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MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Monday 6 November 2023

Dear Members

You are summoned to attend the **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday, 13 November 2023 at 7pm** at **Melksham Without Parish Council Offices, First Floor, Melksham Community Campus, Market Place, Melksham, SN12 6ES** to consider the agenda below:

TO ACCESS THE MEETING REMOTELY, PLEASE FOLLOW THE ZOOM LINK BELOW. THE LINK WILL ALSO BE POSTED ON THE PARISH COUNCIL WEBSITE WHEN IT GOES LIVE SHORTLY BEFORE 7PM.

Click link here:

<https://us02web.zoom.us/j/2791815985?pwd=Y2x5T25DRlVWVU54UW1YWWE4NkNrZz09>

Or go to www.zoom.us or Phone 0131 4601196 and enter: **Meeting ID: 279 181 5985**
Passcode: 070920. Instructions on how to access Zoom are on the parish council website www.melkshamwithout.co.uk. If you have difficulties accessing the meeting please call (do not text) the out of hours mobile: 07341 474234

Yours sincerely

A handwritten signature in black ink that reads 'T. Strange'.

Teresa Strange, Clerk

YOU CAN ACCESS THE AGENDA PACK HERE



Serving rural communities around Melksham

AGENDA

1. **Welcome, Announcements & Housekeeping**
 - a) **Levelling Up & Regeneration Bill (LURB) – To note the Bill received Royal Ascent on 26 October.**
https://www.legislation.gov.uk/ukpga/2023/55/pdfs/ukpga_20230055_en.pdf
 - No changes to accommodate remote meetings
 - Changes to Planning policy
2. **To receive Apologies and approval of reasons given**
3. **To consider holding items in Committee due to confidential nature**
Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business, 7a) 8(c), 9(a) & (b) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted
4. **Declarations of Interest:**
 - a) To receive declarations of interest
 - b) To consider for approval any Dispensation Requests received by the Clerk and not previously considered.
5. **Public Participation & Invited Guests**
 - Wiltshire Councillor Nick Holder, Bowerhill
 - Wiltshire Councillor Phil Alford, Melksham Without North & Shurnhold
 - Wiltshire Councillor Jonathan Seed, Melksham Without West & Rural. To note report from Councillor Seed
6. To approve the Minutes of the **Full Council** meeting held on 9 October 2023.
7. **Planning:**
 - a) To approve the Minutes of the Planning Committee meetings held on 23 October and 6 November and Confidential Notes to accompany the minutes of 23 October.
 - b) To formally approve Planning Committee recommendations of 23 October and 6 November
 - c) Melksham Neighbourhood Plan (JMNP2). To receive update on Regulation 14 Consultation on the reviewed draft plan.
 - d) Wiltshire Council's **Local Plan Review**. To approve response to the consultation.
8. **Asset Management**
 - a) To approve the Minutes of the **Asset Committee** meeting held on 6 November.
 - b) To formally approve Asset Management recommendations of 6 November.
 - c) To approve the land transfer of Davey Play Area. (if received)
 - d) **3G provision in the Melksham area**. To receive feedback on meetings held on 10 October and 3 November and approve next steps.
9. **Staffing**
 - a) To approve the Minutes of the **Staffing Committee** meeting held on 30 October and Confidential Notes to accompany the minutes.
 - b) To formally approve the **Staffing Committee** recommendations on 30 October.

- c) To note the National Joint Council (NJC) have agreed a pay award of £1,925 per annum for all Local Government Services employees for 2023/24 and to consider budget impact and the Chair's allowance in line with increase.
- 10. Community Governance Review (CGR):** A Governance Review is being sought in relation to New House Farm near Redstocks moving from Seend Parish, Devizes Rural West Division to Melksham Without Parish (Bowerhill Ward).
- To consider a response to the review.
 - To nominate a representative to liaise with Wiltshire Council
- 11. Finance:**
- To note Income/Expenditure reports for October.
 - To appoint cheque signatories/online authority for November payments.
 - To approve transfer of funds between bank accounts and fixed term deposits.
 - Wiltshire Council, Council Tax Reduction Scheme 2024 consultation.** To consider a response to proposed changes.
<https://surveys.wiltshire.gov.uk/Interview/227f8d85-5991-4336-8054-34b824e9fe09>
 - To note **National Association of Local Council's** (NALC) Briefing Analysis of Council Tax Levels of Local Precepting Authorities 2023/24.
- 12. Highways**
- Parish Steward.** To consider requesting more Parish Steward Days each month.
 - SID Installation.** To consider investigating new contractor.
 - Living Streets Pavement Parking Campaign.** To support campaign to call on the Transport Minister to take urgent action on pavement parking.
 - To receive feedback, following site visit to Wiltshire Council Highway Depot/Milestone on 2 November.
- 13. Emergency Response**
- To receive update on flooding in the parish, following recent heavy rain and Storm Ciaran.
- 14. Community Engagement**
- Explore Wiltshire Heritage App.** To receive feedback on meeting held on 1 November and agree next steps.
 - Health & Wellbeing Group, Melksham Area Board.** To consider information included in the data summary and note minutes of meeting held on 19 October.
 - To note usage data for Melksham LINK Scheme.
 - To note Census information on health and wellbeing in the parish.
 - Michelle Donelan MP.** To consider list of items for discussion at meeting to be held on 8 December at 10.00am (date and time still to be confirmed).
 - Street Tag Wiltshire.** To consider taking part in this initiative.
 - Digital Connectivity:** To consider submitting comments to Consultation on Improving Broadband for very hard to reach (closing date 27 November 2023).
<https://www.gov.uk/government/consultations/improving-broadband-for-very-hard-to-reach>
- 15. Public Transport**
- Rail Station Ticket Offices.** To note following public consultation, the Government have scrapped plans to close Ticket Offices.
 - Bus Survey update.** To note response made under delegated powers by the Clerk.

Press release

New laws to speed up planning, build homes and level up

The Levelling-up and Regeneration Bill becomes law from 26 October 2023.

From: [Department for Levelling Up, Housing and Communities](#) and [The Rt Hon Michael Gove MP](#)

Published 26 October 2023

New laws came into force today (26 October 2023) to speed up the planning system, hold developers to account, cut bureaucracy, and encourage more councils to put in place plans to enable the building of new homes.

These measures have become enshrined in law after the [Levelling-up and Regeneration Bill](#) received Royal Assent.

The government is on track to meet its manifesto commitment of delivering one million homes over this Parliament, and earlier this year the Housing Secretary set out his [long-term plan for housing](#) and how we build the right homes in the right places.

The Levelling-up and Regeneration Act is at the heart of this long-term plan and will ensure new development is built more beautifully, produces more local infrastructure, like GP surgeries, schools and transport links, is shaped by local people's democratic wishes, enhances the environment, and creates neighbourhoods where people want to live and work.

Building more homes in areas most in need is a key part of levelling up, and the Act will also deliver further measures to support regeneration in left-behind communities.

Secretary of State for Levelling Up, Housing and Communities, Rt Hon Michael Gove MP said:

Our landmark Levelling-Up and Regeneration Act will deliver more homes for communities across the country and unleash levelling up in left-behind places.

It will deliver revitalised high streets and town centres. A faster and less bureaucratic planning system with developers held to account. More beautiful homes built alongside GP surgeries, schools and transport links, and environmental enhancement. Communities taking back control of their future with new powers to shape their local area. And our long-term levelling up missions enshrined in law.

This Act delivers on the people's priorities, creating new jobs, new opportunities and a brighter future for the UK.

The Act creates new laws that will transform our town centres by giving councils the powers to work directly with landlords to bring empty buildings back into use by local businesses and community groups, breathing life back into empty high streets.

And after a temporary relaxation of rules on outdoor seating for cafes, pubs and restaurants during the pandemic, the Act will officially make this a permanent part of our high street – helping local hospitality businesses to thrive.

The Act also cements our commitment to addressing inequality through levelling up missions, which include strengthening devolution by ensuring every area in England that wants a devolution deal can have one by 2030.

The government has so far invested £12.9 billion in levelling up projects across the UK – creating jobs, improving transport and protecting community spaces.

The measures in the Levelling-up and Regeneration Act will support communities and local authorities to transform their local areas, complementing government investment in projects that will help regenerate left behind areas.

Measures in the Levelling-up and Regeneration Act will:

- Put local people at the heart of development – making it easier to put local plans in place and requiring design codes that set out where homes will be built and how they will look. These plans will deliver more homes in a way that works for communities.
- Boost local services – requiring developers to deliver vital infrastructure. This will put an end to lifeless edge-of-town developments with no community assets and ensure developers deliver the schools, doctors surgeries and public services

communities need and expect. Further details on these measures will be set out shortly.

- Rebalance the housing and land markets – giving local councils the power to increase council tax on empty homes and reforming compensation for compulsory purchase orders by removing ‘hope value’ where justified.
- Encourage developers to get building – giving communities updates on the progress of development and giving councils the chance to consider slow build-out rates when approving planning.
- Bring high streets back to life – giving councils the powers to work directly with landlords to bring empty buildings back in to use by local businesses and community groups through high street rental auctions. It will also make it faster for local authorities to give hospitality businesses permission to use outdoor seating.

The Act will ensure the homes we need are built where they are needed in urban areas rather than concreting over the countryside, which is why the Act will enhance our national network of beautiful, nature-rich protected landscapes that can be enjoyed right across the country.

It also secures powers to tailor environmental assessment to better reflect the current pressures on the environment and meet the nation’s environmental priorities. This cuts burdensome EU-red tape which held up assessments.

Royal Town Planning Institute Chief Executive Victoria Hills said:

This legislation brings our profession one step closer to delivering plans and decisions that will make places better. Government must now engage frequently with planners to ensure that new regulations and policy changes enabled by this Act work as intended to get more homes delivered, attract more investment for growth and level up our country.

The planning system already received a boost in the summer, with an additional £37.5 million for councils to bolster staffing – including a new £24 million to tackle backlogs, and £13.5 million as part of the long-term plan for housing that will upskill the sector with new planning super squads.

The government will publish its response to last December’s National Planning Policy Framework consultation in due course. This will set out how planning policies in England are expected to be applied to help deliver the right homes in the right places.

Remote Meetings

Published 26 October 2023

The Levelling Up and Regeneration Bill (LURB) has now reached its final stages and about to be given Royal Assent. Disappointingly, on 17 October, the government disagreed with the House of Lords amendment that would have enabled the option of remote meetings. During a period of ‘ping-pong’ which is the toing and froing of amendments to Bills between the House of Commons and the House of Lords, a revised amendment was submitted by peers which would have allowed flexibility for virtual meetings to be held in certain circumstances. This was one of only two amendments that the Lords batted back to MPs, but this was again overturned by the House of Commons by a large majority (292 votes to 197). In the face of this opposition to the amendment, peers agreed not to take it further.

Our thanks go to Baroness MacIntosh of Pickering and others who tabled and supported the amendments urging the government to reconsider.

Though this is not the outcome the sector was working hard towards, there is much cross-party support for the flexibility to allow for remote meetings for all tiers of local government. As the Earl of Lytton in his summing up said: “This issue will come back through sheer force of practicality and necessity. We have to move into the modern age....”

SLCC with the National Association of Local Councils (NALC), Association of Democratic Service Officers (ADSO), Lawyers in Local Government (LLG), Local Government Association (LGA) – all referred to at various points in the parliamentary debates – will continue to campaign for this change.

The ping pong process on this can be followed here:

23 October – The [House of Lords debate](#) (columns 411-426)

24 October – The [House of Commons debate](#) (columns 777-791)

25 October – The [House of Lords debate](#) (columns 644-649)

Teresa Strange

From: Jonathan Seed <jonathon.seed@hotmail.co.uk>
Sent: 17 October 2023 14:21
To: Teresa Strange
Subject: WILTSHIRE COUNCILLOR NEWS FROM JONATHON SEED

WILTSHIRE COUNCILLOR NEWS FROM JONATHON SEED

The Wiltshire Council year marches on and Councillors have just attended the October meeting of the Council. It was a full agenda with many issues from climate change to local parish boundary reviews being discussed. This was in addition to regular Council business including representations from members of the public, budget monitoring and Committee reports to the Council. Also agreed at Council meetings are appointments and changes to Committee posts and I am pleased to have been appointed as a member of the Overview and Scrutiny Management Committee of Wiltshire Council. This may seem a bit local government “tech” but this is the Committee which scrutinises the Executive as well as assisting with policy development. I have lengthy experience of this work and recently Chaired a policy development task group to recommend much needed change to the policy of Council housing allocations.

From the present to the past last month we held a highly successful Melksham Area Board. I took over the Chair of this Board in June and have moved to themed meetings to try and reignite public interest in the work of our local Area Board. Last month we chose heritage as our theme and met in Melksham. The meeting started with a heritage walk of Melksham town conducted by Melksham Historical Society. This was hugely interesting but best of all 50 residents turned out in the drizzle to learn more about the town of Melksham. The meeting itself was attended by a separate and similar number of residents who received information on all sorts of heritage aspects and generated a desire to see Melksham included in the new County heritage App. The next Area Board is on Wednesday 6th December at 7pm in Semington Village Hall when the theme will be local highways including local highways issues, of roads, footpaths and cycleways. This meeting is open to the public so please come along.

The past month has also seen quite a heavy caseload of local concerns. These include alleged illegal expansion of a local travellers site, potential housing development in a village, worries about traffic increase in Great Hinton, concern at maintenance of the local WW2 pill box defences in Semington, a move to upgrade a village playing field into the village community activity area in temple Ashton and many others. Each of the issues noted, and many others, bring their own need for local government liaison and trying to make a difference and address people’s concerns is the best part of my role as your Wiltshire Councillor.

Jonathon.seed@wiltshire.gov.uk. Tel. 07770774463 FB: JSforWC

Jonathon Seed
07770774463

**MINUTES of the Full Council Meeting of Melksham Without
Parish Council held on Monday, 9 October 2023 at Melksham Without Parish
Council Offices, Melksham Community Campus (First Floor), Market
Place, Melksham, SN12 6ES at 7.00pm**

Present: Councillors John Glover (Chair), David Pafford (Vice Chair of Council), Alan Baines, John Doel, Mark Harris, Shona Holt, Stefano Patacchiola JP, Peter Richardson, Andy Russell, Robert Shea-Simonds and Richard Wood

Officers: Teresa Strange (Clerk) and Lorraine McRandle (Parish Officer)

In attendance: Nick Holder (Bowerhill) and 1 member of public.

219/23 Welcome, Announcements & Housekeeping

Councillor Glover welcomed everyone to the meeting and noted everyone present was aware of the fire evacuation procedures for the building and that the meeting was being recorded to aid the production of the minutes and would be available on YouTube and deleted once the minutes had been approved.

220/23 To receive Apologies and approval of reasons given

Apologies were received from Councillor Chivers who was in hospital.

It was noted Councillor Hoyle was not present.

Resolved: To accept and approve the reasons for absence of Councillors Chivers.

221/23 To consider holding items in Committee due to confidential nature

*Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items **8a, 8e(ii), 8(f) & 13(b)** of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted*

It was noted the draft reviewed Neighbourhood Plan was now in the published and therefore aspects of it were no longer confidential, therefore the sites allocated in the reviewed Neighbourhood Plan (JMNP2) could be discussed in the public domain.

Resolved: For items 8a, 8e(ii), 8(f) relating to contractual matters and 13(b) relating to staffing matters be held in closed session.

222/23 Declarations of Interest:

a) To receive declarations of interest

There were no declarations of interest.

b) To consider for approval any Dispensation Requests received by the Clerk and not previously considered

None received.

223/23 Public Participation & Invited Guests

Standing Orders were suspended.

- **Wiltshire Councillor Nick Holder, Bowerhill**

Wiltshire Councillor Nick Holder explained that the Wiltshire Council Cabinet were meeting the following day and their Full Council the following week to discuss Wiltshire Council's response to the climate emergency.

With regard to the draft Local Plan which was currently out for consultation, he explained any comments made verbally to the planners at the recent drop in event at Melksham Campus needed be sent formally in writing, in order to be taken account of, registered and responded to.

The meeting was informed that over the weekend five new school buses purchased by Wiltshire Council had been vandalised and were currently being repaired.

Pathfinder Place, Bowerhill

Wiltshire Councillor Nick Holder explained he had attended a meeting, along with the Clerk, Directors of Remus, who manage Pathfinder Place on behalf of Taylor Wimpey and the Chair of Pathfinder Place Residents Group to discuss the various issues on the development and a way forward.

With regard to the Appeal Hearing for the 210 houses on Land South of Western Way (PL/2022/08504) on 24 October, whilst there had been various discussions on social media asking people to attend the

meeting and to register beforehand, this was only if you wished to speak, anyone could attend the hearing to listen to the debate.

Standing Orders were reinstated.

- **Wiltshire Councillor Phil Alford, Melksham Without North & Shurnhold**

It was noted Councillor Alford was attending a meeting of Melksham Town Council.

- **Wiltshire Councillor Jonathon Seed, Melksham Without West & Rural**

The meeting was informed Councillor Seed was attending a meeting elsewhere.

224/23 To approve the Minutes of the Full Council meeting held on 11 September 2023 and confidential notes to accompany the Minutes

Members were informed that weed spraying in the parish had taken place the previous week.

The Clerk advised that if members wished to query content of the confidential notes this could now be in the public domain, as the sites were included in the draft Neighbourhood Plan which had since been published.

The Clerk explained Councillor Harris sought an amendment to the minute 189(a)/23 as follows:

‘This means that a non-electric vehicle could park in an EV bay without being **charged**’, be amended to read ‘without being **penalised within the 3 hour limit.**’

Resolved: To approve with the above amendments and for the Chair to sign the Full Council minutes of 11 September 2023 and Confidential Notes to accompany the minutes.

225/23 Planning:

a) To approve the Minutes of the Planning Committee meeting held on 2 October 2023

Since the issuing of the draft minutes, it had been noted a paragraph had been included in the Longleaze Lane (PL/2023/06725) planning application for a care home which related to the Verbena Court

application (PL/2023/06976) and therefore had subsequently been deleted from the minutes.

Recommendation: To approve and for the Chair to sign the Planning Committee minutes of 2 October 2023 with the above amendment.

b) To formally approve Planning Committee recommendations of 2 October.

Resolved: To approve the recommendations of the Planning Committee meeting held on 2 October 2023.

c) To approve the draft joint reviewed Melksham Neighbourhood Plan (NHP#2) for Regulation 14 consultation as Qualifying Body (Min 217/23(a)(ii) of the Planning Committee meeting 2 October)

The meeting was informed the draft reviewed Neighbourhood Plan (JMNP2) had been approved by the Steering Group on 27 September 2023 and was on the Town Council agenda the following day to approve as a Qualifying Body.

Members were informed there were some typo amendments to the draft plan (JMNP2) which were required, which the Council were asked to approve:

Page 48 – para 4.8.9

The last sentence of this paragraph to be deleted as it quotes incorrect housing allocations and numbers.

Page 48 Para 4.8.10

160 will be changed to 150, which will include an allocation of affordable housing to meet Wiltshire Council's adopted policy.

Page 49 4.8.13 and 62

Last Sentence to be changed to: A small allocation of land to accommodate approximately 8-10 dwellings and in line with those numbers, Policy 7.3 1. Land Use, be amended to read approximately 8-10 new dwellings (changed from 10).

The Council were also asked to approve the list of evidence documents:

- DRAFT Melksham Design Guide and Code (2023 AECOM)
- DRAFT Local Green Space Report (2023)
- Green Gap & Wedge Study (2023 AECOM/Iceni Projects)
- DRAFT Locally Valued Heritage Assets Report (2023)

- DRAFT Town Centre Masterplan Report (2023 AECOM)
- Housing Needs Assessment (2022 AECOM)
- DRAFT Community Facilities Evidence Base Report (2020/Minor update 2023)
- DRAFT Green Infrastructure Evidence Base Report (2020/Minor Update 2023)
- Site Options and Assessment Report (2023 AECOM)
- Heritage Assessment (Policy 7.3 Allocation of Lane at Whitley Farm) (John Davey, 2020)

Unanimously Resolved: To approve the amendments above and to approve the reviewed draft Joint Melksham Neighbourhood Plan (JMNP2), as one of the Qualifying Bodies, including the evidence documents for submission as part of the 7-week statutory consultation for Regulation 14.

d) To receive update on Regulation 14 Consultation programme and workload and to consider moving Planning Committee from 16 to 23 October

The meeting was informed tht the draft Neighbourhood Plan (JMNP2) was going out to formal consultation at Regulation 14 stage, on Monday 16 October 2023, with various Neighbourhood Plan consultation drop in events taking place:

- Thursday, 26 October, 4-7pm at Melksham Campus
- Friday, 10 November 4-7pm at Shaw Village Hall
- Saturday, 11 November, 10-2pm Melksham Campus

The consultation would be online and hard copies of of all the documentation available at the following locations:

- Parish Council Offices at Melksham Campus
- Town Hall
- Library, Melksham Campus
- Spindles Café, Top Lane, Whitley

The 12 October edition of Melksham News will include a 4-page spread on the consultation and how it fitted with the Wiltshire Council Local Plan, which was also currently being consulted on.

The Clerk explained the consultation would require a lot of officer time/support and increase the current workload in recording, analysing and responding to the various responses received and therefore asked if the scheduled Planning Committee meeting of 16 October could be moved to 23 October, in order to alleviate staff having to issue an agenda and therefore be able to concentrate on preparing for the consultation and the early stages of the draft response to the Local Plan consultation.

It was explained the Town Council had been asked to be more engaged and active, with a meeting taking place the following week to discuss sharing tasks. Councillor Glover explained as Chair he had authorised the Clerk to write to the Mayor of Melksham Town Council, seeking support in assisting with the workload, given the Neighbourhood Plan is a joint project.

The Clerk explained all the consultees would be contacted the following Monday, informing them the statutory consultation was underway. Once the draft plan had been approved by both the Qualifying Bodies, it would be published on the Neighbourhood Plan website, along with the evidence documents .

Resolved: To approve moving the Planning Committee meeting scheduled for 16 October to 23 October.

e) Local Plan Review. To approve the Neighbourhood Plan Consultants assisting the council in preparing their response to the consultation (Min 217(b) of the Planning Committee Minutes of 2 October)

Councillor Glover explained at the Steering Group meeting it was felt there needed to be some guidance in preparing a response to the Local Plan and to this end the Neighbourhood Plan consultants (Place) had been asked to provide a quote, in order to undertake this work, with a quotation of £1,350 being received.

Clarification was sought if the costs would be shared between the Neighbourhood Plan Steering Group and the Town Council as well.

The Clerk explained the response was for the Parish Council, however, the figure quoted included a strategic response, which would be the same for the Neighbourhood Plan and Town Council responses.

In addition, there was an hourly rate quoted, for Place to review the parish council's own comments, in addition to the strategic and neighbourhood plan elements.

The breakdown of the quotation was as follows:

Task	Hours (Estimate)	Fee @£75 per hour
Strategic Housing Requirements Methodology and HMA Distribution Method for Wiltshire, Chippenham HMA and Melksham	7	£525.00
Neighbourhood Plan Requirements Methodology	4	£300

and HMA Distribution Method for Melksham (Settlement Growth), Shaw and Whitley, Small Villages (eg Berryfield).		
Impact of Reg19 Local Plan on JMNP2 Site Allocations and Designations	7	£525
Melksham Without Parish Response	TBC	@£75 per hour
Total	18 + Item 4	£1350.00 +Item 4

Resolved: To approve the quotation of £1,350 from Place to come from General Contingency Reserve to provide a response to the Local Plan Consultation, challenging the strategic housing requirements methodology and HMA distribution method as well as the impact on JMNP2 site allocations and designations. To also review the Parish Council's response to the consultation prior to submitting a response at £75 per hour.

226/23 Asset Management

a) To approve the land transfer of Davey Play Area.

The Clerk explained she was still awaiting the answer from the Council's solicitor on the access to the play area for maintenance vehicles.

b) 3G provision in the Melksham area. To inform reps attending meeting on 10 October

Councillor Glover declared an interest in this item, as his son played for Melksham Rugby Club.

The Clerk explained she had been invited to a meeting regarding 3G pitch provision and sought views from Members on such provision.

Councillor Glover informed the meeting Melksham Rugby Club had indicated they would be willing to take on a 3G pitch and make it available to the community to use.

It was noted Wiltshire Council had established there was a need for a 3G pitch, but where this would be located was unclear. It was understood one of the football bodies was prepared to put up a percentage of the funding and were seeking additional funding to cover the costs involved.

Whilst Members welcomed the possibility of a 3G pitch in the Melksham area, they expressed concern that any facility needed to be accessible to all and not just professional groups and not located in a

school ground for instance, as often they were not available for use by the community, as staff were not available to open up.

c) Shurnhold Fields

The Clerk provided an update on the meeting, explaining the minutes of the meeting would be put to an Asset Management Committee meeting proposed for 6 November.

It was noted at the meeting the Friends of Shurnhold Fields had indicated they would be interested in taking on Shurnhold Fields themselves, which would enable them to apply for grants, which both the Parish Council and the Town Council, having joint responsibility for the project were not able to do.

d) To approve payment of retention invoice for Berryfield Village Hall if completion certificate received

The Clerk explained the retention invoice had not yet been received, with £11,719.03 outstanding to pay.

Councillor Holt explained a Berryfield Village Hall Trust meeting was due to take place shortly and suggested if they were happy that the minor repairs had been undertaken, if Council officers could have delegated powers to pay the retention invoice, rather than wait for the next Full Council meeting to approve it.

Resolved: Subject to Berryfield Village Hall Committee approving the outstanding minor defect works had been completed to their satisfaction, for officers to pay the outstanding invoice of £11,719.03 to Rigg Construction, to come from Reserves.

e) Bowerhill Sports Pavilion/Pitches

i) Goal Posts, Bowerhill Sports Pitch.

Members noted additional braces had been purchased under delegated powers at a cost of £183.33, following authorisation by Councillor Baines as the Chair of Asset Management Committee which Councillor Glover supported, this had been following a recommendation from the Council's contractors that braces on both the top and bottom of the moveable goals would make them more robust.

ii) Water Heaters.

It was explained that one of the water condensing units at the Pavilion had failed and split, the two water heaters had also failed. Therefore, one water heater and both condenser units had been replaced at a cost of £2,333.60 under delegated powers, with

authority being given in principle to the Clerk by Councillor Baines, as Chair of the Asset Management Committee, Councillor Glover (Chair of Council) and Councillor Pafford (Vice Chair of Council) to spend up to £2,000 (before the quote was received)..

The meeting was informed the second water heater also needed its circuit board replaced and the water circulation pump also needed replacing at a total cost of £1,920 + VAT.

It was explained this item had not been put into closed session, as only a specific contractor can undertake the work and therefore no competitive quotes had been sought.

The meeting was informed there was an issue with the main circuit board on the main switch unit which also needed investigating.

The meeting was informed that later in the week contractors were due to measure up for the water tank base replacement and once any leaks repaired, the electrics for the new water fountain would be undertaken.

Resolved: To note the £2,330.60 + VAT costs associated with replacing one water heater and both condenser units under delegated powers and to approve the £1,920 + VAT costs to replace the second water heater and circulation pump, to come from Bowerhill Sports Field Capital Replacement Reserve, which currently stood at £47,464.

f) Kestrel Court Play Area & Berryfield Play Area. To receive update on freehold transfer

The Clerk advised this matter was ongoing and was currently being advertised in the Wiltshire Times as part of the legal process in Wiltshire Council transferring the freehold of the play areas to the Parish Council, with the Parish Council required to cover the costs of advertising of £494.50.

With regard to the Berryfield Play Area, Councillor Glover asked if the line of the proposed canal route could be identified on the transfer map provided.

Councillor Baines noted the map provided still included the old Berryfield Village Hall and therefore needed to be removed as it had been demolished.

Resolved: To approve the £494.50 costs of Wiltshire Council advertising the legal transfer, with costs coming from the Legal Fees Reserve and to advise the Council's solicitors of amendments required to the map to accompany the freehold transfer.

227/23 Finance:

a) To note Income/Expenditure reports for September.

The meeting was informed that, in terms of income, a lot of allotment rent payments had been made, as rents were due on 1 October, the second precept payment had also been received.

In terms of expenditure to note, a repayment of the Public Works Loan for Berryfield Village Hall of £49,500 plus interest had been paid (paid twice per year).

Councillor Glover queried if the Council were receiving more interest for funds deposited than having to pay interest on the loan.

The Clerk confirmed when the loan had been taken out, interest had been low and fixed for 5 years, however interest earned was now going up.

Resolved: To note the Income/Expenditure reports for September.

b) To appoint cheque signatories/online authority for October payments.

Resolved: For Councillors Holt and Glover to be cheque signatories/online authority for October payments and for Councillor Pafford to authorise Councillor Glover's Chair's allowance payment, along with Councillor Holt.

c) To approve transfer of funds between bank accounts and fixed term deposits.

Resolved: To approve the transfer of £261,000 from the Lloyds current account into a fixed term deposit for one month.

d) Quarterly Reports for Quarter 2 July, August, September

i) To note Budget v Actual

Resolved: To note the Budget v Actual Report.

ii) To note Bank Reconciliation

Resolved: To note the Bank Reconciliation Report.

iii) To note update on VAT reclaim

The meeting was informed a VAT reclaim had not been made yet as the Finance Officer was chasing a VAT number for one supplier.

- iv) **To note 'over £500 spend' report to meet Transparency Code good practice.**

Resolved: To note the 'over £500 spend' report, which would be available on the Parish Council's website.

228/23 Highways

- a) **To approve the minutes of the Highways & Streetscene meeting held on 25 September**

Since circulating the draft minutes, in order to make them clearer, the reason a request for safety barriers on Kitthyhawk Close, Bowerhill (Min 200(b)/23) had been refused had been added to the minutes as follows:

'Having discussed the request at some length it was suggested not to progress this request, as a barrier would be ineffective in deterring cyclists, given barriers would have to be so far apart in order to accommodate wheelchairs and buggies, they would also restrict access for bin emptying and maintenance of the play area.'

Councillor Baines noted the recommendation relating to Road Safety Working Group update (Min 203(a)/23) was not clear and therefore an amended was made as follows:

'For the Road Safety Working Group to go through the list of actions and bring recommendations to a future meeting for consideration.'

Resolved: With the above amendments, to approve and for the Chair to sign the Highways & Streetscene minutes of 25 September 2023.

- b) **To approve the recommendations of the Highway & Streetscene Committee of 25 September**

Recommendations: To approve the recommendations of the Highway & Streetscene Committee meeting held on 25 September.

- c) **Beanacre Gateway – Local Highway & Improvement Group (LHFIG) Issue 9-22-11. To consider recommendation from the Principal Highway Manager to delay installation until Traffic Management in place for wider works and agree a way forward**

Correspondence had been received from the Principal Highway Manager which stated the brief included the following to encourage lower entry speeds, with the total cost of the scheme being £13,300 allowing for 20% contingency:

- Installation of village gate

- New village nameplate
- Countdown road markings
- Long section of hatching

However, given uncertainty as to the method of temporary traffic management required to undertake the project, with the possibility of a full road closure being required, the Principal Highway Manager suggested installing the gates, signs and yellow horizontal bars only at this time, with the hatching and road studs being held back until such a time that the road is resurfaced, with a reduced estimate for this scheme being £6,600.

Discussion ensued on a way forward.

It was noted Wessex Water who were currently installing mains drainage in Westlands Lane had indicated they would be happy to fund a community project in Beanacre and possibly contribute to this project. The Clerk informed the meeting Wessex Water had indicated they were still committed to leaving a positive footprint in Beanacre but no figure or project had been confirmed.

Resolved: To go ahead with a revised scheme to include the installation of the village gate, signs and yellow horizontal bars only at this time, as suggested by the Principal Highway Manager at a cost of £6,600.

Whilst not on the agenda, Councillor Glover explained the request for a reduction in the speed limit from 30mph to 20mph outside Melksham Oak School, as previously proposed by Councillor Nick Holder and the Parish Council's trial Realtime Information (RTI) project in bus shelters had to be submitted to the Local Highway & Footway Improvement Group (LHFIG) for their consideration and therefore sought a steer from Members if they wished these requests to be submitted.

Councillor Richardson sought clarification on how many parents had supported the request for a reduction in the speed limit.

Standing Orders were suspended to allow Wiltshire Council Nick Holder to speak to this item.

Wiltshire Councillor Nick Holder expressed frustration at the change in procedure and informed the meeting whilst he could not provide information on how many parents had signed the petition, the intention to seek a reduction in the speed limit was supported by the previous Headteacher, their leadership team, the Board of Governors and White Horse Federation, with over 700 residents signing the petition for a reduction in the speed limit.

Councillor Glover sought clarification in the change of procedure,

particularly as the Parish Council had previously agreed to pay for the trial Realtime Information (RTI) project.

The Clerk explained she had received an email from Highways on 3 October, which unfortunately was too late to be included on the agenda which stated “with regard to Mitchell Drive and Market Place RTI in bus shelters, work here will need to be done as a separate exercise, not least because this is due to be funded by other means. Assuming that our colleagues in Passenger Transport are content for you to progress this, you will need to raise a new request with the LHFIG for prioritisation.”

The Clerk clarified that Passenger Transport were happy for the Parish Council to progress this project.

Standing Orders were reinstated.

Councillor Baines highlighted if the request for RTI in bus shelters had to be submitted to the Local Highway & Footpath Improvement Group (LHFIG) for their consideration, perhaps they would contribute their 50% funding towards the costs involved, as per the arrangement with other requests approved by LHFIG.

Resolved: To submit the following requests to LHFIG for their consideration:

- Reduction in speed limit outside Melksham Oak School from 30mph to 20mph
- Installation of RTI on bus shelters on Mitchell Drive, Bowerhill and the Market Place.

d) Berryfield Park. To note update regarding resurfacing of the adopted roads by Selwood Housing and consider response

The Clerk explained she had noted the road surface at Berryfield Park was delaminated and had informed Selwood who had responded stating “an inspection would take place, with any patch repairs undertaken, however, they had no intention of resurfacing the entire Berryfield estate roads, as this would be a large piece of work and quite costly and budgets for this financial year would not allow.”

Therefore, the Clerk sought a steer from Members if they wished to urge Selwood undertake this work, given the condition of the road surface.

Resolved: To write to Selwood Housing requesting they undertake resurfacing of their adopted roads, where it has become delaminated.

Councillor Holder left the meeting during this item.

229/23 Community Engagement

a) **Polling District and Polling Place Review 2023. To submit comments to the Wiltshire Council review between 1 October 2023 and 31 October 2023.**

It was noted under Polling District FZ1 the former Berryfield Village Hall was still included on the list and therefore needed to be deleted and replaced with the new village hall at Telford Drive.

Councillor Baines felt with regard to Polling District FX3, which included Woodrow and Forest Lane, that having to go to Melksham Football Club, on Eastern Way was not a natural fit for these residents, with people having previously gone to either St Andrews School Room, Church Lane or Forest Community Centre and wondered if there was scope for this particular Polling District to be incorporated into one of the Melksham Forest Polling Districts.

Resolved: To submit the following comments to the review:

- To remove old Berryfield Village Hall polling station at Berryfield Park, which was demolished in December 2022 and to add the new Berryfield Village Hall, completed in January 2023 on Telford Drive, Melksham, SN12 6GF, which can be booked via their website: <https://www.hallbookingonline.com/berryfield/>
- That Polling District FX3 to be incorporated into Forest Community Centre polling station as it is felt this was a more natural fit for residents in this area, having previously voted at either St Andrews School Room, Church Lane or Forest Community Centre.

b) **Melksham Hospital. To receive feedback following recent meeting with Michelle Donelan MP and stakeholders and consider supporting funding bid for potential Melksham Health Centre (Devizes Model)**

It was explained the Clerk along with Councillors Glover and Shea-Simonds had attended a recent meeting regarding Melksham Hospital. It was understood there would be a written report from stakeholders with proposals for a health centre, not a hospital project, however this had not been received as yet, another meeting was also being arranged.

It was understood a funding bid had been unsuccessful for a health centre similar to the Devizes model; the scheme had lots of competition with other schemes in the country, including those with the recently highlighted RAAC concrete issue. Therefore, those at the meeting were being asked to write a letter supporting another bid in

principle, until more details were available, to enable the Integrated Care Board to reapply for funding for Melksham.

Resolved: To await further information on proposals before writing a letter supporting a further funding bid by the Integrated Care Board for a health centre in the area.

c) Explore Wiltshire Heritage App. To approve the Council becoming a stakeholder in the scheme and appoint a representative for this project

Information was provided on the Explore Wiltshire Heritage App, which currently did not include information on Melksham. A representative was also sought to attend on 1 November.

Discussion ensued on a way forward.

Resolved: To write to Wiltshire Council supporting the project, with a suggestion they approach Paul Carter, Chair of the Historical Association and Councillor Graham Ellis, to assist with content relating to Melksham and for the Clerk to attend the meeting on 1 November.

d) Air Ambulance. To receive update on concerns raised at potential 'bird strikes'

The Clerk informed the meeting Wiltshire Air Ambulance had recently raised a concern at potential bird strikes, given the number of gulls in their flight path in Bowerhill, with a meeting due to take place the following day, with a Wiltshire Council's Public Protection officer.

It was understood a legal order could be used to remove the gulls which are a protected species, particularly in terms of air safety.

The Clerk explained the suggestion from Public Protection was the Parish Council write to every company on Bowerhill Industrial Estate to say they should be paying to put measures on their roofs to stop seagulls and therefore sought views of Members on a way forward, particularly given the safety concerns.

Councillor Patacchiola stated prior to obtaining a legal order it had to be proven there was a danger to air traffic, which it had and it needed to be shown that all other preventative measures had been considered or attempted before a licence could be issued.

It was noted that most roofs on Bowerhill Industrial estate were flat, which encouraged seagulls to nest. Councillor Patacchiola stated it could be argued this had been explored by the Council and therefore

not practical and therefore a licence should be issued.

It was felt safety was paramount and therefore action was required to try and resolve the situation and therefore should be taken seriously by Wiltshire Council in order to address the situation.

e) Census. To note more detailed population data is now available at parish level

The Clerk explained it was hoped to provide more detailed information on the parish to present at the meeting, but due to workload, officers were unable to provide this detailed information, but had provided information on how people in the parish and town travelled to work, including via buses, which it was felt would be useful in relation to the next item on the agenda.

230/23 Public Transport

a) To submit comments to Public Transport consultation by Wiltshire Council

It was noted 53.7% of people in the parish travelled to work via a car or van, with only 0.6% using the bus, however those in town used a car less to get to work.

The Clerk explained another bus survey was available and sought volunteers to help complete the survey, particularly as the deadline was prior to the next meeting.

Resolved: For the Clerk, along with Councillors Baines and Glover to complete the survey on behalf of the Parish Council.

b) Rail services in Melksham. To consider proposed requests for tweak to Services

It was noted tweaks were being proposed to the train timetable, in order to provide better connection times and reduced times for overall journeys.

Councillor Patacchiola raised concern, given the proposed reduction in journey time to Bristol, if this would lengthen the journey time to Paddington.

It was noted there seemed to be an error in the timings as the train leaving Bristol at 20:00hrs, was stated as arriving at Chippenham at 20:23-20:38hrs and arriving at Melksham as 20:38hrs also.

Resolved: To write to Graham Ellis, welcoming the proposed changes and to seek assurances there is no knock-on effect to

journeys to Paddington, whether this be from Westbury or Chippenham and to query the timings as stated above.

231/23 Staffing & Training

a) To note feedback from Councillor Shea-Simonds following recent training undertaken and to consider mandatory training for councillors in the future

Councillor Shea-Simonds provided feedback on a recent Councillor training course he attended in Devizes which had proved useful and confirmed to him the Council was run effectively and efficiently.

It was hoped some follow-up material would be provided, which both Councillors Doel and Richardson felt would be useful to have.

With regard to whether training should be mandatory for new Councillors, it was felt best to defer this until the next election in order to make a decision on whether this would be worthwhile or otherwise.

b) To consider any queries/approach arising from the Staff Contract Review Working Party (4 October) ahead of consultation with staff.

This item was held in closed session.

Arising from Min 96/23 Staffing Committee 26 June 2023:
Recommendation: A small working party is formed to look at refreshing the staff contracts, to consist of Councillor Pafford, Councillor Baines, and the Clerk. (Approved Full Council 24 July 2023).

The Staff Contract Review Working Party had reviewed the SLCC/NALC Model Contract 2011 (latest version available) and produced a version for use by the Parish Council. This was due to be discussed with all the staff when they met on Tuesday 17 October for appraisals and training. The proposed new contract was reviewed and decisions approved that differ from the Model, or are a choice from options provided.

1 & 2 The revised contract will contain several commencement dates for the start of Initial Role, Current Role and Continuous Service as appropriate.

7.1 You shall not undertake other employment without the Council's written consent. Such consent shall not be unreasonably withheld.

There was discussion if this should include the word “paid” employment, with the decision to exclude it as per the model, as some employment is unpaid.

9.1 Salary. Your salary is.....as set out in the 2004 National Agreement on Salaries and Conditions of Service of Local Council Clerks in England and Wales. The Clerk confirmed that she would check with the SLCC that this was the correct reference (2004).

9.2 Salary. The parish council opted for the option: You have been appointed to a single salary point and the Council will review your salary following your annual appraisal.

9.3 Salary. The parish council add the words “**Following review**” to “one salary point “**may**” be added to your salary, up to a maximum of four points, for success in obtaining or already holding any of the following relevant qualifications.” As the parish council felt that staff should be competent in applying what they have learnt to the role.

9.4 Salary. Your salary will be paid to youon the 28th of each month.

10.3 Expenses. To remove the reference to a council Expenses Policy as there is no current policy.

12.1 Appraisal. You will receive an annual appraisal.

It was noted that the Clerk has an annual appraisal with the Chair of Council and the Chair of the Staffing Committee, to reflect good practice of more than one councillor in case there was ever a conflict between the Chair and the Clerk. It was suggested that this would be good practice for all staff too, for a member to accompany the Clerk, for the same reason, in case the staff member had an issue with the Clerk.

It was agreed that the staff’s appraisal should be undertaken by the Clerk and a member of the Staffing Committee, with the Clerk having their appraisal undertaken by the Chair of Staffing Committee and Vice Chair of Council, thus retaining the Chair of Council in case of an Appeal for any dispute. It was agreed that this would not be detailed in the new Contract, but agreed as the practice moving forward and confirmed in these Minutes.

14. Additional Hours 14.1 to apply to ALL staff, to meet current practice, and not just for those above SCP 28; so reimbursed or time off in lieu subject to the council approval.

15.5 Annual leave must be taken at times agreed with the Council. You may carry forward up to 5 days’ leave into the following leave year, subject to the approval of the council.

This was discussed as current practice is to only carry forward 2 days’ leave. It was agreed to move to 5 days’ leave as detailed in the contract.

16. Sickness Absence To remove the reference to a Sickness Absence Policy as per 16.2 as the council do not have one.

16.2 was expanded to give a period of time when medical evidence is required (as this would usually be detailed in a policy).

To now read:

16.2 The Council reserve the right to request you to provide a Statement of Fitness for Work (commonly known as a Fit note) from a healthcare professional, for any sickness absence over 7 days.

19. Injury or Assault. To note that the council should check their annual insurance cover to ensure it meets the cover detailed in the contract which refers to the National Joint Council for Local Government Services National Agreement on Pay and Conditions of Service, commonly known as the “green book”.

21. Notice of Termination of Employment Discussions ensued on these points, for after completion of probationary period, with the agreement that 21.2 length of notice to give the council should be reciprocal with 21.3 the length of notice you are entitled to receive from the council with a gap to be filled in to reflect the staff’s currently agreed notice period to give the council. This is currently 1 month for all staff, but 3 months for the Clerk.

21.4 The time period for surrender of Council property following termination of employment to be changed to “your last working day”. With the additional statement included: “The council reserves the right to deduct from your final salary the cost of any unreturned council equipment.”

22.1 Dispute Resolution. Comments about named council member roles to be removed, so not conflicting with current policies and the new wording to be “You have been provided with a copy of the Council’s grievance and disciplinary procedures, which should be followed.”

Resolved: The parish council provide a new contract for consultation with all staff based on the NALC/SLCC 2011 Model Contract with the amendments agreed above.

Meeting finished at 9.46pm

Signed:.....
Chair, Full Council, 13 November 2023

Date: 03/10/2023

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Cashbook 1

User: MR

Current Account & Instant Acc

For Month No: 6

Receipts for Month 6			Nominal Ledger Analysis					
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		22,089.84					22,089.84	
V3507-BACS	Banked: 01/09/2023	66.00						
V3507-BACS	Staverton Rangers	66.00			1210	210	66.00	Inv.368-19th August 2023
V3508-BACS	Banked: 04/09/2023	30.00						
V3508-6BBY	Allotment Holder	30.00			1310	310	30.00	Rent 22/23- 6B Berryfield
V3509-BACS	Banked: 04/09/2023	70.00						
V3509-BACS	Allotment Holder	70.00			1320	310	35.00	Plot rent 23 Briansfield
					1320	310	35.00	Plot rent 24 Briansfield
V3510-BACS	Banked: 04/09/2023	66.00						
V3510-BACS	Bath Road Wanderers	66.00			1210	210	66.00	Inv.364- Pitch hire 3rd Sept
V3511-BACS	Banked: 04/09/2023	35.00						
V3511-BACS	Allotment Holder	35.00			1320	310	35.00	Briansfield plot 22 rent
V3512-BACS	Banked: 05/09/2023	66.00						
V3512-BACS	Westbury Rovers	66.00			1210	210	66.00	Inv.365-Pitch hire 3rd Sept 23
V3513-FOF	Banked: 05/09/2023	440.00						
V3513-FOF	Future of Football	440.00			1210	210	110.00	Part Inv.356- W/C 28 Aug 23
					1210	210	110.00	Part Inv.363- W/C 4th Sept 23
					1210	210	110.00	Part Inv.363- W/C 11th Sept 23
					1210	210	110.00	Part Inv.363- W/C 18th Sept 23
V3550	Banked: 06/09/2023	464.66						
V3550	SSE	464.66			4312	220	464.66	Refund for pavilion gas
V3514-Allo	Banked: 08/09/2023	35.00						
V3514-Allo	Allotment Holder	35.00			1320	310	35.00	Allotment rent for 13 Briansfi
V3515-Allo	Banked: 08/09/2023	35.00						
V3515-Allo	Allotment Holder	35.00			1310	310	35.00	Plot 4B Berryfield rent
V3516-BACS	Banked: 08/09/2023	50.00						
V3516-BACS	Hourglass FC	50.00			550		50.00	Refundable deposit
	Banked: 11/09/2023	120,000.00						
M20556288	Fixed Term Deposit	120,000.00			210		120,000.00	V3484- Fixed Term Deposit retu
V3506-INTE	Banked: 11/09/2023	181.97						
V3506-INTE	Lloyds Bank	181.97			1080	110	181.97	Interest from fixed term depos
V3517-BACS	Banked: 11/09/2023	66.00						
V3517-BACS	Staverton Rangers	66.00			1210	210	66.00	Inv.366- 9th Sept match
V3518-BACS	Banked: 11/09/2023	35.00						
V3518-BACS	Allotment Holder	35.00			1310	310	35.00	Berryfield plot 6A rent
V3519-BACS	Banked: 11/09/2023	27.00						
V3519-BACS	Allotment Holder	27.00			1310	310	27.00	Plot 1sm Berryfield allotment
V3520-BACS	Banked: 11/09/2023	35.00						

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Receipts for Month 6		Nominal Ledger Analysis						
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
V3520-BACS	Allotment Holder	35.00			1310	310	35.00	Plot 18A Berryfield rent
V3521-BACS	Banked: 11/09/2023	35.00						
V3521-BACS	Allotment Holder	35.00			1310	310	35.00	Plot 14B Berryfield rent
V3522-BACS	Banked: 12/09/2023	70.00						
V3522-BACS	Allotment Holder	70.00			1320	310	70.00	Briansfield 26 rent
V3523-BACS	Banked: 13/09/2023	66.00						
V3523-BACS	Hourglass FC	66.00			1210	210	66.00	Inv.370- 10th September match
V3524-BACS	Banked: 13/09/2023	35.00						
V3524-BACS	Allotment Holder	35.00			1310	310	35.00	Plot 8A Berryfield rent
V3525-BACS	Banked: 18/09/2023	70.00						
V3525-BACS	Allotment Holder	70.00			1320	310	35.00	Plot 29 Briansfield rent
					1320	310	35.00	Plot 31 Briansfield rent
V3526-BACS	Banked: 18/09/2023	70.00						
V3526-BACS	Allotment Holder	70.00			1320	310	70.00	Allotment rent 18 Briansfield
V3527-BACS	Banked: 18/09/2023	35.00						
V3527-BACS	Allotment Holder	35.00			1310	310	35.00	Plot 8B Berryfield rent
V3528-BACS	Banked: 20/09/2023	60.00						
V3528-BACS	Wiltshire Council	60.00			1475	142	60.00	Inv.371- Reimburse WRR Room hi
V3529-BACS	Banked: 22/09/2023	35.00						
V3529-BACS	Allotment Holder	35.00			1310	310	35.00	Berryfield 9B rent
V3530-BACS	Banked: 25/09/2023	35.00						
V3530-BACS	Allotment Holder	35.00			1320	310	35.00	Plot 25 Briansfield rent
V3531-BACS	Banked: 25/09/2023	35.00						
V3531-BACS	Allotment Holder	35.00			1310	310	35.00	Plot 15B Berryfield rent
V3532-BACS	Banked: 25/09/2023	35.00						
V3532-BACS	Allotment Holder	35.00			1310	310	35.00	Plot 17B Berryfield rent
V3533-BACS	Banked: 25/09/2023	35.00						
V3533-BACS	Allotment Holder	35.00			1320	310	35.00	Plot 16 Briansfield rent
V3534-BACS	Banked: 26/09/2023	122,635.51						
V3534-BACS	Wiltshire Council	122,635.51			1076	110	122,635.51	Parish precept 2of2
V3535-BACS	Banked: 26/09/2023	35.00						
V3535-BACS	Allotment Holder	35.00			1310	310	35.00	Plot 13A Berryfield rent
V3536-BACS	Banked: 28/09/2023	35.00						
V3536-BACS	Allotment Holder	35.00			1320	310	35.00	Plot 17 Briansfield rent
V3537-BACS	Banked: 28/09/2023	35.00						
V3537-BACS	Allotment Holder	35.00			1310	310	35.00	Plot 16B Berryfield rent

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Cashbook 1

User: MR

Current Account & Instant Acc

For Month No: 6

Receipts for Month 6		Nominal Ledger Analysis						
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
V3538-BACS	Banked: 28/09/2023	70.00						
V3538-BACS	Allotment Holder	70.00			1320	310	70.00	Plot 7 Briansfield rent
V3539-BACS	Banked: 29/09/2023	35.00						
V3539-BACS	Allotment Holder	35.00			1310	310	35.00	Plot 4A Berryfield rent
V3540-BACS	Banked: 29/09/2023	35.00						
V3540-BACS	Allotment Holder	35.00			1320	310	35.00	Plot 19 Briansfield rent
V3541-BACS	Banked: 29/09/2023	70.00						
V3541-BACS	Allotment Holder	70.00			1320	310	35.00	Plot 14 allotment rent BSF
					1320	310	35.00	Plot 20 allotment rent BSF
V3542-BACS	Banked: 29/09/2023	18.00						
V3542-BACS	Allotment Holder	18.00			1320	310	18.00	Plot 32A Briansfield rent
Total Receipts for Month		245,287.14	0.00	0.00			245,287.14	
Cashbook Totals		267,376.98	0.00	0.00			267,376.98	

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Cashbook 1

User: MR

Current Account & Instant Acc

For Month No: 6

Payments for Month 6				Nominal Ledger Analysis					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
03/04/2023	Wiltshire Youth Canoe Club	V3253-BACS	-500.00			4610	170	-500.00	Grant Award 22/23- CANCELLED
13/09/2023	Fixed Term Deposit	20567748	138,000.00			210		138,000.00	V3505-Transfer TO Fixed Term d
18/09/2023	Plusnet	V3551-DD	36.60		6.10	4190	120	30.50	Inv.015- Campus WiFi
29/09/2023	Suez	V3552-DD	90.26		15.04	4770	220	75.22	Inv.374- Pavilion waste away
Total Payments for Month			137,626.86	0.00	21.14			137,605.72	
Balance Carried Fwd			129,750.12						
Cashbook Totals			<u>267,376.98</u>	<u>0.00</u>	<u>21.14</u>			<u>267,355.84</u>	

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Cashbook 2

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Unity Bank

For Month No: 6

Receipts for Month 6

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		95,245.34					95,245.34	
	Banked: 15/09/2023	47,000.00						
V3504-TRAN	Instant Access Unity 20476339	47,000.00			230		47,000.00	Bank Transfer- TO current acco
Total Receipts for Month		47,000.00	0.00	0.00			47,000.00	
Cashbook Totals		142,245.34	0.00	0.00			142,245.34	

Continued on Page 190

Payments for Month 6				Nominal Ledger Analysis					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
06/09/2023	EDF Energy	V3548-DD	342.51		16.31	4302	220	326.20	Pavilion electricity- May-Aug
13/09/2023	Plusnet	V3547-DD	26.40		4.40	4384	220	22.00	Inv.010-Pavilion WiFi
15/09/2023	Acer Tree Surgeons	V3485-BACS	1,920.00		320.00	4415	142	910.00	Inv.003-Parish Tree works
						4820	142	690.00	Inv.003-SHF Tree works
						347	0	-690.00	Inv.003-SHF Tree works
						6000	142	690.00	Inv.003-SHF Tree works
15/09/2023	Agilico	V3486-BACS	83.05		13.84	4130	120	69.21	Inv. 719- Office photocopying
15/09/2023	JH Jones & Sons	V3487-BACS	1,765.12		294.19	4402	320	66.16	Inv.3689-Allotment grass cutti
						4400	142	244.09	Inv.3689-Play area grass cutti
						4780	142	57.75	Inv.3689-Play area bin emptyin
						4781	220	87.54	Inv.3689-JSF bin emptying
						4401	220	761.38	Inv.3689-JSF Grass cutting
						4400	142	38.13	Inv.3689-Kestrel Shrub
						4409	142	179.67	Inv.3689-Hornchurch grass
						4820	142	36.21	Inv.3689-SHF Annual cut
						347	0	-36.21	Inv.3689-SHF Annual cut
						6000	142	36.21	Inv.3689-SHF Annual cut
15/09/2023	JH Jones & Sons	V3488-BACS	145.20		24.20	4490	142	121.00	Inv.3706-Carson R'about grass
15/09/2023	JH Jones & Sons	V3489-BACS	576.00		96.00	4820	142	480.00	Inv.3707- SHF pathway grass cu
						347	0	-480.00	Inv.3707- SHF pathway grass cu
						6000	142	480.00	Inv.3707- SHF pathway grass cu
15/09/2023	JH Jones & Sons	V3490-BACS	631.92		105.32	4400	142	246.00	Inv.3705-Whitworth grass cutti
						4780	142	280.60	Inv.3705-Whitworth bin emptyin
15/09/2023	TDP Ltd	V3491-BACS	530.00		88.33	4590	142	441.67	Inv.614-Memorial bench
15/09/2023	Wilts & Berks Canal Trust	V3492-BACS	25.00			4650	170	25.00	Annual Membership
15/09/2023	M Rogers (AFC Melksham)	V3493-BACS	50.00			550		50.00	Refundable deposit return
15/09/2023	PKF Littlejohn LLP	V3494-BACS	2,520.00		420.00	4100	120	2,100.00	Inv.295- External Audit 22/23
15/09/2023	Trade UK	V3495-BACS	13.08		2.17	4490	142	10.91	Inv.883- Caretaker items
15/09/2023	HM Revenue & Customs	V3496-BACS	2,195.65			4041	130	712.67	Period 6- September 2023
						4000	130	395.40	Period 6- September 2023-T
						4000	130	262.57	Period 6- September 2023-NI
						4020	130	186.20	Period 6- September 2023-T
						4020	130	126.28	Period 6- September 2023-NI
						4010	130	173.80	Period 6- September 2023-T
						4010	130	118.53	Period 6- September 2023-NI
						4460	142	164.80	Period 6- September 2023-T

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Payments for Month 6				Nominal Ledger Analysis					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
						4800	320	20.60	Period 6- September 2023-T
						4070	120	34.80	Period 6- September 2023-T
15/09/2023	Wiltshire Pension Fund	V3497-BACS	1,902.56			4045	130	1,452.32	Period 6- September 2023
						4000	130	210.35	Period 6- September 2023
						4020	130	121.82	Period 6- September 2023
						4010	130	118.07	Period 6- September 2023
15/09/2023	Teresa Strange	V3498-BACS	██████			4000	130	██████	September 2023 Salary
15/09/2023	Lorraine McRandle	V3499-BACS	██████			4020	130	██████	September 2023 Salary
15/09/2023	Marianne Rossi	V3500-BACS	██████			4010	130	██████	September 2023 Salary
15/09/2023	Terry Cole	V3501-BACS	██████			4460	142	██████	September 2023 Salary
						4050	142	47.50	September Travel allowance
						4051	142	36.90	Mileage x82
15/09/2023	David Cole	V3502-BACS	██████			4800	320	██████	September 2023 Salary
						4048	130	11.70	Mileage x26
15/09/2023	John Glover	V3503-BACS	52.20			4070	120	52.20	September Chairs Allowance
18/09/2023	Lloyds Bank PLC	V3546-DD	502.05		80.04	4055	130	30.00	Allotment management training
						4055	130	60.00	Agenda & Minute training
						4055	130	15.00	How to use ChatGPT Training
						4055	130	60.00	Finance Summitt
						4055	130	30.00	Safeguarding training
						4055	130	30.00	Creating Strategic Vision tr
						4685	170	5.98	MCS Phonenumber 25.7.23-24.8.23
						4685	170	13.58	MCS Line and domain renewal
						4175	120	88.20	Office 365 subscription
						4190	120	36.90	Office phone subscription
						4175	120	5.50	Website domain MWPC
						4120	120	18.90	Planning & Asset agenda notice
						4685	170	5.98	MCS Phonenumber 25.8.23-24.9.23
						4685	170	5.98	MCS Phonenumber
						4200	120	12.99	Monthly subscription
						4140	120	3.00	Monthly fee
25/09/2023	Public Works Loan Board	V3545-BACS	51,665.63			4583	142	49,500.00	PWL CAPITAL repayment
						4584	142	2,165.63	PWL INTEREST repayment
28/09/2023	PMF Products (Live4Soccer)	V3544-BACS	220.00		36.67	4721	220	183.33	Additional items for goal post
30/09/2023	Unity Trust Bank	V3549	31.95			4140	120	31.95	Service Charge
Total Payments for Month			71,647.54	0.00	1,501.47			70,146.07	
Balance Carried Fwd			70,597.80						
Cashbook Totals			142,245.34	0.00	1,501.47			140,743.87	

Receipts for Month 6

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		507,000.00					507,000.00	
Banked: 13/09/2023		138,000.00						
20567748	Current Account & Instant Acc	138,000.00			200		138,000.00	V3505-Transfer TO Fixed Term d
Total Receipts for Month		138,000.00	0.00	0.00			138,000.00	
Cashbook Totals		<u>645,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>645,000.00</u>	

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Cashbook 4

User: MR

Instant Access Unity 20476339

For Month No: 6

Receipts for Month 6

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		159,551.08					159,551.08	
V3543-BACS	Banked: 30/09/2023	1,273.54						
V3543-BACS	Unity Trust Bank	1,273.54			1080	110	1,273.54	Interest
Total Receipts for Month		1,273.54	0.00	0.00			1,273.54	
Cashbook Totals		160,824.62	0.00	0.00			160,824.62	

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Cashbook 4

User: MR

Instant Access Unity 20476339

For Month No: 6

Payments for Month 6

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
15/09/2023	Unity Bank	V3504-TRAN	47,000.00			220		47,000.00	Bank Transfer- TO current acco
Total Payments for Month			47,000.00	0.00	0.00			47,000.00	
Balance Carried Fwd			113,824.62						
Cashbook Totals			<u>160,824.62</u>	<u>0.00</u>	<u>0.00</u>			<u>160,824.62</u>	

**MINUTES of the Planning Committee of Melksham Without Parish Council
held on Monday 23 October 2023 at Melksham Without Parish Council Offices
(First Floor), Melksham Community Campus, Market Place,
Melksham, SN12 6ES at 7.00pm**

Present: Councillors Richard Wood (Chair of Planning); John Glover (Chair of Council); David Pafford (Vice Chair of Council); Alan Baines (Vice Chair of Planning) and Mark Harris.

Officer: Teresa Strange, Clerk & Lorraine McRandle, Parish Officer

In attendance: Wiltshire Councillor Nick Holder (Bowerhill) & 1 member of public

Via Zoom:

232/23 Welcome, Announcements & Housekeeping

The Member of public present was made aware of the fire evacuation procedures prior to the meeting, as well as made aware the meeting was being recorded and would be uploaded to YouTube and removed once the minutes of the meeting had been approved.

233/23 To receive Apologies and approval of reasons given

Apologies were received from Councillor Richardson, due to a family event. It was noted Councillor Chivers was not present but had been in hospital recently and the Clerk was not sure if he had returned home yet.

Resolved: To approve and accept the reasons for absence of both Councillor Richardson and Councillor Chivers.

234/23 Declarations of Interest

a) To receive Declarations of Interest

There were no declarations of interest.

b) To consider for approval any Dispensation Requests received by the Clerk and not previously considered

None received.

b) To note standing Dispensations relating to planning applications

To note the Parish Council, have a dispensation lodged with Wiltshire Council dealing with Section 106 agreements relating to planning applications within the parish.

235/23 **To consider holding items in Closed Session due to confidential nature** *Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during consideration of business where publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*

The Clerk advised if Members wished to discuss the comments relating to item 9 and Planning Enforcement update from a resident, these may have to be discussed in closed session.

236/23 **Public Participation**

Standing orders were suspended.

A resident of Pathfinder Place attended the meeting explaining that they wished to listen to the debate regarding the proposed new primary school off Pathfinder Way.

Councillor Holder reminded the meeting the Appeal Hearing relating to planning application PL/2022/08504 Land south of Western Way was taking place the following day at the Town Hall, which he would be attending to voice his objections, particularly with regard to the access to the site and had encouraged residents of Pathfinder Place to attend the Hearing.

Pathfinder Way Primary School

With regard to the proposed new primary school at Pathfinder Way he reminded those present, that this formed part of the original planning application for Pathfinder Place (16/01123/OUT). There is a clause that if the school was not built within 10 years of the land transfer, then the land would transfer back to the developer for housing; as yet the land transfer to Wiltshire Council had not taken place.

Councillor Holder explained that having reviewed the plans, any comments previously made at the pre-app meeting with regard to vehicular access to the site were still relevant. Concern had been raised by residents at the impact of school traffic on Pathfinder Way and had asked if double yellow lines would be installed, in order to stop people parking on the side of the road once the school is open.

The application was for a single-form entry school; however, the design was such that it would allow for an eventual 2-form entry school, which would require planning permission.

Standing Orders were reinstated.

237/23 To consider the following new Planning Applications:

[PL/2023/08046](#): Land at Pathfinder Way, Bowerhill. Reserved Matters application pursuant to Outline Planning Permission 16/01123/OUT, relating to the appearance, landscaping, layout and scale of the proposed primary school (including Nursery and SEN provision).

Comments: Having previously met at pre-app stage, the Members noted that some of their comments raised at the meeting have been taken on board, such as the provision of showers, scooter racks and electric charging points which are welcome. However, Members raised the following:

Concern was expressed at pedestrian safety, due to the conflict between vehicles and pedestrians accessing the school via the one entry point.

The potential for traffic to back up in the car park, due to vehicles waiting for a gap in the traffic, in order to turn right.

Given the conflict with vehicles and pedestrians accessing the site, concern was expressed that vehicles wishing to turn right into the school from the Melksham direction and having to wait for pedestrians to cross the access point may cause a backlog of traffic on Pathfinder Way. This will be exacerbated if the proposed adjacent development of 210 dwellings and a 70 bed care home ([PL/2022/08504](#)) is approved at Appeal.

The Parish Council therefore request Left Turn only signage be installed coming out of the school, in order to prevent this conflict. It was noted that there are examples of Left Turn only developments in other areas of Wiltshire, such as on Cepen Park in Chippenham.

Given the above concerns, Members supported the comments made by the Urban Design Officer in relation to the school access ie:

“I continue to share the concerns of colleagues within the Highway Authority regarding the single point of access into the site, and the close proximity of pedestrians to vehicles. Children are not very good at following visual cues on where they are supposed to walk, and tend to take the quickest, shortest possible route from A to B.

In the worst case scenario this may result in children cutting diagonally across the car park to get to the left side of the building. One way in which this scenario could be reduced is to introduce another pedestrian only access gate and footpath further south along Pathfinder Way, in a direct alignment with the footpath that runs along the left-hand side of the car park.”

The comments from the Highway Officer were not published online and available when the Parish Council reviewed the application.

It is noted that it has already been suggested that children from various new developments on Semington Road would likely attend this school and have to use a circuitous route (map attached) to get to the school, as there is no footpath along Western Way ie:

- 17/12514/REM: 150 dwellings (Bowood View) – built and occupied
- PL/2023/00808: 50 dwellings behind Townsend Farm – commenced on site Oct 23
- PL/2022/02749: 144 dwellings (Buckley Gardens) – commenced on site Sept 23
- PL/2022/08155: 53 dwellings behind Townsend Farm, (pending decision).

Concern was expressed that those wishing to access the school from Semington Road, may be tempted to walk along the grass verge of the A365 Western Way, seeing this as a quicker route which is extremely dangerous without a footpath. It would also result in children inhaling the car fumes from the 100s of vehicles travelling along this route.

To this end, Members have urged Wiltshire Council to start work on a safe walking route from Semington Road to the new school, particularly as s106 funds have been pooled from the recent developments.

Disappointment was expressed that the Parish Council's suggestion of an additional pedestrian access to the school off of the A365 (Western Way), via the hoggin footpath adjacent to the school, had not been taken on board, particularly as there is already a crossing and it would provide a safer walking route to school and avoid the conflict of pedestrians and vehicles accessing the school.

Experience has shown in recent years that access and highway issues that the Parish Council have requested at planning and pre app stage for new schools in the parish had not been included as planning conditions or s106 requirements, with Wiltshire Council then having to put them in retrospectively at a greater cost and at their expense. For example, the rear footpath access to Melksham Oak School and the highway access to the new Forest & Sandridge School.

Whilst the applicant has expressed concern at security for the school if an additional pedestrian access is provided, it is noted Bowerhill School has a rear access, which is locked during school hours and has a member of staff on duty at the gate at school opening and closing times. Other local schools also have a second pedestrian access point, and therefore the Parish Council do not believe that there is a threat to the security of the site.

Attention is drawn to the draft Wiltshire Council's School Place Strategy, that states children have a right to walk and cycle to school safely. It is also noted the Travel Plan provided by Hydrock to support the application refers to safe walking routes and is encouraging people to walk and cycle to school, which highlights the need for a safe walking route to the school from Semington Road in particular.

Concern was expressed at the potential for people to park on Pathfinder Way to access the school and the impact this will have, particularly as Pathfinder Way is used by HGVs to access the industrial estate and people wishing to access the residential areas of Bowerhill, as well as being part of a bus route.

Therefore, Melksham Without Parish Council have applied to Wiltshire Council for traffic waiting restrictions on:

- Pathfinder Way (Whole length)
- On the entrances of Newall Road and Maitland Place with Pathfinder Way
- At the proposed new primary school access road on Pathfinder Way

Given the location of the school entrance, just off a roundabout, with a traffic island situated close by, there

is potential for traffic to back up along Pathfinder Way, particularly at the beginning and end of the school day, which coincides with changes in shifts for several businesses on Bowerhill Industrial Estate.

Members would like to see the proposed cladding graduated to blend in to the adjacent green buffer, similar to nearby Great Bear Distribution (Cereal Partners) on the A350/Portal Road, Bowerhill.

Whilst a defibrillator is currently being installed on Pathfinder Way by the Parish Council for community use, Members ask that a defibrillator be provided at the school for their use. This is from the experience at Bowerhill school where the community defib is consistently taken from the community cabinet for use in the school.

Members expressed disappointment that there is no mention of the provision of solar storage batteries within proposals for the school.

Concern was expressed from looking at the Design & Access Statement that it was difficult to see how Phase 2 would fit with Phase 1.

Given the concerns of Wiltshire Air Ambulance (and Wiltshire Council's Public Protection Officer) over the potential for a 'bird strike' as the helicopter leaves and returns to its base at Outmarsh, due to the large number of seagulls nesting in the area, particularly on the flat roofs on the industrial units on Bowerhill Industrial Estate, the Parish Council seek a condition to ensure proofing against seagull roosting and a bird management scheme be put in place.

[PL/2023/08347](#): Land adjacent to existing substation, East of Sandridge Solar Farm, Snarlton Lane, Melksham. Extension of existing substation, including installation of new plant and machinery, fencing and hard standing.

Comments: No objection.

[PL/2023/07756](#): Woolmore Farm Buildings, Bowerhill. Variation of Condition 1 (approved plans) on PL/2022/05895 (Redevelopment of redundant farm buildings to provide B1 employment space, involving change of use of existing agricultural buildings, plus erection of new build

B1 offices, together with demolition, construction of a new access with associated parking, landscaping and ancillary works) to facilitate a redesign of Unit 5.

Comments: Members feel this application represents a significant change in proposals and is now effectively for residential use, with only office space in garages. They regret the loss of workshops as included in the original design. They **OBJECT** to this application and ask that the applicant submit a new planning application as they feel it is too far from its original consent to be considered as a variation of condition.

If Wiltshire Council is minded to approve this application, there needs to be conditions imposed that the work spaces must remain as such for both its initial use, and subsequent house purchases and that adequate parking is provided in accordance with statutory guidance to cover their use as habitual rooms if used as a bedroom/additional living space and not a work space.

238/23 Revised Plans: To comment on any revised plans on planning applications received within the required **timeframe (14 days):**

Whilst there were no revised plans, the Clerk stated a resident of Chapel Lane had notified her that another drainage report had been submitted in relation to planning application PL/2023/05883: 52e Chapel Lane. The report stated there would be a package treatment plant installed to treat waste which would then discharge via a drainage field on site with the resident raising concern at the impact of this proposal, given the high groundwater table, which takes a while to soak in.

Another resident had also expressed concern at this proposal, particularly given the proximity of the proposed package treatment plant to neighbouring outbuildings and the fact the applicant had not approached residents of the lane to discuss where existing septic tanks were located, as it was understood there needed to be some distance from the proposed package treatment plant to existing septic tanks.

The Clerk asked therefore if Members wished to submit additional comments relating to this and highlighting the recent flooding which had occurred in Beanacre in the last week which had caused major disruption, with water having to be discharged to highway drainage, as the septic tanks in Beanacre could not cope with the level of surface water and had caused internal property flooding in Old Road.

Resolved: To submit additional comments as stated above.

239/23 Current planning applications: Standing item for issues/queries arising during period of applications awaiting decision.

- a) **Blackmore Farm (Planning Application PL/2023/01949).** Outline permission with some matters reserved for demolition of agricultural outbuildings and development of up to 650 dwellings; land for primary school; land for mixed use.

The Clerk advised there were no updates to report.

- b) **32 Lancaster Road, Bowerhill (former Christie Miller site) (Planning Application PL/2023/01008).**

The Clerk provided an update on her meeting with Wiltshire Air Ambulance who had raised a concern at the number of seagulls in their flight path particularly over Bowerhill Industrial Estate and the potential for a 'bird strike'.

The Clerk explained at the meeting, a humane way of dealing with the seagulls over the next 3 years had been discussed.

At the meeting the Public Protection Officer had highlighted seagulls usually returned to their place of birth to nest. As seagulls had previously nested on the roof of the former Christie Miller building now Milestones depot, which was subject to a 'live' planning application the Clerk had written to Wiltshire Council Planning, asking for conditions to be applied, to ensure proofing against seagull roosting and a bird management scheme be put in place, with Members noting the additional comments submitted.

- c) **Land to the West of Semington Road (Planning Application PL/2022/08155):** Outline application for up to 53 dwellings including formation of access and associated works, with all other matters reserved.

Noting this application was adjacent to another site, for 50 dwellings (PL/2023/00808) which the developer was referring to as Phase 2, Councillor Glover noted the Clerk had recently circulated information relating to an Appeal in the Malmesbury area, whereby the Planning Inspectorate had commented two separate sites, that were linked, should be treated as one site, rather than separately.

Recommendation: The Clerk to send the details of the recent appeal to the planning officer if considered relevant.

240/23 Planning Enforcement: To note any new planning enforcement queries raised and updates on previous enforcement queries.

- **489 Semington Road**

A member of the public having contacted Planning Enforcement for an update on whether the proposed garage was being built to plan, had forwarded a copy of their response to the Parish Council, expressing disappointment that Planning Enforcement, having visited

the site, had stated no breach of planning control had taken place at the time of their visit.

The Clerk sought a steer from Members if they were happy with the response from the Planning Enforcement.

Recommendation: To keep a watching brief on progress of the garage build.

- **Buckley Gardens, Semington Road:**

Following concerns from residents of Shails Lane that representatives from David Wilson Homes had been using the lane to access the site, as well as construction work appearing to start on site earlier in the day than conditions permitted, Planning Enforcement had been asked to investigate.

The Clerk explained a response had been received from the Planning Enforcement Officer earlier in the day which stated the site manager had been spoken to with regard to complying to working hours limits. They had subsequently asked if there was any evidence by way of videos showing the works outside the approved hours to forward these, as the site manager was not aware when such breaches had occurred.

With regard to Shails Lane, David Wilson Homes had responded to confirm neither they or their appointed contractors had used the lane for access.

With regard to Condition 16 of the planning permission and the erection of hoarding around the site, it was explained there was a legal easement and associated right of access over the access track leading North from Shails Lane which permitted Wessex Water and Cornerstone Telecommunications Infrastructure Ltd to use the track to access their assets and therefore enquiries would need to be made as to whether hoarding/gates across the track could be installed whilst not impeding their legal right of access.

The Planning Enforcement Officer suggested David Wilson Homes were compliant with Condition 16, as hoarding/fencing preventing developers and associated employees/deliveries and traffic from using Shails Lane for construction traffic access had been installed.

The Clerk expressed frustration that a request for the installation of “no construction traffic” signage at the entrance to Shails Lane had not progressed.

Recommendation: To write back to Wiltshire Council insisting signage ‘stating no construction traffic’ be installed on the entrance to Shails Lane.

241/23 Planning Policy

a) Neighbourhood Planning

- i) **To note the Neighbourhood Plan minutes of 27 September 2023 (if received) and Confidential Notes to accompany the minutes**

The Neighbourhood Plan minutes of 27 September were not yet available.

- ii) **Cooper Tire Site allocation in NHP#2. To consider contributing to the Neighbourhood Plan consultant costs relating to viability work associated with the site**

THIS ITEM WAS HELD IN CLOSED SESSION

It was noted the site was now up for sale with discussion taking place on the site and the allocation in the Neighbourhood Plan.

It was noted any subsequent planning application submitted for the site would be subject to the Neighbourhood Plan Policy constraints in Policy 7.1 relating to the site.

Recommendation: To approve in principle the Parish Council contributing towards the costs of the Neighbourhood Plan consultant undertaking work associated with the viability of the Cooper Tire site allocation in the reviewed draft Neighbourhood Plan (NHP#2).

- iii) **To note Regulation 14 formal consultation commenced on 16 October and Modifications Statement (changes between adopted and new draft Plan)**

The Clerk explained a Modifications Statement was required to highlight the changes between the adopted and new draft plan with Members noting that the Regulation 14 consultation had started on 16 October for a 7-week period.

The Clerk informed the meeting the Strategic Environmental Assessment (SEA) had been completed and uploaded to the Neighbourhood Plan website earlier in the day.

- iv) **To reflect on responses to planning applications for monitoring of the Neighbourhood Plan**

The Clerk reminded Members this was on the agenda, in order anything coming forward from discussions on planning applications not already included in the Neighbourhood Plan could be submitted

as a response to the Neighbourhood Plan Regulation 14 consultation.

b) Wiltshire Council Local Plan. To review the emerging response to the draft Local Plan consultation

Members started to review the response to the draft Local Plan Consultation.

242/23 S106 Agreements and Developer meetings: (Standing Item)

a) Updates on ongoing and new S106 Agreements

i) Hunters Wood/The Acorns:

The meeting was informed there was no update to report on the footpath to rear of Melksham Oak School.

ii) Pathfinder Place:

Members noted the Highway Officer's comments in relation to highway remedial works to be undertaken on site.

The Clerk explained there was no update in relation to the transfer of the play area, which was still with the Council's solicitor in order to clarify access for maintenance vehicles.

iii) Buckley Gardens (144 dwellings on Semington Road)

Members noted the update earlier in the meeting.

iv) Land to rear of Townsend Farm for 50 dwellings (PL/2023/00808)

The Clerk noted work would appear to have started on site, with Planning being made aware in relation to any S106 triggers.

b) To note any S106 decisions made under delegated powers

None.

c) Contact with developers

The Clerk informed the meeting Bloor Homes were seeking a pre app meeting in relation to their revised Masterplan for their site at New Road Farm, allocated in the Local Plan, with a date arranged for 14 November at 3.30pm.

Meeting closed at 9.41pm

Signed:.....
Chair, Full Councill, 13 November 2023



MELKSHAM
NEIGHBOURHOOD
PLAN

YOUR VOICE YOUR MELKSHAM SHAPE YOUR TOWN



MELKSHAM
NEIGHBOURHOOD
PLAN

MELKSHAM NEIGHBOURHOOD PLAN CONSULTATION

TAKE PART IN THE PUBLIC CONSULTATION

MONDAY 16TH OCTOBER - SUNDAY 3RD DECEMBER



Melksham Town Council and Melksham Without Parish Council are consulting on a draft Neighbourhood Plan for a period of 7 weeks between Monday 16th October and Sunday 3rd December.

If you live, work, or carry out business in Melksham and/or Melksham Without, the draft Neighbourhood Plan needs your input. We want the community to read the draft Plan and let us know what we have got right, what we have got wrong and/or what has been missed.

Long term and new issues like tackling climate change, providing affordable homes in the right places and helping local business recover from the impact of the cost of living crisis make it imperative that our Neighbourhood Plan evolves. It will provide strong local powers, alongside Wiltshire's emerging new Local Plan that will set out where new homes and jobs will be provided looking ahead to 2038.

The current Melksham Neighbourhood Plan runs to

2026. But we need to stay up-to-date with a revised Plan which will look ahead to 2038 and tackle even more important local issues.

We want you to get involved in keeping your Plan as strong as possible and continue to shape the way that Melksham grows in the future.

There will be lots of ways to get involved, and don't worry if you are not online, there will be a public exhibition and drop-in sessions for a number of weeks.

In the past many communities have felt that they have little influence over what's decided in terms of planning policy, after all, in the past it's been done by 'them' - Wiltshire Council.

But that's changing, and we now have a real opportunity to shape the future of the whole Melksham area much more (but not entirely) the way we and you want it. Your comments on the draft Plan and evidence documents can be made using an online questionnaire available at www.melkshamneighbourhoodplan.org. Comments can also be emailed to contact@melkshamneighbourhoodplan.org or hard copies returned by post, by hand or by consultation box by **midnight on Sunday 3rd December**.

**SCAN THIS QR CODE
TO VIEW THE
DRAFT PLAN AND
COMPLETE THE
QUESTIONNAIRE**



PUBLIC CONSULTATION EVENTS

**COME AND READ
THE DRAFT PLAN
AND ASK QUESTIONS
AT THESE EVENTS**

Thursday 26th October - 4-7pm - Campus SN12 6ES

Friday 10th November - 4-7pm - Shaw Village Hall SN12 8EW

Saturday 11th November - 10am-2pm - Campus SN12 6ES

View hard copies of the plan, evidence documents and questionnaire at: Melksham Town Hall
Melksham Without Parish Council Offices • Melksham Campus (Library) • Spindles Cafe, Top Lane, Whitley

YOU CAN VIEW THE DRAFT PLAN ONLINE

www.melkshamneighbourhoodplan.org

WHAT IS THE NEIGHBOURHOOD PLAN DOING FOR OUR TOWN?

We worked hard to get a Neighbourhood Plan that local people voted to bring into legal force. Let's keep our Neighbourhood Plan bang up-to-date; this is a living document and we need to respond to a changing context and make sure that our Plan remains as strong as possible ”



Cllr David Pafford

Melksham Neighbourhood Plan Steering Group Chair

THE CURRENT NEIGHBOURHOOD PLAN HAS ALREADY INFLUENCED...

Wiltshire Council decisions on planning applications for large developments

Type of housing mix and density of housing

Increased flood mitigation

Deterred development outside the defined settlements

What about the proposed projects such as the bypass and the canal?

The Neighbourhood Plan is all about planning policy, and to be referred and adhered to when planning applications are considered.

There are a couple of proposed large infrastructure projects that are in the Melksham Neighbourhood Plan area and there have been separate task groups looking into these projects to ensure that the Plan is reviewed in line with the lat-

est updates on these projects. The Plan has Priority Statements on these projects, but they are light touch as the Neighbourhood Plan is not the place for decision making on these projects; and therefore cannot have policies relating to them. Volunteer task groups have met with the project teams on these separate projects to review the current priority statements with them.

HIGHLIGHTS OF YOUR NEIGHBOURHOOD PLAN

Town Centre Regeneration and “Brownfield First”

- Focussing on regeneration
- Vitality of the town centre
- Bringing the former Library and Cooper Tires sites back into use

Conserve and Protect

- Protecting Local Green Spaces and Heritage Assets identified by the community as important in previous consultations
- Looking for more community support to protect
- Design Codes to influence design of houses and public spaces reflective of local sense of place
- Safeguarding and future proofing against Climate Change

Responding to local housing needs

- Working in tandem with Wiltshire Council's emerging Local Plan
- Wiltshire's Plan allocating strategic housing sites that brings forward substantial affordable housing and infrastructure
- Neighbourhood Plan's housing allocation sites are reusing existing sites becoming vacant, where appropriate

Listening to your views and shaping your town

- The priorities in the Town Centre Master Plan have been aligned to meet those that you as a community felt were the most important when asked earlier in the year

WHAT WOULD HAPPEN IF WE DON'T HAVE A NEIGHBOURHOOD PLAN?

THE NEW HOUSING STILL COMES BUT YOU WILL HAVE...

- **No say on where they are built**
- **No say on the type and size of house**
- **No say on what development looks like**
- **No say on what community benefits it brings**

It is Government policy that dictates housing numbers to Wiltshire Council who in turn allocate a proportion of that growth amongst the towns and large villages through the Local Plan.

Using a Neighbourhood Plan is the way that local people can have a say and influence what the development in their area looks like, and what it brings with it.

VISIT THE WEBSITE FOR MORE INFORMATION OR TO FILL IN THE QUESTIONNAIRE

WHAT ISSUES DOES THE PLAN ADDRESS?

In the next few editions of Melksham News we will be explaining the different focuses of the Neighbourhood Plan. Here is a quick overview...

HOUSING NEEDS

LOCAL HOUSING CRISIS

Few in Melksham can afford to buy their first home



A Housing Needs Assessment has revealed that:

- Nobody on average income or below in the Melksham area can afford to buy a house but a substantial number of people on an average income will be able to afford a house if it is subsidised or discounted market housing; which are typically shared ownership housing or under the Government's new "First Homes" scheme.
- There are a lot of 4-bedroom houses in the

area which needs to be balanced out with smaller houses to support the identified need.

- To support the substantial growth in the population of the older generation in the area, there is a need for supported living/extra care houses. These would be better placed in more accessible locations such as the town centre or on brown-field sites.
- There is a greater need for affordable housing in the villages.

[Read more in the Housing Needs Assessment](#)

STRENGTHENING LOCALLY DISTINCTIVE DESIGN

We are forecast to accommodate a further approximately 1,170 houses up to 2038.

We can't stop the housing numbers but we can have a say in what it looks like

For new housing, and other development, it's not just about where it is, and whether its two or three bedrooms, or rented or for purchase; it's about what it looks like and this is where the Design Codes come in. Consultants have done this work, and have looked at what "good design" looks like for the Melksham area and all future planning applications will have to adhere to the Code when the Plan is adopted. From designing out anti-social behaviour, to brick colours, to solar panels, this is all covered in the Design Code. It covers local identity and character, access and movement incorporating the Priority for People work, green and blue infrastructure, sustainability and energy efficiency and the built form.

[Read more in the Design Guidelines and Codes](#)

COMMUNITY-LED HOUSING SITE ALLOCATIONS

The Plan includes small and medium housing site allocations, whereas the draft Local Plan that has been produced by Wiltshire Council is allocating large, strategic sites. The Plan's housing allocation means that future development is Plan led and not specula-

tive development in isolated green fields. This is your opportunity to comment on the site allocations. Over 100+ sites have been put forward by local landowners, and have been assessed for suitability by independent consultants.

[Read more in the Draft Neighbourhood Plan 'Policy' page 7](#)

CONSERVE & PROTECT

PROTECTING VALUED LOCAL GREEN SPACE

There is the opportunity through the Plan to give a Local Green Space planning designation to protect spaces that are important to the local community.

Thank you to those of you that put forward local green spaces that were important due to their historic significance, their beauty, their recreational value, their richness in wildlife or their tranquillity. This des-

ignation can only apply to small, local spaces and not large tracts of land. The volunteer task group have now worked through the 50+ sites that the public put forward to ensure that they meet the necessary criteria and eligibility to produce a shortlist and we have made contact with the local landowners. You can view the sites put forward on the Neighbourhood Plan website.

[Read more in the Local Green Spaces Report](#)



PROTECTING MELKSHAM'S HERITAGE

The Neighbourhood Plan lists heritage assets that don't have Listed status but still have an important historical value to the local community.

Thank you to those of you who responded to this survey. A small group of volunteers has looked at the evidence for these sites and has contacted the landowners. It's a short list but valuable nevertheless. You can view the sites put forward in the draft Neighbourhood Plan.

[Read more in the Local Heritage Assets Report](#)



WHAT ISSUES DOES THE PLAN ADDRESS?

In the next few editions of Melksham News we will be explaining the different focuses of the Neighbourhood Plan. Here is a quick overview...

REGENERATION OF THE TOWN VIA THE BROWNFIELD FIRST POLICY

WHAT NEXT FOR THE TOWN CENTRE?

<p>THEN</p> 	<p>NOW</p> 	<p>FUTURE</p> <p>?</p> <p>WHAT WILL HAPPEN TO THE OLD LIBRARY SITE?</p> <p>SEE THE PLANS AT THE CONSULTATION EVENT OR ONLINE www.melkshamneighbourhoodplan.org</p>
--	---	---

A Town Centre Master Plan has been produced by consultants who have taken a holistic, independent approach. They have examined its Economy and Vitality, its Culture and Distinctiveness, its Connections and Accessibility, the quality of its Public Realm, and its Heritage and Townscape; all set against the pressing agenda of Sustainability and Climate Change.

Thank you to those of you that put forward your views on the town centre and its priorities for change. These have all been taken into account and the town centre master plan has now been re-aligned to reflect your wishes. There are Town Centre Regeneration Site opportunities with vacant and soon-to-be vacant sites in the town centre, that have been identified for allocation for housing and mixed-development to meet local needs.

<p>THEN</p> 	<p>NOW</p> 	<p>FUTURE</p> <p>?</p> <p>WHAT WILL HAPPEN TO THE COOPER TIRES SITE?</p> <p>SEE THE PLANS AT THE CONSULTATION EVENT OR ONLINE www.melkshamneighbourhoodplan.org</p>
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Read more in the Draft Neighbourhood Plan Policies 7 + 9 to see how your input shaped your town

NOW IS AN OPPORTUNITY TO SEE HOW YOUR VIEWS HAVE SHAPED YOUR TOWN

SCAN THE CODE TO VIEW THE PLAN



PUBLIC CONSULTATION EVENTS

Come and read the draft plan, look at the evidence documents and ask questions at these events

Thursday 26th October - 4-7pm - Campus SN12 6ES

Friday 10th November - 4-7pm - Shaw Village Hall SN12 8EW

Saturday 11th November - 10am-2pm - Campus SN12 6ES

View hard copies of the plan, evidence documents and questionnaire at: Melksham Town Hall
 Melksham Without Parish Council Offices • Melksham Campus (Library) • Spindles Cafe, Top Lane, Whitley

KEEP IN TOUCH

Information on the progress on the review of the Melksham Neighbourhood Plan can be viewed on the dedicated website www.melkshamneighbourhoodplan.org and dedicated Facebook page. You can sign up to the mailing list by contacting any officer at the Town or Parish Council or by clicking the link on the website. If you are not online, please contact either of the councils who can provide written updates. Look out for further consultation and engagement opportunities advertised in the Melksham Independent News regularly.

- Sign up for the mailing list
- Visit the website which is regularly updated www.melkshamneighbourhoodplan.org
- Follow the Facebook page [MelkshamNeighbourhoodPlan](https://www.facebook.com/MelkshamNeighbourhoodPlan)
- Attend future consultation events
- Read regular updates in the Melksham News

EMAIL

contact@melkshamneighbourhoodplan.org

IN PERSON

Melksham Town Council
 Market Place SN12 6ES
 Tel: 01225 704187

Melksham Without Parish Council
 First Floor, Melksham Campus SN12 6ES
 Tel: 01225 705700

6 NOVEMBER 2023

E01-23 | 2022/23 LOCAL GOVERNMENT SERVICES PAY AGREEMENT 2023

We have been informed by the Local Government Association that the National Joint Council for Local Government Services has reached agreement on rates of pay applicable from 1 April 2023 to 31 March 2024.

The new pay rates for local councils are attached and have been agreed with SLCC and ALCC.

Employers are encouraged to implement this pay award as swiftly as possible.

For all spinal points to 43 the agreed award was a flat rate payment of £1,925. For scale points above that the award was 3.88%.

The Joint Council notes on backpay for employees who have left employment: "If requested by an ex-employee to do so, we recommend that employers should pay any monies due to that employee from 1 April 2023 to the employee's last day of employment. When salary arrears are paid to ex-employees who were in the LGPS, the employer must inform its local LGPS fund. Employers will need to amend the CARE and final pay figures (if the ex-employee has pre-April 2014 LGPS membership) accordingly. Further detail is provided in section 15 of the HR guide and the Backdated Pay Award FAQs, which are available on the employer resources section of www.lgpsregs.org.

Historically the calculation of hourly pay for local councils has been reached by dividing the annual salary by 52 weeks and then by 37 hours. This is different from the recommendation of the Joint Council which calculates hourly rates by dividing annual salary by 52.143 weeks (which is 365 days divided by 7) and then divided by 37 hours (the standard working week). This marginal difference causes some confusion, and it is intended that next year we shall move to the approach recommended by the National Joint Council.

NALC continues to be disappointed that the annual settlement has been delayed for reasons outside the Association's control.

	1 April 2023		Scale Ranges
SCP	£ per annum	* £ per hour	Based on SCP
2	£22,366	£11.62	Below LC Scale (for staff other than clerks)
3	£22,737	£11.82	
4	£23,114	£12.01	
5	£23,500	£12.21	
5	£23,500	£12.21	LC1 (5-6) (below substantive range)
6	£23,893	£12.42	LC1 (7-12) (substantive benchmark range)
7	£24,294	£12.63	
8	£24,702	£12.84	
9	£25,119	£13.06	
10	£25,545	£13.28	
11	£25,979	£13.50	
12	£26,421	£13.73	LC1 (13-17) (above substantive range)
13	£26,873	£13.97	
14	£27,334	£14.21	
15	£27,803	£14.45	
16	£28,282	£14.70	LC2 (18-23) (below substantive range)
17	£28,770	£14.95	
18	£29,269	£15.21	
19	£29,777	£15.48	
20	£30,296	£15.75	
21	£30,825	£16.02	
22	£31,364	£16.30	LC2 (24-28) (substantive benchmark range)
23	£32,076	£16.67	
24	£33,024	£17.16	
25	£33,945	£17.64	
26	£34,834	£18.10	
27	£35,745	£18.58	
28	£36,648	£19.05	

	1 April 2023		Scale Ranges
SCP	£ per annum	* £ per hour	Based on SCP
29	£37,336	£19.41	LC2 (29-32) (above substantive benchmark range)
30	£38,223	£19.87	
31	£39,186	£20.37	
32	£40,221	£20.90	
33	£41,418	£21.53	LC3 (33-36) (below substantive range)
34	£42,403	£22.04	
35	£43,421	£22.57	
36	£44,428	£23.09	
37	£45,441	£23.62	LC3 (37-41) (substantive benchmark range)
38	£46,464	£24.15	
39	£47,420	£24.65	
40	£48,474	£25.19	
41	£49,498	£25.73	
42	£50,512	£26.25	LC3 (42-45) (above substantive benchmark range)
43	£51,515	£26.77	
44	£52,752	£27.42	
45	£54,017	£28.08	
46	£55,325	£28.76	LC4 (46-49) (below substantive range)
47	£56,648	£29.44	
48	£57,854	£30.07	
49	£59,418	£30.88	
50	£60,856	£31.63	LC4 (50-54) (substantive benchmark range)
51	£62,323	£32.39	
52	£64,335	£33.44	
53	£66,341	£34.48	
54	£68,356	£35.53	

	1 April 2023		Scale Ranges
SCP	£ per annum	* £ per hour	Based on SCP
55	£70,385	£36.58	LC4 (55-62) (above substantive benchmark range)
56	£72,388	£37.62	
57	£74,417	£38.68	
58	£76,405	£39.71	
59	£78,290	£40.69	
60	£80,216	£41.69	
61	£82,188	£42.72	
62	£84,214	£43.77	

* Hourly Rates

As per the national agreement, hourly rates are calculated by dividing annual salary by 52 weeks and then by 37 hours. Please note that these hourly rates differ from those published by NJC for Principal Authorities as the calculation basis differs.

© NALC 2023

Lorraine McRandle

Subject: FW: CGR - Boundary Review request - Bowerhill/Seend
Attachments: 09_InformationSheet_Bowerhill.Anomaly.docx

From: CGR <CGR@wiltshire.gov.uk>
Sent: 31 October 2023 11:17
To: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>; clerk@seendparishcouncil.co.uk
Cc: Holder, Nick <Nick.Holder@wiltshire.gov.uk>; Reay, Tamara <Tamara.Reay@wiltshire.gov.uk>
Subject: CGR - Boundary Review request - Bowerhill/Seend

Dear Parish Councils

I am making contact with you because a request has been submitted for a Community Governance Review (CGR) which involves your area.

The submission has been made by a local Division Member and relates to an anomaly involving one property. The request will be included within the CGR Review for 2023/24, which commenced on 11 September 2023.

Information Sheets for each of the main scheme proposals submitted for consideration during the 2023/24 CGR tranche are available on the CGR webpage. I have attached the relevant Information sheet for the request but note that we are awaiting confirmation of any major development which would impact the projection figures. I am not currently aware of any, however this will be updated in due course.

The areas included within the review are detailed in the [Terms of Reference](#) 2023/24 and include:

- I. Winterbourne, Laverstock & Ford, Firsdow, Idmiston and Durnford
- II. Mere and Zeals
- III. North Bradley and Trowbridge (Drynham)(limited review)
- IV. Lacock and Chippenham (Lowden and Rowden)(limited review)

As mentioned, there are also a number of areas where anomalies have been raised, which will be reviewed, these include:

- V. Salisbury (St Francis and Milford)
- VI. Royal Wootton Bassett, Brinkworth, Broad Town and Clyffe Pypard
- VII. Chippenham (Pewsham and Hardens)
- VIII. Trowbridge (Lambrok and Grove)
- IX. Bowerhill, Seend

If you have any initial comments, updates or relevant additional information relating to this review request please respond so that your comments can be considered.

I would ask that where possible your council nominates a representative to consider the information sheet and liaise with us. This representative may be an elected member or the council clerk. We would then liaise with your representative throughout the process which depending on complexity, could take up to 12 months to complete. Your representative would also be responsible for feeding back to your council as necessary at future meetings, to ensure the council as a whole was aware of the proceedings.

Any recommendations made by the ERC would be subject to consultation, with final recommendations put to Full Council for approval. Any changes would not take effect until the next election in 2025.

Further information on the timeline for the process can be found on the Terms of Reference on the [CGR webpage](#). If your representative would like a brief online discussion with a member of the ERC, this can be arranged by request.

Kind regards

Lisa Alexander
Senior Democratic Services Officer
Democracy, Governance and Customer Services



POSITIVE CONDUCT
equals POSITIVE
DEMOCRACY charter

Tel: 01722 434560

Email: lisa.alexander@wiltshire.gov.uk

Web: www.wiltshire.gov.uk

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Cmmtts: Southern Planning / Southern Licensing / Education Appeals / School Transport Appeals / Standards / Electoral Review

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Community Governance Review 2023-2024

cgr@wiltshire.gov.uk

Information Sheet 09

Area Name – Melksham Without / Seend

[Community Governance Review Terms of Reference and LGBCE Guidance](#)

Proposed Schemes

Ref – MEL01

Proposed by Division Member

To review an area where a discrepancy has been identified, with a property being in the wrong electoral division.

A review has been requested by the divisional member for Bowerhill, to look at a Farm property with associated Farm buildings along the A365 between Bowerhill and Redstocks.

The map below shows New House Farm which is currently in the parish of Seend, Devizes Rural West Division. It is requested that the boundary be changed so that New House Farm is within Bowerhill Ward, in the parish of Melksham Without, Bowerhill Division.

Reason for Request

To carry out a review of an area where a minor boundary or other anomalous arrangement has been identified.

Background Information

Parish Electorates - August 2023

Seend – 880 electorate

Melksham Without:

- Beanacre Shaw Whitley & Blackmore – 1,547 projected
- Berryfield - 924 projected
- Bowerhill - 3,480 projected

Projected Electorate for 2026 (including any known planned large development)

Seend – 911 projected

Melksham Without:

- Beanacre Shaw Whitley & Blackmore - 1601 projected
- Berryfield - 956 projected
- Bowerhill - 3602 projected

(dev figs requested – amend when received)

Community Governance Review 2023-2024

cgr@wiltshire.gov.uk

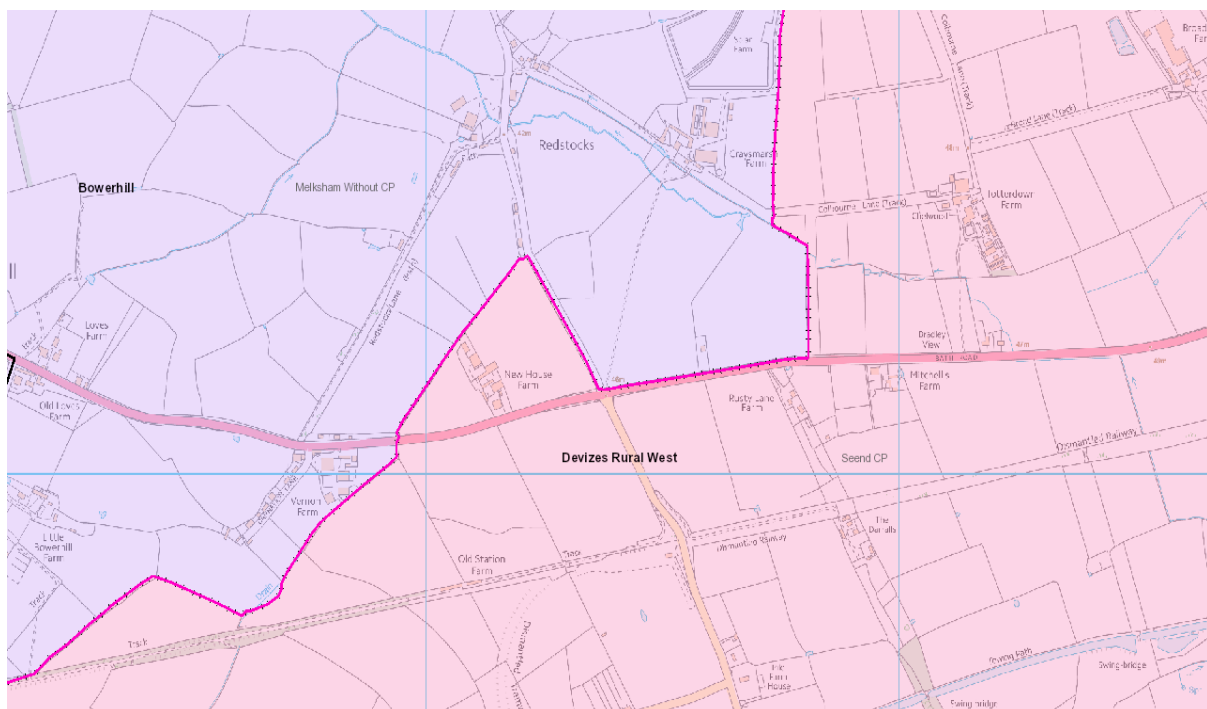
Council Tax by Parish, including Police and Fire Precepts

This data is provided for information, however please note that Community Governance Reviews cannot use the level of precept in affected areas as justification to approve or disapprove of a scheme.

Council Tax Schedule 2023/24 (annually)	Band A (£)	Band B (£)	Band C (£)	Band D (£)	Band E (£)	Band F (£)	Band G (£)	Band H (£)
Seend PC	£26.85	£31.32	£35.80	£40.27	£49.22	£58.17	£67.12	£80.54
Melksham Without PC	£56.47	£65.89	£75.30	£84.71	£103.53	£122.36	£141.18	£169.42

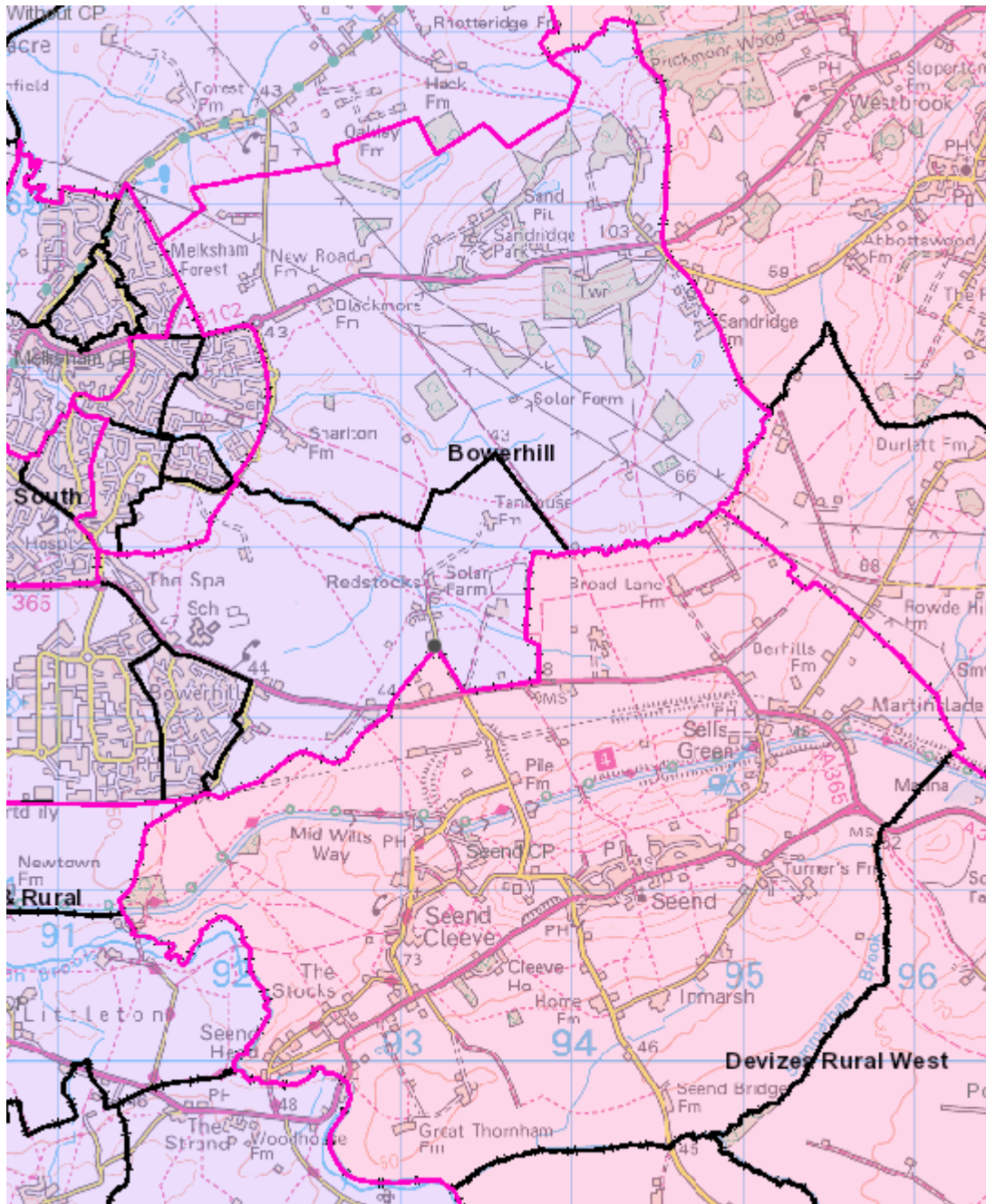
Maps

Map showing New House Farm



Community Governance Review 2023-2024

cgr@wiltshire.gov.uk



Lorraine McRandle

Subject: FW: CGR - Pre-Consultation - Information Gathering Survey

From: CGR <CGR@wiltshire.gov.uk>

Sent: 31 October 2023 15:09

To: CGR <CGR@wiltshire.gov.uk>

Cc: Oliver, Andrew <Andrew.Oliver@wiltshire.gov.uk>; Daley, Kevin <Kevin.Daley@wiltshire.gov.uk>; Rogers, Rich <Rich.Rogers@wiltshire.gov.uk>; McLennan, Ian <Ian.McLennan@wiltshire.gov.uk>; Jeans, George <George.Jeans@wiltshire.gov.uk>; Prickett, Horace <Horace.Prickett@wiltshire.gov.uk>; Piazza, Antonio <Antonio.Piazza@wiltshire.gov.uk>; Walters, Derek <Derek.Walters@wiltshire.gov.uk>; Henning, Ross <Ross.Henning@wiltshire.gov.uk>; McClelland, Mark <Mark.McClelland@wiltshire.gov.uk>; McGrath, Charles <Charles.McGrath@wiltshire.gov.uk>; Threlfall, Elizabeth <Elizabeth.Threlfall@wiltshire.gov.uk>; Bowler, David <David.Bowler@wiltshire.gov.uk>; Bucknell, Allison <Allison.Bucknell@wiltshire.gov.uk>; Cape, Clare <Clare.Cape@wiltshire.gov.uk>; Alstrom, Liz <Liz.Alstrom@wiltshire.gov.uk>; Vigar, David <David.Vigar@wiltshire.gov.uk>; Trigg, Jo <Jo.Trigg@wiltshire.gov.uk>; Holder, Nick <Nick.Holder@wiltshire.gov.uk>; Reay, Tamara <Tamara.Reay@wiltshire.gov.uk>

Subject: CGR - Pre-Consultation - Information Gathering Survey

Dear Town/Parish Councils

The pre-consultation surveys for each of the CGR scheme areas are now available online and will remain open until 26 November 2023. Councils are urged to submit comments and to circulate and promote the link to the surveys locally where possible.

[Community Governance Review Information Gathering Survey 31 October - 26 November 2023](#)

The Electoral Review Committee will meet publicly on 13 December 2023 to consider each Review area. An information pack will be compiled from the data and responses available at the time. The Committee will then decide whether to make draft recommendations in line with CGR criteria.

[\(Electoral Review meeting page – view meeting dates, agendas and minutes\)](#)

At this informal information gathering stage of the process, we do not directly communicate with the individual households concerned, as should the ERC decide not to make any draft recommendations and to instead leave the boundaries as they currently stand, the review would at that stage go no further. For any areas where there are draft recommendations, any electors directly impacted by boundary changes, would be written to as part of the public consultation if they are recommended to be transferred from one parish to another.

People may also send representations to this email address.

Kind regards

Lisa Alexander
Senior Democratic Services Officer
Democracy, Governance and Customer Services

POSITIVE CONDUCT
equals POSITIVE
DEMOCRACY charter

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Receipts for Month 7

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		129,750.12					129,750.12	
V3580-BACS	Banked: 02/10/2023	35.00						
V3580-BACS	Allotment Holder	35.00			1320	310	35.00	Briansfield 30 rent
V3581-BACS	Banked: 02/10/2023	35.00						
V3581-BACS	Allotment Holder	35.00			1310	310	35.00	Allotment rent 6B Berryfield
V3582-BACS	Banked: 02/10/2023	70.00						
V3582-BACS	Allotment Holder	35.00			1320	310	35.00	Briansfield plot 10 rent
V3582-BACS	Allotment Holder	35.00			1320	310	35.00	Briansfield plot 11 rent
V3583-BACS	Banked: 02/10/2023	70.00						
V3583-BACS	Allotment Holder	70.00			1310	310	70.00	Berryfield 7A rent
V3584-BACS	Banked: 02/10/2023	35.00						
V3584-BACS	Allotment Holder	35.00			1320	310	35.00	Briansfield 4 rent
V3585-BACS	Banked: 02/10/2023	35.00						
V3585-BACS	Allotment Holder	35.00			1320	310	35.00	Briansfield plot 5 rent
V3586-BACS	Banked: 02/10/2023	18.00						
V3586-BACS	Allotment Holder	18.00			1320	310	18.00	Briansfield plot 1A rent
V3587-BACS	Banked: 04/10/2023	104.50						
V3587-BACS	Bath Road Wanderer	104.50			1210	210	38.50	Pitch hire- Inv364-24th Sept
					1210	210	66.00	Pitch hire-Inv.374- 1st Oct
V3588-BACS	Banked: 06/10/2023	132.00						
V3588-BACS	FC Devizes United	132.00			1210	210	66.00	Inv.367- 16th Sept pitch hire
					1210	210	66.00	Inv.367- 30th Sept pitch hire
V3589-BACS	Banked: 09/10/2023	66.00						
V3589-BACS	Bath Road Wanderer	66.00			1210	210	66.00	Inv.374-8th October pich hire
V3590-BACS	Banked: 09/10/2023	330.00						
V3590-BACS	Future of Football	330.00			1210	210	110.00	Evening sessions-W/C 25th Sept
					1210	210	110.00	Evening sessions-W/C 2nd Oct
					1210	210	110.00	Evening sessions W/C 9th Oct
	Banked: 09/10/2023	138,000.00						
M20567748	Fixed Term Deposit	138,000.00			210		138,000.00	V3505-Fixed Term deposit retur
V3591-INTE	Banked: 09/10/2023	108.13						
V3591-INTE	Lloyds Bank	108.13			1080	110	108.13	Interest from Fixed deposit
V3616-REFU	Banked: 09/10/2023	17.59						
V3616-REFU	Plusnet	17.59		2.93	4384	220	14.66	Refund for WIFI
V3616-REFU	Banked: 09/10/2023	-17.59						
V3616-REFU	Plusnet	-17.59		-2.93	4384	220	-14.66	WIFI REFUND- WRONG CB
500177-CAS	Banked: 10/10/2023	17.81						
V3592-058	BASRAG	17.81			1130	110	17.81	Halloween poster photocopying

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Receipts for Month 7

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
500176-CAS	Banked: 10/10/2023	210.00						
V3593-048	Allotment Holder	35.00			1310	310	35.00	Berryfield 17A rent
V3594-050	Allotment Holder	70.00			1320	310	70.00	Briansfield plot 8 rent
V3595-056	Allotment Holder	35.00			1320	310	35.00	Briansfield plot 3 rent
V3596-057	Allotment Holder	35.00			1310	310	35.00	Berryfield 5B rent
V3597-055	Allotment Holder	35.00			1320	310	35.00	Briansfield plot 6 rent
500178-CHQ	Banked: 11/10/2023	280.00						
V3598-CHQ	Allotment Holder	70.00			1310	310	70.00	Berryfield 14A rent
V3599-CHQ	Allotment Holder	140.00			1310	310	70.00	Berryfield 1B rent
					1310	310	70.00	Berryfield 2B rent
V3600-CHQ	Allotment Holder	70.00			1310	310	70.00	Berryfield 2A rent
V3602-WIFI	Banked: 12/10/2023	26.83						
V3602-WIFI	Plusnet	26.83		4.47	4190	120	22.36	Refund for WIFI
V3603-BACS	Banked: 16/10/2023	35.00						
V3603-BACS	Allotment Holder	35.00			1320	310	35.00	Briansfield plot 9 rent
V3606-BACS	Banked: 16/10/2023	70.00						
V3606-BACS	Allotment Holder	70.00			1320	310	70.00	Rent plot 27 Briansfield
V3607-BACS	Banked: 18/10/2023	330.00						
V3607-BACS	Future of Football	330.00			1210	210	110.00	Inv.377- 16th & 17th September
					1210	210	110.00	Inv.377- 23rd & 24th September
					1210	210	110.00	Inv.377- 30th Sept & 1st Oct
V3608-BACS	Banked: 18/10/2023	440.00						
V3608-BACS	Future of Football	440.00			1210	210	440.00	Inv.378-October Matches
V3609-BACS	Banked: 23/10/2023	66.00						
V3609-BACS	Bath Road Wanderer	66.00			1210	210	66.00	Part inv.374-22nd Oct match
V3610-BACS	Banked: 27/10/2023	330.00						
V3610-BACS	Future of Football	330.00			1210	210	110.00	Inv.379- October Camp 24 Oct
					1210	210	110.00	Inv.379- October Camp 25 Oct
					1210	210	110.00	Inv.379- October Camp 26 Oct
V3611-BACS	Banked: 30/10/2023	198.00						
V3611-BACS	Staverton Rangers	198.00			1210	210	66.00	Inv.375- 14th October
					1210	210	66.00	Inv.375- 21st October Pitch hi
					1210	210	66.00	Inv.375- 28th October pitch hi
V3612-BACS	Banked: 30/10/2023	35.00						
V3612-BACS	Allotment Holder	35.00			1320	310	35.00	Rent for plot 21 Briansfield
Total Receipts for Month		141,077.27	0.00	4.47			141,072.80	
Cashbook Totals		<u>270,827.39</u>	<u>0.00</u>	<u>4.47</u>			<u>270,822.92</u>	

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Payments for Month 7

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
10/10/2023	Fixed Term Deposit	M20578427	261,000.00			210		261,000.00	V3601- Transfer to fixed term
16/10/2023	SSE	V3578-DD	1,480.40		70.48	4312	220	1,409.92	Inv.513-Pavilion gas
16/10/2023	Daisy	V3604-DD	44.72		7.45	4384	220	37.27	Inv.044-Pavilion WiFi
16/10/2023	Daisy	V3605-DD	60.07		10.01	4190	120	50.06	Inv.043-Canpus wifi
19/10/2023	SSE	V3579-DD	290.56		13.83	4312	220	276.73	Inv.864-Pavilion gas
31/10/2023	Suez	V3615-DD	68.78		11.46	4770	220	57.32	Inv.677- B'hill waste away
Total Payments for Month			262,944.53	0.00	113.23			262,831.30	
Balance Carried Fwd			7,882.86						
Cashbook Totals			<u>270,827.39</u>	<u>0.00</u>	<u>113.23</u>			<u>270,714.16</u>	

Receipts for Month 7

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		70,597.80					70,597.80	
V3616-REFU	Banked: 09/10/2023	17.59						
V3616-REFU	Plusnet	17.59		2.93	4384	220	14.66	Pavilion WIFI REFUND
Total Receipts for Month		17.59	0.00	2.93			14.66	
Cashbook Totals		<u>70,615.39</u>	<u>0.00</u>	<u>2.93</u>			<u>70,612.46</u>	

Payments for Month 7

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
02/10/2023	Teresa Strange	V3613-S/O	5.30		0.88	4190	120	4.42	Reimburse out of hours mobile
16/10/2023	Lloyds Bank PLC	V3577-BACS	598.15		83.13	4685	170	14.36	Community Support phone line
						4685	170	59.99	Emergency support domain
						4150	120	9.99	Envelopes
						4150	120	33.93	Leaflet display stand
						4150	120	73.28	A3 frames for maps
						4150	120	8.32	Pens
						4150	120	23.31	Tower extension lead & A4 leaf
						4381	220	19.75	Bin bags and soap for pavilion
						4175	120	103.20	Office 365 subscription annual
						4190	120	36.90	Office phone charges
						4175	120	88.20	Office 365 monthly subscriptio
						4120	120	5.90	Postage highway agenda pack
						4175	120	5.50	Council website domain
						4120	120	16.40	Planning committee agenda pack
						4200	120	12.99	Online meeting subscription
						4140	120	3.00	Monthly fee
27/10/2023	Agilico	V3553-BACS	73.12		12.19	4130	120	60.93	Inv.994-Office photocopying
27/10/2023	GB Sport & Leisure	V3554-BACS	43.32		7.22	4490	142	36.10	13538-Bearing Hornchurch seesa
27/10/2023	Heating Associated Services	V3555-BACS	2,796.72		466.12	4721	220	2,330.60	Inv.948-Replacement expansion
27/10/2023	Jens Cleaning	V3556-BACS	420.00			4381	220	420.00	Inv.1076- Changing rooms clean
27/10/2023	JH Jones & Sons	V3557-BACS	198.56		33.09	4721	220	165.47	Inv.3733-Padlocks for goal pos
27/10/2023	JH Jones & Sons	V3558-BACS	1,765.12		294.19	4402	320	66.16	Inv.3761-Allotment grass cutti
						4400	142	244.09	Inv.3761-Play area grass cutti
						4780	142	57.75	Inv.3761-Play Area bin emptyin
						4781	220	87.54	Inv.3761-JSF bin emptying
						4401	220	761.38	Inv.3761-JSF Grass cutting
						4400	142	38.13	Inv.3761-Kestrel Shrub Mainten
						4409	142	179.67	Inv.3761-Hornchurch grass cutt
						4820	142	36.21	Inv.3761-September parish main
						347	0	-36.21	Inv.3761-September parish main

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Payments for Month 7

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
						6000	142	36.21	Inv.3761-September parish main
27/10/2023	JH Jones & Sons	V3559-BACS	384.00		64.00	4820	142	320.00	Inv.3753-Shurnhold Fields gras
						347	0	-320.00	Inv.3753-Shurnhold Fields gras
						6000	142	320.00	Inv.3753-Shurnhold Fields gras
27/10/2023	JH Jones & Sons	V3560-BACS	463.56		77.26	4400	142	246.00	Whitworth Play Area grass cutt
						4780	142	140.30	Whitworth Play Area bin empty
27/10/2023	Shaw Village Hall	V3561-BACS	60.00			4680	170	60.00	Inv.139- NHP Consultation room
27/10/2023	Tollgate Security Ltd	V3562-BACS	760.80		126.80	4212	220	634.00	Inv.944-Annual alarm monitorin
27/10/2023	Wiltshire Council	V3563-BACS	2,843.25			4270	140	2,843.25	138-Office rent-1.10.23-31.12.
27/10/2023	Community Heartbeat Trust	V3564-BACS	198.00		33.00	4049	142	165.00	Inv.439-BYF V Hall defib suppo
27/10/2023	Complete Weed Control	V3565-BACS	2,062.80		343.80	4500	142	1,719.00	Inv.058-Parish weedspray
27/10/2023	Aquasafe Environmental Ltd	V3566-BACS	300.00		50.00	4212	220	125.00	Inv.006-PPM Visit September 23
						4212	220	125.00	Inv.006-PPM October 23
27/10/2023	Elan City	V3567-BACS	109.31		18.22	4540	142	48.06	Mounting bar 2x Pathfinder Way
						4540	142	24.03	Additional mounting bar A365
						4540	142	19.00	Inv.744-Delivery of bars
27/10/2023	Playsafety Ltd	V3568-BACS	1,032.00		172.00	4410	142	710.00	Play area & MUGA inspections
						4410	142	75.00	Inv.416-Shaw Playing field ins
						4820	142	75.00	Shurnhold Field annual inspect
						347	0	-75.00	Shurnhold Field annual inspect
						6000	142	75.00	Shurnhold Field annual inspect
27/10/2023	Wiltshire Pension Fund	V3569-BACS	2,089.35			4045	130	1,593.08	Period 7- October 2023
						4000	130	253.03	Period 7- October 2023
						4020	130	126.98	Period 7- October 2023
						4010	130	116.26	Period 7- October 2023
27/10/2023	HM Revenue & Customs	V3570-BACS	2,765.75			4041	130	918.43	Period 7- October 2023
						4000	130	518.40	Period 7- October 2023-T
						4000	130	341.38	Period 7- October 2023-NI
						4020	130	202.80	Period 7- October 2023-T
						4020	130	136.96	Period 7- October 2023-NI
						4010	130	168.00	Period 7- October 2023-T
						4010	130	114.78	Period 7- October 2023-NI
						4460	142	320.00	Period 7- October 2023-T

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Payments for Month 7

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
						4800	320	10.20	Period 7- October 2023-T
						4070	120	34.80	Period 7- October 2023-T
27/10/2023	Teresa Strange	V3571-BACS	██████████			4000	130	██████████	October 2023 Salary
						4680	170	35.50	Refreshments for NHP afternoon
						4155	120	2.45	Refreshments for meetings
						4680	170	133.24	NHP new email address
						4680	170	457.32	Printing-NHP consultation
27/10/2023	Lorraine McRandle	V3572-BACS	██████████			4020	130	██████████	October 2023 Salary
						4155	120	4.50	Coffee for meetings
						4155	120	1.20	Milk
						4155	120	1.45	Milk
						4120	120	220.00	Purchase of stamps
						4120	120	1.20	Envelope
						4120	120	8.15	Postage- return of laptop lead
						4120	120	3.20	Postage agenda pack
						4155	120	6.00	Coffee for meetings
						4120	120	2.60	Postage planning agenda pack
27/10/2023	Marianne Rossi	V3573-BACS	██████████		0.48	4010	130	██████████	October 2023 Salary
						4370	120	2.40	October 2023 Salary
27/10/2023	Terry Cole	V3574-BACS	██████████			4460	142	██████████	October 2023 Salary
						4051	142	96.30	Mileage x214 miles
						4050	142	47.50	Travel allowance October 23
27/10/2023	David Cole	V3575-BACS	██████████			4800	320	██████████	October 2023 Salary
27/10/2023	John Glover	V3576-BACS	52.20			4070	120	52.20	Chairs allowance- October 23
31/10/2023	Teresa Strange	V3614-S/O	5.30		0.88	4190	120	4.42	Out of hours mobile
Total Payments for Month			27,432.50	0.00	1,783.26			25,649.24	
Balance Carried Fwd			43,182.89						
Cashbook Totals			70,615.39	0.00	1,783.26			68,832.13	

Total Salaries
October 23
£7,382.40

Receipts for Month 7**Nominal Ledger Analysis**

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		525,000.00					525,000.00	
	Banked: 10/10/2023	261,000.00						
M20578427	Current Account & Instant Acc	261,000.00			200		261,000.00	V3601- Transfer to fixed term
Total Receipts for Month		261,000.00	0.00	0.00			261,000.00	
Cashbook Totals		<u>786,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>786,000.00</u>	

Payments for Month 7

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
09/10/2023	Current Account & Instant Acc	M20567748	138,000.00			200		138,000.00	V3505-Fixed Term deposit retur
Total Payments for Month			138,000.00	0.00	0.00			138,000.00	
Balance Carried Fwd			648,000.00						
Cashbook Totals			<u>786,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>786,000.00</u>	

Receipts for Month 7**Nominal Ledger Analysis**

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		113,824.62					113,824.62	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>113,824.62</u>	<u>0.00</u>	<u>0.00</u>			<u>113,824.62</u>	

Payments for Month 7

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		113,824.62						
	Cashbook Totals		113,824.62	0.00	0.00			113,824.62	

Teresa Strange
Clerk to Melksham Without
Parish Council

Via email only

Wiltshire Council Revenues and Benefits Service
County Hall
Bythesea Road
Trowbridge
BA14 8JN

Email: revsandbens@wiltshire.gov.uk

20 October, 2023

Dear Teresa,

Re: Consultation on possible changes to Wiltshire Council's Council Tax Reduction Scheme 2024 onward.

Wiltshire Council is looking to make possible changes to its local Council Tax Reduction (CTR) Scheme for working aged people to ensure it continues to support those who need it and to better accommodate the Government's plans to move low-income households on legacy benefits to Universal Credit.

The impact of the cost-of-living crisis, the migration of households to Universal Credit and analysis of council tax arrears has led the council to consider, and consult, on a number of potential changes to the CTR scheme to better support residents. These changes have been consolidated into proposals and will be the subject of public consultation which will run until 27 November 2023.

If the changes are all implemented this will impact on the tax base and the tax base setting process with effect from April 2024. There are further steps that the council will take to mitigate the costs but ultimately the proposals will not be cost neutral.

Your views on the proposals are important to us. A link to the cabinet report, where this was discussed on 12 September 2023, and the questionnaire is attached below.

The Council Tax Reduction (CTR) Scheme started in April 2013 and for the last decade, Wiltshire Council has operated two council tax reduction schemes. The council is currently in the process of developing plans for its scheme that specifically supports working age people only. The scheme that supports people of pensionable age is a national one and there are no changes planned for that.

Currently two thirds of all working age households in receipt of council tax reduction also receive Universal Credit. This number is expected to grow as working age households migrate from legacy benefits to Universal Credit. The Department of Work and Pensions notifies the authority of every change to a customer's Universal Credit. When the Council Tax Reduction Scheme was first introduced it was designed to accommodate changes that

we hoped to be minimal, but the council currently receives 8,000 changes per month. These variations can delay support for people who need it quickly as it results in frequent but minor adjustments which cause the amendment and recalculation of council tax bills and confusion for the customer.

There are further concerns revealed by analysis of council tax arrears. Twenty-nine percent of debt (£6.5m) due at the end of March 2023 was owed by households on low-income currently in receipt of CTR. Many households who qualify for the scheme do not receive 100% reduction in council tax but they are not paying the shortfall either, often due to the frequent recalculation of their bill which occurs under the current scheme.

Wiltshire Council's Cabinet has approved a consultation process on a number of changes and these have been consolidated to make the consultation process easier. If agreed, the aim of the potential changes is to provide a simpler claims process for all concerned which is better suited to the current economic climate. There is no intention to reduce the current level of support provided, particularly to those in protected group but to focus support on those who are expected to make contributions toward their bill and who experience the most frequent fluctuations in their income.

If all of the proposals are accepted it is estimated that the cost of the scheme could rise by £3.28m, the majority of which will be absorbed by Wiltshire Council, however it will have an impact on the calculation of your taxbase for the new financial year.

Further correspondence will be sent to you during the consultation period to confirm your taxbase for the calculation of council in 2024/25.

Having established the rationale for changing the Council Tax Reduction scheme the consultation process provides an opportunity to gather your views on the proposals.

I look forward to hearing from you.

Yours sincerely



Andy Brown
Director of Resources

Cabinet report from 12 September 2023

<https://cms.wiltshire.gov.uk/documents/s218607/Council%20Tax%20Reduction%20Scheme%20Second%20Homes.pdf>

Link to consultation and more information

<https://www.wiltshire.gov.uk/benefits-council-tax-reduction>

AGENDA ITEM 11(d)

Wiltshire Council's Council Tax Reduction Scheme 2024 Consultation

Clerk's Note

When this was implemented last time, from being a Government Benefit paid to residents to being a Local Authority Council Tax Reduction this had a massive impact on Melksham Without Parish Council's precept as it reduces your Tax Base number. Not sure when this was but it would have been earlier than 2014 as before I was Clerk.

Your tax base number is what is used to multiply the "average Band D household payment" to give you the Precept. The Tax Base is based on the number of dwellings, but adjusted by all sorts of things, so it's discounted by the 25% reduction for single occupancy owners, a % for new houses that they estimate will be occupied in the year (based on housebuilding rates) and sometimes an adjustment if they got that wrong the year before, a deduction for those who don't pay their council tax bill and a discount to those who cannot afford the bill etc. Its never easy to quantify or calculate it ourselves as so many of those factors are unknown. For the current financial year ending 31st March 24 the number is 2,895.42 (and at the time we had 3,280 properties in the parish).

When the change came in before, it massively changed the Tax Base. The government recognised this, and compensated Local Authorities, some kept it for themselves and some gave it out as a grant. As the MWPC taxbase can fluctuate quite dramatically with lots of new builds, and then the transfer of properties in Community Governance reviews, the grant that was based on previous years' tax base figures was unfair to MWPC. At the time we attended a Cabinet Meeting at Wiltshire Council and were told that we were just unlucky, and of some 250+ parish and town councils you were the worse off of them all on the scale.

There is a sentence when the taxbase number is sent out (usually this time of year, around 5th November) that says "*I am pleased to be able to provide you with your draft 2023/2024 Tax Base. Whilst we do not usually expect the draft figure to change prior to formal approval of the final council tax base figures, we will notify you if there are any changes following the formal decision on 13th December 2022*".

When this change was implemented in the past, it massively changed it, and it's why the parish council no longer set their precept until after Christmas, as last time it changed the Budget dramatically and a lot of detailed hard work ended up in the bin.

So, we don't know what this will look like this year, and it looks like it is just Wiltshire Council changing it, not a national Government thing but I just wanted you to have your eyes open and be aware of what this could mean; it may not decrease your Tax Base a lot. But I think the point is, you don't know, and you may want to raise some questions as part of this consultation to understand when they will announce the tax

base numbers for budget setting (last year it was received on 7th November), are they likely to change it before the end of 2023? Are they planning on providing any compensation grants as were provided in the past? If so, are they providing any support for those parishes with fluctuating tax base numbers so that some are not unfairly disadvantaged whilst others were overcompensated?

To be clear, this is not to say that reducing the impact of Council Tax bills on residents that are experiencing financial hardship is a bad thing, or that it should not impact on the parish council, to effectively “share the pain”, but I just wanted to point out the implication to your own finances that this will have.

1 NOVEMBER 2023

BRIEFING ANALYSIS OF COUNCIL TAX LEVELS OF LOCAL PRECEPTING AUTHORITIES 2023/24

This briefing provides an analysis of council tax levels of local precepting authorities 2023/24 published by the [Department for Levelling Up, Housing and Communities \(DLHUC\)](#). Figures shown are for 2023/2024. Where relevant, figures for previous years are in brackets.

Local precepting bodies

There are 10,245 (10,239) local bodies which have the power to raise a precept (a small share of council tax) in England. This includes local (parish and town) councils, charter trustees and the Inner and Middle Temple.

Of these, 8,866 or 86.54% (8,859 or 86.52%) are precepting parish and town councils and parish meetings and are referred to in this paper as precepting local councils.

The number of local councils by precept range is as follows:

Precept	2023/2024	2022/2023	2021/2022
-£2,410	1 (+1)	0 (0)	0 (0)
-£198*	1 (0)	1 (+0)	1 (0)
-£40**	0 (-1)	1 (+1)	0 (0)
£0	1,362 (-4)	1,362 (+2)	1,360 (+21)
£1-4,999	1,602 (-121)	1,733 (-125)	1,858 (+251)
£5,000-£9,999	1,592 (-44)	1,639 (-42)	1,681 (+12)
£10,000-£14,999	1,024 (+41)	988 (+23)	965 (+1)
£15,000-£19,999	651 (+2)	651 (+8)	643 (+20)
£20,000-£24,999	501 (+2)	500 (+41)	459 (+12)
£25,000-£124,999	2,262 (+91)	2,172(+30)	2,142 (+37)
£125,000-£249,999	548 (+11)	538 (+25)	513 (+13)

£250,000- £999,999	580 (+29)	552 (+23)	529 (+18)
£1,000,000- £1,999,999	89 (+18)	72 (+10)	62 (+4)
£2,000,000- £2,999,999	11 (+3)	8 (+3)	5 (0)
£3,000,000- £6,499,999	4 (+1)	3 (0)	3 (0)
£6,500,000 plus	0 (0)	0 (0)	0 (0)
Total	10,228	10,220	10,221

*Beesby with Saleby Parish Council (East Lindsey) is recorded as having a negative parish precept because the district council collects rental income from parish land on behalf of the parish and distributes this back to residents as a reduction on their council tax.

**Fawley Parish Council (West Berkshire) is recorded as having a negative parish precept because the local council is distributing money back from a previous precept which had been increased for specific additional expenditure.

Total precepts

The overall amount raised by all precepting bodies (local councils, charter trustees, temples and principal authorities) is £38.7 billion (£36.3 billion) an increase of £2.4 billion (£1.9 billion).

The overall amount raised by major precepting bodies (principal authorities) is £38.0 billion (£35.6 billion) an increase of £2.4 billion (£1.8 billion).

The overall amount raised by local precepting bodies (parish and town councils, charter trustees and temples) in England this year is £707,805 million (£655,138 million) an increase of 8.04% (£37,077,710 or 5.99%). This is 1.83% (1.8%) of the total amount raised by all precepting bodies.

