the bells before the end of this calendar year – therefore we need to know funding would be in place to support the installation of the bells. The aim would be to complete the project during 2024. Whilst we have fundraising schemes in place for some of the funds achieving the full total will be a difficult task, therefore we have decided that we now need to ask the town to help us with ensuring the sustainability of bellringing in Melksham for the future.</p>	
<p>If the funding is for security measures do you have the support of the local police and/or crime reduction officer? Yes (name of contact) / Not applicable</p> <p>If the funding is for work with Vulnerable adults or children, do you have the support of either Adult Social Care or Children's Services at Wiltshire Council? Yes (name of contact) / Not applicable</p>	
10. CHECKLIST	
<p>Have you submitted the following (please tick the appropriate boxes)?</p> <p><input checked="" type="checkbox"/> A copy of your most recent accounts</p> <p><input checked="" type="checkbox"/> Your most recent bank account statement & details of any other investments/savings;</p> <p><input checked="" type="checkbox"/> A copy of your constitution/terms of reference/set of rules.</p> <p><input type="checkbox"/> A copy of your safeguarding policy if your group works with vulnerable adults or children. The policy is currently being updated. The link is sdgr.org.uk/safeguarding/#guild-policy</p> <p><input type="checkbox"/> A copy of your adopted equal opportunities policy or statement</p> <p><input type="checkbox"/> Evidence of the environmentally responsible and sustainable practices of your organisation.</p>	
11. BANK DETAILS	
Name of Account:	
12. DECLARATIONS	

In accordance with the General Data Protection Regulation (GDPR), I agree that Melksham Town Council will process and hold personal information about me only in relation to my grant application. I consent to my personal information, including that contained in this form, being stored manually and/or electronically. It will be held securely and treated confidentially for 6 years after an application is made. I understand that it will only be accessed by authorised staff members to manage the grant application process.

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Signature of applicant(s)

Please return your completed form with copies of the relevant documents to Melksham Town Hall, SN12 6ES, or by email to grants@melksham-tc.gov.uk by 30th October 2023

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For priority review
Committed revenue

Finance, Admin & Performance

		Budget 2022/2023	Budget 2023/2024	Budget 2024/2025	Narrative
		Total	Budget	Budget	
<u>101 Central Costs</u>					
1950	Sale of Assets	0	0	0	
4000	Salaries ENI & Pension	225,000	300,500	300,000	
4021	Stationery	2,750	500	2,000	
4023	Advertising	1,750	500	1,000	
4024	Equipment/furniture	3,000	1,000	1,000	
4026	Photocopying	1,200	750	1,500	
4027	Telephones and Mobiles	3,000	3,000	3,000	
4028	Postage	400	500	500	
4029	Subscriptions	4,000	3,500	3,000	
4040	Information Technology/Hardware	17,500	20,000	20,000	
4042	Licences/Software	4,500	7,000	7,000	
4058	Insurance	9,750	38,000	38,000	
4061	Travel	500	500	300	
4075	Training	5,000	6,000	5,000	
Overhead Expenditure		(278,350)	(381,750)	(382,300)	
Net Budget		(278,350)	(381,750)	(382,300)	
<u>110 Corporate Costs</u>					
1026	Income Interest	0	400	1,000	in 23-24 shortfalls from:
1176	Precept	966,204	1,226,990	0	
Income		966,204	1,227,390	1,000	
4017	Bank account fees	500	500	500	
4043	HR consultancy	5,000	7,500	6,000	
4050	Legal and Professional	3,500	7,000	7,000	
4057	Accountancy and Audit	12,000	12,000	0	
4076	Health & Safety	2,500	3,500	0	
Overhead Expenditure		(23,500)	(30,500)	(13,500)	
Net Budget		942,704	£1,196,890	(12,500)	
<u>115 Civic and Democratic</u>					
4030	Town Crier's expenses	300	800	300	Ear Marked Reserve of 14830 out turn for this year consider an increase to build reserve includes £1200 honorarium for photographer
4034	Councillors' training	2,000	1000	1000	
4062	Election Expenses	2,000	2000	2000	
4070	Mayor's Allowance	1,000	1500	1500	
4085	Civic and Ceremonial	2,500	3500	4700	
4311	Remembrance Day	2,000	1000	2000	
Overhead Expenditure		(9,800)	(9,800)	(11,500)	
Net Budget		(9,800)	(9,800)	(11,500)	
<u>151 Grants</u>					
4301	Grants	25,000	16000	16000	
4302	Grant CAB - Major	5,000	5000	5000	
4303	Grant-4Youth - Major	10,000	10000	10000	
4305	Grant Christmas Lights - Major	10,000	10000	10000	
4306	Grant Party in the Park - Major	3,000	3000	3000	
4310	Grant Food and River Festival - Major	3,000	3000	5000	
4317	Grant Carnival - Major	2,500	2500	2500	
4330	Grant TIC - Major	4,000	4000	4000	

Overhead Expenditure		(62,500)	(53,500)	(55,500)	
Net Budget		£62,500	£53,500	£55,500	
Total Income		966,204	1,227,390	1,000	
Less Overhead Expenditure		(374,150)	(475,550)	(462,800)	
Net Budget		592,054	£751,840	(461,800)	

20% increase, tariff changes March 2024 see above

frequency to drop to quarterly from December, currently monthly

Still have 2 vehicles on lease - could not realease one as planned due to vehicle breakdown

defib needs replacing new pads also required

pipework and new trough instals

Net Budget		2,200	2,800	-200	
<u>204 KGV Pavilion and Car Park</u>					
1046	Income - Pavilion	1,500	5,000	0	1st year of lease rent free
	Income	1,500	5,000	0	
4250	Telephone - Pavilion	300	500	1,000	now two lines public wifi and pavilion connection including for cctv etc To be paid by lessee
4252	Electricity - Pavilion	2,300	3,000	12,000	
4254	Water - Pavilion	1,200	1,000	2,500	
4255	Fire Safety Checks	250	250	400	
4256	Maintenance - Pavilion	2,000	4,500	4,000	
4257	Insurance - Pavilion	1,200	0 TBC	0 TBC	
4258	Development - Pavilion	3,000	0	3,600	not development but waste charges associated with the park
4260	Non Domestic Rates - Car Park	2,000	0	0	
	Overhead Expenditure	(12,250)	(9,250)	(23,500)	
Net Budget		-10,750	(4,250)	(23,500)	
<u>205 Public Toilets - Market Place</u>					
1060	MWPC contr. to Market Place	7,500	7,500	5,000	
	Income	7,500		5,000	
4106	Repairs and Maintenance	2,000	1,000	1,000	
4180	Cleaning	15,000	7,000	7,000	
4101	Electricity supply: Toilets	2,133	1,800	2,200	
4103	Water	2,500	3,000	3,000	
	Overhead Expenditure	(21,633)	(12,800)	(13,200)	
Net Budget		(14,133)	(12,800)	(8,200)	
<u>206 Public Toilets - Bath Road</u>					
4101	Electricity	0	1400	1700	
4103	Water Rates	0	2000	2000	
4106	Repairs and Maintenance	0	1000	1000	
4180	Cleaning	0	7000	7000	
	Overhead Expenditure	0	-11,400	-11,700	
Net Budget		£0	(11,400)	(11,700)	
<u>210 Corporate Properties</u>					
1040	Income 31 Market Place	6,900	6,900	6,900	
1042	Income Roundhouse	0	0	0	
1047	Income Unit at Bowerhill	0	0	0	
1048	Income Art House Cafe	6,000	6,000	6,000	
	Income	12,900	12,900	12,900	
4175	Costs Art House Cafe	1,000	0	0	
4178	Costs Roundhouse	4,000	0	0	
4191	Costs 31 Market Place	500	0	0	
	Overhead Expenditure	(5,500)	£0	£0	
Net Budget		7,400	12,900	12,900	
<u>211 Art House Café</u>					
4202	Gas	900	1,000	250	
4175	Costs Art House Cafe	600	0	750	
	Overhead Expenditure	(1,500)	(1,000)	(1,000)	
Net Budget		-1,500 0	-1,000	-1,000	
<u>212 Roundhouse</u>					
4101	Electricity	0	500	400	
4102	Non Domestic Rates	600	0	0	
4103	Water Rates	240	240	200	
4106	Repairs and Maintenance	0	1,000	250	

Overhead Expenditure		(840)	(1,740)	(850)	
Net Budget		-840 0	-1,740	-850	
<u>213 31 Market Place</u>					
4106	Repairs and Maintenance	1,200	0	1,000	
4108	Service Contracts	0	1,000	1,000	
Overhead Expenditure		(1,200)	(1,000)	(2,000)	
Net Budget		-1,200 0	-1,000	-2,000	
<u>215 Depot</u>					
4101	Electric - Unit	2,400	2,000	1,200	
4102	Non Domestic Rates	2,472	2,500	5,000	
4103	Water Rates	250	250	250	Rates due for portion of building which was sub-let
4106	Repairs and Maintenance	1,500	4,000	2,000	
4160	Leasing	10,850	12,350	15,600	
4184	Fire security: Unit	300	300	300	
Overhead Expenditure		(12,900)	(21,400)	(24,350)	
Net Budget		(12,900)	(21,400)	(24,350)	
<u>220 Play Areas and Open Spaces</u>					<p>Survey to take place to develop a strategy, £50,000 spend suggested for Awdry Avenue and BMX pum track decision required for next years budget</p> <p>To include monies for a tree survey</p>
4157	Grasscutting	18,000	30,000	25,000	
4158	Replacement Play Equipment	50,000	50,000	0	
4165	Maintenance play areas	5,000	5,000	10,000	
4169	Maintenance of trees	0	2,000	4,000	
4179	Tree Planting	15,000	10,000	10,000	
4193	Rospa checks: Play areas	1,100	1,600	1,600	
Overhead Expenditure		(89,100)	(98,600)	(50,600)	
Net Budget		(89,100)	(98,600)	(50,600)	
<u>221 King George V Park</u>					<p>resurfacing of the splashpad</p> <p>provision for accurate account meter awaiting Wessex Water to check meterage</p>
4101	Electricity	0	5,000	7,000	
4106	Repairs and Maintenance	0	0	20,000	
4108	Service Contracts	0	5,000	5,500	
4199	Chemicals	10,000	2,000	4,000	
4313	Sports Roadshow	5,000	5,000	5,000	
4913	Water	2,200	7,000	10,500	
Overhead Expenditure		(17,200)	(24,000)	(52,000)	
Net Budget		(17,200)	(24,000)	(52,000)	
<u>405 Solar Farm Projects</u>					
1182	Solar money received	38,620	40,000	40,000	
Income		38,620	40,000	40,000	
4500	Solar Money Projects	38,620	40,000	40,000	
Overhead Expenditure		(38,620)	(40,000)	(40,000)	
Net Budget		0	0	0	
Page 30					
Total Income		70,520	67,900	67,900	

Less Overhead Expenditure		(523,528)	-647,690	-586,700
Net Budget		(453,008)	-579,790	-518,800
		Budget 2022/2023	Budget 2023/2024	Budget 2023/2024
		Total	Budget	Budget
Community Development				
302 Projects				
1050	Grants Received	0	0	0
1059	Sponsorship	0	0	2,000
1174	Christmas Income	0	0	0
1210	Community Hub Income	0	0	0
Income		0	0	2,000
4073	Environmental Projects	1,000	5,000	2,000
4074	Neighbourhood Plan	5,000	2,000	5,000
4078	Community Projects	1,000	1,000	2,000
4080	Melksham in Bloom		500	500
4081	Melksham Art Project	2,000	1,000	1,000
4083	Virtual Community Hub	1,200	1,000	0
4304	Switch on Event	0	6,500	11,000
Overhead Expenditure		(10,200)	(17,000)	(21,500)
Net Budget		(10,200)	(17,000)	(19,500)
310 East Melksham Community Hall				
4050	Legal and Professional	1,000	5,000	0
Overhead Expenditure		1,000	(5,000)	£0
Net Budget		1,000	(5,000)	£0
Total Income		0	0	2,000
Less Overhead Expenditure		(9,200)	(22,000)	(21,500)
Net Budget		(9,200)	(22,000)	(19,500)
		Budget 2022/2023	Budget 2023/2024	Budget 2023/2024
		Total	Budget	Budget
Economic Development				
403 Economic Dev. and Planning				
1030	Income-Melksham Makers Market	1,000	2,000	0
1089	Income-Hanging Baskets	0	1,300	2,000
Income		1,000	3,300	2,000
4071	Town Floral Displays	10,000	10,000	10,000
4308	CCTV	12,500	0	5,000
4309	Newsletter	4,000	5,000	2,000
4327	Community Development Support	750	0	0
4328	Electric/ climate development	0	2,000	2,000
4354	Parking Scheme	1,500	500	500
4356	Highways projects LHFIG	7,500	12,500	10,000
4922	Publicity & Marketing	2,000	1,500	1,500
4925	Town Development	15,000	15,000	10,000
Overhead Expenditure		(53,250)	(46,500)	(41,000)
Total Income		1,000	3,300	2,000
Less Overhead Expenditure		(53,250)	(46,500)	(41,000)
Net Budget		(52,250)	(43,200)	(39,000)
Page 31				
		Budget 2022/2023	Budget 2023/2024	Budget 2023/2024

Makers Market are now financially independent of the town council

Assembly Hall

501 Assembly Hall Central Costs

1000	Income-Assembly Hall Lettings
1050	Grants Received

Income	38,000	50,000	30,000
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4000	Salaries ENI & Pension	78,000	85,000	105,212
4900	Uniforms	625	500	1,000
4905	Cleaning Materials	700	2,000	2,000
4907	Stationery/Printing/Postage	600	150	150
4908	Advertising	0	0	0
4909	Licences	3,600	4,500	3,500
4911	Electricity	13,200	13,500	14,000
4912	Gas	1,000	350	100
4913	Water	2,400	2,600	2,600
4914	Rates	9,000	9,500	9,500
4915	Equipment	0	0	5,000
4916	Maintenance-Equipment	10,000	7,500	7,500
4917	Service Contracts	7,200	12,000	8,400
4918	Maintenance	12,000	10,000	13,000
4922	Publicity & Marketing	4,800	6,000	7,500
4923	Management Information Systems	6,600	7,000	6,000
4924	Telephone: security alarms	360	300	300
4927	Stocktaking	600	600	600
4929	AIB	1,800	2,000	2,000
4949	Provision/Hire Stage Lights	1,800	0	2,000
4958	Event Security	2,400	1,500	3,000

Overhead Expenditure	(156,685)	(165,000)	(193,362)
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Net Budget	(118,685)	(115,000)	(163,362)
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510 Assembly Hall Events

1004	Film shows
1173	Live Entertainment

Income	45,000	2,600	20,300
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4919	Films: expenses and contract	2,000	300	220
4954	PA and Lighting Costs	6,000	1,000	2,000
4960	Live entertainment:	40,000	1,000	11,000

Overhead Expenditure	(48,000)	(2,300)	(13,220)
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Net Budget	-3,000	£300	£7,080
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520 Assembly Hall Bar and Catering

1001	Income-Assembly Hall Bar
1003	Income Food and Snacks

Income	82,250	55,000	38,500
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4901	Catering Stock Purchases	10,752	0	2,000
4903	Bar Stock Purchases	30,575	24,750	12,000

Overhead Expenditure	(41,327)	(24,750)	(14,000)
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Net Budget	40,923	30,250	24,500
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can we split casual staff from salaried staff

PRS & PPL

Funding for a Ceiling mounted projector

Previously included waste collection service contract for KGV now separated

Dressing room refurb required and alarm systems

software to manage all sales at Assembly Hall for all payment methods including management of ticket sales

credit card charges/cost of sale

Martyn's Law (implicaitons re security)

Total Income	165,250	107,600	88,800
Less Overhead Expenditure	(246,012)	-192,050	-220,582
Net Budget	-80,762	-84,450	-131,782
Total Budget Income	1,202,974	1,406,190	161,700
Total Expenditure	(1,206,140)	(1,383,790)	(1,332,582)
Net Movement	(3,166)	£22,400	(1,170,882)

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MELKSHAM TOWN COUNCIL
MEETING OF THE FINANCE ADMIN AND PERFORMANCE COMMITTEE
11/ 11/ 2023

CONSIDER HOW WE ARE USING THE RIALTAS SOFTWARE

Proposed by: Councillor Mortimer

Seconded by: Councillor xxx

Dated: 12 November 2023

1. Purpose of the motion

To get the best out of using the current Rialtas Accounting Software package.

2. Background (Including previous resolution/s made and date/s if applicable)

No previous resolutions but have had many discussions/queries re totals on the Income and Expenditure Report and balances of the Ear Mark Reserves for Financial Statement.

3. Current Situation

I have recently been on two Rialtas software courses one for budgets and one for ear mark reserves to enable to get to the bottom of the queries we have in our reports. It was a very useful course.

The 9000 codes that we are using for ear mark reserves (see attached) I was informed are for expenditure codes that map to Income and Expenditure report. I was advised that the system is set up for the 300 codes to be used for Ear Mark Reserves and that these map to the Balance Sheet. (see attached the MWPC Ear Mark Reserve) Using code 300 instead of 9000 would appear to solve many of the queries we have had with the reports.

The expenses need to be coded to an expenditure code not straight to the code for Ear Mark Reserves. The default when posting expenses is that it comes out of general reserves. For expenses designated to come out of other reserves there is a right click features when posting expenses that brings up the list of reserves in the 300's to choose from.

The right click was introduced with software update a few years ago. The other members on the course all used it and agreed it was a much-improved feature of the system.

4. What financial implications are there?

Software training courses. These are either £65 or £120. I envisage there will be man hours saved and more meaning full reports produced by using the system as it is intended. Rialtas support, which I assume we have, offer unlimited access for support at no extra cost.

5. How does the motion link to Town Council policies and core values?

Links in with the transparency and timely information of data.

6. What risks are there? (Provide a risk assessment)

None noted

7. What crime and disorder implications are there?

None noted.

8. What environmental and biodiversity considerations are there?

None noted.

9. What safeguarding concerns are there?

None noted.

10. Motion

To consider working with Rialtas Support to use the recommend codes to produce more meaning full accounts.

11. Does the motion impact/ support any previous decisions of council?

No

12. Confirmation that the item under consideration has not been discussed by Council within the preceding six months. If it has, has there been a material change and what is this?

No

13. Please summarise any specific recommendations you have in relation to next steps

That the Council use Rialtas support and any courses necessary to get us back on track with using the current software in the most efficient manner ie in the way it is intended.

Office Use:

Date of receipt by Proper Officer:

Date of proposed council meeting for motion:

Date/s of relevant resolutions:

(record full resolution/s here)

Motion accepted by Proper Officer:

Motion rejected by Proper Officer:

Reasons for rejection:

A/c Code 4960 Live entertainment:

Centre 510 Assembly Hall Events

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
1	14/04/2023	3710	Cashbook	Show	2,263.32	
1	30/04/2023	1036	Journal	Gianta of Rock Due		2,263.32
2	19/05/2023	AHNIK01	Purchase Ledger	Show - Psychic Medium	266.73	
4	01/07/2023	THHUGH01	Purchase Ledger	Quiz items	18.33	
4	01/07/2023	1069	Journal	Everything Changes	1,270.30	
4	01/07/2023	1069	Journal	Simon & Garfunkel	1,612.47	
4	01/07/2023	1069	Journal	Fleetwood Mac	1,855.55	
Account Live entertainment:					Account Totals	7,286.70
Centre Assembly Hall Events					Net Balance Month 8	5,023.38

A/c Code 4970 PL Correction

Annual Budget 0

Centre 101 Central Costs

Committed 0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
5	27/03/2023	THPLA01	Purchase Ledger	Correct - prev year		2,324.22
5	29/03/2023	AHSOU04	Purchase Ledger	Correction - prev year		1,363.27
5	01/08/2023	1076	Journal	Datqa Errors	7,560.69	
5	31/08/2023	1077	Journal	Data Errors	1,423.27	
5	31/08/2023	1078	Journal	Transfer to Balance Sheet		5,296.47
Account PL Correction					Account Totals	8,983.96
Centre Central Costs					Net Balance Month 8	0.00

A/c Code 9202 Unplanned Maintenance

Annual Budget 67,109

Centre 901 Earmarked Reserves

Committed 0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
6	08/09/2023	THJAC01	Purchase Ledger	KGV - flooring/walls	4,166.67	
6	19/09/2023	THAND02	Purchase Ledger	Works to Jack's Kitchen	5,100.00	
6	29/09/2023	THSTR02	Purchase Ledger	Pavilion - design work	375.00	
7	19/09/2023	THRIG02	Purchase Ledger	Drainage - KGV	14,628.00	
7	11/10/2023	THJAC01	Purchase Ledger	Alum doors/frames - KGV	7,650.00	
Account Unplanned Maintenance					Account Totals	31,919.67
Centre Earmarked Reserves					Net Balance Month 8	31,919.67

A/c Code 9235 Market Town Initiative

Annual Budget 20,000

Centre 901 Earmarked Reserves

Committed 0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
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A/c Code 9235 Market Town Initiative

Centre 901 Earmarked Reserves

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
2	26/05/2023	THBRI01	Purchase Ledger	Market Towns Initiative	3,500.00	
4	17/07/2023	1140	Journal	Feather flags	364.00	
Account Market Town Initiative					Account Totals	3,864.00
Centre Earmarked Reserves					Net Balance Month 8	3,864.00

A/c Code 9243 Green Spaces

Annual Budget 10,743

Centre 901 Earmarked Reserves

Committed 0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
3	03/04/2023	TH1ST03	Purchase Ledger	Wooden fencing - Dog area	2,314.23	
6	10/08/2023	TH1ST03	Purchase Ledger	Fencing - KGV	2,314.23	
6	10/08/2023	TH1ST03	Purchase Ledger	Fencing - KGV	3,191.76	
6	15/09/2023	TH1ST03	Purchase Ledger	Dog park gate - move	502.00	
6	15/09/2023	TH1ST03	Purchase Ledger	Late payment charge	144.40	
7	11/10/2023	THJHJ01	Purchase Ledger	Fence removal - KGV	860.00	
Account Green Spaces					Account Totals	9,326.62
Centre Earmarked Reserves					Net Balance Month 8	9,326.62

A/c Code 9244 Major Projects Reserve

Annual Budget 278,945

Centre 901 Earmarked Reserves

Committed 0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
1	27/03/2023	THWBC01	Purchase Ledger	Cont - Hydro feasibility	3,500.00	
1	01/07/2023	1056	Journal	Reverse Opening accrual		3,500.00
2	26/05/2023	THCOMM03	Purchase Ledger	Survey software	1,150.00	
2	26/05/2023	BACS	Cashbook	Metal fencing - Agility (dep)	3,191.76	
4	06/07/2023	THBJP01	Purchase Ledger	KGV - lighting project	716.60	
6	23/08/2023	AHUKM01	Purchase Ledger	Sign fitting kit	100.00	
6	01/09/2023	THHEA01	Purchase Ledger	Eco Toilet	33,295.00	
6	04/09/2023	1141	Journal	Football posts	1,610.00	
6	16/09/2023	AHKAN01	Purchase Ledger	Fire alarm system - Pavilion	1,545.00	
6	16/09/2023	AHKAN01	Purchase Ledger	Intruder alarm - Pavilion	1,140.00	
6	29/09/2023	AHKAN01	Purchase Ledger	Pavilion - refurbishment	3,240.00	
6	29/09/2023	AHKAN01	Purchase Ledger	Pavilion -Internet connection	480.00	
6	29/09/2023	AHKAN01	Purchase Ledger	Pavilion - kitchen electrics	5,400.00	
Account Major Projects Reserve					Account Totals	55,368.36
Centre Earmarked Reserves					Net Balance Month 8	51,868.36

A/c Code	9245	Solar Money				Annual Budget	95,933
Centre	901	Earmarked Reserves				Committed	0
Month	Date	Reference	Source	Transaction Detail		Debit	Credit
					Opening Balance	0.00	
2	30/04/2023	THIC201	Purchase Ledger	Remote CCTV		13,080.00	
2	03/05/2023	THSUN02	Purchase Ledger	Lighting - East of Melksham		28,879.00	
		Account	Solar Money		Account Totals	41,959.00	0.00
		Centre	Earmarked Reserves		Net Balance Month 8	41,959.00	

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Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
321 New Hall Berryfield Contingenc	587,857.63	-239,483.81	348,373.82
322 Office Accomodation Cntng	2,856.53	-2,856.53	0.00
323 EMR New Pavilion Bowerhill	0.00		0.00
324 EMR Bowerhill Youth Club	0.00		0.00
325 Use 326	0.00		0.00
326 B'hill Sf Capital	42,615.36	4,848.21	47,463.57
327 Shaw PA Surf&Equip Cntng	0.00		0.00
328 Recr&Sport Facility Cntng	6,000.00		6,000.00
329 EMR Gen Highway/Footpath/L'ing	4,000.00		4,000.00
330 EMR Legal Fees	5,450.00	-443.79	5,006.21
331 Legal Fees Cntng	0.00	0.00	0.00
332 EMR Community Projects	765.67	5,000.00	5,765.67
333 Sandridge Solar Farm	29,068.47	7,373.14	36,441.61
334 Election Cntng	14,000.00		14,000.00
335 Staffing Cntng	9,850.00	-386.66	9,463.34
336 Shaw Hall	4,400.00		4,400.00
337 Play Area Surf/Eqp Contingency	40,000.00		40,000.00
338 Shurnhold Fields Capital	10,000.00		10,000.00
339 Replacemnt/Renewal Council As.	29,116.00	-645.00	28,471.00
340 New General Contingency Reserv	34,008.00	-3,765.23	30,242.77
341 Defib & Battery Replacemnt	10,850.00		10,850.00
342 CIL	45,302.08	-18,730.72	26,571.36
343 Sports field Annual sum	22,213.00	-1,145.00	21,068.00
344 CIL 2016 2017	0.00		0.00
345 EMR Area board grant	0.00		0.00
346 EMR Age Friendly Project	0.00		0.00
347 EMR Shurnhold Fields project	81,988.60	-1,980.34	80,008.26
348 EMR New CC East	315,029.94	-315,029.94	0.00
349 Photocopier Replacement	1,200.00		1,200.00
350 Flood Prevention Funding	5,000.00	-5,000.00	0.00
351 EMR Covid Grants	2,148.21	-2,148.21	0.00
352 Old Berryfield Hall Disposal	5,000.00	-5,000.00	0.00
353 EMR 10% sharing Pot with MMTC	317.82	4,805.49	5,123.31
354 EMR SSE Grant for MCS	0.00	8,361.00	8,361.00
	1,309,037.31	-566,227.39	742,809.92

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Date: 10/11/2023	Melksham Town Council Current Year	Page: 1
Time: 13:39	Cashbook 1	User: MEL
	Unity Bank	For Month No: 5

Receipts for Month 5			Nominal Ledger Analysis			
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c Centre	£ Amount Transaction Detail
Balance Brought Fwd :		248,587.10				248,587.10
BACS Banked: 10/08/2023		583.33				
BACS	Wiltshire Publications	583.33			1040 210	583.33 Rent - 31 Mkt Pl - Apr 2022
BACS Banked: 10/08/2023		30,141.46				
BACS	HMRC	30,141.46			105	30,141.46 VAT refund
BACS Banked: 14/08/2023		60.00				
BACS	Berryman-Thorne	60.00			1052 302	60.00 Xmas Fayre
BACS Banked: 17/08/2023		50.40				
BACS	TIC	50.40			1089 302	50.40 Hanging Baskets
BACS Banked: 17/08/2023		288.00				
BACS	Melksham Kitchens	288.00			1089 302	288.00 Hanging baskets
BACS Banked: 17/08/2023		112.80				
BACS	Total Carpets	112.80			1089 302	112.80 Hanging baskets
BACS Banked: 18/08/2023		50.00				
BACS	Mamas Sw eets	50.00			1052 302	50.00 Xmas Fayre
BACS Banked: 18/08/2023		30.00				
BACS	Viveash	30.00			1052 302	30.00 Xmas Fayre
BACS Banked: 21/08/2023		112.80				
BACS	DJ Bew ley	112.80			1089 302	112.80 Hanging baskets
BACS Banked: 21/08/2023		112.80				
BACS	ID New man	112.80			1089 302	112.80 Hanging baskets
MA1 Banked: 23/08/2023		20.00				
MA1	Holder	20.00			1045 203	20.00 Allotment rent
BACS Banked: 25/08/2023		112.80				
BACS	MB Insurance	112.80			1089 302	112.80 Hanging baskets
BACS Banked: 25/08/2023		112.80				
BACS	Lock & Key	112.80			1089 302	112.80 Hanging baskets
BACS Banked: 25/08/2023		30.30				
BACS	MWOFC	30.30			1179 302	30.30 NHP - contribution
ME9A Banked: 29/08/2023		20.00				
ME9A	Brow n	20.00			1045 203	20.00 Allotment rent
BACS Banked: 29/08/2023		112.80				
BACS	Goughs	112.80			1089 302	112.80 Hanging basket
31 Mkt Pl Banked: 29/08/2023		1,283.32				
BACS	Wiltshire Publications	1,283.32			1040 210	1,283.32 Rent - VAT - 2021/22
31 Mkt Pl Banked: 29/08/2023		1,400.00				
31 Mkt Pl	Wiltshire Publications	1,400.00			1040 210	1,400.00 Rent - VAT - 2022/23

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Date: 10/11/2023

Melksham Town Council Current Year

Page: 2

Time: 13:39

Cashbook 1

User: MEL

Unity Bank

For Month No: 5

Receipts for Month 5

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c Centre	£ Amount	Transaction Detail
	BACS Banked: 29/08/2023	583.33					
	BACS Wiltshire Publications	583.33			1040 210	583.33	Rent - 31 Mkt Pl - Aug
	Apr-Aug Banked: 29/08/2023	583.35					
	BACS Wiltshire Publications	583.35			1040 210	583.35	Rent - VAT - 2023/24 part
	BACS Banked: 29/08/2023	36.54					
	BACS MWOPC	36.54			1020 302	36.54	Trees
	BACS Banked: 30/08/2023	1,200.00					
	BACS Chalklands Vets	1,200.00		200.00	1027 202	1,000.00	Roundabout signage

Total Receipts for Month	37,036.83	0.00	200.00	36,836.83
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Cashbook Totals	285,623.93	0.00	200.00	285,423.93
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Continued on Page 3

Date: 10/11/2023

Melksham Town Council Current Year

Page: 3

Time: 13:39

Cashbook 1

User: MEL

Unity Bank

For Month No: 5

Payments for Month 5

Nominal Ledger Analysis

Date	Payee Name	Reference_£	Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/08/2023	Water2business	01082023	709.69	709.69		501			Water rates - TH
08/08/2023	Enterprise Flex- E-Rent	08082023	562.90	562.90		501			Van lease
14/08/2023	Mainstream Digital	14082023	458.58	458.58		501			Phones
14/08/2023	West Mercia Energy	14082023/2	115.75	115.75		501			Electricity - Bath Rd toilets
14/08/2023	British Gas	14082023/3	229.26	229.26		501			Electricity - Mkt Pl toilets
14/08/2023	Redhorn Holdings Ltd	14082023/4	1,234.99	1,234.99		501			Rent - Bow erhill Unit
15/08/2023	Wiltshire Council	BACS	241.00			4102	215	241.00	Rates - Bow erhill Unit
15/08/2023	Daisy Communications	15082023	40.80	40.80		501			Wifi - Pavilion
15/08/2023	Office Evolution Ltd	15082023/2	108.37	108.37		501			Photocopying
15/08/2023	British Gas	15082023/3	36.20	36.20		501			Electricity - Roundhouse
16/08/2023	T H White Installations Ltd	55441280	249.60	249.60		501			Alarm repairs - AH
16/08/2023	UK Media Solutions	221650473	372.00	372.00		501			Park sign
16/08/2023	The Cobblers Bench	417743471	63.00	63.00		501			Keys x 10
16/08/2023	Embroidery UK Ltd	181867993	919.44	919.44		501			Clothing
16/08/2023	IDverde Limited	885495225	1,341.94	1,341.94		501			Cleaning - Bath Rd toilets
16/08/2023	Melksham Tyre Supplies	175764509	136.38	136.38		501			Tyres
16/08/2023	Microshade Business Consultant	102466364	720.00	720.00		501			Accounting services
16/08/2023	Trade UK	633661068	199.37	199.37		501			Builders gloves
16/08/2023	SLCC Enterprises Ltd	843469827	3,456.24	3,456.24		501			Associate support (pt 1)
16/08/2023	T H White Installation Ltd	157873142	462.41	462.41		501			Alarm - Art House
16/08/2023	Vysion Ltd	426180106	327.90	327.90		501			Online back-up
16/08/2023	Wiltshire Council	147575553	2,133.82	2,133.82		501			Right Choice (Apr-Aug)
16/08/2023	Age UK Wiltshire	467682397	2,875.00	2,875.00		501			Provision MCSS (Jul-Sep)
16/08/2023	BJP Consulting Group Ltd	544912753	859.92	859.92		501			KGV - lighting project
16/08/2023	Castle Water Ltd	50555554	4.10	4.10		501			Water - Roundabout
16/08/2023	Chloe's Mobile Farm	574278727	60.00	60.00		501			Xmas lights - farm animals
16/08/2023	CMD Recruitment Ltd	135330336	3,674.40	3,674.40		501			Finders fee - KH
16/08/2023	Hugh Davis	304894157	349.80	349.80		501			Mileage/course
16/08/2023	J. H. Jones & Sons	558867202	6,609.60	6,609.60		501			Grasscutting - Methuen
16/08/2023	PJ Dyke (Paving & Groundw ork)	398343111	1,176.00	1,176.00		501			KGV - paving repairs
16/08/2023	Place Studio Ltd	339909513	9,075.00	9,075.00		501			NHP - support
16/08/2023	Shiners Commercial Ltd	644479075	200.00	200.00		501			Window cleaning
16/08/2023	Supermix Sound & Lighting Ltd	706637308	669.64	669.64		501			Xmas - PA
16/08/2023	Avon IT systems	466749823	126.00	126.00		501			IT support
16/08/2023	S. Land	BACS	10.45			4061	101	10.45	Refs
16/08/2023	M. Rolph	BACS	30.00			4028	101	30.00	Stamps
16/08/2023	Gompels	BACS	69.10			4354	403	69.10	Pkg Red - June
16/08/2023	Lloyds Bank	BACS	258.98			4017	110	9.00	Debit Card
						4909	501	180.00	Premises Licence
						4150	202	69.98	Boots
16/08/2023	Lloyds Bank	BACS	805.49		134.25	4167	202	35.00	Nettl - signage
						4909	501	23.98	123 - Domain hosting
						4042	101	12.99	Zoom - licence
						4909	501	132.00	Wix - AH Website
						4167	202	35.00	Nettl - signage
						4071	403	158.25	SP Henry Street - flow ers/plan

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Melksham Town Council Current Year

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Cashbook 1

User: MEL

Unity Bank

For Month No: 5

Payments for Month 5

Nominal Ledger Analysis

Date	Payee Name	Reference_£	Total Amnt	£ Creditors	£ VAT	A/c Centre	£ Amount	Transaction Detail
						4071 403	183.25	SP Henry Street - flow ers/plan
						4071 403	-25.00	SP Henry Street - refund
						4071 403	86.64	Low dens - Flow ers/plants
						4903 520	29.13	Poundshop - w ater bottles
16/08/2023	Fuel Genie	16082023	194.67	194.67		501		Fuel
17/08/2023	D&M Gompels Ltd	369595378	69.10	69.10		501		Pkg Redemp - June
18/08/2023	Wiltshire Council	BACS	27,493.59			520	27,493.59	Salaries
18/08/2023	Wiltshire Council	BACS	100.00			520	100.00	Salaries
18/08/2023	British Gas	18082023	1,539.72	1,539.72		501		Electricity - Pavilion
18/08/2023	British Gas	18082023/2	71.27	71.27		501		Gas - TH
18/08/2023	British Gas	18082023/3	14.96	14.96		501		Gas - AH
18/08/2023	Oakw ood	18082023/4	135.00	135.00		501		Container
21/08/2023	S. Crundell	BACS	1,000.00			4070 115	1,000.00	Mayor's allow ance
21/08/2023	Houseman (17902/2)	964564317	190.00		31.67	4108 221	158.33	Water hygiene - Pavilion
22/08/2023	HMRC	BACS	4,696.74			520	4,696.74	PAYE/NI
22/08/2023	British Gas	22082023	309.77	309.77		501		Electricity - TH
22/08/2023	British Gas	22082023/2	1,475.31	1,475.31		501		Electricity - AH
22/08/2023	British Gas	22082023/4	28.91	28.91		501		Electricity - Mkt Traders
23/08/2023	BACS	BACS	19.64			4017 110	19.64	BACS charge
23/08/2023	Melksham Christmas Lights	BACS	10,000.00			4305 151	10,000.00	Grant
23/08/2023	WPF	BACS	6,043.34			520	6,043.34	Pensions
23/08/2023	Wiltshire Council	BACS	1,060.00			4102 201	1,060.00	Rates - TH
24/08/2023	EE	24082023	158.42	158.42		501		Mobile phones
30/08/2023	Zen International Ltd	30082023	31.20	31.20		501		Wifi - Art House
31/08/2023	Enterprise Flex- E-Rent	31082023	632.40	632.40		501		Van lease
Total Payments for Month			96,237.16	44,218.83	165.92		51,852.41	
Balance Carried Fwd			189,386.77					
Cashbook Totals			285,623.93	44,218.83	165.92		241,239.18	

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Cashbook 1

User: MEL

Unity Bank

For Month No: 6

Receipts for Month 6

Nominal Ledger Analysis

Receipt Ref Name of Payer £ Amnt Received £ Debtors £ VAT A/c Centre £ Amount Transaction Detail

Balance Brought Fwd : 189,386.77 189,386.77

BACS Banked: 01/09/2023	560.00					
BACS Groundwork UK	560.00			1050 302	560.00	Grant - NHP
BACS Banked: 01/09/2023	62.40					
BACS West Country EAL	62.40		10.40	1089 403	52.00	Hanging baskets
BACS Banked: 04/09/2023	246.64					
BACS James Hallam	246.64			1027 202	246.64	Refund - Eng Insp Insurance
BACS Banked: 08/09/2023	62.40					
BACS Nixon & Shaw	62.40		10.40	1089 403	52.00	Hanging baskets
BACS Banked: 11/09/2023	30.00					
BACS S. Spurrier	30.00			1052 302	30.00	Xmas Fayre
BACS Banked: 12/09/2023	300.00					
BACS Edward ZT	300.00			1052 302	300.00	Xmas Fayre
ME1 Banked: 25/09/2023	40.00					
ME1 Spenceley	40.00			1045 203	40.00	Allotment rent
BACS Banked: 25/09/2023	30.00					
BACS S. Spurrier	30.00			1052 302	30.00	Xmas Fayre
BACS Banked: 25/09/2023	50.00					
BACS WAGS	50.00			1052 302	50.00	Xmas Fayre
BACS Banked: 26/09/2023	700.00					
BACS Wiltshire Publications	700.00		116.67	1040 210	583.33	Rent - 31 Mkt Pl
BACS Banked: 26/09/2023	499,891.86					
BACS Wiltshire Council	499,891.86			1176 110	499,891.86	Pre-cept
SB7A Banked: 26/09/2023	20.00					
SB7A Higgins	20.00			1045 203	20.00	Allotment rent
BACS Banked: 26/09/2023	112.80					
BACS Tile & Bathroom Centre	112.80		18.80	1089 302	94.00	Hanging baskets
BACS Banked: 29/09/2023	115.03					
BACS EE	115.03		19.17	1027 202	95.86	Refund - end of contract

Total Receipts for Month 502,221.13 0.00 175.44 502,045.69

Cashbook Totals 691,607.90 0.00 175.44 691,432.46

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Melksham Town Council Current Year

