



*Delivering a brighter, greener future for all*

**MINUTES**  
**of the**  
**Finance and Audit Committee**  
**held on**  
**Tuesday 3rd January 2023, 7pm**  
**at Warminster Civic Centre, Sambourne Road,**  
**Warminster BA12 8LB**

**Membership:**

<b>Cllr Brett (East)</b>	<b>*</b>	<b>Cllr Macdonald Vice Chairman (East)</b>	<b>AB</b>
<b>Cllr Cooper (Broadway) Chairman</b>	<b>*</b>	<b>Cllr Parks (North)</b>	<b>*</b>
<b>Cllr Jeffries (North)</b>	<b>*</b>	<b>Cllr Robbins (East)</b>	<b>*</b>
<b>Cllr Keeble (West)</b>	<b>A</b>		

Key: \* - Present A - Apologies AB - Absent

**In attendance:**

Officers: Tom Dommett (Town Clerk & RFO)

Press: 0

Members of the public:0

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**FA/22/049 Apologies for absence**

Apologies were received and accepted from Cllr Keeble

**FA/22/050 Declarations of Interest**

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

**FA/22/051 Minutes**

**FA/22/051.1 The minutes of the Finance and Audit Committee meeting, held on Monday 7<sup>th</sup> November 2022, were approved as a true record, and signed by the chairman.**

**FA/22/051.2 Members noted that there were no matters arising from the minutes of the Finance and Audit Committee meeting, held on Monday 7<sup>th</sup> November 2022.**

**FA/22/052 Chairman's Announcements**

There were no chairman's announcements.

**FA/22/053 Questions**

There were no questions received from members.

**FA/22/054 Public Participation**

There was no members of the public present at the meeting.

**FA/22/055 Reports from Unitary Authority Members**

There were no reports from Unitary Councillors.

**FA/22/056 Financial Information**

**FA/22/056.1 Members noted the reconciliations for October 2022; the Chairman signed and verified against the bank statements seen.**

**FA/22/056.2 Members noted the accounts to 31<sup>st</sup> October 2022.**

**FA/22/056.3 Members received and noted the variance report to 31<sup>st</sup> October 2022.**

**FA/22/056.4 Members approved the list of payments made in October 2022 and these were signed by the Chairman.**

**FA/22/056.5 Members noted that there have been no internal transfers made between the Instant Access Account and the Current Account since the last report.**

**FA/22/056.6 Members approved the petty cash schedule to 15<sup>th</sup> December 2022.**

**FA/22/057 Precept and Budget 2023 – 2024**

At its meeting on the 28<sup>th</sup> November 2022, the Full Council debated the precept and agreed that the draft budget be accepted and be represented to Full Council in January 2022 with an updated precept calculation. **Minute FC/22/084 Refers.** The draft budget has been tweaked to take into account the latest financial forecasts and other minor changes.

The draft budget proposes a 2023 - 2024 precept of £1,338,548. This represents an increase to the precept of £19,256 (an increase of 1.46%) in order to maintain a balanced budget. The tax base has increased by 1.1 % so this represents an increase (per B and D Equivalent charge) of 0.0% (equal £0 per annum or 0 pence per week).

**Members resolved to recommend the draft budget to Full Council.**

**FA/22/058**    **Community Infrastructure Levy Update**  
Members Noted that since the introduction of the Community Infrastructure Levy, the Town Council has received £381,318.96 in income and spent £267,169.70 leaving a balance of £114,149.26.

**FA/22/059**    **Communications.**  
It was agreed that there were no communications necessary from this meeting.

**Date of next scheduled meeting: Monday 6<sup>th</sup> March 2023**

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.

Meeting ended at 7.19pm

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The Clerk to the Council  
 Warminster Town Council  
 Warminster Civic Centre  
 Sambourne Road  
 Warminster  
 Wiltshire  
 BA12 8LB



## Your Statement

### Account Summary

Opening Balance	720,445.47
Payments In	38,674.55
Payments Out	519,706.72
Closing Balance	239,413.30

**Interest Rate - Valid as at end date of the statement period**  
 0.54% AER

**1 October to 31 October 2022**

### International Bank Account Number

GB85HBUK40452321136496

### Branch Identifier Code

HBUKGB4161U

### Account Name

Warminster Town Council

### Sortcode

40-45-23

### Account Number Sheet Number

21136496 512

### Your Business Money Manager details

Date	Payment type and details	Paid out	Paid in	Balance
<b>30 Sep 22</b>	<b>BALANCE BROUGHT FORWARD</b>			<b>720,445.47</b>
03 Oct 22	TFR TRANSFER 91001000	92,896.78		627,548.69
04 Oct 22	TFR TRANSFER 91001000	90,109.73		537,438.96
05 Oct 22	TFR TRANSFER 91001000	89,266.50		448,172.46
06 Oct 22	TFR TRANSFER 91001000	88,828.23		359,344.23
07 Oct 22	TFR TRANSFER 91001000	89,975.70		269,368.53
10 Oct 22	TFR TRANSFER 91001000	590.57		268,777.96
11 Oct 22	TFR TRANSFER 91001000		10,927.50	279,705.46
12 Oct 22	TFR TRANSFER 91001000		374.96	280,080.42
13 Oct 22	TFR TRANSFER 91001000	2,886.11		277,194.31
14 Oct 22	TFR TRANSFER 91001000	9,040.08		268,154.23
17 Oct 22	TFR TRANSFER 91001000	1,827.98		266,326.25
18 Oct 22	TFR TRANSFER 91001000	3,969.94		262,356.31
19 Oct 22	TFR TRANSFER 91001000	2,227.04		260,129.27
20 Oct 22	TFR TRANSFER 91001000		11,018.33	271,147.60
21 Oct 22	TFR TRANSFER 91001000	8,072.71		263,074.89
24 Oct 22	TFR TRANSFER 91001000	2,311.08		260,763.81
25 Oct 22	TFR TRANSFER 91001000	33,304.82		227,458.99
26 Oct 22	TFR TRANSFER 91001000	2,811.81		224,647.18
27 Oct 22	TFR TRANSFER 91001000		40.00	224,687.18
28 Oct 22	TFR TRANSFER 91001000		15,567.76	240,254.94
29 Oct 22	TFR TRANSFER 91001000		746.00	241,000.94
31 Oct 22	TFR TRANSFER 91001000	1,587.64		239,413.30
<b>31 Oct 22</b>	<b>BALANCE CARRIED FORWARD</b>			<b>239,413.30</b>

## Your Statement

The Clerk to the Council  
 Warminster Town Council  
 Warminster Civic Centre  
 Sambourne Road  
 Warminster  
 Wiltshire  
 BA12 8LB



### Account Summary

Opening Balance	5,000.00
Payments In	578,138.51
Payments Out	578,138.51
Closing Balance	5,000.00

