

Delivering a brighter, greener future for all

MINUTES of the <u>Finance and Audit Committee</u> held on Tuesday 7th May 2024, 7pm, at Warminster Civic Centre, Sambourne Road, Warminster BA12 8LB

Membership:

Clir Allensby (West)	*	Cllr Parks (North)	Α
Cllr Brett (East)	*	Cllr MacFarlane Vice Chairman (East)	*
Cllr Cooper (Broadway) Chairman	*	Cllr Robbins (East)	Α
Cllr Jeffries (North)	Α		

Key: * Present A Apologies AB Absent

In attendance:

Officers: Tom Dommett (Town Clerk & RFO), Judith Halls (Deputy Town Clerk).

Members of the press: None

- FA/23/052 <u>Apologies for absence</u> Apologies were received and accepted from Cllrs Jeffries, Parks and Robbins.
- FA/23/053 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/23/054 <u>Minutes</u> FA/23/054.1 The minutes of the Finance and Audit Committee meeting, held on Monday 4th March 2024, were approved as a true record and signed by the chairman.

FA/23/054.2 Members noted that there were no matters arising from the minutes of the Finance and Audit Committee meeting, held on Monday 4th March 2024.

Signed: Date:

FA/23/055	<u>Chairman's Announce</u> There were no chairman			
FA/23/056	<u>Questions</u> There were no questions	s received.		
FA/23/057	Public Participation There was no public part	ticipation.		
FA/23/058	Reports from Unitary Authority Members There were no reports from Unitary Councillors.			
FA/23/059	 Financial Information FA/23/059.1 Members noted the reconciliations for February and March 2024; the Chairman signed and verified against the bank statements seen. FA/23/059.2 Members noted the accounts to March 2024. FA/23/059.3 Members noted the variance report to March 2024. FA/23/059.4 Members approved the list of payments made in February and March 2024, which the Chairman signed. FA/23/059.5 Members noted the internal transfers made between the Instant Access Account and the Current Account since the last report. 			
	Date	Amount		
	20.03.2024	£5,000.00		
	23.04.2024	£10,000.00		

FA/23/059.6 Members verified the Petty Cash Schedule to 22nd March 2024.

- FA/23/060 Information Point Members resolved to make an annual grant to the Athenaeum Centre for the Community of £2,500 towards the provision of an information point. Funding to come from 107 4704 Warminster Community Hub SLA.
- FA/23/061 Reserves

Members resolved to allocate money to the reserves as set out below:

310	General Reserves	£81,476
New EMR	Events/markets	£15,000
327	Neighbourhood Plan	£14,000
326	Climate Change	£12,000
339	Youth Provision (Activities)	£20,000
346	Website	£ 5,000
	TOTAL	£ 147,476

FA/23/062 CIL Update

Members noted the CIL Report for the financial year end 31st March 2024.

Signed: Date:

FA/23/063 Town Clock

Members approved expenditure of £944.90 plus VAT to repair the town clock, funding to come from 310 General Reserves.

FA/23/064 <u>Communications</u> Members requested that a press release be issued about the repairs to the town clock in the Post Office once they were completed, Cllr Cooper would be the spokesperson if required.

Meeting closed 7:15pm

Date of next meeting: Monday 24th June 2024

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