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Cashbook 1

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Unity Bank

For Month No: 6

Payments for Month 6

Nominal Ledger Analysis

Date	Payee Name	Reference_£	Total Amnt	£ Creditors	£ VAT	A/c Centre	£ Amount	Transaction Detail
01/09/2023	Water2business	01092023	23.50	23.50		501		Water rates - Bowerhill Unit
01/09/2023	Water2business	01092023/2	175.64	175.64		501		Water rates - Mkt Pl toilets
01/09/2023	Water2business	01092023/3	644.09	644.09		501		Water rates - Methuen allotmen
01/09/2023	Redhorn Holdings Ltd	010923	1,234.99	1,234.99		501		Rent - Bow erhill Unit Sep 23
06/09/2023	British Gas	06092023	141.98	141.98		501		Electricity - Mkt Pl toilets
08/09/2023	Enterprise Flex-E-Rent	08092023	562.90	562.90		501		Van lease
11/09/2023	Redhorn Holdings Ltd	110923	1,234.99	1,234.99		501		Rent - Bow erhill Unit (dup)
12/09/2023	UK Media Solutions	295370913	205.02	205.02		501		Signs - Bath Rd toilets
12/09/2023	The Cobblers Bench	88700486	58.50	58.50		501		Key cutting
12/09/2023	IDverde Limited	979387713	1,341.94	1,341.94		501		Cleaning - Bath Rd toilets
12/09/2023	Old Milestone Nursery	357540915	39.75	39.75		501		Compost
12/09/2023	Travis Perkins Trading Company	245292571	28.62	28.62		501		Padlock
12/09/2023	Wiltshire Council	791927648	2,256.24	2,256.24		501		LHFIG - Snarlton/Hazlewood
12/09/2023	AquaAid Southcoast	898232007	43.15	43.15		501		Drinking water
12/09/2023	Avon Printing Services	642933366	30.00	30.00		501		Town Crier's scroll
12/09/2023	Banner Box Print Solutions	891799736	653.15	653.15		501		Brackets/strap/Banner
12/09/2023	Castle Water Ltd	975652362	49.12	49.12		501		Water - Mkt Pl r'bout
12/09/2023	The MOT Centre & The Garage on	568930276	351.60	351.60		501		VW - maintenance/brakes
12/09/2023	Healthmatic Ltd	484317958	480.00	480.00		501		Cleaning - KGV Zero Loo
12/09/2023	Hugh Davis	829843636	12.78	12.78		501		Broom/handle
12/09/2023	J. H. Jones & Sons	973952303	5,796.00	5,796.00		501		Grasscutting - Chch/play areas
12/09/2023	Microsoft	652936266	176.42	176.42		501		Licences
12/09/2023	Golden Coast	360179257	681.34	681.34		501		Chemicals - Splashpad
12/09/2023	Royal United Hospital	924493970	435.00	435.00		501		Occ Health Services
12/09/2023	Microshade Business Consultant	886089724	239.34	239.34		501		Hosting services
13/09/2023	Hale Veterinary	BACS	20.00			4354 403	20.00	Pkg redemption
13/09/2023	Read Easy	BACS	500.00			4301 151	500.00	Grant
13/09/2023	Carer Support	BACS	500.00			4301 151	500.00	Grant
13/09/2023	Melksham PHAB	BACS	300.00			4301 151	300.00	Grant
13/09/2023	Melksham Cricket Club	BACS	335.00			4301 151	335.00	Grant
13/09/2023	Melksham WI	BACS	200.00			4301 151	200.00	Grant
13/09/2023	Melksham Music Festival	BACS	1,000.00			4301 151	1,000.00	Grant
13/09/2023	Melksham Choral Society	BACS	850.00			4301 151	850.00	Grant
13/09/2023	1st Aid 4 Fencing Ltd	652368553	3,830.11	3,830.11		501		Fencing - KGV
13/09/2023	1st Aid 4 Fencing Ltd	652368553/	2,777.07	2,777.07		501		Fencing - KGV
14/09/2023	Onsite First Aid Training Company	349943564	838.80	838.80		501		Training - MH awareness
14/09/2023	HMRC	BACS	7,719.80			520	7,719.80	NI/PAYE
14/09/2023	Youth Action (SPLASH)	BACS	768.00			4301 151	768.00	Grant
14/09/2023	Mainstream Digital	14092023	89.18	89.18		501		Telephones
14/09/2023	Mainstream Digital	14092023/2	37.96	37.96		501		Telephones
14/09/2023	Mainstream Digital	14092023/3	149.63	149.63		501		Telephones
14/09/2023	Office Evolution Ltd	14092023/4	91.37	91.37		501		Photocopying
15/09/2023	Wiltshire Council	BACS	1,060.00			4102 201	1,060.00	Rates - TH

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Melksham Town Council Current Year

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User: MEL

Unity Bank

For Month No: 6

Payments for Month 6

Nominal Ledger Analysis

Date	Payee Name	Reference_£	Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
15/09/2023	Wiltshire Council	BACS	241.00			4102	215	241.00	Rates - Bowerhill Unit
15/09/2023	Daisy Communications	15092023	40.80	40.80		501			Wifi - Pavilion
15/09/2023	British Gas	15092023/2	32.01	32.01		501			Electricity - Roundhouse
18/09/2023	Fuel Genie	18092023	332.10	332.10		501			Fuel
18/09/2023	Lloyds Bank	DEBIT CARD	833.50			4017	110	9.00	Bank charges
						4153	202	322.50	Tax - VW
						4085	115	502.00	Charity - H2H
18/09/2023	Lloyds Bank	DEBIT CARD	198.95		33.16	4029	101	108.25	Canva - Subscription
						4922	501	20.43	Facebook - AH
						4042	101	12.99	Zoom
						4151	202	4.17	Sainsburys - drain blocker
						4085	115	19.95	Amazon - Memory box
18/09/2023	Oakwood	DD	135.00		22.50	4256	204	112.50	Container
19/09/2023	West Mercia Energy	19092023	131.66	131.66		501			Electricity - Bath Rd toilets
20/09/2023	Wiltshire Council	BACS	25,548.69			520		25,548.69	Salaries
20/09/2023	British Gas	20092023	306.97	306.97		501			Electricity - TH
20/09/2023	British Gas	200923	169.50	169.50		501			Gas - TH
20/09/2023	British Gas	20092023	14.96	14.96		501			Gas - AH
21/09/2023	British Gas	21092023	1,155.14	1,155.14		501			Electricity - AH
22/09/2023	WPF	BACS	10,076.44			520		10,076.44	Pensions
22/09/2023	British Gas	22092023	27.28	27.28		501			Electricity - Mkt Traders
22/09/2023	West Mercia Energy	22092023	47.09	47.09		501			Electricity - KGV
27/09/2023	Unity Bank	BACS	36.06			4017	110	36.06	BACS charge
28/09/2023	Jack's Kitchen Ltd	280923	5,000.00	5,000.00		501			KGV - flooring/walls
29/09/2023	Enterprise Flex-E-Rent	29092023	632.40	632.40		501			Van leasing
29/09/2023	British Gas	29092023	11.03	11.03		501			Electricity - Bowerhill Unit
30/09/2023	Unity Bank	BACS	49.20			4017	110	49.20	Service charge
Total Payments for Month			82,982.76	32,611.12	55.66			50,315.98	
Balance Carried Fwd			608,625.14						
Cashbook Totals			691,607.90	32,611.12	55.66			658,941.12	

Agenda Item 9.2

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Melksham Town Council Current Year

Cashbook 2

Bank Assembly Hall A/c

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For Month No: 5

Receipts for Month 5			Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		747,227.17	747,227.17				
	BACS Banked: 02/08/2023	40.00					
	BACS Ticketsource	40.00			1173 510	40.00	Quiz Night
	BACS Banked: 03/08/2023	140.00					
	BACS Calder Conferences	140.00		23.33	1000 501	116.67	Room hire - AH
	BACS Banked: 03/08/2023	500.00					
	BACS Good New s Church	500.00			1048 210	500.00	Rent - Art House
	BACS Banked: 07/08/2023	81.00					
	BACS Tiger Martial Arts	81.00		13.50	1000 501	67.50	Room hire - AH
	500722(B) Banked: 08/08/2023	608.80					
	500722(B) Rock n Roll	425.10		70.85	1001 520	354.25	Rock n Roll
	500722(B) Record Fayre	4.20		0.70	1001 520	3.50	Record Fayre
	500722(B) Quiz Night	171.70		28.62	1001 520	143.08	Quiz Night
	500722(B) WWMCC	7.80		1.30	1001 520	6.50	WWMCC
	500722/723 Banked: 08/08/2023	832.00					
	500722/723 Stalls	100.00		16.67	1000 501	83.33	Stalls
	500722/723 Rich Hall	72.00		12.00	566	60.00	Rich Hall
	500722/723 Quiz Team	20.00		3.33	566	16.67	Quiz Team
	500722/723 Room hire - AH	640.00		106.67	1000 501	533.33	Room hire - AH
	Banked: 15/08/2023	315,030.00					
Investment	Lloyds Bank: Fixed Term Depos	315,030.00			212	315,030.00	Investment return
	Xfer Banked: 15/08/2023	4,530.39					
	Xfer Lloyds Bank	4,530.39			1026 110	4,530.39	Interest - Fixed Term Dep
	BACS Banked: 16/08/2023	230.00					
	BACS Ticketsource	230.00		38.33	566	191.67	Bricks n Pieces
	BACS Banked: 25/08/2023	40.00					
	BACS Daybreak	40.00			1034 201	40.00	Room hire - TH
	BACS Banked: 29/08/2023	108.00					
	BACS A Lloyd Fight Show	108.00		18.00	1000 501	90.00	Room hire - AH
	Banked: 31/08/2023	2,535.93					
	AIB Credit/Debit Card Control Acco	2,535.93			213	2,535.93	AIB payments
	Banked: 31/08/2023	472.24					
Incorrect	Assembly Hall Bar A/c	472.24			252	472.24	Paid from incorrect CB - moved
	Banked: 31/08/2023	557.00					
Incorrect	Assembly Hall Bar A/c	557.00			252	557.00	Paid from incorrect CB - moved
Incorrect	Banked: 31/08/2023	-472.24					
Incorrect	Baileys	-472.24		-78.71	4000 501	-393.53	Cleaner
Incorrect	Banked: 31/08/2023	-557.00					
Incorrect	L. Ellis	-557.00			4922 501	-557.00	Leaflets

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Cashbook 2

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Bank Assembly Hall A/c

For Month No: 5

Total Receipts for Month	324,676.12	0.00	254.59	324,421.53
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Cashbook Totals	<u>1,071,903.29</u>	<u>0.00</u>	<u>254.59</u>	<u>1,071,648.70</u>
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Cashbook 2

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Bank Assembly Hall A/c

For Month No: 5

Payments for Month 5

Nominal Ledger Analysis

Date	Payee Name	Reference_£	Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/08/2023	Water2business	01082023	210.14	210.14		502			Water rates - AH
03/08/2023	Tom McLeod	3754	1,270.30	1,270.30		502			Show - Everything Changes
04/08/2023	Tolchards Ltd	04082023	45.68	45.68		502			Bar stock
10/08/2023	Bailey Employment Services Ltd	3751	492.78	492.78		502			Cleaner
10/08/2023	Comax UK Ltd	3752	352.17	352.17		502			Wheelie bin
10/08/2023	United EPoS Solutions	3753	120.00	120.00		502			Software
10/08/2023	Paul Seemayer	3755	420.00	420.00		502			Lighting - Everything Changes
10/08/2023	Pukka PA Hire	3756	450.00	450.00		502			PA - Seven Wonders
10/08/2023	Amanda Seed	3757	1,855.55	1,855.55		502			Show - Fleetwood Mac
10/08/2023	Seventh Avenue Arts Ltd	3758	1,934.96	1,934.96		502			Show - Simon & Garfunkel
10/08/2023	The Publishing House	3759	163.80	163.80		502			Advertising
10/08/2023	Wired Publishing	3760	187.20	187.20		502			Advertising
10/08/2023	Wiltshire Publications Ltd	3761	277.20	277.20		502			Advertising
10/08/2023	Your Wiltshire	3762	96.00	96.00		502			Advertising
15/08/2023	Wiltshire Council	DD	861.00			4914	501	861.00	Rates - AH
17/08/2023	Market Place Merchants	17082023	25.16	25.16		502			Cash till
23/08/2023	Assembly Hall Bar A/c	3747	557.00			252		557.00	Leaflets - AH
25/08/2023	Tolchards Ltd	25082023	692.47	692.47		502			Bar stock
29/08/2023	Assembly Hall Bar A/c	3746	472.24			252		472.24	Incorrect CB
31/08/2023	Hills Waste	31082023	655.25	655.25		502			Waste collection
31/08/2023	Kan Connections	W/Off	379.20	379.20		501			Electric w k - May 2022
31/08/2023	Kan connectors	CIORRECT	-758.40		-126.40	4916	501	-632.00	W/back duplication Kan Connect
Total Payments for Month			10,759.70	9,627.86	-126.40			1,258.24	
Balance Carried Fwd			1,061,143.59						
Cashbook Totals			1,071,903.29	9,627.86	-126.40			1,062,401.83	

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Melksham Town Council Current Year

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Cashbook 2

User: MEL

Bank Assembly Hall A/c

For Month No: 6

Receipts for Month 6

Nominal Ledger Analysis

Receipt Ref Name of Payer £ Amnt Received £ Debtors £ VAT A/c Centre £ Amount Transaction Detail

Balance Brought Fwd : 1,061,143.59

1,061,143.59

BACS Banked: 04/09/2023

500.00

BACS Good New s Church

500.00

1048 210

500.00 Rent - Art House

BACS Banked: 06/09/2023

1,452.50

BACS Ticketsource

1,452.50

566

1,452.50 Shania

500724/725 Banked: 11/09/2023

644.00

500724/725 Shania & Friends

45.00

566

45.00 Shania & Friends

500724/725 Bricks n Pieces

350.00

566

350.00 Bricks n Pieces

500724/725 Quiz Team

15.00

1173 510

15.00 Quiz Team

500724/725 Room hire - AH

234.00

39.00 1000 501

195.00 Room hire - AH

500724(B) Banked: 11/09/2023

992.75

500724(B) Bricks n Pieces

44.70

7.45 1001 520

37.25 Bricks n Pieces

500724(B) WWMCC

7.50

1.25 1001 520

6.25 WWMCC

500724(B) Rock n Roll

623.90

103.98 1001 520

519.92 Rock n Roll

500724(B) WWMCC

15.50

2.58 1001 520

12.92 WWMCC

500724(B) Free Dining Event

172.80

28.80 1001 520

144.00 Free Dining Event

500724(B) Shania & Friends

110.85

18.48 1001 520

92.37 Shania & Friends

500724(B) WWMCC

6.50

1.08 1001 520

5.42 WWMCC

500724(B) Climatefest

11.00

1.83 1001 520

9.17 Climatefest

BACS Banked: 18/09/2023

51.98

BACS Secret Crocheter

51.98

1034 201

51.98 Room hire - TH

500726(B) Banked: 26/09/2023

978.30

500726(B) MMAD

86.10

14.35 1001 520

71.75 MMAD

500726(B) MMAD

80.30

13.38 1001 520

66.92 MMAD

500726(B) MMAD

225.20

37.53 1001 520

187.67 MMAD

500726(B) WWMCC

28.30

4.72 1001 520

23.58 WWMCC

500726(B) Rock n Roll

557.40

92.90 1001 520

464.50 Rock n Roll

500726(B) WWMCC

1.00

0.17 1001 520

0.83 WWMCC

500726 Banked: 26/09/2023

742.50

500726 Tickets

742.50

123.75 566

618.75 Tickets

Banked: 30/09/2023

3,489.38

AIB Credit/Debit Card Control Acco

3,489.38

213

3,489.38 AIB card

Total Receipts for Month

8,851.41

0.00

491.25

8,360.16

Cashbook Totals

1,069,995.00

0.00

491.25

1,069,503.75

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Bank Assembly Hall A/c

For Month No: 6

Payments for Month 6

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c Centre	£ Amount	Transaction Detail
01/09/2023	Bailey Employment Services Ltd	3763	580.03	580.03		502		Cleaner - w/c 310723
01/09/2023	The Publishing House	3764	163.80	163.80		502		Advertising - AH
01/09/2023	Water2business	01092023	187.92	187.92		502		Water rates - AH
15/09/2023	Wiltshire Council	DD	861.00			4914 501	861.00	Rates - AH
20/09/2023	Market Place Merchants	20092023	25.16	25.16		502		Card machine
25/09/2023	Bailey Employment Services Ltd	3765	739.17	739.17		502		Cleaner - w/c 040923
25/09/2023	Comax UK Ltd	3766	329.75	329.75		502		Cleaning products
25/09/2023	United EPoS Solutions	3767	60.00	60.00		502		Touchpoint
25/09/2023	Hunt Management Solutions	3768	156.00	156.00		502		Bar stock audit
25/09/2023	Paul Seemayer	3769	150.00	150.00		502		Lighting - Shania
25/09/2023	PPL PRS Ltd	3770	1,411.20	1,411.20		502		Licence
25/09/2023	Wired Publishing	3771	93.60	93.60		502		Advertising - AH
25/09/2023	T H White Installation Ltd	3772	808.36	808.36		502		Fire Ext maint - AH
25/09/2023	Wiltshire Publications Ltd	3773	138.60	138.60		502		Advertising - AH
25/09/2023	Your Wiltshire	3774	36.00	36.00		502		Advertising - AH
25/09/2023	Rentokil Initial	25092023	362.09	362.09		502		Pest control
25/09/2023	Hills Waste	29092023	845.60	845.60		502		Waste collection
29/09/2023	Tolchards Ltd	29032023	980.92	980.92		502		Bar stock
Total Payments for Month			7,929.20	7,068.20	0.00		861.00	
Balance Carried Fwd			1,062,065.80					
Cashbook Totals			1,069,995.00	7,068.20	0.00		1,062,926.80	

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Cashbook 9

Petty Cash

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For Month No: 5

Receipts for Month 5		Nominal Ledger Analysis					
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		359.83				359.83	
Cash Banked: 31/08/2023		30.00					
Cash Braine		30.00			1052 302	30.00	Xmas Fayre
Cash Banked: 31/08/2023		50.00					
Cash Conservative Club		50.00			1089 403	50.00	Hanging basket
Total Receipts for Month		80.00	0.00	0.00		80.00	
Cashbook Totals		439.83	0.00	0.00		439.83	

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Petty Cash

For Month No: 5

Payments for Month 5

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
07/08/2023	B. Burry	TRANS	7.90		1.32	4901 520	6.58	Refs - AH
08/08/2023	D. Elms	TRANS	3.50		0.58	4163 202	2.92	Pipe unblocker
11/08/2023	B. Burry	TRANS	97.20		16.20	4903 520	81.00	Bar stock
29/08/2023	L. Roberts	TRANS	1.20			4021 101	1.20	Milk
Total Payments for Month			109.80	0.00	18.10		91.70	
Balance Carried Fwd			330.03					
Cashbook Totals			439.83	0.00	18.10		421.73	

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Petty Cash

For Month No: 6

Receipts for Month 6

Nominal Ledger Analysis

Receipt Ref Name of Payer £ Amt Received £ Debtors £ VAT A/c Centre £ Amount Transaction Detail

Balance Brought Fwd : 330.03

330.03

Cash Banked: 25/09/2023 60.00

Cash Staff 60.00 1020 302 60.00 Xmas meal deposit

Total Receipts for Month 60.00 0.00 0.00 60.00

Cashbook Totals 390.03 0.00 0.00 390.03

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Petty Cash

For Month No: 6

Payments for Month 6

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
21/08/2023	G. Delves	TRANS	1.45			4016 101	1.45	Milk
06/09/2023	S. Land	TRANS	8.20			4016 101	8.20	Refs
18/09/2023	A. Meacham	TRANS	4.97			4016 101	4.97	Refs
20/09/2023	K. Harvey	TRANS	1.99		0.33	4151 202	1.66	Screw
21/09/2023	K. Harvey	TRANS	37.94		6.32	4151 202	31.62	Ironmongery
21/09/2023	L. Roberts	TRANS	7.00			4016 101	7.00	Coffee
21/09/2023	S. Randall	TRANS	11.19		1.86	4201 203	9.33	Padlock
23/09/2023	B. Burry	TRANS	2.84			4901 520	2.84	Milk
25/09/2023	A. Meacham	TRANS	1.65			4016 101	1.65	Milk
26/09/2023	G. Delves	TRANS	37.50			4028 101	37.50	G. Delves
28/09/2023	K. Farrow	TRANS	1.45			4901 520	1.45	Milk
30/09/2023	K. Farrow	TRANS	9.04			4901 520	9.04	Catering
30/09/2023	No receipt	TRANS	8.20			4016 101	8.20	No receipt
Total Payments for Month			133.42	0.00	8.51		124.91	
Balance Carried Fwd			256.61					
Cashbook Totals			390.03	0.00	8.51		381.52	

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Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
101_Central Costs								
4000 Salaries ENI & Pension	16,234	106,425	300,500	194,075		194,075	35.4%	
4005 Temporary Staff	0	135	0	(135)		(135)	0.0%	
4016 Sundry Office Expenses	76	367	0	(367)		(367)	0.0%	
4021 Stationery	0	765	500	(265)		(265)	153.0%	
4023 Advertising	278	(38)	500	538		538	(7.7%)	
4024 Equipment/furniture	0	665	1,000	335		335	66.5%	
4026 Photocopier/copying	76	617	750	133		133	82.3%	
4027 Telephones and Mobiles	231	1,303	3,000	1,697		1,697	43.4%	
4028 Postage	38	122	500	379		379	24.3%	
4029 Subscriptions	133	1,896	3,500	1,604		1,604	54.2%	
4040 Information Technology/Hardware	405	542	20,000	19,458		19,458	2.7%	
4042 Licences/Software	223	13,646	7,000	(6,646)		(6,646)	194.9%	
4058 Insurance	0	34,411	38,000	3,589		3,589	90.6%	
4061 Travel	0	366	500	134		134	73.2%	
4075 Training	70	2,126	6,000	3,874		3,874	35.4%	
Central Costs :- Indirect Expenditure	17,764	163,347	381,750	218,403	0	218,403	42.8%	0
Net Expenditure	(17,764)	(163,347)	(381,750)	(218,403)				
110_Corporate Costs								
1026 Income Interest	1	4,725	400	(4,325)			1181.4%	
1176 Precept Received	499,892	999,784	999,784	0			100.0%	
Corporate Costs :- Income	499,892	1,004,509	1,000,184	(4,325)			100.4%	0
4017 Bank account fees	94	225	500	275		275	44.9%	
4043 HR consultancy	0	4,095	7,500	3,405		3,405	54.6%	
4050 Legal and Professional Fees	0	3,131	7,000	3,869		3,869	44.7%	
4057 Accountancy and Audit	2,400	3,600	12,000	8,400		8,400	30.0%	
4076 Health & Safety	0	1,696	3,500	1,804		1,804	48.5%	
Corporate Costs :- Indirect Expenditure	2,494	12,747	30,500	17,753	0	17,753	41.8%	0
Net Income over Expenditure	497,398	991,762	969,684	(22,078)				
115_Civic and Democratic								
1016 Receipts - Mayors Reception	0	538	0	(538)			0.0%	
Civic and Democratic :- Income	0	538	0	(538)				0
4030 Town Crier's expenses	0	0	300	300		300	0.0%	
4034 Councillors' training	0	0	1,000	1,000		1,000	0.0%	
4062 Election Expenses	0	0	2,000	2,000		2,000	0.0%	
4070 Mayor's Allowance	0	1,000	1,000	0		0	100.0%	

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Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4085 Civic and Ceremonial	712	1,042	3,500	2,458		2,458	29.8%	
4311 Remembrance Day	0	0	1,000	1,000		1,000	0.0%	
Civic and Democratic :- Indirect Expenditure	712	2,042	8,800	6,758	0	6,758	23.2%	0
Net Income over Expenditure	(712)	(1,504)	(8,800)	(7,296)				
<u>151 Grants</u>								
4301 Grants	4,453	4,453	16,000	11,547		11,547	27.8%	
4302 Grant CAB	0	5,000	5,000	0		0	100.0%	
4303 Grant-4Youth	0	10,000	10,000	0		0	100.0%	
4305 Grant Christmas Lights	0	10,000	10,000	0		0	100.0%	
4306 Grant Party in the Park	0	0	3,000	3,000		3,000	0.0%	
4310 Grant Food and River Festival	0	5,000	3,000	(2,000)		(2,000)	166.7%	
4317 Grant Carnival	0	0	2,500	2,500		2,500	0.0%	
4330 Grant TIC	0	4,000	4,000	0		0	100.0%	
Grants :- Indirect Expenditure	4,453	38,453	53,500	15,047	0	15,047	71.9%	0
Net Expenditure	(4,453)	(38,453)	(53,500)	(15,047)				
<u>201 Town Hall</u>								
1034 Income Town Hall Bookings	102	505	2,000	1,495			25.3%	
Town Hall :- Income	102	505	2,000	1,495			25.3%	0
4100 Gas	141	2,683	6,000	3,317		3,317	44.7%	
4101 Electricity	318	1,858	5,000	3,142		3,142	37.2%	
4102 Non Domestic Rates	1,060	6,364	10,000	3,636		3,636	63.6%	
4103 Water Rates	40	789	2,000	1,211		1,211	39.5%	
4104 Window Cleaning	592	1,584	1,600	16		16	99.0%	
4106 Repairs and Maintenance	0	2,990	6,000	3,010		3,010	49.8%	
4108 Service Contracts	1,183	4,359	10,500	6,141		6,141	41.5%	
4109 Trade Waste	0	0	1,400	1,400		1,400	0.0%	
4261 Building Condition Reps Works	0	2,880	70,000	67,120		67,120	4.1%	
Town Hall :- Indirect Expenditure	3,335	23,506	112,500	88,994	0	88,994	20.9%	0
Net Income over Expenditure	(3,233)	(23,000)	(110,500)	(87,500)				
<u>202 Asset and Amenities</u>								
1027 Income - Amenity Services	343	4,204	3,000	(1,204)			140.1%	
Asset and Amenities :- Income	343	4,204	3,000	(1,204)			140.1%	0
4000 Salaries ENI & Pension	20,193	101,983	275,000	173,017		173,017	37.1%	
4027 Telephones and Mobiles	0	716	1,500	784		784	47.7%	

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Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Av available	% Spent	Transfer to/from EMR
4075 Training	0	1,793	0	(1,793)		(1,793)	0.0%	
4150 Uniform/PPE	0	800	1,000	200		200	80.0%	
4151 Tools and Equipment	701	1,142	2,000	858		858	57.1%	
4153 Vehicle Running Costs	599	1,700	5,000	3,300		3,300	34.0%	
4156 Vehicle Leasing	996	5,942	5,800	(142)		(142)	102.5%	
4163 Repairs and Maintenance	52	521	8,000	7,479		7,479	6.5%	
4167 Street Furniture and Signage	0	1,139	7,500	6,361		6,361	15.2%	
4177 Churchyard maintenance	0	0	1,000	1,000		1,000	0.0%	
4186 Defibrillators	220	990	4,000	3,010		3,010	24.8%	
Asset and Amenities :- Indirect Expenditure	22,762	116,727	310,800	194,073	0	194,073	37.6%	0
Net Income over Expenditure	(22,419)	(112,524)	(307,800)	(195,276)				
<u>203 Allotments</u>								
1045 Income Allotments	60	240	5,000	4,760			4.8%	
Allotments :- Income	60	240	5,000	4,760			4.8%	0
4200 Water Rates - Allotments	644	1,190	1,200	10		10	99.2%	
4201 Maintenance - Allotments	190	887	1,000	113		113	88.7%	
Allotments :- Indirect Expenditure	834	2,077	2,200	123	0	123	94.4%	0
Net Income over Expenditure	(774)	(1,837)	2,800	4,637				
<u>204 Pavilion and Car Park</u>								
1046 Income - Pavilion	0	81	5,000	4,919			1.6%	
Pavilion and Car Park :- Income	0	81	5,000	4,919			1.6%	0
4250 Telephone - Pavilion	34	204	500	296		296	40.8%	
4252 Electricity	0	6,100	3,000	(3,100)		(3,100)	203.3%	
4254 Water - Pavilion	0	0	1,000	1,000		1,000	0.0%	
4255 Fire Safety Checks	355	355	250	(105)		(105)	142.0%	
4256 Maintenance - Pavilion	2,630	5,104	4,500	(604)		(604)	113.4%	
Pavilion and Car Park :- Indirect Expenditure	3,019	11,763	9,250	(2,513)	0	(2,513)	127.2%	0
Net Income over Expenditure	(3,019)	(11,682)	(4,250)	7,432				
<u>205 Public Toilets - Market Place</u>								
1060 Contribution to running costs	0	6,000	7,500	1,500			80.0%	
Public Toilets - Market Place :- Income	0	6,000	7,500	1,500			80.0%	0
4101 Electricity	135	976	1,800	824		824	54.2%	
4103 Water Rates	176	601	3,000	2,399		2,399	20.0%	

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Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4106 Repairs and Maintenance	0	150	1,000	850		850	15.0%	
4180 Cleaning	503	3,020	7,000	3,980		3,980	43.1%	
4185 Electricity supply: Toilets	0	218	0	(218)		(218)	0.0%	
Public Toilets - Market Place :- Indirect Expenditure	814	4,965	12,800	7,835	0	7,835	38.8%	0
Net Income over Expenditure	(814)	1,035	(5,300)	(6,335)				
<u>206 Public Toilets - Bath Road</u>								
4101 Electricity	0	521	1,400	879		879	37.2%	
4103 Water Rates	0	0	2,000	2,000		2,000	0.0%	
4106 Repairs and Maintenance	0	171	1,000	829		829	17.1%	
4180 Cleaning	615	3,690	7,000	3,310		3,310	52.7%	
4185 Electricity supply: Toilets	125	236	0	(236)		(236)	0.0%	
Public Toilets - Bath Road :- Indirect Expenditure	740	4,617	11,400	6,783	0	6,783	40.5%	0
Net Expenditure	(740)	(4,617)	(11,400)	(6,783)				
<u>210 Corporate Properties</u>								
1040 Income 31 Market Place	583	7,350	6,900	(450)			106.5%	
1048 Income Art House Cafe	500	3,000	6,000	3,000			50.0%	
Corporate Properties :- Income	1,083	10,350	12,900	2,550			80.2%	0
Net Income	1,083	10,350	12,900	2,550				
<u>211 Art House Cafe</u>								
4100 Gas	0	0	1,000	1,000		1,000	0.0%	
4175 Costs Art House Cafe	0	522	0	(522)		(522)	0.0%	
Art House Cafe :- Indirect Expenditure	0	522	1,000	478	0	478	52.2%	0
Net Expenditure	0	(522)	(1,000)	(478)				
<u>212 Round House</u>								
4101 Electricity	30	(1,365)	500	1,865		1,865	(272.9%)	
4103 Water Rates	0	55	240	185		185	22.8%	
4106 Repairs and Maintenance	78	78	1,000	922		922	7.8%	
Round House :- Indirect Expenditure	108	(1,232)	1,740	2,972	0	2,972	(70.8%)	0
Net Expenditure	(108)	1,232	(1,740)	(2,972)				
<u>213 31 Market Place</u>								
4108 Service Contracts	0	0	1,000	1,000		1,000	0.0%	
31 Market Place :- Indirect Expenditure	0	0	1,000	1,000	0	1,000	0.0%	0
Net Expenditure	0	0	(1,000)	(1,000)				

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Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
215_Depot								
4101 Electricity	0	180	2,000	1,820		1,820	9.0%	
4102 Non Domestic Rates	241	1,446	2,500	1,054		1,054	57.8%	
4103 Water Rates	24	97	250	153		153	38.8%	
4106 Repairs and Maintenance	0	0	4,000	4,000		4,000	0.0%	
4159 Electric - Unit	9	1,018	0	(1,018)		(1,018)	0.0%	
4160 Leasing	2,058	7,204	12,350	5,146		5,146	58.3%	
4184 Fire security: Unit	94	94	300	206		206	31.3%	
Depot :- Indirect Expenditure	2,426	10,039	21,400	11,361	0	11,361	46.9%	0
Net Expenditure	(2,426)	(10,039)	(21,400)	(11,361)				
220_Play Areas and Open Spaces								
4157 Grasscutting	3,976	22,751	30,000	7,250		7,250	75.8%	
4158 Replacement Play Equipment	0	7,564	0	(7,564)		(7,564)	0.0%	
4165 Maintenance play areas	0	8,193	5,000	(3,193)		(3,193)	163.9%	
4169 Maintenance of trees	0	1,155	2,000	845		845	57.8%	
4179 Tree Planting	0	0	10,000	10,000		10,000	0.0%	
4193 Rospa checks: Play areas	0	252	1,600	1,348		1,348	15.8%	
Play Areas and Open Spaces :- Indirect Expenditure	3,976	39,915	48,600	8,685	0	8,685	82.1%	0
Net Expenditure	(3,976)	(39,915)	(48,600)	(8,685)				
221_King George V Park/Splashpad								
4101 Electricity	45	89	5,000	4,911		4,911	1.8%	
4106 Repairs and Maintenance	800	1,110	0	(1,110)		(1,110)	0.0%	
4108 Service Contracts	1,415	2,309	5,000	2,691		2,691	46.2%	
4199 Chemicals	1,641	2,605	2,000	(605)		(605)	130.2%	
4313 Sports Roadshow	1,497	2,246	5,000	2,754		2,754	44.9%	
4913 Water	0	0	7,000	7,000		7,000	0.0%	
King George V Park/Splashpad :- Indirect Expenditure	5,398	8,359	24,000	15,641	0	15,641	34.8%	0
Net Expenditure	(5,398)	(8,359)	(24,000)	(15,641)				
302_Projects								
1020 Miscellaneous Income	60	97	0	(97)			0.0%	
1050 Grants Received	560	3,060	0	(3,060)			0.0%	
1052 Switch on Event - Stalls	410	742	0	(742)			0.0%	
1089 Income-Hanging Baskets	94	1,109	0	(1,109)			0.0%	

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Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Av available	% Spent	Transfer to/from EMR
1179 Neighbourhood Plan	0	30	0	(30)			0.0%	
Projects :- Income	1,124	5,038	0	(5,038)				0
4073 Environmental Projects	0	1,134	2,500	1,366		1,366	45.4%	
4074 Neighbourhood Plan	0	9,857	2,000	(7,857)		(7,857)	492.8%	
4078 Community Projects	0	0	1,000	1,000		1,000	0.0%	
4080 Melksham in Bloom Competition	8	8	500	492		492	1.6%	
4081 Melksham Art Project	0	0	1,000	1,000		1,000	0.0%	
4304 Switch on Event	425	1,658	6,000	4,342		4,342	27.6%	
4321 Coronation	0	6,857	4,500	(2,357)		(2,357)	152.4%	
4322 Age UK Project Worker	0	5,271	0	(5,271)		(5,271)	0.0%	
Projects :- Indirect Expenditure	433	24,785	17,500	(7,285)	0	(7,285)	141.6%	0
Net Income over Expenditure	691	(19,747)	(17,500)	2,247				
<u>403 Economic Dev. and Planning</u>								
1030 Income-Melksham Makers Market	0	198	2,000	1,802			9.9%	
1089 Income-Hanging Baskets	104	154	1,300	1,146			11.8%	
Economic Dev. and Planning :- Income	104	352	3,300	2,948			10.7%	0
4071 Town Floral Displays	5,224	6,084	10,000	3,916		3,916	60.8%	
4309 Newsletter	0	0	5,000	5,000		5,000	0.0%	
4328 Electric/ Climate Development	0	0	1,000	1,000		1,000	0.0%	
4354 Parking Scheme	149	398	500	102		102	79.7%	
4356 Highways projects CATG	0	2,148	10,000	7,852		7,852	21.5%	
4922 Publicity & Marketing	0	0	1,500	1,500		1,500	0.0%	
4925 Town Development	0	688	15,000	14,313		14,313	4.6%	
Economic Dev. and Planning :- Indirect Expenditure	5,373	9,318	43,000	33,682	0	33,682	21.7%	0
Net Income over Expenditure	(5,269)	(8,966)	(39,700)	(30,734)				
<u>405 Solar Farm Projects</u>								
1182 Solar money received	0	0	40,000	40,000			0.0%	
Solar Farm Projects :- Income	0	0	40,000	40,000			0.0%	0
4500 Solar Money Projects	0	0	40,000	40,000		40,000	0.0%	
Solar Farm Projects :- Indirect Expenditure	0	0	40,000	40,000	0	40,000	0.0%	0
Net Income over Expenditure	0	0	0	0				
<u>501 Assembly Hall Central Costs</u>								
1000 Income-Assembly Hall Lettings	1,585	13,755	50,000	36,245			27.5%	
Assembly Hall Central Costs :- Income	1,585	13,755	50,000	36,245			27.5%	0

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Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Av available	% Spent	Transfer to/from EMR
4000 Salaries ENI & Pension	5,218	37,956	85,000	47,044		47,044	44.7%	
4005 Temporary Staff	496	3,084	0	(3,084)		(3,084)	0.0%	
4900 Uniforms	0	0	500	500		500	0.0%	
4905 Cleaning Materials	275	728	2,000	1,272		1,272	36.4%	
4907 Stationery/Printing/Postage	0	(1)	150	151		151	(0.7%)	
4909 Licences	1,176	1,512	4,500	2,988	3,500	(512)	111.4%	
4911 Electricity	963	7,681	13,500	5,819		5,819	56.9%	
4912 Gas	12	112	350	238		238	32.1%	
4913 Water	188	789	2,600	1,811		1,811	30.4%	
4914 Rates	861	5,164	9,500	4,336		4,336	54.4%	
4916 Maintenance-Equipment	50	5,119	7,500	2,381		2,381	68.2%	
4917 Service Contracts	1,786	5,885	12,000	6,115		6,115	49.0%	
4918 Maintenance	0	4,932	7,000	2,068		2,068	70.5%	
4922 Publicity & Marketing	549	3,643	5,000	1,357		1,357	72.9%	
4924 Telephone: security alarms	0	0	300	300		300	0.0%	
4927 Stocktaking	130	260	600	340		340	43.3%	
4929 AIB	0	0	2,000	2,000		2,000	0.0%	
4958 Event Security	0	270	1,500	1,230		1,230	18.0%	
Assembly Hall Central Costs :- Indirect Expenditure	11,704	77,134	154,000	76,866	3,500	73,366	52.4%	0
Net Income over Expenditure	(10,119)	(63,379)	(104,000)	(40,621)				
<u>510 Assembly Hall Events</u>								
1004 Film shows	0	138	600	462			22.9%	
1173 Live Shows - Hall Hire	618	10,557	2,000	(8,557)			527.9%	
Assembly Hall Events :- Income	618	10,695	2,600	(8,095)			411.3%	0
4919 Films: expenses and contract	0	10	300	290		290	3.3%	
4954 PA and Lighting Costs	150	1,170	1,000	(170)		(170)	117.0%	
4960 Live entertainment:	0	5,023	1,000	(4,023)		(4,023)	502.3%	
Assembly Hall Events :- Indirect Expenditure	150	6,203	2,300	(3,903)	0	(3,903)	269.7%	0
Net Income over Expenditure	468	4,491	300	(4,191)				
<u>520 Assembly Hall Bar and Catering</u>								
1001 Income-Assembly Hall Bar	3,669	16,423	55,000	38,577			29.9%	
Assembly Hall Bar and Catering :- Income	3,669	16,423	55,000	38,577			29.9%	0
4901 Catering Stock Purchases	13	20	0	(20)		(20)	0.0%	
4903 Bar Stock Purchases	817	4,943	24,750	19,807		19,807	20.0%	
Assembly Hall Bar and Catering :- Indirect Expenditure	831	4,963	24,750	19,787	0	19,787	20.1%	0
Net Income over Expenditure	2,838	11,460	30,250	18,790				

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Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
901 Earmarked Reserves								
1180 CIL Received	0	1,140	0	(1,140)			0.0%	
Earmarked Reserves :- Income	0	1,140	0	(1,140)				0
9202 Unplanned Maintenance	9,642	9,642	67,109	57,467		57,467	14.4%	
9204 Town Team Project	0	0	5,000	5,000		5,000	0.0%	
9218 Election expenses	0	0	14,830	14,830		14,830	0.0%	
9235 Market Town Initiative	0	3,864	20,000	16,136		16,136	19.3%	
9241 CIL Ead Melksham Comm Hall	0	0	315,030	315,030		315,030	0.0%	
9243 Green Spaces	6,152	8,467	10,743	2,276		2,276	78.8%	
9244 Major Projects Reserve	46,810	51,868	278,945	227,077		227,077	18.6%	
9245 Solar Money	0	41,959	95,933	53,974		53,974	43.7%	
9246 Precept Support Fund	0	0	45,000	45,000		45,000	0.0%	
9248 CIL	0	0	52,520	52,520		52,520	0.0%	
Earmarked Reserves :- Indirect Expenditure	62,604	115,800	905,110	789,310	0	789,310	12.8%	0
Net Income over Expenditure	(62,604)	(114,660)	(905,110)	(790,450)				
902 Sinking Funds								
9203 Recreation Fund	0	0	2,130	2,130		2,130	0.0%	
9228 Office Equipment	0	0	4,275	4,275		4,275	0.0%	
9232 Street Furniture	0	0	13,837	13,837		13,837	0.0%	
9233 Equipment Replacement	0	0	21,000	21,000		21,000	0.0%	
Sinking Funds :- Indirect Expenditure	0	0	41,242	41,242	0	41,242	0.0%	0
Net Expenditure	0	0	(41,242)	(41,242)				
Grand Totals:- Income	508,580	1,073,830	1,186,484	112,654			90.5%	
Expenditure	149,931	676,051	2,259,142	1,583,091	3,500	1,579,591	30.1%	
Net Income over Expenditure	358,649	397,779	(1,072,658)	(1,470,437)				
Movement to/(from) Gen Reserve	358,649	397,779						

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Melksham Town Council Current Year

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Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Committee Report

Finance, Admin & Performance

101 Central Costs

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4000 Salaries ENI & Pension	16,234	106,425	300,500	194,075		194,075	35.4%	
4005 Temporary Staff	0	135	0	(135)		(135)	0.0%	
4016 Sundry Office Expenses	76	367	0	(367)		(367)	0.0%	
4021 Stationery	0	765	500	(265)		(265)	153.0%	
4023 Advertising	278	(38)	500	538		538	(7.7%)	
4024 Equipment/furniture	0	665	1,000	335		335	66.5%	
4026 Photocopier/copying	76	617	750	133		133	82.3%	
4027 Telephones and Mobiles	231	1,303	3,000	1,697		1,697	43.4%	
4028 Postage	38	122	500	379		379	24.3%	
4029 Subscriptions	133	1,896	3,500	1,604		1,604	54.2%	
4040 Information Technology/Hardware	405	542	20,000	19,458		19,458	2.7%	
4042 Licences/Software	223	13,646	7,000	(6,646)		(6,646)	194.9%	
4058 Insurance	0	34,411	38,000	3,589		3,589	90.6%	
4061 Travel	0	366	500	134		134	73.2%	
4075 Training	70	2,126	6,000	3,874		3,874	35.4%	

Central Costs :- Indirect Expenditure	17,764	163,347	381,750	218,403	0	218,403	42.8%	0
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Net Expenditure	(17,764)	(163,347)	(381,750)	(218,403)				
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110 Corporate Costs

1026 Income Interest	1	4,725	400	(4,325)			1181.4%	
1176 Precept Received	499,892	999,784	999,784	0			100.0%	
Corporate Costs :- Income	499,892	1,004,509	1,000,184	(4,325)			100.4%	0
4017 Bank account fees	94	225	500	275		275	44.9%	
4043 HR consultancy	0	4,095	7,500	3,405		3,405	54.6%	
4050 Legal and Professional Fees	0	3,131	7,000	3,869		3,869	44.7%	
4057 Accountancy and Audit	2,400	3,600	12,000	8,400		8,400	30.0%	
4076 Health & Safety	0	1,696	3,500	1,804		1,804	48.5%	

Corporate Costs :- Indirect Expenditure	2,494	12,747	30,500	17,753	0	17,753	41.8%	0
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Net Income over Expenditure	497,398	991,762	969,684	(22,078)				
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115 Civic and Democratic

1016 Receipts - Mayors Reception	0	538	0	(538)			0.0%	
Civic and Democratic :- Income	0	538	0	(538)				0
4030 Town Crier's expenses	0	0	300	300		300	0.0%	
4034 Councillors' training	0	0	1,000	1,000		1,000	0.0%	

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4062 Election Expenses	0	0	2,000	2,000		2,000	0.0%	
4070 Mayor's Allowance	0	1,000	1,000	0		0	100.0%	
4085 Civic and Ceremonial	712	1,042	3,500	2,458		2,458	29.8%	
4311 Remembrance Day	0	0	1,000	1,000		1,000	0.0%	
Civic and Democratic :- Indirect Expenditure	712	2,042	8,800	6,758	0	6,758	23.2%	0
Net Income over Expenditure	(712)	(1,504)	(8,800)	(7,296)				
<u>151 Grants</u>								
4301 Grants	4,453	4,453	16,000	11,547		11,547	27.8%	
4302 Grant CAB	0	5,000	5,000	0		0	100.0%	
4303 Grant-4Youth	0	10,000	10,000	0		0	100.0%	
4305 Grant Christmas Lights	0	10,000	10,000	0		0	100.0%	
4306 Grant Party in the Park	0	0	3,000	3,000		3,000	0.0%	
4310 Grant Food and River Festival	0	5,000	3,000	(2,000)		(2,000)	166.7%	
4317 Grant Carnival	0	0	2,500	2,500		2,500	0.0%	
4330 Grant TIC	0	4,000	4,000	0		0	100.0%	
Grants :- Indirect Expenditure	4,453	38,453	53,500	15,047	0	15,047	71.9%	0
Net Expenditure	(4,453)	(38,453)	(53,500)	(15,047)				
Finance, Admin & Performance :- Income	499,892	1,005,047	1,000,184	(4,863)			100.5%	
Expenditure	25,423	216,590	474,550	257,960	0	257,960	45.6%	
Movement to/(from) Gen Reserve	474,470	788,457						
<u>Asset Management & Amenities</u>								
<u>201 Town Hall</u>								
1034 Income Town Hall Bookings	102	505	2,000	1,495			25.3%	
Town Hall :- Income	102	505	2,000	1,495			25.3%	0
4100 Gas	141	2,683	6,000	3,317		3,317	44.7%	
4101 Electricity	318	1,858	5,000	3,142		3,142	37.2%	
4102 Non Domestic Rates	1,060	6,364	10,000	3,636		3,636	63.6%	
4103 Water Rates	40	789	2,000	1,211		1,211	39.5%	
4104 Window Cleaning	592	1,584	1,600	16		16	99.0%	
4106 Repairs and Maintenance	0	2,990	6,000	3,010		3,010	49.8%	
4108 Service Contracts	1,183	4,359	10,500	6,141		6,141	41.5%	
4109 Trade Waste	0	0	1,400	1,400		1,400	0.0%	
4261 Building Condition Reps Works	0	2,880	70,000	67,120		67,120	4.1%	
Town Hall :- Indirect Expenditure	3,335	23,506	112,500	88,994	0	88,994	20.9%	0
Net Income over Expenditure	(3,233)	(23,000)	(110,500)	(87,500)				

Detailed Income & Expenditure by Budget Heading 30/09/2023

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Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
202 Asset and Amenities								
1027 Income - Amenity Services	343	4,204	3,000	(1,204)			140.1%	
Asset and Amenities :- Income	343	4,204	3,000	(1,204)			140.1%	0
4000 Salaries ENI & Pension	20,193	101,983	275,000	173,017		173,017	37.1%	
4027 Telephones and Mobiles	0	716	1,500	784		784	47.7%	
4075 Training	0	1,793	0	(1,793)		(1,793)	0.0%	
4150 Uniform/PPE	0	800	1,000	200		200	80.0%	
4151 Tools and Equipment	701	1,142	2,000	858		858	57.1%	
4153 Vehicle Running Costs	599	1,700	5,000	3,300		3,300	34.0%	
4156 Vehicle Leasing	996	5,942	5,800	(142)		(142)	102.5%	
4163 Repairs and Maintenance	52	521	8,000	7,479		7,479	6.5%	
4167 Street Furniture and Signage	0	1,139	7,500	6,361		6,361	15.2%	
4177 Churchyard maintenance	0	0	1,000	1,000		1,000	0.0%	
4186 Defibrillators	220	990	4,000	3,010		3,010	24.8%	
Asset and Amenities :- Indirect Expenditure	22,762	116,727	310,800	194,073	0	194,073	37.6%	0
Net Income over Expenditure	(22,419)	(112,524)	(307,800)	(195,276)				
203 Allotments								
1045 Income Allotments	60	240	5,000	4,760			4.8%	
Allotments :- Income	60	240	5,000	4,760			4.8%	0
4200 Water Rates - Allotments	644	1,190	1,200	10		10	99.2%	
4201 Maintenance - Allotments	190	887	1,000	113		113	88.7%	
Allotments :- Indirect Expenditure	834	2,077	2,200	123	0	123	94.4%	0
Net Income over Expenditure	(774)	(1,837)	2,800	4,637				
204 Pavilion and Car Park								
1046 Income - Pavilion	0	81	5,000	4,919			1.6%	
Pavilion and Car Park :- Income	0	81	5,000	4,919			1.6%	0
4250 Telephone - Pavilion	34	204	500	296		296	40.8%	
4252 Electricity	0	6,100	3,000	(3,100)		(3,100)	203.3%	
4254 Water - Pavilion	0	0	1,000	1,000		1,000	0.0%	
4255 Fire Safety Checks	355	355	250	(105)		(105)	142.0%	
4256 Maintenance - Pavilion	2,630	5,104	4,500	(604)		(604)	113.4%	
Pavilion and Car Park :- Indirect Expenditure	3,019	11,763	9,250	(2,513)	0	(2,513)	127.2%	0
Net Income over Expenditure	(3,019)	(11,682)	(4,250)	7,432				

Detailed Income & Expenditure by Budget Heading 30/09/2023

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Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
205 Public Toilets - Market Place								
1060 Contribution to running costs	0	6,000	7,500	1,500			80.0%	
Public Toilets - Market Place :- Income	0	6,000	7,500	1,500			80.0%	0
4101 Electricity	135	976	1,800	824		824	54.2%	
4103 Water Rates	176	601	3,000	2,399		2,399	20.0%	
4106 Repairs and Maintenance	0	150	1,000	850		850	15.0%	
4180 Cleaning	503	3,020	7,000	3,980		3,980	43.1%	
4185 Electricity supply: Toilets	0	218	0	(218)		(218)	0.0%	
Public Toilets - Market Place :- Indirect Expenditure	814	4,965	12,800	7,835	0	7,835	38.8%	0
Net Income over Expenditure	(814)	1,035	(5,300)	(6,335)				
206 Public Toilets - Bath Road								
4101 Electricity	0	521	1,400	879		879	37.2%	
4103 Water Rates	0	0	2,000	2,000		2,000	0.0%	
4106 Repairs and Maintenance	0	171	1,000	829		829	17.1%	
4180 Cleaning	615	3,690	7,000	3,310		3,310	52.7%	
4185 Electricity supply: Toilets	125	236	0	(236)		(236)	0.0%	
Public Toilets - Bath Road :- Indirect Expenditure	740	4,617	11,400	6,783	0	6,783	40.5%	0
Net Expenditure	(740)	(4,617)	(11,400)	(6,783)				
210 Corporate Properties								
1040 Income 31 Market Place	583	7,350	6,900	(450)			106.5%	
1048 Income Art House Cafe	500	3,000	6,000	3,000			50.0%	
Corporate Properties :- Income	1,083	10,350	12,900	2,550			80.2%	0
Net Income	1,083	10,350	12,900	2,550				
211 Art House Cafe								
4100 Gas	0	0	1,000	1,000		1,000	0.0%	
4175 Costs Art House Cafe	0	522	0	(522)		(522)	0.0%	
Art House Cafe :- Indirect Expenditure	0	522	1,000	478	0	478	52.2%	0
Net Expenditure	0	(522)	(1,000)	(478)				
212 Round House								
4101 Electricity	30	(1,365)	500	1,865		1,865	(272.9%)	
4103 Water Rates	0	55	240	185		185	22.8%	
4106 Repairs and Maintenance	78	78	1,000	922		922	7.8%	
Round House :- Indirect Expenditure	108	(1,232)	1,740	2,972	0	2,972	(70.8%)	0
Net Expenditure	(108)	1,232	(1,740)	(2,972)				

Detailed Income & Expenditure by Budget Heading 30/09/2023

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Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>213 31 Market Place</u>								
4108 Service Contracts	0	0	1,000	1,000		1,000	0.0%	
31 Market Place :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>0</u>	<u>(1,000)</u>	<u>(1,000)</u>				
<u>215 Depot</u>								
4101 Electricity	0	180	2,000	1,820		1,820	9.0%	
4102 Non Domestic Rates	241	1,446	2,500	1,054		1,054	57.8%	
4103 Water Rates	24	97	250	153		153	38.8%	
4106 Repairs and Maintenance	0	0	4,000	4,000		4,000	0.0%	
4159 Electric - Unit	9	1,018	0	(1,018)		(1,018)	0.0%	
4160 Leasing	2,058	7,204	12,350	5,146		5,146	58.3%	
4184 Fire security: Unit	94	94	300	206		206	31.3%	
Depot :- Indirect Expenditure	<u>2,426</u>	<u>10,039</u>	<u>21,400</u>	<u>11,361</u>	<u>0</u>	<u>11,361</u>	<u>46.9%</u>	<u>0</u>
Net Expenditure	<u>(2,426)</u>	<u>(10,039)</u>	<u>(21,400)</u>	<u>(11,361)</u>				
<u>220 Play Areas and Open Spaces</u>								
4157 Grasscutting	3,976	22,751	30,000	7,250		7,250	75.8%	
4158 Replacement Play Equipment	0	7,564	0	(7,564)		(7,564)	0.0%	
4165 Maintenance play areas	0	8,193	5,000	(3,193)		(3,193)	163.9%	
4169 Maintenance of trees	0	1,155	2,000	845		845	57.8%	
4179 Tree Planting	0	0	10,000	10,000		10,000	0.0%	
4193 Rospa checks: Play areas	0	252	1,600	1,348		1,348	15.8%	
Play Areas and Open Spaces :- Indirect Expenditure	<u>3,976</u>	<u>39,915</u>	<u>48,600</u>	<u>8,685</u>	<u>0</u>	<u>8,685</u>	<u>82.1%</u>	<u>0</u>
Net Expenditure	<u>(3,976)</u>	<u>(39,915)</u>	<u>(48,600)</u>	<u>(8,685)</u>				
<u>221 King George V Park/Splashpad</u>								
4101 Electricity	45	89	5,000	4,911		4,911	1.8%	
4106 Repairs and Maintenance	800	1,110	0	(1,110)		(1,110)	0.0%	
4108 Service Contracts	1,415	2,309	5,000	2,691		2,691	46.2%	
4199 Chemicals	1,641	2,605	2,000	(605)		(605)	130.2%	
4313 Sports Roadshow	1,497	2,246	5,000	2,754		2,754	44.9%	
4913 Water	0	0	7,000	7,000		7,000	0.0%	
King George V Park/Splashpad :- Indirect Expenditure	<u>5,398</u>	<u>8,359</u>	<u>24,000</u>	<u>15,641</u>	<u>0</u>	<u>15,641</u>	<u>34.8%</u>	<u>0</u>
Net Expenditure	<u>(5,398)</u>	<u>(8,359)</u>	<u>(24,000)</u>	<u>(15,641)</u>				

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
405 Solar Farm Projects								
1182 Solar money received	0	0	40,000	40,000			0.0%	
Solar Farm Projects :- Income	0	0	40,000	40,000			0.0%	0
4500 Solar Money Projects	0	0	40,000	40,000		40,000	0.0%	
Solar Farm Projects :- Indirect Expenditure	0	0	40,000	40,000	0	40,000	0.0%	0
Net Income over Expenditure	0	0	0	0				
Asset Management & Amenities :- Income	1,588	21,380	75,400	54,020			28.4%	
Expenditure	43,412	221,258	596,690	375,432	0	375,432	37.1%	
Movement to/(from) Gen Reserve	(41,824)	(199,878)						
Community Development								
302 Projects								
1020 Miscellaneous Income	60	97	0	(97)			0.0%	
1050 Grants Received	560	3,060	0	(3,060)			0.0%	
1052 Switch on Event - Stalls	410	742	0	(742)			0.0%	
1089 Income-Hanging Baskets	94	1,109	0	(1,109)			0.0%	
1179 Neighbourhood Plan	0	30	0	(30)			0.0%	
Projects :- Income	1,124	5,038	0	(5,038)				0
4073 Environmental Projects	0	1,134	2,500	1,366		1,366	45.4%	
4074 Neighbourhood Plan	0	9,857	2,000	(7,857)		(7,857)	492.8%	
4078 Community Projects	0	0	1,000	1,000		1,000	0.0%	
4080 Melksham in Bloom Competition	8	8	500	492		492	1.6%	
4081 Melksham Art Project	0	0	1,000	1,000		1,000	0.0%	
4304 Switch on Event	425	1,658	6,000	4,342		4,342	27.6%	
4321 Coronation	0	6,857	4,500	(2,357)		(2,357)	152.4%	
4322 Age UK Project Worker	0	5,271	0	(5,271)		(5,271)	0.0%	
Projects :- Indirect Expenditure	433	24,785	17,500	(7,285)	0	(7,285)	141.6%	0
Net Income over Expenditure	691	(19,747)	(17,500)	2,247				
Community Development :- Income	1,124	5,038	0	(5,038)			0.0%	
Expenditure	433	24,785	17,500	(7,285)	0	(7,285)	141.6%	
Movement to/(from) Gen Reserve	691	(19,747)						

Economic Development

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
403 Economic Dev. and Planning								
1030 Income-Melksham Makers Market	0	198	2,000	1,802			9.9%	
1089 Income-Hanging Baskets	104	154	1,300	1,146			11.8%	
Economic Dev. and Planning :- Income	104	352	3,300	2,948			10.7%	0
4071 Town Floral Displays	5,224	6,084	10,000	3,916		3,916	60.8%	
4309 Newsletter	0	0	5,000	5,000		5,000	0.0%	
4328 Electric/ Climate Development	0	0	1,000	1,000		1,000	0.0%	
4354 Parking Scheme	149	398	500	102		102	79.7%	
4356 Highways projects CATG	0	2,148	10,000	7,852		7,852	21.5%	
4922 Publicity & Marketing	0	0	1,500	1,500		1,500	0.0%	
4925 Town Development	0	688	15,000	14,313		14,313	4.6%	
Economic Dev. and Planning :- Indirect Expenditure	5,373	9,318	43,000	33,682	0	33,682	21.7%	0
Net Income over Expenditure	(5,269)	(8,966)	(39,700)	(30,734)				
Economic Development :- Income	104	352	3,300	2,948			10.7%	
Expenditure	5,373	9,318	43,000	33,682	0	33,682	21.7%	
Movement to/(from) Gen Reserve	(5,269)	(8,966)						

Assembly Hall**501 Assembly Hall Central Costs**

1000 Income-Assembly Hall Lettings	1,585	13,755	50,000	36,245			27.5%	
Assembly Hall Central Costs :- Income	1,585	13,755	50,000	36,245			27.5%	0
4000 Salaries ENI & Pension	5,218	37,956	85,000	47,044		47,044	44.7%	
4005 Temporary Staff	496	3,084	0	(3,084)		(3,084)	0.0%	
4900 Uniforms	0	0	500	500		500	0.0%	
4905 Cleaning Materials	275	728	2,000	1,272		1,272	36.4%	
4907 Stationery/Printing/Postage	0	(1)	150	151		151	(0.7%)	
4909 Licences	1,176	1,512	4,500	2,988	3,500	(512)	111.4%	
4911 Electricity	963	7,681	13,500	5,819		5,819	56.9%	
4912 Gas	12	112	350	238		238	32.1%	
4913 Water	188	789	2,600	1,811		1,811	30.4%	
4914 Rates	861	5,164	9,500	4,336		4,336	54.4%	
4916 Maintenance-Equipment	50	5,119	7,500	2,381		2,381	68.2%	
4917 Service Contracts	1,786	5,885	12,000	6,115		6,115	49.0%	
4918 Maintenance	0	4,932	7,000	2,068		2,068	70.5%	
4922 Publicity & Marketing	549	3,643	5,000	1,357		1,357	72.9%	
4924 Telephone: security alarms	0	0	300	300		300	0.0%	
4927 Stocktaking	130	260	600	340		340	43.3%	

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4929 AIB	0	0	2,000	2,000		2,000	0.0%	
4958 Event Security	0	270	1,500	1,230		1,230	18.0%	
Assembly Hall Central Costs :- Indirect Expenditure	11,704	77,134	154,000	76,866	3,500	73,366	52.4%	0
Net Income over Expenditure	(10,119)	(63,379)	(104,000)	(40,621)				
510 Assembly Hall Events								
1004 Film shows	0	138	600	462			22.9%	
1173 Live Shows - Hall Hire	618	10,557	2,000	(8,557)			527.9%	
Assembly Hall Events :- Income	618	10,695	2,600	(8,095)			411.3%	0
4919 Films: expenses and contract	0	10	300	290		290	3.3%	
4954 PA and Lighting Costs	150	1,170	1,000	(170)		(170)	117.0%	
4960 Live entertainment:	0	5,023	1,000	(4,023)		(4,023)	502.3%	
Assembly Hall Events :- Indirect Expenditure	150	6,203	2,300	(3,903)	0	(3,903)	269.7%	0
Net Income over Expenditure	468	4,491	300	(4,191)				
520 Assembly Hall Bar and Catering								
1001 Income-Assembly Hall Bar	3,669	16,423	55,000	38,577			29.9%	
Assembly Hall Bar and Catering :- Income	3,669	16,423	55,000	38,577			29.9%	0
4901 Catering Stock Purchases	13	20	0	(20)		(20)	0.0%	
4903 Bar Stock Purchases	817	4,943	24,750	19,807		19,807	20.0%	
Assembly Hall Bar and Catering :- Indirect Expenditure	831	4,963	24,750	19,787	0	19,787	20.1%	0
Net Income over Expenditure	2,838	11,460	30,250	18,790				
Assembly Hall :- Income	5,871	40,873	107,600	66,727			38.0%	
Expenditure	12,685	88,300	181,050	92,750	3,500	89,250	50.7%	
Movement to/(from) Gen Reserve	(6,814)	(47,427)						

Earmarked Reserves**901 Earmarked Reserves**

1180 CIL Received	0	1,140	0	(1,140)			0.0%	
Earmarked Reserves :- Income	0	1,140	0	(1,140)				0
9202 Unplanned Maintenance	9,642	9,642	67,109	57,467		57,467	14.4%	
9204 Town Team Project	0	0	5,000	5,000		5,000	0.0%	
9218 Election expenses	0	0	14,830	14,830		14,830	0.0%	
9235 Market Town Initiative	0	3,864	20,000	16,136		16,136	19.3%	

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
9241 Cil Eadt Melksham Comm Hall	0	0	315,030	315,030		315,030	0.0%	
9243 Green Spaces	6,152	8,467	10,743	2,276		2,276	78.8%	
9244 Major Projects Reserve	46,810	51,868	278,945	227,077		227,077	18.6%	
9245 Solar Money	0	41,959	95,933	53,974		53,974	43.7%	
9246 Precept Support Fund	0	0	45,000	45,000		45,000	0.0%	
9248 CIL	0	0	52,520	52,520		52,520	0.0%	
Earmarked Reserves :- Indirect Expenditure	62,604	115,800	905,110	789,310	0	789,310	12.8%	0
Net Income over Expenditure	(62,604)	(114,660)	(905,110)	(790,450)				
902 Sinking Funds								
9203 Recreation Fund	0	0	2,130	2,130		2,130	0.0%	
9228 Office Equipment	0	0	4,275	4,275		4,275	0.0%	
9232 Street Furniture	0	0	13,837	13,837		13,837	0.0%	
9233 Equipment Replacement	0	0	21,000	21,000		21,000	0.0%	
Sinking Funds :- Indirect Expenditure	0	0	41,242	41,242	0	41,242	0.0%	0
Net Expenditure	0	0	(41,242)	(41,242)				
Earmarked Reserves :- Income	0	1,140	0	(1,140)			0.0%	
Expenditure	62,604	115,800	946,352	830,552	0	830,552	12.2%	
Movement to/(from) Gen Reserve	(62,604)	(114,660)						
Grand Totals:- Income	508,580	1,073,830	1,186,484	112,654			90.5%	
Expenditure	149,931	676,051	2,259,142	1,583,091	3,500	1,579,591	30.1%	
Net Income over Expenditure	358,649	397,779	(1,072,658)	(1,470,437)				
Movement to/(from) Gen Reserve	358,649	397,779						

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24/10/2023

Melksham Town Council Current Year

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Detailed Income & Expenditure by Account 30/09/2023

Month No: 6

Account Code Report

	Actual Current Mnth	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
Income Detail							
1000 Income-Assembly Hall Lettings	1,585	13,755	50,000	36,245			27.5%
1001 Income-Assembly Hall Bar	3,669	16,423	55,000	38,577			29.9%
1004 Film shows	0	138	600	462			22.9%
1016 Receipts - Mayors Reception	0	538	0	(538)			0.0%
1020 Miscellaneous Income	60	97	0	(97)			0.0%
1026 Income Interest	1	4,725	400	(4,325)			1181.4%
1027 Income - Amenity Services	343	4,204	3,000	(1,204)			140.1%
1030 Income-Melksham Makers Market	0	198	2,000	1,802			9.9%
1034 Income Town Hall Bookings	102	505	2,000	1,495			25.3%
1040 Income 31 Market Place	583	7,350	6,900	(450)			106.5%
1045 Income Allotments	60	240	5,000	4,760			4.8%
1046 Income - Pavilion	0	81	5,000	4,919			1.6%
1048 Income Art House Cafe	500	3,000	6,000	3,000			50.0%
1050 Grants Received	560	3,060	0	(3,060)			0.0%
1052 Switch on Event - Stalls	410	742	0	(742)			0.0%
1060 Contribution to running costs	0	6,000	7,500	1,500			80.0%
1089 Income-Hanging Baskets	198	1,263	1,300	37			97.2%
1173 Live Shows - Hall Hire	618	10,557	2,000	(8,557)			527.9%
1176 Precept Received	499,892	999,784	999,784	0			100.0%
1179 Neighbourhood Plan	0	30	0	(30)			0.0%
1180 CIL Received	0	1,140	0	(1,140)			0.0%
1182 Solar money received	0	0	40,000	40,000			0.0%
Total Income	508,580	1,073,830	1,186,484	112,654			90.5%
Total Income	508,580	1,073,830	1,186,484	112,654			90.5%
Total Expenditure	0	0	0	0	0	0	0.0%
Net Income over Expenditure	508,580	1,073,830	1,186,484	112,654			
plus Transfers from EMR	0	0					
less Transfers to EMR	0	0					
Movement to/(from) Gen Reserve	508,580	1,073,830					

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Melksham Town Council
Monthly Financial Statement 30 September 2023

Cash and Bank Balances:

Unity Bank	608,625	
Cambridge B S	85,053	
Assembly General Account	1,062,066	
Lloyds Short Term Fixed Deposit	51,957	
Lloyds Fixed Term Deposit		
CCLA Investment	120	
Credit/Debit Card Control	2,544	
Petty Cash	257	
Bar Float	1,100	
		1,811,722

Debtors (monies owed to council)

H M Customs - Vat recoverable	26,089	
Bar Stock	3,329	
Debtors and Prepayments	2,362	
		31,780
		1,843,502

Less: Creditors (monies owed by council)

Suppliers of goods and services	97,857	
Retention Due	8,065	
Other Creditors	5,698	
Salaries Control	15,937	
Paye, Ni and Pension Due		
Events Control	7,655	
		135,212

Net Cash Available 1,708,290

Represented by:

General Fund

Current Year Surplus	397,779	
Earmarked Reserves Used in year	115,800	
	513,579	
Contribution to Earmarked Reserves	1,140	512,439
General Reserve balance at beginning of year		364,159

Earmarked Reserves

Balance at 1st April 2023	797,899	
Plus; Added in Year	797,899	
Less: Used to Fund Expenditure	73,841	724,058

Specific Reserves

CIL

Balance at 1st April 2023	52,520	
Plus: Received in Year	1,140	
	53,660	
Less: Used to Fund Expenditure		53,660

Solar Farm

Balance at 1st April 2023	95,933	
Plus Received in Year	95,933	
Less:Used to Fund Expenditure	41,959	53,974

1,708,290

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