### 1 October to 31 October 2022

#### International Bank Account Number

GB17HBUK40452391001000

#### Branch Identifier Code

HBUKGB4161U

#### Account Name

Warminster Town Council

#### Sortcode

40-45-23

#### Account Number Sheet Number

91001000 327

### Your BUSINESS CURRENT ACCOUNT details

Date	Payment type and details	Paid out	Paid in	Balance
<b>30 Sep 22</b>	<b>BALANCE BROUGHT FORWARD</b>			<b>5,000.00</b>
03 Oct 22	BP SEPTEMBER REFUNDS			
	BIB MULTIPLE BENEF			
	BIB BACS PAYMENT	73.50		
	BP WARM00012730			
	CCLA			
	BIB BACS PAYMENT	90,000.00		
	BP 16302180/81/4086			
	SYDENHAMS			
	BIB BACS PAYMENT	299.79		
	DD WATER2BUSINESS			
	FIRST PAYMENT	1,514.50		
	DD WATER2BUSINESS	65.50		
	DD SCREWFIX DIRECT LT	91.23		
	DD ATOS RE FUELGENIE	302.21		
	DD WATER2BUSINESS	1,012.18		
	DD WATER2BUSINESS	262.50		
	SO DESIGNER MARK			
	WEBSITE	70.00		
	CR Hervin Robin			
	J71 P508 LODGE REN		329.98	
	CR WORLDPAY 3009		22.10	
	CR WORLDPAY 0210		228.85	
	CR WORLDPAY 0110		213.70	
	TFR TRANSFER 21136496		92,896.78	5,000.00
04 Oct 22	BP WARM00012730			
	CCLA			
	BIB BACS PAYMENT	90,000.00		
	<b>BALANCE CARRIED FORWARD</b>			<b>85,000.00 D</b>

**1 October to 31 October 2022**

## Your Statement

**Account Name**  
 Warminster Town Council

**Sortcode Account Number Sheet Number**  
 40-45-23 91001000 328

### Your BUSINESS CURRENT ACCOUNT details

Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>85,000.00 D</b>
	DD VWFS UK LIMITED	405.53		
	CR COMP FIRE SE LTD			
	CFS SW LTD		295.80	
05 Oct 22	TFR TRANSFER 21136496		90,109.73	5,000.00
	CR MV- 21574633 -0110		426.20	
	CR MV- 21574633 -3009		654.65	
	BP WARM00012730			
	CCLA			
	BIB BACS PAYMENT	90,000.00		
	DD GRENKELEASING LIM	318.89		
	DD GRENKELEASING LIM	111.60		
	DD PAYPAL PAYMENT	36.86		
	CR WARMINSTER ACTION			
	WCC3945		120.00	
06 Oct 22	TFR TRANSFER 21136496		89,266.50	5,000.00
	CR MV- 21574633 -0310		1.00	
	BP WARM00012730			
	CCLA			
	BIB BACS PAYMENT	90,000.00		
	CR GROSS INTEREST			
	TO 05OCT2022			
	FOR ACCOUNT			
	404523 21136496		133.97	
	CR MICHAEL VAUGHAN			
	INV WCC3959		73.50	
	CR CASH IN P.O. OCT06			
	8 10 THREE H@15:52			
	465941XXXXX8085		963.30	
07 Oct 22	TFR TRANSFER 21136496		88,828.23	5,000.00
	BP WARM00012730			
	CCLA			
	BIB BACS PAYMENT	90,000.00		
	CR WORLDPAY 0610		24.30	
10 Oct 22	TFR TRANSFER 21136496		89,975.70	5,000.00
	CR MV- 21574633 -0510		297.50	
	DD PROPEL FINANCE PLC			
	FIRST PAYMENT	46.00		
	CR WARMINSTER & K9QF			
	WARMINSTER & DISTR		600.00	
	BP ACAS			
	12/19199	115.00		
	BP Prosec			
	2612	54.00		
	<b>BALANCE CARRIED FORWARD</b>			<b>5,682.50</b>



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Page 7 of 14 / 0029712 / 0144427

**1 October to 31 October 2022**

## Your Statement

**Account Name**  
 Warminster Town Council

**Sortcode Account Number Sheet Number**  
 40-45-23 91001000 329

### Your BUSINESS CURRENT ACCOUNT details

Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>5,682.50</b>
	BP Swallow Drinks 305101	12.18		
	BP Tudor Environmenta IN0214118	155.04		
	BP VISIT WILTSHIRE 11827	930.00		
	BP WHEELERS 978995	774.00		
	BP Scarb 2022.1000012386	55.60		
	CR WORLDPAY 0710		59.90	
	CR WORLDPAY 0810		317.65	
	CR WORLDPAY 0910		236.20	
	CR BABER ANIMAL FEED XMAS TREE		40.00	
11 Oct 22	TFR TRANSFER 21136496		590.57	5,000.00
	DD GOCARDLESS	4,496.61		
	DD BOOKER LTD -BK	449.22		
	DD ATOS RE FUELGENIE	490.03		
	CR SOFACO PLUS T/JAS XMAS TREE SOFACO		40.00	
	CR Westbury Town Coun 2070		16,323.36	
12 Oct 22	TFR TRANSFER 21136496	10,927.50		5,000.00
	CR CHQ IN AT 407080		170.00	
	CR NORTHWOOD (WEST WI NORTHWOOD WARMINST		40.00	
	CR JACKSON FL WCC3948		122.96	
	CR JACKSON FL WCC3972		42.00	
13 Oct 22	TFR TRANSFER 21136496	374.96		5,000.00
	CR MV- 21574633 -1010		2.00	
	CR The Warminster Jew 5/9 HIGH STREET		80.00	
	CR Wiltshire Carpets CHRISTMAS TREES		80.00	
	BP AMAZON 79324505820221397	21.96		
	BP COATES & PARKER adverts & papers	358.91		
	BP COMPLETE FIRE SERV 950173/4&5	1,521.00		
	<b>BALANCE CARRIED FORWARD</b>			<b>3,260.13</b>





**1 October to 31 October 2022**

## Your Statement

**Account Name**  
 Warminster Town Council

**Sortcode** **Account Number** **Sheet Number**  
 40-45-23 91001000 330

### Your BUSINESS CURRENT ACCOUNT details

Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>3,260.13</b>
	BP Dormakaba 431315	279.60		
	BP NICKS SHOE REPAIRS 030	44.85		
	BP ROUNDSTONE VENDING 30136	512.48		
	BP CHARLES SAUNDERS 766900	370.60		
	BP SYDENHAMS L6313248	193.50		
	BP Tudor Environmenta 214582	131.21		
	CR Bradlee Taylor WCC3974		346.00	
	CR Daniel Keene T/A T TAPHOUSE xmas tree		40.00	
14 Oct 22	TFR TRANSFER 21136496 MV- 21574633 -1110		2,886.11	5,000.00
	DD OFFICE EVOLUTION	126.59	1.00	
	DR CONTRA	8,979.49		
	CR Warminster Lions C Xmas Tree 39 Georg		40.00	
	CR WORLDPAY 1310		25.00	
17 Oct 22	TFR TRANSFER 21136496		9,040.08	5,000.00
	DD DIGITAL SPACE	25.49		
	DD PROPEL FINANCE PLC	66.88		
	DD ALPHABET GB	378.95		
	DD WILTSHIRE COUNCIL	27.00		
	DD WILTSHIRE COUNCIL	699.00		
	DD WILTSHIRE COUNCIL	536.00		
	DD WILTSHIRE COUNCIL	266.00		
	DD WILTSHIRE COUNCIL	358.00		
	CR CHURTON CH+HSM WCC3968		148.50	
	CR Emma Latchem WCC3967		6.00	
	BP Scarb 2022.1000012284	27.81		
	CR WORLDPAY 1510		130.25	
	CR WORLDPAY 1610		224.10	
	CR WORLDPAY 1410		8.30	
	CR Arnold Zoe HAPPYDAYS XMASTREE		40.00	
	TFR TRANSFER 21136496		1,827.98	5,000.00
	<b>BALANCE CARRIED FORWARD</b>			<b>5,000.00</b>



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Page 9 of 14 / 0029712 / 0144429

**1 October to 31 October 2022**

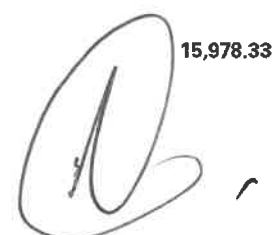
## Your Statement

**Account Name**  
 Warminster Town Council

**Sortcode Account Number Sheet Number**  
 40-45-23 91001000 331

### Your BUSINESS CURRENT ACCOUNT details

Date	Payment type and details	Paid out	Paid in	Balance
18 Oct 22	<b>BALANCE BROUGHT FORWARD</b>			<b>5,000.00</b>
	CR MV- 21574633 -1310		40.00	
	DD WEST MERCIA ENERGY	623.12		
	DD PEOPLESAFE	115.20		
	DD ATOS RE FUELGENIE	511.74		
	CR HOWARD MITCHELL TA WCC3951		294.00	
	CR The Beauty Box THE BEAUTY BOX		40.00	
	BP Sydenhams Hire 610763	64.18		
	BP OFFICE RIGHT 97203	47.30		
	BP FENLAND LEISURE SIN039776	1,860.84		
	BP MIRAGE SIGNS 37901	180.00		
	BP EG.COLES 107358	270.00		
	BP DCK BEAVERS LTD TPC10383&4	1,107.18		
	BP NIGEL CONNOR 5107&8	144.00		
	BP COMPLETE FIRE SERV 950194	174.00		
	BP Tudor Environmenta INV216378	171.53		
	CR CASH IN P.O. OCT18 8 10 THREE H@16:34 465941XXXXX8085		925.15	
	TFR TRANSFER 21136496		3,969.94	5,000.00
19 Oct 22	CR MV- 21574633 -1410		320.20	
	DD S/LINE 225877114	57.63		
	DD W/PAY 225723270	102.10		
	DD PARAGON	2,467.51		
	BP COMM ORGANIS tree 10 Silver St		40.00	
	CR ROLAND J LTD SW XMAS TREE		40.00	
	TFR TRANSFER 21136496		2,227.04	5,000.00
20 Oct 22	CR WILTSHIRE COUNCIL		11,025.13	
	CR MV- 21574633 -1710		10.60	
	BP SEPTEMBER REFUNDS BIB MULTIPLE BENEF BIB BACS PAYMENT	57.40		
	<b>BALANCE CARRIED FORWARD</b>			<b>15,978.33</b>



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**1 October to 31 October 2022**

## Your Statement

**Account Name**  
 Warminster Town Council

**Sortcode** 40-45-23   **Account Number** 91001000   **Sheet Number** 332

### Your BUSINESS CURRENT ACCOUNT details

Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>15,978.33</b>
	CR ROBBINS CJ BUS XMAS TREE ROBBINS		40.00	
21 Oct 22	TFR TRANSFER 21136496	11,018.33		5,000.00
	CR CHQ IN AT 407080		464.00	
	CR MV- 21574633 -1810		4.00	
	DD 35922 - TOLCHAR	904.24		
	DR CONTRA	7,845.81		
	CR F F			
	FALLON INV WCC3952		63.00	
	DR TOTAL CHARGES TO 29SEP2022	92.41		
	CR NORTHWOOD (WEST WI WCC3964		52.50	
	CR THE WILTSHIRE FEDE WCC3810		146.25	
	CR WARMINSTER ATHENAE THE ATHENAEUM		40.00	
24 Oct 22	TFR TRANSFER 21136496		8,072.71	5,000.00
	CR FARNFIELDS LLP		80.00	
	CR MV- 21574633 -1910		87.00	
	BP 6007 Place Studios Ltd			
	BIB BACS PAYMENT	2,970.00		
	DD VWFS UK LIMITED	33.98		
	CR CASH IN P.O. OCT24 8 10 THREE H@13:25 465941XXXXX8085		244.00	
	CR WORLDPAY 2310		101.70	
	CR WORLDPAY 2210		140.20	
	CR JONES S+D			
	TWIRLS SWEET TREAT		40.00	
25 Oct 22	TFR TRANSFER 21136496		2,311.08	5,000.00
	DD BOOKER LTD -BK	284.12		
	DD TOTALENERGIES G&P	1,266.77		
	DR CONTRA	270.00		
	DR CONTRA	1,300.00		
	DR CONTRA	30,263.93		
	CR FORRESTER SYLVESTE FSM SOLICITORS		40.00	
	CR YARN FOR THE SOUL SPRING IN THE PARK		40.00	
26 Oct 22	TFR TRANSFER 21136496		33,304.82	5,000.00
	DD ALD AUTOMOTIVE	377.93		
	DD O2	241.31		
	<b>BALANCE CARRIED FORWARD</b>			<b>4,380.76</b>



