

MINUTES
of the
Finance and Audit Committee
held on Monday 24th June 2024, 7pm
at Warminster Civic Centre, Sambourne Road,
Warminster BA12 8LB

Membership:

Cllr Brett (East)	*	Cllr Keeble (West) Vice Chairman	*
Cllr Cooper (Broadway) Chairman	*	Cllr MacFarlane (East)	*
Cllr Jeffries (North)	*	Cllr Robbins (East)	*

Key: * Present A Apologies AB Absent

In attendance:

Officers: Tom Domett (Town Clerk & RFO), Patsy Clover (Committee Clerk)

Attendees:

Unitary Councillors: None

Members of the press: None

Members of the public: One

FA/24/001 Election of a Chairman for the municipal year 2024-2025
Members resolved that Cllr Cooper would be the Chairman of the Finance and Audit Committee for the municipal year 2024-2025.

FA/24/002 Election of a Vice Chairman for the municipal year 2024-2025
Members resolved that Cllr Keeble would be the Vice Chairman of the Finance and Audit Committee for the municipal year 2024-2025.

FA/24/003 Apologies for Absence
There were no apologies for absence.

FA/24/004

Declarations of Interest

Cllr Cooper made a declaration of non-pecuniary interest under Warminster Town Council’s Code of Conduct issued in accordance with the Localism Act 2011, as a befriender and volunteer with Warminster Action Group.

FA/24/005

Minutes

FA/24/005.1 The minutes of the Finance and Audit Committee meeting, held on Tuesday 7th May 2024, were approved as a true record, and signed by the Chairman.

FA/24/005.2 Members noted that there were no matters arising from the minutes of the Finance and Audit Committee meeting, held on Tuesday 7th May 2024.

FA/24/006

Chairman’s Announcements

There were no announcements from the Chairman.

FA/24/007

Questions

There were no questions from members.

FA/24/009

Reports from Unitary Authority Members

There were no reports from unitary authority members.

FA/24/010

Financial Information

FA/24/010.1 Members noted the reconciliations for April and May 2024; the Chairman signed and verified against the bank statements seen.

FA/24/010.2 Members noted the accounts to May 2024.

FA/24/010.3 Members noted the variance report to May 2024.

FA/24/010.4 Members approved the list of payments made in April and May 2024, which the Chairman signed.

FA/24/010.5 Members noted the internal transfers made between the Instant Access Account and the Current Account since the last report.

Date	Amount
09.05.2024	£80,000
17.05.2024	£15,000
22.05.2024	£10,000
05.06.2024	£10,000

FA/24/010.6 Members approved the Petty Cash Schedule to 17th June 2024.

FA/24/011

The Dewey Trust

Members noted the portfolio valuation at 17th June 2024 from The Dewey Trust of £454,717.

FA/24/012

Grant Applications

It was noted that the NSPCC had withdrawn their application. Members deferred four applications to the meeting of the Finance and Audit committee on 2nd September 2024, requesting that additional information be sought, and also deferred the award of a grant to Warminster Cricket Club, noting that consideration of their application for CIL funding for the project would be made by Full Council at their meeting on 25th June 2024.

Signed: Date:

Members resolved to make the following grant awards and deferments:

App	Name	Grant requested	Council Grant	Dewey Trust
1	Westbury and Warminster Youth Club	£2,000	£2,000	£0
2	Warminster and Westbury Talking Newspaper	£200	£200	£0
3	Warminster Walkers	£200	£200	£0
4	Warminster and District Stroke Club	£1,000	£1,000	£0
5	Wessex MS Therapy Centre	£2,500	£2,500	£0
6	Group Five	£1,000	£1,000	£0
7	Warminster Town Football Club	£1,000	£1,000	£0
8	Alzheimer's Support	£2,160	£2,160	£0
9	Wiltshire Search and Rescue	£2,500	Deferred	£0
10	The Warminster & Westbury Visually Handicapped Club	£700	Deferred	£0
11	Open Door Warminster	£1,920	£1,920	£0
12	NSPCC Warminster	£2,500	Withdrawn	
13	We Are Men WAM	£1,800	Deferred	£0
14	Warminster Cricket Club	£2,500	Deferred	£0
15	Trio Paradis (Musicians South West CIC)	£2,498	£2,500	£0
16	Warminster Action Group	£2,500	£2,500	£0
17	Picture Book Creations	£2,400 or £2,500 plus room hire	Deferred	£0
	Totals	£29,478	£16,980	£0

Of the total budget of £25,000, £8,020 remains to be allocated.

FA/24/013 Annual Regular Payments List
Members approved the annual regular payments list.

FA/24/014 Communications
Members agreed to a press release to inform the community of the grant recipients for 2024, with Cllr Cooper as spokesperson.

Meeting closed at 7:51pm

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.

Date of next scheduled meeting: Monday 2nd September 2024

Signed: Date: