

MINUTES
of the
Finance and Audit Committee
held on Monday 7th March 2022, 7pm
at Warminster Civic Centre, Sambourne Road,
Warminster BA12 8LB

Membership:

Cllr Brett (East) Chairman	*	Cllr Parks (North)	A
Cllr Cooper (Broadway) Vice Chairman	*	Cllr Robbins (East)	*
Cllr Jeffries (North)	A	Cllr Syme (Broadway)	A
Cllr Keeble (West)	*		

Key: * Present A Apologies AB Absent

In attendance:

Officers: Tom Dommett (Town Clerk & RFO), Judith Halls (Deputy Town Clerk)
Stuart Legg (Parks and Estate Manager), Stuart Atherton (Committees and Administration Clerk)

1 member of the press. 2 members of the public.

FA/21/050 Apologies for absence

There were apologies received and accepted by members from Cllrs Jeffries, Parks and Syme.

FA/21/051 Declarations of Interest

There were no declarations of interest received under Warminster Town Council's Code of Conduct issued in accordance with the Localism Act 2011.

FA/21/052 Minutes

FA/21/052.1 The minutes of the Finance and Audit Committee meeting, held on Tuesday 4th January 2021, were approved as a true record and signed by the chairman.

FA/21/052.2 Members noted that there were no matters arising from the minutes of the Finance and Audit Committee meeting, held on Tuesday 4th January 2021.

Signed: Date:

FA/21/053 Chairman's Announcements

There were no chairman's announcements.

FA/21/054 Questions

There were no questions from members.

FA/21/055 Public Participation

There was no public participation.

FA/21/056 Reports from Unitary Authority Members

There were no reports from Unitary Authority members.

FA/21/057 Financial Information

FA/21/057.1 Members noted the reconciliations for December 2021 and January 2022; the Chairman signed and verified against the bank statements seen.

FA/21/057.2 Members noted the accounts to 31st January 2022.

FA/21/057.3 Members received and noted the variance report to 31st January 2022.

FA/21/057.4 Members approved the list of payments made in December 2021 and January 2022.

FA/21/057.5 Members approved the petty cash schedule to 28th February 2022.

FA/21/057.6 Members noted that were made between the Instant Access Account and the Current Account since the last report to the amount of £10,000 on the 14th January 2022.

FA/21/058 Warminster Foodbank Lease at Dewey House

Members approved the continuation of a lease to the foodbank operation at Dewey House for a further year and agreed to maintain the rent at the current level of £600 per calendar month.

It was requested to note Cllr Cooper's comments that it is the Foodbank that protects the most vulnerable members of the community.

FA/21/059 Communications

Cllr Cooper was nominated as spokesperson to inform the public of the support of the Foodbank by the Town Council and the Bake Sale fundraiser for the Ukraine crisis held at the Civic Centre on the 15th & 16th March.

Date of next scheduled meeting: Monday 3rd May 2022

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

Meeting ended at 7:19pm

Signed: Date: