



*Delivering a brighter, greener future for all*

**MINUTES**  
**of the**  
**Finance and Audit Committee**  
**held on Monday 2<sup>nd</sup> September 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)	A

Key: \* Present    A Apologies    AB Absent

**In attendance:**

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

**Attendees:**

**Unitary Councillors:** None

**Members of the press:** None

**Members of the public:** Four

**FA/24/015    Apologies for Absence**  
**Apologies were received and accepted from Cllr Robbins.**

**FA/24/016    Declarations of Interest**  
 There were no declarations of interest under Warminster Town Council’s Code of Conduct issued in accordance with the Localism Act 2011.

**FA/24/017    Minutes**  
**FA/24/017.1** The minutes of the Finance and Audit Committee meeting, held on Monday 24<sup>th</sup> June 2024, were approved as a true record, and signed by the Chairman.  
**FA/24/017.2** Members noted that there were no matters arising from the minutes of the Finance and Audit Committee meeting, held on Monday 24<sup>th</sup> June 2024.

Signed: ..... Date: .....

**FA/24/018**     **Chairman’s Announcements**  
There were no announcements from the Chairman.

**FA/24/019**     **Questions**  
There were no questions from members.

***Standing Orders were suspended at 7.01pm to allow for public participation.***

**FA/24/020**     **Public Participation**  
Nigel Linge spoke to agenda item 10. Grant Applications, Warminster Rights of Way and explained that he needed to replace his existing mower to continue his Rights of Way work in Wiltshire.

Cllr Bill Parks spoke to agenda item 10. Grant Applications, Warminster Rights of Way encouraging members to support Nigel Linge and the sterling work he does throughout the Warminster area. He also wanted members to be aware that Nigel not only undertakes the maintenance of rights of way but also runs a large team of volunteers.

Zanne Marchmont spoke to agenda item 10 Grant Applications, We Are Men (WAM) as committee members had requested more information. She explained that she had now set up a bank account and had a committee of three people.

***Standing Orders were reinstated at 7.13pm following public participation.***

**FA/24/021**     **Reports from Unitary Authority Members**  
There were no reports from unitary authority members.

**FA/24/022**     **Financial Information**  
**FA/24/022.1** Members noted the reconciliations for June and July 2024; the Chairman signed and verified against the bank statements seen.  
**FA/24/022.2** Members noted the accounts to July 2024.  
**FA/24/022.3** Members noted the variance report to July 2024.  
**FA/24/022.4** Members approved the list of payments made in June and July 2024, which the Chairman signed.  
**FA/24/022.5** Members noted the internal transfers made between the Instant Access Account and the Current Account since the last report.

Date	Amount
19.06.2024	£10,000
21.06.2024	£10,000

**FA/24/023**     **Warminster Arts Week**  
Members noted that in 2020, the town council gave a grant for a Warminster Arts Week project, which was paid to the Warminster and Villages Development Trust as fund-holders for the applicants. The grant was £2,000 of which £335.64 was spent, leaving an unspent balance of £1,664.36 which has been returned to the town council. The sum of £1,664.36 has been added to the grants’ budget for 2024/25.

Signed: ..... Date: .....

**FA/24/024 Grant Applications**

**Members noted that of the total grants' budget of £25,000, £8,020 remained to be allocated plus £1,664.36 per agenda item 9. – a total of £9,684.36.**

**Members resolved to make the following grant awards:**

<b>App</b>	<b>Name</b>	<b>Grant requested</b>	<b>Council Grant</b>	<b>Dewey Trust</b>
9	Wiltshire Search and Rescue	£2,500	£2,500	£0
10	The Warminster & Westbury Visually Handicapped Club	£700	£700	£0
13	We Are Men WAM	£1,800	£1,800	£0
17	Picture Book Creations	£2,400 or £2,500 plus room hire	£0	£0
18	Warminster Rights of Way	£2,500	£2,500	£0
	<b>Totals</b>	<b>£10,000</b>	<b>£7,500</b>	<b>£0</b>

**Subsequent to the awards, £2184.36 of the grant budget remains to be allocated.**

**FA/24/025 Thank you letters for Grants Awarded**

**Members noted the thank you letter** from Open Door Warminster and that messages of thanks had been received from the following organisations:  
Warminster and Westbury Talking Newspaper  
Warminster Football Club  
Warminster Walkers  
Wessex MS Therapy Centre.

**FA/24/026 Communications**

**Members agreed to a press release about the grant awards, with Cllr Cooper as spokesperson.**

**Meeting closed at 7.32pm**

**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.**

**Date of next scheduled meeting: Monday 11<sup>th</sup> November 2024**

Signed: ..... Date: .....