



Delivering a brighter, greener future for all

17th November 2025

AGENDA

Dear Councillor

You are summoned to:

Meeting of Warminster Town Council

to be held on

Monday 24th November 2025 at 7pm

at the Civic Centre, Sambourne Road, Warminster, BA12 8LB

Membership:

Cllr Allensby (West)	Cllr Keeble (West)
Cllr Barnes (East)	Cllr J Kirkwood (Broadway)
Cllr Carter (West)	Cllr S Kirkwood (Broadway)
Cllr Cooper (Broadway) Chairman of the Council and Mayor	Cllr Lee (Broadway)
Cllr Davis (East)	Cllr Parks (North)
Cllr Hawker (West)	Cllr Robbins (East)
Cllr Jones (North) Vice Chairman of the Council and Deputy Mayor	Cllr Tuisinu (East)

Members of the public are welcome to attend meetings of the council and committees, unless excluded due to the confidential nature of the business.

If you wish to contribute during public participation, please contact admin@warminster-tc.gov.uk prior to the meeting to enable this to be facilitated.

Yours sincerely

Tom Dommett CiLCA

Town Clerk and Responsible Financial Officer

1. Apologies for absence

To receive and accept apologies from those unable to attend.

2. Declarations of Interest

To receive any declarations of interest under Warminster Town Council's Code of Conduct issued in accordance with the Localism Act 2011.

3. Minutes

3.1 To approve and sign as a correct record, the minutes of the Full Council meeting held on Monday 29th September 2025; copies of these minutes have been circulated, and Standing Order 12.1 provides that they may therefore be taken as read.

3.2 To note any matters arising from the minutes of the Full Council meeting held on Monday 29th September 2025.

4. Chairman's Announcements

4.1 To note any announcements made by the chairman.

4.2 Mayor's engagements (see attached).

5. Correspondence Circulated

Members to note the list of all correspondence circulated since the last meeting. (see attached).

6. Questions

To receive questions from members of the council submitted in advance to the Town Clerk.

Standing Orders will be suspended to allow for public participation.

7. Public Participation

To enable members of the public to address the committee with an allowance of three minutes per person regarding any item on the agenda and **to receive** any petitions and deputations. The chairman may read out any statements submitted in advance.

Standing Orders will be reinstated following public participation.

8. Report from the Police

To receive a report from a representative from the Police.

9. Reports from Unitary Authority Members

To note any reports received which are relevant to the Full Council.

10. Proceedings of Committee

To receive minutes with recommendations from committees already circulated, and to consider any questions arising from them.

10.1 Finance and Audit Committee meeting held on 1st September 2025: questions to Cllr Carter, chairman of the committee.

10.2 Highways Advisory Committee meeting held on 1st September 2025: questions to Cllr Allensby, chairman of the committee.

10.3 HR Committee meetings held on 4th September 2025: questions to Cllr Cooper, chairman of the committee.

10.4 Parks and Estate Committee meeting held on 7th July 2025: questions to Cllr Jones, chairman of the committee.

10.5 Planning Advisory Committee meetings held on 15th September 2025 and 13th October 2025: questions to Cllr Keeble, chairman of the committee.

11. Draft Budget 2026-2027

The Clerk is submitting the draft of the budget for 2026-2027 (**see attached**). Members should note that this is a draft budget, and the final budget will be presented in January 2026. The draft budget proposes that there be a 7.7% increase in Warminster Town Council's precept, from £1,422,540 by £110,463 to £1,533,003. Due to the expected increase in the Council Tax base, that would mean Warminster Town Council's share of Council Tax, currently £218.66 would increase to £231.47 for a Band D property. This represents an increase of £12.81 a year, or 24 pence a week (5.8%). The exact figure will change when the draft budget is amended to reflect the updated number of Band D equivalent properties, and any changes are made to next year's budget lines.

The Finance and Audit Committee resolved to recommend to Full Council (**Minute FA/25/037 refers**) that the draft budget is adopted as the basis for the final budget to be agreed by Full Council in January 2026.

Members to indicate if they wish to see any significant changes to the draft budget or if they are content for it be the basis of the actual budget to be put before members for approval at the meeting of Full Council on 5th January 2026.

Members are asked to resolve that the draft budget is adopted as the basis for the actual budget for approval in January 2026.

12. Internal Audit Report 2025-26 (Interim)

Members to receive and approve the Interim Internal Audit Report 2025-26 (**see attached**)

13. Request for Community Infrastructure Levy (CIL) Money Warminster Football Club

Warminster Town Football Club have requested £15,000 of Community Infrastructure Levy (CIL) Money (**see attached**) The CIL money would combine with the £35,000 grant the club had received from the Premier League Stadium Fund, (subject to it raising the £15,000) to replace the deteriorating pitch-side barrier at their Weymouth Street ground.

The CIL Working Group met on 10th November and Members resolved to recommend to Full Council that Warminster Town Football Club be awarded £15,000 of CIL money.

Members are asked to approve £15,000 of CIL money to Warminster Town Football Club to replace the deteriorating pitch side barrier.

14. Motion 1: Reinstatement of the Breast Screening Unit in Warminster

Proposed by: Councillor Liz Lee

Motion:

This Council notes with concern the withdrawal of the mobile Breast Screening Unit from Warminster and the resulting reduction in local access to this vital preventive health screening service by asking local women to go to different towns in Wiltshire.

Breast screening plays a crucial role in the early detection of cancer, and the transfer of the local unit to Westbury presents a significant barrier to many residents—particularly older women and those with limited mobility or access to transport—potentially leading to delayed diagnoses and poorer health outcomes. We must also consider the financial cost of travelling and making time to attend appointments outside Warminster.

Councillors held an online meeting with representatives of the NHS, and although no conclusion was reached, an offer was made by the NHS to review provision for future years.

Screening is done on a three yearly cycle and it is too late to reinstate the local centre this year. Council nevertheless believes the service should return to Warminster in 2028.

This Council wants to protect the health and wellbeing of Warminster residents by ensuring equitable access to breast screening services within the town.

This council therefore resolves to:

- 1. Support the appeal and/or complaint being made by the Health and Wellbeing Forum in Warminster regarding the relocation of the Breast Screening Unit from Warminster to other Wiltshire Towns.**
- 2. Call on the relevant NHS Trust and Integrated Care Board (ICB) to urgently review the decision and reinstate a local breast screening service in Warminster.**
- 3. Support the work of the Warminster Health and Wellbeing Forum in pursuing this matter on behalf of local residents.**
- 4. Requests that the Town Clerk write to the NHS Trust and ICB to communicate this Council's position and offer support in seeking a resolution that restores accessible breast screening provision to Warminster.**

15. Motion 2: Westbury Road Development

Proposed by: Councillor Bill Parks

Council Notes:

- The council's ongoing opposition to plans for 205 new dwellings off Westbury Road, which would be outside the settlement policy boundary and in an area at risk of flooding.
- The continued pursuit by the developer of planning approval for 205 dwellings in Westbury Road.
- That the 2021 planning application was dismissed at appeal.
- The Inspector stated "There have been extensive discussions between the main parties regarding the provision of a Community Centre serving the proposed residents as well as potentially existing residents nearby. This has culminated in Schedule 11 of the s106 planning obligation which concerns the provision of land within the appeal site and various mechanisms through which a Community Centre could be delivered. The delivery of a Community Centre potentially serving the existing community would be a benefit of the scheme"
- That at pre-submission stage, developers are encouraged to participate in a suitable level of community engagement that clarifies matters and ultimately responds to feedback received.

Council further notes:

- That the initial consultation between the developer and the community is now many years ago.
- The provision of a community centre seems to be predicated on it being financed and built by the Town Council using Community Infrastructure Levy money from the development. (CIL)
- That the town council has its own criteria for allocating CIL money and will soon be conducting a consultation on the draft Neighbourhood Plan that is expected to increase the number of projects put forward for CIL funding.

Council believes:

- It is not appropriate for developers to assume that the town council will spend its share of CIL money.
- The town council is not convinced either of the demand for a community centre or its viability.

Council Resolves:

To write to the developer and Wiltshire Council setting out:

- 1. Its concerns about the need for further community engagement/consultation before a further planning application is submitted.**
- 2. Its concerns that simply providing a site for a community centre without the funding to build it will result in no benefit to the community.**
- 3. The submissions made by the developers have not substantively evidenced the need for a community centre to be delivered at the site and it remains a legitimate expectation of Warminster Town Council to have discretion over where it dedicates future CIL receipts and the developer should not rely upon such CIL receipts funding a new community centre at a location it does not consider appropriate. Should a future application be supported by Wiltshire Council or at appeal, the provision of a community centre or facility for the benefit of existing and future residents should be subject to a developer contribution as an alternative to an on-site provision.**

16. Communications

Members to decide on items requiring a press release and to confirm a spokesperson if required.

Confidential session pursuant to Section 1 (2) of the Public Bodies Admission to Meetings) Act 1960; the Council, by resolution, may exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings.

17. Civic Award nominations

There are four Civic Awards that can be made – the Civic Award, the Junior Civic Award, the Green Civic Award, and the Environmental Civic Award. A Civic Award is traditionally a surprise for the recipients; therefore, members consider the nominees under closed session.

Confidential papers have been sent to all members with details of all nominees.

Members to consider the nominees and resolve to make any Civic Award.

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 meeting: Monday 5th January 2026.

Mayor's Engagements 24th September to 24th November 2025

Date	Time	Confirmed Engagement	Place	Attended by
25.09.25	10.30	Visit to Stepping Stones District Specialist Centre	Longfield Children's Centre, Broadcloth Lane, Trowbridge, Wiltshire	The Mayor
28.09.25	14.30	The County Parade & Commemoration Service	St. Giles Church, Warminster	The Mayor
October				
16.10.25	15.00	Sky TV interview on the Warminster Thing		The Mayor
25.10.25	17.00	Carnival Tea	Community Centre, Lake Pleasure Grounds	The Mayor
25.10.25	18.30	Head main procession at the Warminster Carnival	Boreham Road, Warminster	The Mayor
29.10.25	17.30	Pumpkins in the Park Judging	Lake Pleasure Grounds, Warminster	Mayor & Deputy Mayor
November				
09.11.25	15.00	Remembrance Day Service	War Memorial, Portway Warminster	Mayor & Deputy Mayor
10.11.25	20.00	Poppy Appeal Quiz	Prestbury Sports Bar	The Mayor
19.11.25	11.00	Photocall with Persimmon & Selwood	Hub at Jubilee Gardens	The Mayor

CORRESPONDENCE LIST

Date	Name	Item/Response	Action Taken
22.09.25	Wiltshire and Swindon Community Messaging	Have Your Say: What Makes You Feel Safe at Night? [#515332011]	Email
24.09.25	Wiltshire Council	URGENT TTRN NORTH ROW WARMINSTER 25/09/25 - 27/09/25 WARMINSTER AREA BOARD	Email
24.09.25	Wiltshire Council	Temporary Closure of: C360 (Part), Warminster (25.09.2025)	Email
26.09.25	Wiltshire Council	Latest news: Electric vehicle fleet making savings, Recycle Week, Trowbridge Leisure Centre update and more	Email
01.10.25	Barratt Homes	Barrett Homes presentation for WTC regarding New Farm, Warminster	Email
03.10.25	Wiltshire Council	Latest news: Budget drop-in sessions, Salisbury fly-tipper fined, flu vaccines available and more	Email
06.10.25	Wiltshire Council	TTRN - Urgent closure of Stuart Mead, Warminster - 13/10/25 - Warminster Area Board	Email
06.10.25	Wiltshire Council	TTRN - Urgent closure of Smallbrook Road (part), Warminster - 14/10/25 Warminster Area Board	Email
08.10.25	Wiltshire Council	Temporary Closure of: A350 (Part), Longbridge Deverill and Warminster (21.11.2025)	Email
10.10.25	Wiltshire Council	Temporary Closure of: A350 (Part), Upton Scudamore and Westbury (24.11.2025)	Email
10.10.25	Wiltshire Council	Updated notice: Temporary Closure of: A350 (Part), Longbridge Deverill and Warminster (21.11.2025)	Email
10.10.25	Wiltshire Council	Latest news: Leader's vlog, have your say on our budget at an event or our online survey, be flood ready and more	Email
14.10.25	Wiltshire Council	Temporary Closure of: C362 (Part), Warminster (01.12.2025)	Email
17.10.25	Wiltshire Council	Latest news: Budget drop-in sessions well underway, secondary school application deadline fast approaching, vehicle seizure and more	Email
22.10.25	Wiltshire Council	TTRN - Urgent closure of Emwell Street, Warminster - 31/10/25 - Warminster Area Board	Email
23.10.25	Wiltshire Council	Urgent closure of Princecroft Lane (Part) Warminster 23/10/25 - 24/10/25	Email

CORRESPONDENCE LIST

24.10.25	Wiltshire Council	URGENT TTRN BREAD ST WARMINSTER. WARMINSTER AREA BOARD 20/10 - 24/10/25 ** this closure will extend until 27/10/25 **	Email
24.10.25	Wiltshire Council	Latest news: Free parking for Blue Badge holders, Our Wiltshire Plan 2025-2035, clocks go back this weekend and more	Email
27.10.25	Wiltshire Council	Briefing Note 25-08: Gypsies and Travellers DPD – Update and Call for Sites	Email
29.10.25	Network Rail	Railway work near your home - Maintenance and canopy work at Warminster station	Email
31.10.25	Wiltshire Council	Latest news: Help us balance the budget, fly-tipping prosecution, Children in Need challenge and more	Email
03.11.25	Wales & West Utilities	Warminster Gas Pipe Upgrade - Wales & West Utilities	Email
04.11.25	OG Group	Consultation Land off Ashley Coombe, Warminster	Email
05.11.25	Atkins Realis/ Wiltshire Council	Resurfacing Works - SS0006 A350 Exit Sutton Hill Rbt, Warminster (10412161)	Email
10.11.25	Wiltshire Police	Road Safety Update: Warminster Area Board	Email
14.11.25	Wiltshire Council	Latest news: Leader's vlog, Black Friday leisure offers, Fly-Tipping Fortnight and more	Email

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
101	Council Administration									
1176	Precept	1,382,830	1,382,830	1,422,450	1,422,450	1,422,540	0	1,422,540	0	0
1190	Interest Receivable	50,000	98,849	65,000	39,966	90,000	0	75,000	0	0
1193	Miscellaneous Income	0	367	0	0	0	0	0	0	0
Total Income		1,432,830	1,482,046	1,487,450	1,462,416	1,512,540	0	1,497,540	0	0
4001	Salaries	145,500	150,652	161,243	106,496	184,122	0	367,210	0	0
4008	Training & Team Building	3,000	1,625	3,000	106	1,000	0	2,000	0	0
4009	Travel	250	225	250	22	250	0	250	0	0
4010	Health & Safety	0	67	0	0	0	0	0	0	0
4013	Rent Payable (Internal)	37,200	37,200	37,200	21,700	37,200	0	37,200	0	0
4020	Consumables & Other Expenses	1,500	1,391	1,500	602	1,500	0	1,500	0	0
4022	Postage & Telephone	1,500	899	1,000	391	900	0	1,000	0	0
4023	Printing & Stationery	500	272	500	225	450	0	500	0	0
4024	Photocopier Charges	2,200	2,070	2,200	1,133	2,000	0	2,000	0	0
4025	IT (Website & Email)	14,000	18,118	15,000	11,227	15,000	0	15,000	0	0
4027	Subscriptions and Publications	4,250	7,664	7,000	11,292	12,000	0	11,000	0	0
4028	Insurance	34,000	29,399	38,000	25,396	38,000	0	40,000	0	0
4029	Licences	5,000	1,366	3,000	1,410	1,450	0	2,000	0	0
4030	Recruitment Advertising	1,000	0	500	1,269	960	0	500	0	0
4036	Repairs and Renewals	250	0	0	0	0	0	0	0	0
4040	Equipment/Furniture	500	177	0	0	0	0	0	0	0
4056	Accountancy Fees	10,000	9,817	11,000	4,684	11,000	0	12,000	0	0
4057	Audit Fees	3,100	3,120	3,700	0	3,500	0	3,700	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4059	Other Professional Fees	5,000	7,624	5,000	4,802	5,000	0	5,000	0	0
4060	Bank Charges	1,200	1,097	1,500	771	1,500	0	1,500	0	0
5977	depreciation Charged	0	5,497	0	0	0	0	0	0	0
Overhead Expenditure		269,950	278,281	291,593	191,526	315,832	0	502,360	0	0
Movement to/(from) Gen Reserve		<u>1,162,880</u>	<u>1,203,765</u>	<u>1,195,857</u>	<u>1,270,890</u>	<u>1,196,708</u>		<u>995,180</u>		
102	<u>Civic and Democratic</u>									
4001	Salaries	98,000	99,372	97,822	66,465	115,240	0	0	0	0
4008	Training & Team Building	100	300	1,000	100	0	0	0	0	0
4020	Consumables & Other Expenses	400	39	400	0	100	0	100	0	0
4025	IT (Website & Email)	6,200	3,990	4,000	1,069	2,000	0	2,000	0	0
4033	Advertising	1,500	816	1,000	0	0	0	0	0	0
4080	Mayoral Expenses	1,000	400	1,000	146	1,000	0	1,000	0	0
4082	Town Crier	1,000	1,000	1,000	35	1,000	0	1,000	0	0
4086	Civic Regalia	500	15	500	0	500	0	500	0	0
4110	Elections	0	817	0	0	0	0	0	0	0
5319	Tfr from Elections Reserve	0	-817	0	0	0	0	0	0	0
5359	Tfr from EMR Market Towns	0	-200	0	0	0	0	0	0	0
6319	Tfr to Elections Reserve	5,000	5,000	5,000	5,000	5,000	0	0	0	0
6346	Tfr to Website	0	9,137	0	0	0	0	0	0	0
Overhead Expenditure		113,700	119,869	111,722	72,815	124,840	0	4,600	0	0
Movement to/(from) Gen Reserve		<u>(113,700)</u>	<u>(119,869)</u>	<u>(111,722)</u>	<u>(72,815)</u>	<u>(124,840)</u>		<u>(4,600)</u>		
103	<u>Policy and Communications</u>									

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4001	Salaries	23,000	25,650	25,433	16,998	28,960	0	0	0	0
4034	Newsletter	2,200	240	1,500	848	1,500	0	12,000	0	0
4084	Town Consultations/Promotions	4,000	1,363	4,000	0	4,000	0	0	0	0
5359	Tfr from EMR Market Towns	0	-1,294	0	0	0	0	0	0	0
Overhead Expenditure		29,200	25,959	30,933	17,846	34,460	0	12,000	0	0
Movement to/(from) Gen Reserve		(29,200)	(25,959)	(30,933)	(17,846)	(34,460)		(12,000)		
104	<u>Council Events</u>									
1002	Events Income	0	21,838	5,500	5,941	10,000	0	10,000	0	0
1301	Advertising Income	0	0	0	275	275	0	0	0	0
1701	Christmas Events Income	3,000	4,101	3,000	633	0	0	0	0	0
Total Income		3,000	25,940	8,500	6,849	10,275	0	10,000	0	0
4001	Salaries	17,500	18,158	17,315	11,336	20,124	0	0	0	0
4032	Adverts - Events	2,000	2,411	2,000	3,645	5,000	0	5,000	0	0
4081	Civic Events	1,000	1,578	1,000	5,150	5,150	0	1,000	0	0
4087	Civic Service	500	0	500	0	500	0	500	0	0
4706	Christmas Lights	35,000	22,757	35,000	0	35,000	0	35,000	0	0
4720	Remembrance Service	3,000	1,684	2,000	0	2,000	0	2,000	0	0
4801	Events Funding	0	22,574	0	20,089	20,089	0	0	0	0
5317	Tfr to EMR Events/Markets	0	6,648	0	0	0	0	0	0	0
5359	Tfr from EMR Market Towns	0	-15,035	0	-25,000	-25,000	0	0	0	0
Overhead Expenditure		59,000	60,775	57,815	15,219	62,863	0	43,500	0	0
Movement to/(from) Gen Reserve		(56,000)	(34,835)	(49,315)	(8,370)	(52,588)		(33,500)		

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Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
107	<u>Grants and Projects</u>									
1180	Grants Recieved	0	26,500	0	25,000	25,000	0	0	0	0
	Total Income	0	26,500	0	25,000	25,000	0	0	0	0
4001	Salaries	26,000	25,779	24,260	16,098	28,532	0	0	0	0
4048	Climate Change	0	0	0	30	30	0	0	0	0
4208	Town Centre Regeneration	3,716	1,951	10,000	0	5,000	0	10,000	0	0
4700	Grants - Large	25,000	64,300	30,000	30,000	30,000	0	30,000	0	0
4703	WCR Community Radio SLA	12,500	41,358	12,500	6,250	12,500	0	15,000	0	0
4704	Warminster Information Point	6,000	2,500	2,500	2,500	2,500	0	2,500	0	0
4710	Enterprise Warminster	284	284	0	0	0	0	0	0	0
4712	Grant - Warminster Carnival	4,500	4,500	5,500	5,500	5,500	0	5,500	0	0
4714	Neighbourhood Planning	10,000	6,428	5,000	6,135	5,000	0	5,000	0	0
4715	INSPIRE	3,500	3,500	3,700	3,700	3,700	0	3,900	0	0
4718	Warminster R O W Volunteers	5,000	5,000	5,250	5,250	5,250	0	5,250	0	0
4722	Grant - St Lawrence Comm Bld	0	12,500	0	4,770	4,770	0	0	0	0
4725	Warminster Book Festival	0	0	1,500	1,500	1,500	0	1,500	0	0
4726	Tidy Up/Smarten Up Campaign	0	1,000	0	0	0	0	0	0	0
4727	Warminster Athenaeum Grant	0	35,000	0	0	0	0	0	0	0
4728	Town Development Contribution	0	3,500	0	0	0	0	0	0	0
4729	Warminster Action Group	0	0	0	0	0	0	2,500	0	0
4730	Health & Wellbeing Forum	0	0	0	0	0	0	1,600	0	0
5326	Tfr from Climate Change	0	-3,000	0	-30	-30	0	0	0	0
5350	Tfr from EMR s106 Rugby Club	0	-6,573	0	0	0	0	0	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
5356	Tfr from CIL 21/22	0	-4,312	0	0	0	0	0	0	0
5357	Tfr From EMR CIL 22/23	0	-98,279	0	0	0	0	0	0	0
5358	Tfr from CIL EMR 23/24	0	-2,267	0	-4,770	-4,770	0	0	0	0
5359	Tfr from EMR Market Towns	0	-14,958	0	0	0	0	0	0	0
6316	Tfr to EMR Assets	0	5,264	0	0	0	0	0	0	0
6326	Tfr to Climate Change	0	10,000	0	0	0	0	0	0	0
6359	Tfr to EMR Market Towns Progra	0	25,000	0	25,000	25,000	0	0	0	0
6362	Tfr to EMR LHFIG	0	20,000	0	0	0	0	0	0	0
6363	Tfr to Town Centre EMR	0	10,000	0	0	0	0	0	0	0
Overhead Expenditure		96,500	148,475	100,210	101,933	124,482	0	82,750	0	0
Movement to/(from) Gen Reserve		(96,500)	(121,975)	(100,210)	(76,933)	(99,482)		(82,750)		
109	<u>Youth Provision</u>									
1180	Grants Recieved	0	5,000	0	0	0	0	0	0	0
Total Income		0	5,000	0	0	0	0	0	0	0
4067	Youth Provision	0	16,375	20,000	32,080	32,080	0	33,000	0	0
5360	Tfr from Youth Provision	0	-16,375	-8,625	-20,705	-20,705	0	0	0	0
6339	Tfr to Youth Provision Res.	0	26,375	0	0	0	0	0	0	0
Overhead Expenditure		0	26,375	11,375	11,375	11,375	0	33,000	0	0
Movement to/(from) Gen Reserve		0	(21,375)	(11,375)	(11,375)	(11,375)		(33,000)		
201	<u>CCTV</u>									
1193	Miscellaneous Income	0	0	0	409	408	0	0	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1203	CCTV-Insurance Con't Rec'd	0	900	0	100	100	0	0	0	0
1205	CCTV-West Wilts Tr Estate Fees	8,415	16,428	14,000	10,490	14,000	0	6,225	0	0
1206	CCTV-Westbury TC Fees	23,375	23,845	23,560	31,371	35,664	0	23,345	0	0
1901	Insurance Claims	0	0	0	2,996	2,996	0	0	0	0
Total Income		31,790	41,173	37,560	45,366	53,168	0	29,570	0	0
4001	Salaries	84,000	75,817	70,941	36,697	62,912	0	71,817	0	0
4008	Training & Team Building	1,000	625	1,000	0	1,000	0	1,000	0	0
4014	Electricity and Gas	0	1,028	1,000	570	1,000	0	1,000	0	0
4020	Consumables & Other Expenses	500	59	500	462	500	0	500	0	0
4021	Fibre Line Costs	0	14,399	15,000	11,461	15,000	0	18,000	0	0
4022	Postage & Telephone	500	368	500	153	300	0	300	0	0
4025	IT (Website & Email)	5,000	0	0	0	0	0	0	0	0
4028	Insurance	950	497	500	0	0	0	0	0	0
4029	Licences	1,000	238	500	0	200	0	500	0	0
4036	Repairs and Renewals	5,000	2,507	2,000	110	500	0	2,000	0	0
4037	Maintenance Contracts	4,500	8,293	9,000	8,228	8,250	0	9,000	0	0
4040	Equipment/Furniture	100	404	100	0	0	0	0	0	0
5977	depreciation Charged	0	19,957	0	0	0	0	0	0	0
5996	Deferred Grants Released	0	-1,753	0	0	0	0	0	0	0
6325	Tfr to CCTV	0	4,606	0	0	0	0	0	0	0
Overhead Expenditure		102,550	127,046	101,041	57,681	89,662	0	104,117	0	0
Movement to/(from) Gen Reserve		(70,760)	(85,873)	(63,481)	(12,315)	(36,494)		(74,547)		
202	Dewey House									

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1005	Rent Received	7,200	0	0	0	0	0	0	0	0
	Total Income	7,200	0	0	0	0	0	0	0	0
4011	Rates	5,000	4,045	0	939	939	0	0	0	0
4012	Water Rates	2,000	1,556	0	461	461	0	0	0	0
4014	Electricity and Gas	5,000	321	0	1,553	1,553	0	0	0	0
4020	Consumables & Other Expenses	200	395	0	395	395	0	0	0	0
4025	IT (Website & Email)	2,000	0	0	104	104	0	0	0	0
4028	Insurance	2,000	1,047	0	0	0	0	0	0	0
4035	Refuse Collection\Bin Emptying	0	75	0	0	0	0	0	0	0
4036	Repairs and Renewals	1,500	48	0	0	0	0	0	0	0
4037	Maintenance Contracts	1,600	90	0	0	0	0	0	0	0
5977	depreciation Charged	0	12,420	0	0	0	0	0	0	0
	Overhead Expenditure	19,300	19,997	0	3,451	3,452	0	0	0	0
	Movement to/(from) Gen Reserve	(12,100)	(19,997)	0	(3,451)	(3,452)		0		
203	<u>The Hub CCTV</u>									
1005	Rent Received	0	2,475	2,700	1,575	2,700	0	2,832	0	0
1180	Grants Recieved	0	7,102	0	0	0	0	0	0	0
	Total Income	0	9,577	2,700	1,575	2,700	0	2,832	0	0
4011	Rates	0	2,104	1,620	1,311	1,900	0	1,950	0	0
4012	Water Rates	500	1,069	1,000	320	1,000	0	1,000	0	0
4014	Electricity and Gas	10,000	22,788	15,000	4,605	15,000	0	15,000	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4020	Consumables & Other Expenses	200	322	200	318	200	0	200	0	0
4024	Photocopier Charges	0	4	0	0	0	0	0	0	0
4025	IT (Website & Email)	5,000	6,723	5,000	3,277	5,000	0	5,000	0	0
4027	Subscriptions and Publications	0	0	0	48	48	0	100	0	0
4036	Repairs and Renewals	0	1,825	0	543	1,000	0	1,000	0	0
4037	Maintenance Contracts	500	1,757	2,000	778	2,000	0	2,000	0	0
4038	Grounds Maintenance	0	0	0	16	16	0	0	0	0
5315	Tfr from Capital Projects	0	-720	0	0	0	0	0	0	0
5317	Tfr to EMR Events/Markets	0	3,352	0	0	0	0	0	0	0
5977	depreciation Charged	0	3,714	0	0	0	0	0	0	0
6340	Tfr to Hub Capital EMR	0	3,750	0	0	0	0	0	0	0
Overhead Expenditure		16,200	46,688	24,820	11,216	26,164	0	26,250	0	0
Movement to/(from) Gen Reserve		(16,200)	(37,111)	(22,120)	(9,641)	(23,464)		(23,418)		
204	<u>The Hub - TI</u>									
4012	Water Rates	0	0	0	122	200	0	200	0	0
4014	Electricity and Gas	0	0	0	283	500	0	500	0	0
4020	Consumables & Other Expenses	0	0	0	131	250	0	250	0	0
4037	Maintenance Contracts	0	0	0	75	150	0	150	0	0
Overhead Expenditure		0	0	0	611	1,100	0	1,100	0	0
Movement to/(from) Gen Reserve		0	0	0	(611)	(1,100)		(1,100)		
208	<u>Town Park Splashpad</u>									
4012	Water Rates	6,000	4,986	15,000	0	15,000	0	15,000	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4014	Electricity and Gas	12,500	13,768	13,000	11,000	13,000	0	13,000	0	0
4020	Consumables & Other Expenses	1,200	1,687	1,500	1,756	1,500	0	1,500	0	0
4022	Postage & Telephone	200	40	200	0	0	0	0	0	0
4036	Repairs and Renewals	4,000	3,593	4,000	1,018	1,500	0	3,000	0	0
4037	Maintenance Contracts	7,500	5,568	7,500	1,625	7,500	0	7,500	0	0
4040	Equipment/Furniture	0	170	0	0	0	0	0	0	0
5316	Tfr frm EMR Assets	0	-124	0	0	0	0	0	0	0
Overhead Expenditure		31,400	29,688	41,200	15,399	38,500	0	40,000	0	0
Movement to/(from) Gen Reserve		(31,400)	(29,688)	(41,200)	(15,399)	(38,500)		(40,000)		
209	<u>Outside Services</u>									
1179	Donations Received	0	0	0	30,000	30,000	0	0	0	0
1193	Miscellaneous Income	0	457	0	425	425	0	0	0	0
Total Income		0	457	0	30,425	30,425	0	0	0	0
4001	Salaries	258,350	252,816	341,671	161,536	283,934	0	371,337	0	0
4007	Uniform	1,000	1,405	1,200	1,163	1,200	0	1,500	0	0
4008	Training & Team Building	3,500	4,120	3,000	201	0	0	0	0	0
4012	Water Rates	0	51	0	51	51	0	51	0	0
4018	Rent	650	770	650	770	770	0	770	0	0
4020	Consumables & Other Expenses	3,000	2,412	3,000	2,826	3,000	0	3,000	0	0
4022	Postage & Telephone	2,400	2,596	2,400	2,055	2,400	0	2,400	0	0
4025	IT (Website & Email)	1,200	1,719	1,200	721	1,200	0	1,200	0	0
4028	Insurance	950	779	500	398	0	0	0	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4035	Refuse Collection\Bin Emptying	7,000	11,617	7,000	7,861	14,000	0	14,000	0	0
4036	Repairs and Renewals	5,000	4,501	5,000	1,778	5,000	0	5,000	0	0
4038	Grounds Maintenance	0	35	0	0	0	0	0	0	0
4040	Equipment/Furniture	6,500	5,368	6,500	1,963	4,000	0	5,000	0	0
4041	Equipment Costs	4,000	8,808	9,000	3,742	6,000	0	6,000	0	0
4042	Vehicle Costs	30,000	27,579	30,000	35,196	40,000	0	30,000	0	0
4044	Tree Works	6,000	4,094	6,000	1,064	4,000	0	6,000	0	0
4045	Flood Wardens	200	25	200	0	200	0	200	0	0
4047	Maint. Street Furniture	0	10,168	3,000	0	1,000	0	2,000	0	0
4803	Baskets & Tubs	4,000	3,382	4,000	3,706	4,000	0	4,000	0	0
5359	Tfr from EMR Market Towns	0	-10,518	0	0	0	0	0	0	0
5977	depreciation Charged	0	13,574	0	0	0	0	0	0	0
5996	Deferred Grants Released	0	-730	0	0	0	0	0	0	0
6364	Tfr To Copheap Memorial Reserv	0	0	0	30,000	30,000	0	0	0	0
Overhead Expenditure		333,750	344,569	424,321	255,031	400,755	0	452,458	0	0
Movement to/(from) Gen Reserve		(333,750)	(344,112)	(424,321)	(224,606)	(370,330)		(452,458)		
210	Town Park									
1006	Rent - 23 Weymouth St	4,620	4,949	4,720	2,904	4,720	0	5,136	0	0
1007	Rent - Pavilion	0	0	0	0	0	0	0	0	0
1020	Town Park Events Income	3,000	6,267	5,000	7,622	7,205	0	5,000	0	0
1179	Donations Received	0	200	0	0	0	0	0	0	0
1193	Miscellaneous Income	0	786	0	221	221	0	0	0	0
1550	Boats Income	8,000	7,454	8,000	3,218	3,218	0	8,000	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1601	Putting Green Income	0	1,731	1,500	3,423	800	0	1,000	0	0
	Total Income	15,620	21,387	19,220	17,388	16,164	0	19,136	0	0
4001	Salaries	13,800	11,391	15,060	6,688	6,688	0	8,896	0	0
4012	Water Rates	13,000	24,357	20,000	4,144	7,500	0	7,500	0	0
4014	Electricity and Gas	3,000	4,884	4,000	-852	1,000	0	300	0	0
4020	Consumables & Other Expenses	2,500	1,789	2,500	1,002	2,000	0	2,000	0	0
4028	Insurance	1,400	733	750	0	0	0	0	0	0
4036	Repairs and Renewals	14,000	24,231	14,000	7,700	14,000	0	14,000	0	0
4037	Maintenance Contracts	1,500	6,752	200	150	200	0	200	0	0
4040	Equipment/Furniture	4,000	1,886	2,000	223	2,000	0	2,000	0	0
4041	Equipment Costs	1,000	0	1,000	0	0	0	0	0	0
4064	SumUp Fees	0	0	0	67	200	0	200	0	0
4085	Town Park Events	30,000	34,798	15,000	2,830	10,000	0	10,000	0	0
4999	Assets Capitalised	0	1,875	0	0	0	0	0	0	0
5316	Tfr frm EMR Assets	0	-290	0	0	0	0	0	0	0
5318	Tfr from EMR Outside Services	0	-5,605	0	0	0	0	0	0	0
5359	Tfr from EMR Market Towns	0	-8,252	0	0	0	0	0	0	0
5977	depreciation Charged	0	107,274	0	0	0	0	0	0	0
5996	Deferred Grants Released	0	-50,456	0	0	0	0	0	0	0
	Overhead Expenditure	84,200	155,366	74,510	21,952	43,588	0	45,096	0	0
	Movement to/(from) Gen Reserve	(68,580)	(133,979)	(55,290)	(4,564)	(27,424)		(25,960)		
212	<u>Cemetery and Churchyard</u>									

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1212	Burial Fees	1,000	576	1,000	295	1,000	0	1,000	0	0
	Total Income	1,000	576	1,000	295	1,000	0	1,000	0	0
4011	Rates	350	314	350	221	350	0	350	0	0
4028	Insurance	1,100	576	600	0	600	0	600	0	0
	Overhead Expenditure	1,450	890	950	221	950	0	950	0	0
	Movement to/(from) Gen Reserve	(450)	(314)	50	74	50		50		
214	<u>Public Conveniences (TP & CCP)</u>									
4012	Water Rates	4,200	2,582	4,200	2,087	4,200	0	4,200	0	0
4014	Electricity and Gas	4,000	9,696	10,000	-14,717	0	0	9,000	0	0
4020	Consumables & Other Expenses	2,000	2,653	3,000	2,062	3,000	0	3,000	0	0
4028	Insurance	200	105	105	0	105	0	105	0	0
4036	Repairs and Renewals	3,000	965	3,000	4,360	5,000	0	3,000	0	0
5977	depreciation Charged	0	2,691	0	0	0	0	0	0	0
	Overhead Expenditure	13,400	18,692	20,305	-6,208	12,305	0	19,305	0	0
	Movement to/(from) Gen Reserve	(13,400)	(18,692)	(20,305)	6,208	(12,305)		(19,305)		
215	<u>Street Furniture</u>									
5977	depreciation Charged	0	4,325	0	0	0	0	0	0	0
5996	Deferred Grants Released	0	-76	0	0	0	0	0	0	0
	Overhead Expenditure	0	4,249	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	(4,249)	0	0	0		0		

