

MINUTES
of the
Finance and Audit Committee
held on Monday 30th May 2022, 7pm
at Warminster Civic Centre, Sambourne Road,
Warminster BA12 8LB

Membership:

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

Key: * Present A Apologies AB Absent

In attendance:

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

Members of the public. 2

FA/22/001 **Election of a Vice Chairman for the municipal year 2022-2023**
Members resolved that Cllr Paul Macdonald would be the Vice Chairman for the Finance and Audit Committee for the municipal year 2022-2023.

FA/22/002 **Apologies for absence**
Apologies were received and accepted by members from Cllrs Keeble and Robbins.

FA/22/003 **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/22/004 **Minutes**
FA/22/004.1 The minutes of the Finance and Audit Committee meeting, held on Monday 7th March 2022, were approved as a true record and signed by the chairman.

Signed: Date:

FA/22/004.2 Members noted that there were no matters arising from the minutes of the Finance and Audit Committee meeting, held on Tuesday 4th January 2021.

FA/22/005 Chairman's Announcements
There were no chairman's announcements.

FA/22/006 Questions
There were no questions from members.

FA/22/007 Public Participation
There was no public participation.

FA/22/008 Reports from Unitary Authority Members
Cllr Parks updated members on Wiltshire Council's plans for the service delegation and asset transfer. Wiltshire Council have reset the process of consideration of the potential delegation of services and assets to town and parish councils. Wiltshire Council have indicated that the transfer would be 'all or nothing' but have not given any firm timeline for a decision. Cllr Parks will continue to pursue conversation with Wiltshire Council and state that Warminster Town Council's interest for the earliest resolution possible. The Clerk confirmed that he would provide a full report on the details that Wiltshire Council have given so far.

FA/22/009 Financial Information
FA/22/009.1 Members noted the reconciliations for February 2022 and March 2022; the Chairman signed and verified against the bank statements seen.
FA/22/009.2 Members noted the accounts to 31st March 2022.
FA/22/009.3 Members noted the variance report to 31st March 2022.
FA/22/009.4 Members approved the list of payments made in February 2022 and March 2022 which the Chairman signed.
FA/22/009.5 Members approved the petty cash schedule to 23rd May 2022
FA/22/009.6 Members noted the internal transfers made between the Instant Access Account and the Current Account since the last report.

	Amount
07.03.2022	£30,000
14.04.2022	£20,000
26.04.2022	£10,000

FA/22/010 Salisbury Plain Rights of Way Volunteers
Members received a request from the Salisbury Plain Rights of Way Volunteers for £1250 to pay for rights of way signage and running costs.

Members agreed to make a payment of £1250.00 to the Salisbury Plain Rights of Way Volunteer. Funding to come from the Dewey Trust.

Signed: Date:

Members agreed that going forward in the 2023-24 Financial Year Salisbury Plan Right of Way Volunteers be included in the budget with their own budget line. This will assist them in applying for match funding elsewhere to cover the costs of the maintenance that they carry out.

FA/22/011 To Approve the Annual Regular Payments List
Members approved the annual regular payments list.

FA/22/012 Communications
Members agreed that a press to remind local charities and community groups to apply for grants will be released imminently.

Date of next scheduled meeting: Monday 27th June 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 7:39pm

Signed: Date: