

**MINUTES**  
**of the**  
**Finance and Audit Committee**  
**held on Monday 1<sup>st</sup> September 2025, 7.30pm**  
**at Warminster Civic Centre, Sambourne Road,**  
**Warminster BA12 8LB**

**Membership:**

Cllr Carter (West) Vice Chairman	*	Cllr S Kirkwood (Broadway)	*
Cllr Cooper (Broadway) Chairman	*	Cllr Parks (North)	*
Cllr Hawker (West)	*	Cllr Tuisinu (East)	A
Cllr Keeble (West)	*		

Key: \* Present    A Apologies    AB Absent

**In attendance:**

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

**Attendees:**

**Unitary Councillors:** None

**Members of the press:** None

**Members of the public:** None

**FA/25/018    Apologies for Absence**

Apologies for absence were received and accepted from Cllr Tuisinu.

**FA/25/019    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/25/020    Minutes**

**FA/25/020.1** The minutes of the Finance and Audit Committee meeting, held on Monday 30<sup>th</sup> June 2025, were approved as a true record, and signed by the Chairman.

**FA/25/020.2** Members noted that there were no matters arising from the minutes of the Finance and Audit Committee meeting, held on Monday 30<sup>th</sup> June 2025.

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

**FA/25/021 Chairman's Announcements**

There were no announcements from the Chairman.

**FA/25/022 Questions**

There were no questions from members.

**FA/25/023 Reports from Unitary Authority Members**

There were no reports from unitary authority members.

**FA/25/024 Financial Information**

**FA/25/024.1** Members noted the reconciliations for May and June 2025; the Chairman signed and verified against the bank statements seen.

**FA/25/024.2** Members noted the accounts to 30<sup>th</sup> June 2025.

**FA/25/024.3** Members noted the variance report to 30<sup>th</sup> June 2025.

**FA/25/024.4** Members approved the list of payments made in May and June 2025, which the Chairman signed.

**FA/25/024.5** Members noted the internal transfers made between the Instant Access Account and the Current Account since the last report.

Date	Amount
29.07.25	£5,000
14.08.25	£10,000

**FA/25/025 Draft Budget 2026/2027**

Members resolved to recommend the following budget line figures for the draft budget 2026/2027:

Name	Budget Line 2025/26	Suggested 2026/27
Inspire	£3,700	£3,885
Warminster Book Festival	£1,500	£1,500
Warminster Action Group (WAG)	£2,500 *	£2,500
Warminster Area Health and Wellbeing Forum	£1,500 *	£1,600
Warminster Carnival	£5,500	£5,500
Warminster Community Radio	£12,500	£15,000
Warminster Information Point at The Athenaeum	£2,500	£2,500
Warminster Rights of Way Volunteers	£5,250	£5,250

\* Paid from general grant funds

**FA/25/026 Thank you letters for Grants Awarded**

Members noted the thank you letter received from Wiltshire Rural Music and that messages of thanks had been received from the following organisations:

Alzheimer's Support

Café Concerts CIO

Dogs for Health

Open Door Warminster

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

The Wellbeing Hub  
Warminster Action Group  
Warminster Area Health and Wellbeing Forum  
Warminster & District Amateur Swimming Club  
Warminster Flers Twinning Association  
Warminster Rugby Club  
Warminster Running Club  
We Are Men  
Wessex MS Therapy Centre  
Warminster Football Club

**FA/25/027    Communications**

**Members did not wish for any press releases to be issued regarding this meeting.**

**Meeting closed at 7:38pm.**

**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 10<sup>th</sup> November 2025.**

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