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
216	<u>Pavilion Cafe</u>									
1600	Pavillion Cafe Sales	100,000	100,599	95,000	111,770	116,000	0	95,000	0	0
	Total Income	100,000	100,599	95,000	111,770	116,000	0	95,000	0	0
3540	Pavilion Purchases	35,000	35,061	33,250	44,339	39,200	0	33,250	0	0
	Direct Expenditure	35,000	35,061	33,250	44,339	39,200	0	33,250	0	0
4001	Salaries	47,100	22,236	44,785	39,951	38,000	0	42,050	0	0
4007	Uniform	150	74	150	0	0	0	150	0	0
4008	Training & Team Building	250	98	250	24	0	0	0	0	0
4011	Rates	2,950	2,466	2,950	2,008	2,869	0	2,990	0	0
4014	Electricity and Gas	4,000	4,780	4,000	3,123	4,000	0	4,000	0	0
4020	Consumables & Other Expenses	3,000	2,559	2,500	1,899	2,000	0	2,500	0	0
4022	Postage & Telephone	300	354	300	163	300	0	300	0	0
4023	Printing & Stationery	100	0	0	0	0	0	0	0	0
4025	IT (Website & Email)	150	74	0	19	18	0	0	0	0
4029	Licences	0	88	100	249	250	0	250	0	0
4036	Repairs and Renewals	2,000	1,035	2,000	3,886	4,000	0	2,000	0	0
4037	Maintenance Contracts	0	230	0	0	0	0	0	0	0
4040	Equipment/Furniture	250	1,269	250	527	600	0	250	0	0
4055	Stocktaking Fees	240	60	240	0	300	0	300	0	0
4061	Streamline Charges	1,400	1,341	1,400	1,707	1,800	0	1,800	0	0
	Overhead Expenditure	61,890	36,664	58,925	53,557	54,137	0	56,590	0	0
	Movement to/(from) Gen Reserve	3,110	28,874	2,825	13,875	22,663		5,160		

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
217	<u>Play Areas</u>									
4010	Health & Safety	500	720	0	0	0	0	0	0	0
4020	Consumables & Other Expenses	250	208	250	92	250	0	250	0	0
4036	Repairs and Renewals	13,000	1,122	10,000	1,170	5,000	0	5,000	0	0
4040	Equipment/Furniture	1,500	0	0	0	0	0	0	0	0
5977	depreciation Charged	0	11,082	0	0	0	0	0	0	0
6307	Tfr to EMR Play Area	0	1,855	0	0	0	0	0	0	0
	Overhead Expenditure	15,250	14,987	10,250	1,262	5,250	0	5,250	0	0
	Movement to/(from) Gen Reserve	(15,250)	(14,987)	(10,250)	(1,262)	(5,250)		(5,250)		
219	<u>Sweeper</u>									
4007	Uniform	50	0	0	0	0	0	0	0	0
4020	Consumables & Other Expenses	0	16	0	0	0	0	0	0	0
4036	Repairs and Renewals	5,000	5,207	5,000	141	3,000	0	3,000	0	0
4090	Sweeper Leasing	24,675	24,675	35,000	21,355	35,000	0	34,000	0	0
4091	Sweeper Consumables	2,500	826	2,500	2,564	3,500	0	3,500	0	0
4092	Sweeper Fuel	7,000	7,749	7,000	3,719	7,500	0	7,500	0	0
4093	Sweeper Waste Disposal	20,000	19,667	20,000	10,420	20,000	0	20,000	0	0
6332	Tfr to EMR Sweeper	0	2,000	0	0	0	0	0	0	0
	Overhead Expenditure	59,225	60,140	69,500	38,200	69,000	0	68,000	0	0
	Movement to/(from) Gen Reserve	(59,225)	(60,140)	(69,500)	(38,200)	(69,000)		(68,000)		
220	<u>Depot</u>									

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1193	Miscellaneous Income	0	1,700	0	1,450	1,450	0	0	0	0
Total Income		0	1,700	0	1,450	1,450	0	0	0	0
4011	Rates	4,000	4,957	4,230	3,204	4,575	0	4,800	0	0
4014	Electricity and Gas	1,000	1,674	2,000	802	2,000	0	2,000	0	0
4018	Rent	16,000	16,775	16,000	13,734	24,000	0	24,000	0	0
4025	IT (Website & Email)	700	661	700	288	700	0	700	0	0
4036	Repairs and Renewals	1,000	1,320	1,000	0	1,000	0	1,000	0	0
4037	Maintenance Contracts	1,000	283	500	315	500	0	500	0	0
4040	Equipment/Furniture	100	0	0	0	0	0	0	0	0
5977	depreciation Charged	0	1,714	0	0	0	0	0	0	0
Overhead Expenditure		23,800	27,383	24,430	18,343	32,775	0	33,000	0	0
Movement to/(from) Gen Reserve		(23,800)	(25,683)	(24,430)	(16,893)	(31,325)		(33,000)		
221	<u>Tennis Courts</u>									
1601	Putting Green Income	0	160	0	0	0	0	0	0	0
1602	Tennis Court Income	0	8,403	7,000	7,135	8,000	0	8,000	0	0
Total Income		0	8,563	7,000	7,135	8,000	0	8,000	0	0
4037	Maintenance Contracts	0	626	750	651	750	0	750	0	0
4040	Equipment/Furniture	0	241	0	0	0	0	0	0	0
4062	Stripe Fees	0	347	400	359	400	0	400	0	0
4063	Go Cardless Fees	0	66	100	97	100	0	100	0	0
5323	Tfr from Tennis Courts	0	-113	0	0	0	0	0	0	0
6323	Tfr to Tennis Courts	0	7,397	5,750	6,027	6,750	0	6,750	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	Overhead Expenditure	0	8,563	7,000	7,135	8,000	0	8,000	0	0
	Movement to/(from) Gen Reserve	0	0	0	0	0		0		
222	<u>Heritage Lottery</u>									
6366	Tfr to EMR Heritage Lottery Bi	0	0	0	20,000	20,000	0	0	0	0
	Overhead Expenditure	0	0	0	20,000	20,000	0	0	0	0
	Movement to/(from) Gen Reserve	0	0	0	(20,000)	(20,000)		0		
299	<u>Services to be devolved</u>									
5316	Tfr frm EMR Assets	0	0	-10,000	-10,000	-10,000	0	0	0	0
6362	Tfr to EMR LHFIG	0	0	10,000	10,000	10,000	0	0	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	0	0	0	0		0		
301	<u>Civic Centre</u>									
1001	Letting Income	44,000	65,245	55,000	38,022	55,000	0	55,000	0	0
1002	Events Income	1,000	3,848	0	2,283	2,283	0	0	0	0
1004	Security Staff Recharged	0	328	0	0	0	0	0	0	0
1193	Miscellaneous Income	0	217	0	0	0	0	0	0	0
1300	Dog Bag Sales	800	605	800	78	78	0	0	0	0
1303	Sale Radar Keys	0	7	0	0	0	0	0	0	0
1305	Film Shows Income	1,000	0	0	0	0	0	0	0	0
	Total Income	46,800	70,250	55,800	40,384	57,361	0	55,000	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4001	Salaries	83,800	87,918	88,558	51,430	88,762	0	122,713	0	0
4005	Security Staff	0	448	0	0	0	0	0	0	0
4007	Uniform	200	223	100	28	100	0	100	0	0
4008	Training & Team Building	500	250	500	0	0	0	0	0	0
4011	Rates	7,450	7,488	8,560	5,416	7,750	0	8,050	0	0
4012	Water Rates	2,000	2,340	2,500	1,730	2,500	0	2,500	0	0
4013	Rent Payable (Internal)	-37,200	-37,200	-37,200	-21,700	-37,200	0	-37,200	0	0
4014	Electricity and Gas	20,000	19,322	20,000	6,846	20,000	0	20,000	0	0
4015	Bad Debts	0	0	0	235	235	0	0	0	0
4020	Consumables & Other Expenses	3,000	2,155	2,000	2,377	2,500	0	2,000	0	0
4023	Printing & Stationery	0	233	0	117	117	0	0	0	0
4024	Photocopier Charges	700	572	800	248	800	0	800	0	0
4025	IT (Website & Email)	2,000	1,523	2,000	953	2,000	0	2,000	0	0
4027	Subscriptions and Publications	0	50	0	106	200	0	200	0	0
4028	Insurance	3,000	1,570	1,600	0	0	0	0	0	0
4029	Licences	2,000	2,315	2,500	2,456	2,500	0	3,000	0	0
4031	Publicity & Marketing	1,200	135	1,200	232	232	0	0	0	0
4033	Advertising	0	165	0	0	0	0	0	0	0
4035	Refuse Collection\Bin Emptying	1,200	731	1,200	421	1,200	0	1,200	0	0
4036	Repairs and Renewals	3,000	8,910	3,000	3,869	4,000	0	3,000	0	0
4037	Maintenance Contracts	9,500	11,300	9,500	9,638	12,000	0	12,000	0	0
4040	Equipment/Furniture	1,000	462	1,000	174	1,000	0	2,000	0	0
4055	Stocktaking Fees	240	60	240	0	300	0	300	0	0
4061	Streamline Charges	500	685	600	533	1,000	0	1,000	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4101	Purchase Dog Bags	600	965	600	375	600	0	600	0	0
4801	Events Funding	750	454	750	0	0	0	0	0	0
5359	Tfr from EMR Market Towns	0	-489	0	0	0	0	0	0	0
5977	depreciation Charged	0	25,577	0	0	0	0	0	0	0
5996	Deferred Grants Released	0	-4,045	0	0	0	0	0	0	0
Overhead Expenditure		105,440	134,118	110,008	65,485	110,596	0	144,263	0	0
Movement to/(from) Gen Reserve		(58,640)	(63,868)	(54,208)	(25,101)	(53,235)		(89,263)		
305	<u>Civic Centre Bar</u>									
1580	Bar Sales	7,500	1,798	5,000	144	500	0	1,000	0	0
Total Income		7,500	1,798	5,000	144	500	0	1,000	0	0
3530	Bar Purchases	3,000	593	2,000	317	300	0	600	0	0
Direct Expenditure		3,000	593	2,000	317	300	0	600	0	0
4040	Equipment/Furniture	100	27	100	0	100	0	100	0	0
Overhead Expenditure		100	27	100	0	100	0	100	0	0
Movement to/(from) Gen Reserve		4,400	1,178	2,900	(173)	100		300		
306	<u>Civic Centre Coffee Bar</u>									
1581	Coffee Bar Sales	1,200	6,390	4,000	2,502	4,000	0	4,000	0	0
Total Income		1,200	6,390	4,000	2,502	4,000	0	4,000	0	0
3535	Coffee Bar Purchases	400	463	400	13	400	0	400	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Direct Expenditure		400	463	400	13	400	0	400	0	0
4801	Events Funding	0	204	0	0	0	0	0	0	0
Overhead Expenditure		0	204	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve		800	5,724	3,600	2,489	3,600		3,600		
499	<u>Capital Expenditure</u>									
1184	Capital Grants	0	0	0	0	0	0	0	0	0
1710	CIL Receipts	0	76,527	0	93,837	93,837	0	0	0	0
1900	Asset Sale Proceeds	0	9,000	0	250,000	250,000	0	0	0	0
Total Income		0	85,527	0	343,837	343,837	0	0	0	0
801	Land & Buildings Depreciation	0	31,207	0	0	0	0	0	0	0
811	Leasehold Land & Buildings	0	790	0	0	0	0	0	0	0
821	Vehicles & Equip. Depreciation	0	67,847	0	0	0	0	0	0	0
841	Infrastructure Assets Depr'n	0	107,981	0	0	0	0	0	0	0
898	Deferred Grants Released	0	57,060	0	0	0	0	0	0	0
899	Depreciation Reversal	0	-207,825	0	0	0	0	0	0	0
4058	Legal Fees	0	0	0	4,540	4,540	0	0	0	0
4901	Loan Repayment Capital	28,509	28,509	29,931	14,784	29,931	0	31,425	0	0
4902	Loan Repayment Interest	11,093	11,093	9,671	5,017	9,671	0	8,177	0	0
4909	CAP - CCTV Equipment	0	0	0	9,864	9,864	0	0	0	0
4915	CAP - Town Park	0	0	0	11,562	11,562	0	0	0	0
4917	CAP - IT Equipment	0	0	0	696	696	0	0	0	0
4928	CAP - Play Equipment	0	0	0	34,999	34,999	0	0	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

		<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4946	CAP - Public Toilets Equipment	0	0	0	2,275	2,275	0	0	0	0
4952	CAP - The Hub	0	0	0	0	0	0	0	0	0
4953	CAP - Flagpoles	0	0	0	0	0	0	0	0	0
4958	CAP - Pickleball Equipment	0	0	0	182	182	0	0	0	0
4960	CAP - Park People Counter	0	0	0	4,206	4,206	0	0	0	0
4961	CAP - Planters	0	0	0	2,298	2,298	0	0	0	0
4999	Assets Capitalised	0	143,077	0	0	0	0	0	0	0
5315	Tfr from Capital Projects	0	-100,374	0	-50,553	-50,553	0	0	0	0
5316	Tfr frm EMR Assets	0	-2,925	0	0	0	0	0	0	0
5318	Tfr from EMR Outside Services	0	-23,500	0	-5,666	-5,666	0	0	0	0
5325	Tfr from CCTV	0	-3,852	0	0	0	0	0	0	0
5340	Tfr from Hub Capital EMR	0	-3,750	0	0	0	0	0	0	0
5358	Tfr from CIL EMR 23/24	0	0	0	-9,864	-9,864	0	0	0	0
5359	Tfr from EMR Market Towns	0	-3,200	0	0	0	0	0	0	0
5365	Tfr from Capital Receipts Res	0	0	0	-4,540	-4,540	0	0	0	0
5900	Depreciation Contra to Service	0	-207,825	0	0	0	0	0	0	0
5998	Assets Funded from Grants	0	-3,649	0	0	0	0	0	0	0
6138	Tfr to Outside Services EMR	0	9,000	0	0	0	0	0	0	0
6306	Tfr to EMR CIL	0	76,527	0	93,837	93,837	0	0	0	0
6315	Tfr to Capital Projects	132,633	132,633	76,970	76,970	76,970	0	77,000	0	0
6365	Tfr to Capital Receipts Reserv	0	0	0	250,000	250,000	0	0	0	0
Overhead Expenditure		172,235	108,823	116,572	440,608	460,408	0	116,602	0	0
Movement to/(from) Gen Reserve		(172,235)	(23,296)	(116,572)	(96,771)	(116,571)		(116,602)		

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

Note: Recommended Budget 2026-27 V1

	<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>Next Year 2026-2027</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Total Budget Income	1,646,940	1,887,483	1,723,230	2,096,535	2,182,420	0	1,723,078	0	0
Expenditure	1,646,940	1,833,946	1,723,230	1,459,325	2,090,494	0	1,833,541	0	0
Movement to/(from) Gen Reserve	0	53,537	0	637,210	91,926		(110,463)		

Budget Summary

Year Ended 31st March 2027

	2025-26 Projected	Budgeted (revised)	2026-27 Proposed	Budget Incr/Decr	
EXPENDITURE					
Council Administration	315832	456423	502360	45937	10.06%
Civic & Democratic	124840	13900	4600	-9300	-66.91%
Policy & Communications	34460	5500	12000	6500	118.18%
Council Events	62863	40500	43500	3000	7.41%
Grants & Projects	124482	75950	82750	6800	8.95%
Youth Provision	11375	11375	33000	21625	190.11%
The Hub - TI	1100	0	1100	1100	
Town Park Splashpad	38500	41200	40000	-1200	-2.91%
Outside Services	400755	424321	452458	28137	6.63%
Town Park	43588	74510	45096	-29414	-39.48%
Cemetery & Churchyard	950	950	950	0	0.00%
Public Conv - Town Park & Central Car Park	12305	20305	19305	-1000	-4.92%
Pavilion Café	93337	92175	89840	-2335	-2.53%
Play Areas	5250	10250	5250	-5000	-48.78%
Street Sweeping	69000	69500	68000	-1500	-2.16%
Depot	32775	24430	33000	8570	35.08%
Tennis Courts	8000	7000	8000	1000	14.29%
Heritage Lottery	20000	0	0	0	
Finance	1399412	1368289	1441209	72920	5.33%
Civic Centre - Administration	110596	110008	144263	34255	31.14%
Civic Centre - Bar	400	2100	700	-1400	-66.67%
Civic Centre - Coffee Bar	400	400	400	0	0.00%
Civic Centre	111396	112508	145363	32855	29.20%
CCTV	89662	101041	104117	3076	3.04%
Dewey House	3452	0	0	0	
The Hub	26164	24820	26250	1430	5.76%
	119278	125861	130367	4506	
TOTAL EXPENDITURE	1630086	1606658	1716939	110281	6.86%
INCOME					
Council Administration	90000	65000	75000	10000	15.38%
Civic & Democratic	0	0	0	0	
Policy & Communications	0	0	0	0	
Council Events	10275	8500	10000	1500	17.65%
Grants & Projects	25000	0	0	0	
Town Park Splashpad	0	0	0	0	
Outside Services	30425	0	0	0	
Town Park	16164	19220	19136	-84	-0.44%
Open Spaces	0	0	0	0	
Cemetery & Churchyard	1000	1000	1000	0	0.00%
Public Conv - Town Park & Central Car Park	0	0	0	0	
Street Furniture	0	0	0	0	
Pavilion Café	116000	95000	95000	0	0.00%
Play Areas	0	0	0	0	
Skate Park	0	0	0	0	
Street Sweeping	0	0	0	0	
Depot	1450	0	0	0	
Tennis Courts	8000	7000	8000	1000	
Services to be Devolved					
Finance	298314	195720	208136	12416	6.34%
Civic Centre - Administration	57361	55800	55000	-800	-1.43%
Civic Centre - Bar	500	5000	1000	-4000	-80.00%
Civic Centre - Coffee Bar	4000	4000	4000	0	
Civic Centre	61861	64800	60000	-4800	-7.41%
CCTV	53168	37560	29570	-47400	-61.58%
Dewey House	0	0	0	0	#DIV/0!
The Hub	2700	2700	2832	132	
	55868	40260	32402	-47400	
TOTAL INCOME	416043	300780	300538	-39784	-13.23%
NET REVENUE EXPENDITURE	1214043	1305878	1416401	150065	
PROJECTS					
General Capital	76970	76970	77000	30	
Loan Charges	39602	39602	39602	0	
CAPITAL & PROJECT EXPENDITURE	116572	116572	116602	30	0.03%
TOTAL NET EXPENDITURE	1330615	1422450	1533003	150095	10.55%
Financed as follows					
General Reserve at 1st April	444831	417422	536756		
General Reserve at 31st March	536756	417422	426293 **		
Funded from/(added to) General Reserve	-91925	0	110463		
Precept Support Grant	0	0	0	0	
Precept Required	1422540	1422450	1422540	90	0.01%
TOTAL TAXATION FUNDING REQUIRED	1422540	1422450	1422540	90	0.01%
	1330615	1422450	1533003		
ADJUSTED BASIS					
Band D Equivalents		6505.06	6505.06 NYA	0	0.00%
Precept per Band D Equivalent (£/annum)	£	218.67	£218.68	£0.01	0.00%
Precept per Band D Equivalent (p/week)		419.37	419.39	£0.00	0.00%
Note:** Recommended <u>minimum</u> reserve equal to					
3 months net revenue expenditure	303511	326470	354100		
Earmarked Reserves					
	31/03/2024	31/03/2025	31/03/2026		
Council - Revenue	279495	224910 (Projected)	222035 (Available)		
Council - Capital/Buildings	312064	349204	426204		
Council - C I L S106	191947	227206	227206		
Devolved Services	498075	495150	495150		
Elections	35000	39183	44183		
CCTV	9247	5395	5395		
	1325828	1341048	1420173		
General Reserve	444831	536756	426293		
	1770659	1877804	1846466		

Budget Notes 2026-27 Draft Budget - Tom Dommett, Town Clerk and RFO.

In recent years, the Council has been able to keep council tax increases to a minimum. From 2022/23 when a band D was £212.82, it has gone up to £218.66 for this financial year, a total of £5.86 (2.7%) in 4 years. This has been achieved by good cost control efficiency savings, staff reorganisations, securing external funding and sound investments. Warminster's Band D Council Tax is one of the lowest for all the towns in Wiltshire and yet it has a reputation for delivering high quality facilities and services to local people.

The headline from the draft budget for 2026/27 is that there would be a increase in the level of the town council's share of Council Tax for 2026-27. With this budget, the council would be in a strong position to continue with delivering its existing services and activities.

Council Tax per Band D equivalent would rise from £218.66 to £231.47 an increase of £12.41 per annum, equivalent to 24p a week, 5.6%. As typical properties in Warminster are B and C or below and some households have discounts, the actual increase for most households would be slightly less.

The exact figures for the budget will be tweaked after taking into consideration any changes in the Council Tax base and budget lines. The Council Tax base is expected to have increased in line with new house building but it may decrease due to various other factors. This figure is not yet available.

The underlying assumption behind the budget has been that the council should budget a 5% increased cost for staff for 2026-27. This is an estimate based on previous pay rises and the likely rate of inflation. The 2026-2027 pay settlement has not yet been agreed. The 5% reflects not only any potential pay settlement but other as yet unknown factors such as rates of National Insurance and pension contributions and changes to the National Minimum Wage. It may be expected the National Minimum Wage will as in previous years increase at above the rate of inflation.

The council has benefited from interest on its investments and reserves. While the reserves are healthy, the Council is expected to have some large capital spends in the near future, for example as part of the lottery bid for the Lake Pleasure Grounds.

Rather than separate reserves for every eventuality, the council has an Earmarked Reserve for Capital Projects from which funding can be drawn from when individual projects are costed and ready to proceed. There is also an EMR Assets which is designed to maintain the councils core assets.

The predicted outturn for the 2025-26 budget is currently an underspend. Although this is a prediction and cannot be taken for granted, it reflects good and tight financial management.

Looking forward there are several potential challenges facing the council.

1. The general economic outlook and global issues, we have seen how wars and tariffs particularly can send prices soaring for goods and energy supplies.
2. Pressure to take on extra services from Wiltshire Council (or others). The example of Somerset where town council have been faced with a choice of taking on substantial facilities and/or services or risk them being lost to their town has not gone away.
3. Ongoing maintenance, repairs and renewal – as the councils portfolio and services have increased, the longer-term consequences will be an increase in ongoing maintenance. Facilities such as the splashpad, play area equipment, etc have a finite life span. This leads to pressure on the Capital Budget, where spending on new projects e.g. the prospective lottery bid for the Lake Pleasure Grounds, competes with things such as resurfacing the splash pad in a couple of years' time. Spending on Capital, unless the funding is replaced, can also reduce revenue income for the council.

Tom Dommett
Town Clerk and RFO

Warminster Town Council

Internal Audit Report 2025-26 (Interim)

Chris Hall

Consultant Auditor

***For & on behalf of
Auditing Solutions Ltd***

Background

Statute requires all town and parish councils to arrange for an independent internal audit examination of their accounting records and systems of internal control and for the conclusions to be reported each year in the Annual Governance and Accountability Return (AGAR).

This report sets out the work undertaken in relation to our interim review for 2025-26, undertaken at our offices and during a visit to the Civic Centre on 27 October 2025. We would like to thank the Town Clerk and his Deputy for their assistance and hospitality during our visit.

Internal Audit Approach

The objective of this interim review is to provide an appropriate level of assurance to the Council on their governance, procedures and financial control in advance of the main review at the financial year end. Any recommendations or observations, therefore, should be seen as an ‘early warning’ of issues that need to be addressed in order to provide full and supportable assurances in the Annual Governance and Accountability Return (AGAR) for 2025-26.

In commencing our review for the year, we have again had regard to the materiality of transactions and their susceptibility to potential misrecording or misrepresentation in the year-end Statement of Accounts / AGAR. Our programme of cover is designed to afford appropriate assurance that the Council has appropriate and robust financial systems in place that operate in a manner to ensure effective probity of transactions and to afford a reasonable probability of identifying any material errors or possible abuse of the Council’s own and the national statutory regulatory framework. The programme is also designed to facilitate our completion of the ‘Internal Audit Report’ as part of the Council’s AGAR process, which requires independent assurance over a number of internal control objectives.

Overall Conclusion

Details of the work undertaken on the Town Council’s accounting and other records during this interim review are set out in the following detailed report.

We have determined and tested the key control systems in place, with no issues arising. However, we have made some observations in the body of this report, designed to improve what is already a sound system of internal control. Our key concern is over the independence of Councillor checks on bank reconciliations.

At this time, however, we see no reason why the Council should not again achieve an unqualified assurance in its 2025-26 AGAR.

Detailed Report

Maintenance of Accounting Records & Bank Reconciliations

Our objective here is to ensure that the accounting records are being maintained accurately and that no anomalous entries appear in cashbooks or financial ledgers, noting that the Town Council continues to use the Rialtas Omega accounting package and places reliance in the services of DCK Accounting to maintain the financial records.

The Town Council maintains its funds in two HSBC accounts (Current and Money Manager), while keeping the majority of its reserves in the CCLA Deposit Fund to optimise interest receipts. Use of these Accounts is in accordance with the Council's Treasury Management Policy, last reviewed in May 2025.

We have:

- Reconciled the 2025-26 Opening Trial Balance in Omega to the closing 2024-25 figures for the Town Council in the Annual Governance and Accountability Return (AGAR);
- Ensured that the ledger remains "in balance" at the time of audit;
- Ensured that the cost and expenditure coding structure remain appropriate for purpose;
- Agreed all bank balances between Omega and the relevant Bank Statements as at 30 September 2025.

We note that bank reconciliations on all accounts are undertaken on a monthly basis. These are then submitted as part of a Finance Report to the Finance and Audit (F&A) Committee, where they are signed off by the Committee Chair, who is currently also the Council Chair. This is contrary to Financial Regulation (FR) 2.2. We have referred this weakness in independent check to the Town Clerk for consideration. Such checks are designed to provide an additional level of assurance to both the Town Council and the Town Clerks.

We have also discussed with the Deputy Town Clerk an alternative method of recording Councillor checks on bank reconciliation, using a standard report from Omega matched to the appropriate bank statement.

Conclusions

No issues arise in this area warranting formal comment or recommendation at this time, other than our observation about the independence of the FR2.2 confirmation of bank reconciliations by an independent Councillor.

Review of Corporate Governance

Our objective here is to ensure that the Town Council has a robust series of corporate governance policies, procedures and documentation in place; that Council and Committee meetings are conducted in accordance with the adopted Standing Orders (SOs) and that, as far as we are able to ascertain, no actions of a potentially unlawful nature have been or are being considered for implementation.

We note that Financial Regulations (FRs) and Standing Orders (SOs) were approved by Council in May 2025. However, at that time an older version of FR's was in use. We will review the position again during our final review.

We note that the respective tendering levels (FR11.1h and SO18.3 refer) have been matched at £30,000.

We note that the Council re-affirmed its eligibility to exercise the General Power of Competence at the Annual Meeting of the Full Town Council in May 2025.

We have commenced our review of the Minutes of the Town Council and Standing Committee meetings for 2025-26 to establish whether any issues exist that may have an adverse effect, through litigation or other causes, on the Town Council's current or future financial stability.

We note that the Exercise of Public Rights with regard to the 2024-25 Accounts was properly undertaken in accordance with the Accounts and Audit Regulations.

We note that the External Auditor has completed their review of the 2024-25 Accounts, with no issues arising.

We note a good level of compliance with the requirements of the Transparency Code 2015. Information on the Council's website meets all the legal requirements, with a growing range of historical documentation for previous years. We have discussed with the Deputy Town Clerk possible extensions to the information made publicly available, such as the Risk Register, in the spirit of Open Government.

We have also discussed with the Deputy Town Clerk the desirability of establishing and maintaining a series of procedure notes and system documentation, to act as a Business Continuity Plan. Such plans are of particular value in the event of the loss of key staff.

Conclusions

No issues arise in this area warranting formal comment or recommendation at this time. We will review compliance with the latest versions of SO's and FR's during our final review.

Review of Expenditure

Our aim here is to ensure that: -

- Resources are released in accordance with the Town Council's approved procedures and budgets;
- Payments are supported by suitable documentation, either in the form of an original trade invoice or other appropriate form of document confirming the payment as due and/or an acknowledgement of receipt, where no other form of invoice is available;
- All discounts due on goods and services supplied are identified and appropriate action taken to secure the discount;
- The correct expense codes have been applied to invoices when processed; and
- VAT has been appropriately identified and coded to the control account for periodic recovery.

We have test-checked a range of significant transactions for the year to date with no anomalies found. We note that invoices are currently filed in alphabetical order of payee, which mitigates against the integrity of the total of payments approved by F&A. We have discussed with the Deputy Town Clerk a revised procedure of filing and approving payments that would enhance reconciliation noting that, should this be adopted, it would be best done at the beginning of the financial year.

We have examined detail of VAT payments / reclaims processed during 2025-26 to date with no anomalies found.

Conclusions

There are no issues arising in this area of our review warranting formal comment or recommendation at this time.

Assessment and Management of Risk

Our aim here is to ensure that the Town Council has put in place appropriate arrangements to identify all potential areas of risk of both a financial and health and safety nature, whilst also ensuring that appropriate arrangements exist to monitor and manage those risks to minimise the opportunity for their coming to fruition. We have: -

- Noted that the renewal of the Council's insurance takes place from 1 November. We will therefore review the renewal schedule during our final review in order to give an assurance on levels of cover;
- Noted that the Risk Register, maintained on the Risk Wizard system, was last approved by Council in May 2025, which meets the requirement of FR17.1 for an annual review as a minimum.

Conclusion

There are no issues arising in this area of our review warranting formal comment or recommendation at this time.

Budgetary Control & Reserves

Our objective here is to ensure that the Council has a robust procedure in place for identifying and approving its future budgetary requirements and the level of precept to be drawn down from the Borough Council: also, that an effective reporting and monitoring process is in place. We also aim to ascertain whether the Council retains appropriate funds in Earmarked Reserves to finance its ongoing spending plans, whilst retaining appropriate sums as a General Reserve to cover any unplanned expenditure that might arise.

We note that F&A review periodic budget reports, and the level of Reserves, and will be considering budget proposals for 2026-27 prior to approval by Council.

As the process for determining and approving a budget and Precept for 2026-27 has yet to be concluded, we will review this area during our 2025-26 final review.

Conclusion

There are no issues arising in this area of our review warranting formal comment or recommendation at this time.

Review of Income

The Town Council receives income, in addition to its Precept, from a range of sources including Civic Centre lettings, property rents, sports facilities, cafes, and other services such as Markets.

We have undertaken a sample check of significant income transactions between Omega records and bank statements, with no issues arising. We will review other income streams during our final review, in conjunction with the Civic Centre Manager.

To date, we have not seen any evidence in the Minutes of a review (not necessarily an increase) of all fees and charges, which is an annual requirement of FR9.3.

We have discussed with the Deputy Town Clerk whether some income sources, such as dog waste bags, are a VATable supply, which she will investigate.

Conclusions

There are no issues arising in this area of our review warranting formal comment or recommendation at this time.

Petty Cash Account

The Council maintain a small (£250) petty cash account for the usual purpose of making small purchases. We will confirm the cash balance as part of our final review, to ensure that it is properly recorded in the Council's accounts. However, we have discussed with the Deputy Town Clerk whether the continued use of a petty cash account is necessary, as the vast majority of Councils now issue Debit or Credit cards to appropriate staff with approved financial limits. This could be enabled via amendments to FR's 6.17 to 6.19.

The Council also maintains small cash floats for the Civic Centre and Pavilion cafes. Again, we will review these with the Civic Centre Manager during our final review.

Conclusions

There are no issues arising in this area of our review warranting formal comment or recommendation at this time.

Review of Staff Salaries

In examining the Town Council's payroll function, we aim to confirm that salary payments are in line with the Council approved pay rates and that extant legislation is being appropriately observed as regards adherence to the requirements of HMRC legislation in relation to the deduction and payment over of income tax and NI contributions, together with pension contributions.

We note that payroll management is outsourced to Wiltshire Council, with amendments being processed by the Deputy Town Clerk after review by the Town Clerk, and overview by F&A.

We have agreed the gross payroll costs (salaries, HMRC and pension deductions) for the year to date as a part of our payments testing (see above). We have tested individual payments to staff, accounting for gross pay and statutory deductions, with no issues arising.

Conclusions

There are no issues arising in this area of our review warranting formal comment or recommendation at this time.

Investments and Loans

The Town Council currently holds no investments other than its accounts with High Street banks and other approved financial institutions..

We have verified the loan repayment instalment to the Public Works Loans Board (PWLB) for the year to date.

Conclusion

There are no issues arising in this area of our review warranting formal comment or recommendation at this time.

Dewey Trust

We have discussed the terms of this Trust with the Deputy Town Clerk, and are assured that it does not require separate reporting on Sections 1 and 2 of the Council's AGAR for 2025-26.

Rec. No.	Recommendation	Response
No recommendations made		



Warminster Town Football Club
Weymouth Street, Warminster, Wiltshire
www.warminstertownfc.com

16th October 2025

Investment Proposal for Warminster Town FC – Securing the Pitch Barrier and Our Future

Introduction

This report has been prepared for Warminster Town Council to outline why Warminster Town Football Club (WTFC) urgently needs financial support for a critical infrastructure project; the replacement of the pitch-side barrier.

As a non-league club competing in the Jewson Western League Division One, WTFC has spent the past eight years rebuilding its finances through careful management, targeted grants, and strong local sponsorship. Today, the club stands on the verge of a historic milestone - its 150-year anniversary in 2028 and seeks to complete a number of infrastructure improvements required to secure its long-term future.

Replacing the deteriorating barrier is now the club's highest priority. An application has been submitted to the Premier League Stadium Fund (PLSF), which, if successful, will contribute up to 70% of the total cost. The club must source the remaining 30% (approximately £15,000) from local partnership funding.

This proposal sets out why the project is vital, how it aligns with community benefit objectives, and why the club believes that the Community Infrastructure Levy (CIL) provides a fitting mechanism to support the remaining funding requirement.

Why We Need Your Support – The Barrier Project

Condition and Safety Risks

The existing perimeter barrier was installed several decades ago. Years of exposure to weather and match-day use have left the posts and rails heavily rusted and corroded. Temporary repairs are no longer viable or safe.

The club committee has determined that a full replacement constructed to modern FA and ground-grading standards is now essential to ensure player, official, and spectator safety.

A Safety Imperative

Recent tragic incidents across non-league football have shown the dangers of inadequate or outdated perimeter structures. In September 2025, former Arsenal youth player Billy Vigar sadly lost his life after colliding with a concrete barrier during a seventh-tier match. While this did not occur at Warminster, it serves as a stark reminder of the risks that ageing ground infrastructure presents.

A new compliant barrier at Weymouth Street will remove these risks, safeguard all who use the ground, and future-proof the facility for years to come.

Funding Opportunity and Local Match Requirement

WTFC has applied to the Premier League Stadium Fund, which can award up to 70 % of project costs. Assuming approval, the club must provide the remaining 30 % (~£15,000) as match funding to unlock the full grant.

The club respectfully proposes that this 30 % could be sourced through Community Infrastructure Levy (CIL) funding, managed by Warminster Town Council.

CIL exists to support infrastructure that benefits the community and as one of Warminster's most used community venues, WTFC firmly meets that definition. The facility hosts not only football fixtures across four teams (First Team, Reserves, Veterans, and Under-18s) but also fundraising events, charity tournaments, school partnerships, and community gatherings throughout the year.

The club has successfully used CIL in the past - most notably in 2021/22, when a £30,000 CIL grant contributed to the installation of new LED floodlights, reducing energy use by 90 % and improving safety and efficiency. A similar partnership for the barrier project would again deliver a lasting community benefit and safeguard the facility's compliance and accessibility.

A Track Record of Responsible Management (2017–2025)

From Financial Struggle to Stability

A decade ago, WTFC's financial situation was precarious. Players often paid their own travel costs and club survival relied on short-term donations. Through disciplined management, local partnerships, and the support of Warminster Maltings Ltd. (our long-term main sponsor), the club has reversed its fortunes and has improved its financial stability while remaining entirely volunteer-run.

Rising Attendances and Community Engagement

Home attendances have more than doubled since 2018, supported by stronger on-field performance, family-friendly facilities, and active community involvement.

The club regularly hosts events supporting local causes, including:

- Southampton Hospitals Charity
- RUH Bath Cancer Services
- Men's Mental Health Warminster
- Home-Start Charity
- Annual Charity Walks and Tournaments, raising vital funding for local groups.

These activities demonstrate that WTFC provides far more than football; it offers a safe, inclusive, and engaging community hub for all ages.

Governance and Transparency

WTFC achieved FA Accredited Club status in July 2025, confirming compliance with the highest standards in governance, safeguarding, and financial accountability. All grants and sponsorship income are fully documented, and the club operates transparently through open meetings and annual financial reporting.

Our Vision for the Future

Looking ahead to 2028, WTFC's development plan focuses on:

- Replacing the pitch-side barrier (priority project)
- Refurbishing clubhouse roof and drainage
- Modernising facilities including catering and accessibility improvements
- Expanding digital infrastructure (new website, online membership, and cashless systems)
- Creating new community income streams through events and hospitality.

Replacing the barrier is the immediate and most essential step. Without it, the club risks breaching ground-grading standards, jeopardising league status, and insurance compliance. Completion of this project will also create new pitch-side sponsorship capacity, helping fund future improvements independently.

Proposal for Support

We respectfully invite Warminster Town Council to consider allocating Community Infrastructure Levy (CIL) funding towards the 30 % match requirement of approximately £15,000 for this project.

Such support would:

- Unlock up to £35,000 in Premier League Stadium Fund investment.
- Eliminate an identified player and spectator safety risk.
- Deliver a long-term community asset that benefits hundreds of residents weekly.
- Demonstrate the Council's continued commitment to improving local infrastructure and wellbeing through sport.

The club would, of course, be pleased to meet with Council representatives to present further detail, costings, and supplier quotations as part of the CIL application process.

Conclusion

Warminster Town Football Club has demonstrated strong governance, fiscal responsibility, and deep community value. We have proven that investment in our facilities directly benefits local people through sport, social engagement, and charitable work.

By allocating CIL funding to support the final 30 % of the pitch barrier project, the Council can help unlock significant external funding, ensure safety compliance, and secure the future of one of Warminster's most valued community venues ahead of its 150-year anniversary.

We thank you for your ongoing support and welcome the opportunity to discuss this proposal further.

Yours sincerely,



James Stone

Chairman

Warminster Town Football Club

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