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Page 11 of 14 / 0029712 / 014443

**1 October to 31 October 2022**

## Your Statement

**Account Name**  
 Warminster Town Council

**Sortcode Account Number Sheet Number**  
 40-45-23 91001000 333

### Your BUSINESS CURRENT ACCOUNT details

Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>4,380.76</b>
	DD TOTALENERGIES G&P	878.02		
	DD TOTALENERGIES G&P	270.21		
	BP Melksham Groundcar 12067	60.52		
	BP Moviola Ltd 211694	96.68		
	BP Melksham Groundcar 12550	179.90		
	BP OFFICE RIGHT 97253	153.13		
	BP SYDENHAMS 16318387/90	47.27		
	BP Tudor Environmenta IN0217277	81.84		
	BP WILTSHIRE COUNCIL 90424686	154.50		
	BP Wiltshire Steeplej 6354	540.00		
	CR K Haslam WCC3979		49.00	
	CR R Poolman ROSIE-ZUMBAWCC3953		220.50	
27 Oct 22	TFR TRANSFER 21136496		2,811.81	5,000.00
	CR Dmrh Ltd TREEBOOTSOPTICIANS		40.00	
28 Oct 22	TFR TRANSFER 21136496	40.00		5,000.00
	CR MV- 21574633 -2510		148.00	
	CR HMRC VAT		18,839.84	
	BP GBS0302/03 Gary Boon BIB BACS PAYMENT	3,540.00		
	DD PROPEL FINANCE PLC	46.00		
	DD PAYPAL PAYMENT	106.33		
	CR THE ADVOCACY PEOP WCC3978		125.00	
	CR JOHN LOFTUS SW JOHN LOFTUS PROPER		40.00	
	CR WORLDPAY 2710		67.25	
	CR JACQ BRI BOU LTD JACQUELINE BRIDAL		40.00	
29 Oct 22	TFR TRANSFER 21136496	15,567.76		5,000.00
	CR Warminster U3A U3A-GEN WCC3996		95.00	
	<b>BALANCE CARRIED FORWARD</b>			<b>5,095.00</b>



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 12029810883K  
 Page 12 of 14 / 00297121 0144433

**1 October to 31 October 2022**

## Your Statement

**Account Name**  
 Warminster Town Council

**Sortcode** 40-45-23    **Account Number** 91001000    **Sheet Number** 334

### Your BUSINESS CURRENT ACCOUNT details

Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>5,095.00</b>
	BP PAULA YOUNG INV NO WCC3947		651.00	
31 Oct 22	TFR TRANSFER 21136496	746.00		5,000.00
	CR CHQ IN AT 407080		280.00	
	CR THE SOUTHERN CO-OP		40.00	
	CR MV- 21574633 -2610		9.00	
	DD HILLS WASTE SOLUTN	2,168.04		
	DD PAYPAL PAYMENT	30.00		
	SO HUNOT HR	240.00		
	CR WORLDPAY 2810		195.10	
	CR WORLDPAY 3010		171.45	
	CR WORLDPAY 2910		154.85	
31 Oct 22	TFR TRANSFER 21136496		1,587.64	5,000.00
	<b>BALANCE CARRIED FORWARD</b>			<b>5,000.00</b>

### Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at [fscs.org.uk](http://fscs.org.uk), call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website ([hsbc.co.uk/fscs/](http://hsbc.co.uk/fscs/)).

<b>Credit Interest Rates</b>	<i>balance</i>	<i>AER variable</i>	<b>Debit Interest Rates</b>	<i>balance</i>	<i>EAR variable</i>
Credit interest is not applied			Debit interest		21.34%

