



Delivering a brighter, greener future for all

MINUTES
of the
Finance and Audit Committee
held on Monday 6th January 2025, 7pm
at Warminster Civic Centre, Sambourne Road,
Warminster BA12 8LB

Membership:

Cllr Brett (East)	A	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: None

FA/24/040 Apologies for Absence

Apologies were received and accepted from Cllrs Brett and Robbins.

FA/24/041 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/24/042 Minutes

FA/24/042.1 The minutes of the Finance and Audit Committee meeting, held on Monday 11th November 2024, were approved as a true record, and signed by the Chairman.

FA/24/042.2 Members noted that there were no matters arising from the minutes of the Finance and Audit Committee meeting, held on Monday 11th November 2024.

FA/24/043 Chairman's Announcements

There were no announcements from the Chairman.

Signed: Date:

FA/24/044 Questions

There were no questions from members.

FA/24/045 Public Participation

There was no public participation.

FA/24/046 Reports from Unitary Authority Members

There were no reports from unitary authority members.

FA/24/047 Financial Information

FA/24/047.1 Members noted the reconciliations for October and November 2024; the Chairman signed and verified against the bank statements seen.

FA/24/047.2 Members noted the accounts to November 2024.

FA/24/047.3 Members noted the variance report to November 2024.

FA/24/047.4 Members approved the list of payments made in October and November 2024, which the Chairman signed.

FA/24/047.5 Members noted the internal transfers made between the Instant Access Account and the Current Account since the last report.

Date	Amount
14.11.2024	£10,000
22.11.2024	£10,000
20.12.2024	£25,000

FA/24/047.6 Members verified the Petty Cash Schedule to 22nd November 2024.

FA/24/047.7 Members noted the Community Infrastructure Levy expenditure at 12th December 2024.

FA/24/048 Thank you letters for Grants Awarded

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

Warminster Bowls Club

Warminster and Flers Town Twinning

South West Ambulance Service Trust.

FA/24/049 Communications

Members resolved not to issue any press releases.

Meeting closed at 7.03pm

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 31st March 2025.

Signed: Date: