



Delivering a brighter, greener future for all

MINUTES
of the
Finance and Audit Committee
held on Monday 11th November 2024, 7pm
at Warminster Civic Centre, Sambourne Road,
Warminster BA12 8LB

Membership:

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

Key: * Present A Apologies AB Absent

In attendance:

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

Attendees:

Unitary Councillors: Cllr Tony Jackson

Members of the press: None

Members of the public: Four

FA/24/027 Apologies for Absence
 Apologies were received and accepted from Cllrs Cooper and Macfarlane.

FA/24/028 Declarations of Interest
 Cllr Keeble declared a nonpecuniary interest as a Trustee of the Athenaeum under Warminster Town Council’s Code of Conduct.

FA/24/029 Minutes
FA/24/029.1 The minutes of the Finance and Audit Committee meeting, held on Monday 2nd September 2024, were approved as a true record, and signed by the Chairman.
FA/24/029.2 Members noted that there were no matters arising from the minutes of the Finance and Audit Committee meeting, held on Monday 2nd September 2024.

FA/24/030 Chairman’s Announcements
 There were no announcements from the Chairman.

Signed: Date:

FA/24/031 Questions

There were no questions from members.

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

FA/24/032 Public Participation

Three members of the public spoke to agenda items 10 and 11 - Grant Applications. They urged councillors to back the requested grants for St John’s Hall, South West Ambulance Service Trust Fund and the Warminster Book Festival.

Standing Orders were reinstated at 7.13pm following public participation.

FA/24/033 Reports from Unitary Authority Members

There were no reports from unitary authority members.

FA/24/034 Financial Information

FA/24/034.1 Members noted the reconciliations for August and September 2024; the Chairman signed and verified against the bank statements seen.

FA/24/034.2 Members noted the accounts to September 2024.

FA/24/034.3 Members noted the variance report to September 2024.

FA/24/034.4 Members approved the list of payments made in August and September 2024, which the Chairman signed.

FA/24/034.5 Members noted the internal transfers made between the Instant Access Account and the Current Account since the last report.

Date	Amount
17.09.2024	£10,000
02.10.2024	£100,000

FA/24/035 Draft Budget 2025 - 2026

Members discussed the draft of the budget for 2025 - 2026. They thanked the Town Clerk for all his hard work on the budget and good financial management.

Members resolved to recommend to Full Council that the draft budget for 2025 - 2026 is adopted as the basis for the final budget to be agreed by Full Council in January 2025 with the increase in the town council’s share of council tax capped at 1%.

FA/24/036 Grants with Budget Lines

Members resolved:

- i) to award Warminster Book Festival a budget line of £1,500 and
- ii) that each large grant should be backed by an appropriate agreement between the Town Council and Organisation involved.

FA/24/037 Grant Applications

Members noted that of the total grants’ budget of £25,000, £2,184.36 remains to be allocated. Some funding was also available from the Dewey Trust.

Members resolved to make the following grant awards:

App	Name	Grant requested	Council Grant	Dewey Trust
19	Warminster Bowls Club	£1,800	£1,800	£0
20	St John's Hall	£2,500	£0	£2,500*
21	Warminster and Flers Town Twinning	£1,600	£384.36	£1,215.64
23	South West Ambulance Service Trust Fund	£1,000	£0	£1,000
	Totals	£6,900	£2184.36	£4715.64

***This grant is subject to a grant from Relief in Need and may be reduced accordingly.**

Subsequent to the awards, the grant budget has been allocated in full for this financial year.

FA/24/038 Thank you letters for Grants Awarded

Members noted that messages of thanks had been received from the following organisations:

Wiltshire Search and Rescue

The Warminster and Westbury Visually Handicapped Club

We Are Men (WAM)

Warminster Rights of Way.

FA/24/039 Communications

Members resolved not to issue any press releases.

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 or by contacting us at Warminster Civic Centre.

Date of next scheduled meeting: Monday 6th January 2025.

Signed: Date: