

**MINUTES**  
**of the**  
**online Finance and Audit Committee**  
**held on Monday 3rd August 2020 at 7pm**

**Committee membership:**

<b>Cllr Batchelor (Broadway)</b>	*	<b>Cllr Ridout, Chairman (West)</b>	*
<b>Cllr Davis (East)</b>	*	<b>Cllr Robbins, (East)</b>	*
<b>Cllr Nicklin (West)</b>	*	<b>Cllr Spender Vice Chairman (Broadway)</b>	*
<b>Cllr Pitcher (Broadway)</b>	*		

Key: \* Present    A Apologies    AB Absent

**In attendance:**

Officers: Fiona Fox (Town Clerk and RFO) Tom Domett (Assistant Town Clerk), Stuart Legg (Park and Open Spaces Manager), Judith Halls (Office Manager)

Online attendees: 0

**FA/20/018    Apologies for absence**

There were no apologies, all members were in attendance.

**FA/20/019    Declaration of Interest**

Cllr Ridout declared an interest as a member of the Carnival Committee and will speak but not vote on agenda 12 (Grant to Warminster Carnival)

**FA/20/020    Minutes**

**FA/20/020.1** The minutes of the Finance and Assets Committee meeting held on Monday 8<sup>th</sup> June 2020 **were approved and signed by the Chairman.**

**FA/20/020.2 None**

**FA/20/021    Chairman's Announcements**

Cllr Ridout explained that she had requested this extra meeting otherwise it would be a long gap with no formal opportunity for members to consider the in light of Covid-19.

**FA/20/022    Questions**

None.

**FA/20/023    Public Participation**

None.

- FA/20/024** **Reports from Unitary Authority Members**  
None
- FA/20/025** **Allotments**  
These were no minutes received from the Allotment Committee – Noted.
- FA/20/026** **Financial Information**  
**FA/20/026.1** The reconciliations for April, May and June 2020 were Noted and the Chairman signed and verified them against the bank statements seen.  
**FA/20/026.2** The accounts to June 20th 2020 were Noted.  
**FA/20/026.3** The list of payments made in April, May and June 2020 respectively, were approved and signed by the Chairman.  
**FA/20/026.4** The Variance Report for June 2020 was approved  
**FA/20/026.5** The internal transfers were Noted.  
**FA/20/026.6** The petty cash schedule to 28th July 2020 was approved.
- FA/20/027** **Clerks Report**  
The clerks report was Noted
- FA/20/028** **Covid-19 Impact on Finances**  
The report on the impact of Covid-19 on the council's finances was Noted
- FA/20/029** **Grant to Warminster Carnival**  
Cllr Spender proposed that members agreed to make a grant of £2000 to the Warminster Carnival Committee and put the other £1500 earmarked for the grant into reserves, seconded Cllr Nicklin, voting 6 in favour, one abstention. The Chairman expressed the hope that conditions would allow the Carnival take place in 2021.
- FA/20/030** **Communications**  
Members asked for media release on the grant to the Carnival and that Cllr Spender be spokesman.

**Meeting closed 19.20 pm**

**Date of next meeting: 7<sup>th</sup> September 2020**

Minutes from this meeting will be available to all members of the public either from our website [www.warminster-tc.gov.uk](http://www.warminster-tc.gov.uk) or by contacting us at Warminster Civic Centre.