Of this £706,279 million (£653,661 million) is raised by precepting local councils, an increase of £52,618 million or 8.05% (£37,070 million or 6.01%).

The twenty largest precepting local councils raised £51,979,624 (£46,565,517). This is 7.36% (7.12%) of the overall precept raised by all precepting local councils.

The following local councils raised a precept of between £2,000,000 and £2,999,999: Weston Super Mare (North Somerset); Central Swindon South (Swindon); Dunstable (Central Bedfordshire); Trowbridge (Wiltshire); Leighton Linlade (Central Bedfordshire); Truro (Cornwall); Penzance (Cornwall); Banbury (Cherwell); Newquay (Cornwall); Bracknell (Bracknell).

In 2022/23, the following local councils raised a precept of between £2,000,000 and £2,999,999: Falmouth (Cornwall); Weston Super Mare (North Somerset); Central Swindon South (Swindon); Dunstable (Central Bedfordshire); Leighton Linlade (Central Bedfordshire).

The following local councils raised a precept of between £3,000,000 and £6,499,999: Salisbury (Wiltshire); Chippenham (Wiltshire); Weymouth (Dorset); Falmouth (Cornwall).

In 2022/23, the following local councils raised a precept of between £3,000,000 and £6,499,999: Chippenham Town Council (Wiltshire) Weymouth Town Council (Dorset); Salisbury City Council (Wiltshire).

There are 104 local councils which currently (in 2023/2024) raise a precept of over £1,000,000.

Average precepts

The average precept for local councils in areas with a unitary authority is (including metropolitan boroughs) £87,916.

The average precept for local councils in areas with a two-tier principal authority is £73,012.

The average precept in areas that underwent local government reorganisation in 2023/24 is £39,058.

Precept changes

1,965 (2,180) or 22.16% (24.61%) of precepting local councils kept the 2023/24 precept the same as 2022/3.

635 (568) or 7.16% (6.41%) of precepting local councils reduced their precept.

Of the 6,166 (6,109) or 69.55% (68.96%) precepting local councils that increased their precept, 2,515 (2,770) or 28.37% (31.27%) increased it by less than £1,000.

The largest precept increase was made by Salisbury City Council (Wiltshire) which raised its precept from £3,502,565 to £5,152,561, taking its Band D tax rate from £232.96 to £335.00.

In 2022/23 the largest precept increase was made by Aylesbury Town Council (Buckinghamshire) which raised its precept from £1,315,266 to £1,874,951, taking its Band D tax rate from £69.45 to £100.00.

New and disbanded parishes

In 2023/24, 35 (2) new local councils were created and 28 (2) were disbanded.

New local councils created in 2023/24 include: Norton, Cuckney, Holbeck and Welbeck (Bassetlaw); Canterbury (Canterbury); Elliot College (Canterbury); Franciscan Study Centre (Canterbury); Herne Bay (Canterbury); Howe Barracks (Canterbury); Park Wood Courts (Canterbury); Whitstable (Canterbury); Chelmer (Chelmsford); Chelmsford Garden (Chelmsford); Alraham and Calveley Community Council (Cheshire East); Bulkeley and Ridley Parish Council (Cheshire East); Burland and Acton Parish Council (Cheshire East); Kettlethulme and Lyme Handley Parish Council (Cheshire East); Little Bollington with Agden Community Council (Cheshire East); Millington and Rostherne Parish Council (Cheshire East); Peover Superior and Snelson Parish Council (Cheshire East); Weston and Basford Parish Council (Cheshire East); Birdlip (Cotswold); Colyford (East Devon); Boyatt Wood (Eastleigh); Eastleigh Town (Eastleigh); South Mimms and Ridge (Hertsmere); Fradley (Lichfield); Streethay (Lichfield); Upper Saxondale (Rushcliffe); Taunton (Somerset); Yeovilton and District (Somerset); Charlton Hayes (South Gloucestershire); Kingswood (South Gloucestershire); Staple Hill and Mangotsfield (South Gloucestershire); Stoke Park and Cheswick (South Gloucestershire); Wormington (Tewkesbury); Western Valley (Vale of White Horse); and Barrow (Westmorland and Furness). Collectively they raise a precept of £3,974,807 (£315,987).

Of these, six (2) were in previously unparished areas including: Boyatt Wood, Eastleigh Town, Taunton, Kingswood, Staple Hill & Mangotsfield and Barrow. Collectively they raise a precept of £3,120,275 (£315,987).

Local councils that were disbanded in 2023/24 include: Holbeck (Bassetlaw); Norton and Cuckney (Bassetlaw); Acton (Cheshire); Agden (Cheshire); Alraham (Cheshire); Bulkeley (Cheshire); Burland (Cheshire); Calveley (Cheshire); Crewe Green (Cheshire); Kettlethulme (Cheshire); Little Bollington (Cheshire); Lyme Handley (Cheshire); Millington (Cheshire); Peover Superior (Cheshire); Rostherne (Cheshire); Snelson (Cheshire); Tatton (Cheshire); Weston (Cheshire); Ridge

(Hertsmere); South Mimms (Hertsmere); Fradley and Streethay (Lichfield); Bracewell and Brogden (Pendle); Comeytrowe (Somerset); Limington (Somerset); Staplegrove (Somerset); Yeovilton (Somerset); Little Sodbury (South Gloucestershire); and Romsey Extra (Test Valley). Collectively this resulted in a reduction of £453,107 (£0) in the precept collected by local councils.

Band D

Average Band D

The average Band D council tax for all precepting local councils is £81.74 (£77.21) an increase of £4.53 or 5.87% (£2.86 or 3.85%).

The average Band D council tax for all local councils, including those that don't raise a precept, is £80.42 (£76.26), an increase of £4.16 or 5.46% (£2.71 or 3.68%).

The average Band D council tax for all local bodies (local councils, charter trustees and temples) that raise a precept is £79.35 (£74.81) an increase of £4.54 or 6.1% (£2.95 or 4.1%).

The average Band D council tax for all local bodies (local councils, charter trustees and temples) that have the power to raise a precept (including non precepting local councils) is £77.41 (£73.25), an increase of £4.16 or 5.68% (£2.57 or 3.63%).

The average Band D council tax for precepting local councils in areas with a unitary authority (including metropolitan boroughs) is £85.78.

The average Band D council tax for precepting local councils in areas with a two-tier principal authority is £78.19.

The average Band D council tax for precepting local councils in areas that underwent local government reorganisation in 2023/24 is £42.52.

The largest Band D increase was made by Widdington Parish Council, Uttlesford (Kingsbrook Parish Council, Buckinghamshire) which raised its Band D council tax rate by £156.62 (£195.80) or 396.53% (468.20%) from £39.50 to £196.12 (£41.82 to £237.62). This was due to the council's reserves having been significantly reduced on top of an ongoing judicial review relating to a controversial planning application.

Band D changes

The overall profile of Band D changes is set out below:

Band D Change	Number of councils 2023/2024	Number of councils 2022/2023	Number of councils 2021/2022
< 0%*	2,210 (-422)	2,632 (+406)	2,226 (+158)
0%	504 (-5)	509 (-365)	874 (+368)
<1%	705 (-92)	797 (-253)	1,050 (+307)
1.0 - 1.99%	496 (-180)	676 (-278)	954 (+158)
2.0 - 2.99%	503 (-177)	680 (-106)	786 (-9)
3.0 - 3.99%	518 (-56)	574 (+29)	545 (-29)
4.0 - 9.99%	2,110 (+478)	1,632 (+279)	1,353 (-312)
10% - 19.99%	1,009 (+238)	681 (+100)	581 (-341)
20% - 49.99%	566 (+83)	483 (+124)	359 (-182)
50% plus	214 (+38)	176 (+67)	109 (-78)

Of the 2,058 (2,126) precepting local councils that reduced their Band D, 1,906 or 92.61% (2,499 or 94.95%) saw their tax base increase.

*The tax base is the number of Band D equivalent dwellings in a local authority area.

Looking at the 4,248 (2,972) precepting local councils that increased their Band D tax rate by more than 3%, the Band D tax rate varied from £1.60 to £423.06 (£0.73 to £316.02).

Band D Tax Rate Increase (£)	Number of councils 2023/2024	Number of councils 2022/2023	Number of councils 2021/2022
£0.01 - £4.99	3,983 (-290)	4,273 (-426)	4,699 (-7)
£5.00 - £9.99	1,084 (+296)	788 (+155)	633 (-245)
£10.00 - £14.99	409 (+115)	294 (+101)	193 (-131)
£15.00 - £24.99	286 (+92)	194 (+52)	142 (-79)

£25.00+	145 (39)	106 (+13)	93 (-41)
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Of the 4,249 (3,493) precepting local councils that increased their Band D tax rate by more than 3%, 141 (92).

The top five financial increases are as below:

Local council	Band D Tax Rate 2023/24 (£)	Band D Tax Rate Increase (£)	Band D Tax Rate Increase (%)
Widdington Parish Council (Uttlesford)	£196.12	£156.62	396.51%
Morecambe Town Council (Lancaster)	£146.25	£102.14	231.56%
Salisbury City Council (Wiltshire)	£335	£102.04	43.80%
Weston in Gordano Parish Council (North Somerset)	£135.04	£87.61	184.71%
Grassington Parish Council (North Yorkshire)	£135.21	£77.81	135.56%

The table below shows those local councils with a Band D of £150 or more which had a double-digit Band D percentage increase in 2023/24: (from highest to lowest band D +10%)

Local council	Band D Tax Rate 2023/24	£ Increase	% Increase
Falmouth Town Council (Cornwall)	£423.06	£45.09	11.93%
Horden Parish Council (Durham)	£366.76	£63.41	20.90%
Peterlee Town Council (Durham)	£336.82	£32.01	10.50%

Salisbury City Council (Wiltshire)	£335.00	£102.04	43.80%
Langport Town Council (Somerset)	£325.05	£47.22	17.00%
Truro City Council (Cornwall)	£320.38	£44.97	16.33%
Shirebrook Town Council (Bolsover)	312.76	£41.04	15.10%
Penzance Town Council (Cornwall)	£299.86	£53.55	21.74%
Wells City Council (Somerset)	£264.04	£51.75	24.38%
Somerton Town Council (Somerset)	£260.68	£38.05	17.09%
Blakesley Parish Council (West Northamptonshire)	£249.20	£74.74	42.84%
Stotfold Town Council (Central Bedfordshire)	£248.76	£69.82	39.02%
Redenhall with Harleston Town Council (South Norfolk)	£234.50	£26.39	12.68%
Patchway Town Council (South Gloucestershire)	£231.68	£37.38	19.24%
Paddock Wood Town Council (Tunbridge Wells)	£228.50	£67.25	41.71%
Langwith Parish Council (Bolsover)	£220.44	£28.21	14.68%
Trowbridge Town Council (Wiltshire)	£220.31	£20.20	10.10%
Wotton under Edge Town Council (Stroud)	£219.17	£20.46	10.30%
Ludlow Town Council (Shropshire)	£218.93	£20.80	10.50%

Bassingham Parish Council (North Kesteven)	£218.44	£50.27	29.89%
Sandown Town Council (Isle of Wight)	£218.43	£72.73	49.91%
Huntingdon Town Council (Huntingdonshire)	£213.43	£25.76	13.72%
St Ives Town Council (Cornwall)	£209.94	£40.20	23.68%
Crewkerne Town Council (Somerset)	£209.52	£19.59	10.31%
Dunstable Town Council (Central Bedfordshire)	£209.49	£21.83	11.63%
Buckingham Town Council (Buckinghamshire)	£208.74	£33.00	18.78%
Carlton Parish Council (North Yorkshire)	£208.22	£53.07	34.21%
Brinsworth Parish Council (Rotherham)	£208.07	£38.95	23.03%
Totnes Town Council (South Hams)	£205.23	£18.66	10.00%
Moulton Parish Council (West Northamptonshire)	£203.63	£24.72	13.82%
Culworth Parish Council (West Northamptonshire)	£203.41	£65.44	47.43%
Helston Town Council (Cornwall)	£202.96	£37.93	22.98%
Glastonbury Town Council (Somerset)	£200.00	£66.72	50.06%
Flitwick Town Council (Central Bedfordshire)	£198.97	£21.00	11.80%
Widdington Parish Council (Uttlesford)	£196.12	£156.62	396.53%

Cinderford Town Council (Forest of Dean)	£192.66	£24.51	14.57%
Okehampton Town Council (West Devon)	£186.42	£46.16	32.91%
Glapwell Parish Council (Bolsover)	£185.15	£42.28	29.59%
St. Columb Major Town Council (Cornwall)	£182.32	£50.47	38.28%
Leominster Town Council (Herefordshire)	£181.69	£17.51	10.67%
Freshwater Parish Council (Isle of Wight)	£180.89	£63.85	54.55%
Haverhill Town Council (West Suffolk)	£175.33	£26.73	17.99%
Alford Town Council (East Lindsey)	£174.56	£42.84	32.52%
Harlington Parish Council (Central Bedfordshire)	£172.81	£23.01	15.36%
Hawksworth Parish Council (Rushcliffe)	£172.07	£15.64	10.00%
Wolverton and Greenleys Town Council (Milton Keynes)	£171.07	£42.84	33.41%
Boddington Parish Council (West Northamptonshire)	£171.03	£24.75	16.92%
Ventnor Town Council (Isle of Wight)	£170.57	£18.23	11.97%
Brackley Town Council (West Northamptonshire)	£169.70	£15.77	10.24%
Street Parish Council (Somerset)	£169.62	£16.76	10.96%
Nailsworth Town Council (Stroud)	£167.58	£17.93	11.98%

Terrington St Clement Parish Council (King's Lynn and West Norfolk)	£167.56	£39.30	30.64%
Eardisland Parish Council (Herefordshire)	£167.32	£49.99	42.61%
Nether Heyford Parish Council (West Northamptonshire)	£165.15	£15.73	10.53%
Central Swindon North Town Council (Swindon)	£165.11	£21.10	14.65%
St Austell Town Council (Cornwall)	£164.36	£22.55	15.90%
Thorne (Doncaster)	£164.15	£41.55	33.89%
Headcorn Parish Council (Maidstone)	£162.15	£24.27	17.61%
Crediton Town Council (Mid Devon)	£162.08	£23.77	17.19%
Cambourne Town Council (South Cambridgeshire)	£161.15	£14.65	10.00%
Buckingham Park Parish Council (Buckinghamshire)	£160.38	£27.56	20.75%
South Petherton Parish Council (Somerset)	£159.02	£17.28	12.19%
Madingley Parish Council (South Cambridgeshire)	£157.73	£15.76	11.10%
Stainforth Parish Council (Doncaster)	£156.73	£22.24	16.54%
Colney Heath Parish Council (St Albans)	£156.50	£72.05	85.32%
Spilsby Town Council (East Lindsey)	£155.90	£17.32	12.50%
Thetford Town Council (Breckland)	£154.63	£25.77	20.00%

Wentworth Parish Council (East Cambridgeshire)	£154.49	£21.40	16.08%
Over Norton Parish Council (West Oxfordshire)	£153.92	£44.14	40.21%
Great Shelford Parish Council (South Cambridgeshire)	£153.38	£16.55	12.10%
Bredhurst Parish Council (Maidstone)	£152.71	£40.15	35.67%
Newton Abbot Town Council (Teignbridge)	£150.26	£23.37	18.42%
Mildenhall Town Council (West Suffolk)	£150.02	£19.68	15.09%

Of the 73 local councils included in the table above, 43 are in areas with a unitary authority and 30 in areas with a two-tier principal authority.

Information by county association

The table below shows the average percentage precept increase and average percentage Band D increase by county association area:

County	Average precept increase from 2022/2023 to 2023/2024 (%)	Average Band D increase from 2022/2023 to 2023/2024 (%)	Average precept increase from 2021/2022 to 2022/2023 (%)	Average Band D increase from 2021/2022 to 2022/2023(%)
Avon	+11.94%	+11.77%	+6.64%	+4.88%
Bedfordshire	+4.39%	+2.67%	+4.45%	+1.85%
Berkshire	-51.50%*	-53.29%*	+4.29%	+3.32%

Buckinghamshire and Milton Keynes	+7.06%	+5.10%	+8.93%	+6.26%
Cambridgeshire and Peterborough	+7.44%	+6.48%	+7.20%	+5.50%
Cheshire	+9.38%	+8.77%	+4.80%	+2.81%
Cleveland	+3.16%	+5.77%	+9.19%	+9.47%
Cornwall	+6.27%	+4.77%	+4.86%	+1.39%
County Durham	+5.87%	+4.49%	+2.76%	+1.18%
Cumbria	7.04%	6.15%	+6.36%	+5.99%
Derbyshire	+11.22%	+8.05%	+7.80%	+6.21%
Devon	+6.88%	+6.07%	+7.08%	+5.34%
Dorset	+3.47%	+2.73%	+3.69%	+2.79%
East Sussex	+6.00%	+4.79%	+6.66%	+5.92%
ERNLLCA	+7.38%	+6.64%	+4.81%	+2.60%
Essex	+8.26%	+7.61%	+7.05%	+5.22%

Gloucestershire	+7.21%	+6.93%	+6.66%	+5.52%
Hampshire	+7.37%	+6.11%	+5.49%	+4.03%
Herefordshire	+3.05%	+2.45%	+2.13%	+1.22%
Hertfordshire	+9.42%	+9.77%	+5.57%	+4.20%
Isle of Wight	+12.52%	+12.20%	+5.27%	+3.93%
Kent	+6.01%	+4.71%	+6.44%	+3.72%
Lancashire and Merseyside	+6.84%	+5.17%	+5.20%	+3.50%
Leicestershire and Rutland	+8.17%	+7.67%	4.61%	+3.51%
Lincolnshire	+7.61%	+6.48%	+5.11%	+3.81%
Norfolk	+8.98%	+8.31%	+7.61%	+6.63%
Northamptonshire	+7.12%	+5.86%	+8.40%	+7.78%
Northumberland	+2.96%	+1.81%	+10.34%	+9.42%
Nottinghamshire	+7.10%	+5.88%	+6.06%	+4.31%

Oxfordshire	+7.80%	+6.38%	+8.03%	+5.31%
Shropshire	+4.00%	+2.09%	+4.05%	+2.73%
Somerset	+8.58%	+7.09%	+7.33%	+6.75%
Staffordshire	+6.96%	+5.78%	+5.59%	+4.02%
Suffolk	+5.01%	+4.43%	+6.76%	+4.81%
Surrey	+5.91%	+5.97%	+5.59%	+3.00%
Warwickshire and West Midlands	+4.60%	+3.13%	+4.34%	+2.17%
West Sussex	+6.40%	+4.79%	+3.15%	+1.62%
Wiltshire	+5.97%	+4.78%	+9.27%	+8.32%
Worcestershire	+4.28%	+3.80%	+3.84%	+2.53%
Yorkshire	+9.12%	+8.21%	+10.11%	+8.31%

*Includes Fawley Parish Council, which decreased its precept by 5925.00% and Band D by 5984.09% in 2023/24.

The table below shows the average Band D, highest overall Band D and highest precepting council in each county association area for 2023/24.

County	Average Band D **	Highest overall Band D	Highest precepting council
Avon	£77.41	Filton (£312.84)	Yate (£1,668,251)
Bedfordshire	£152.71	Stotfold (£248.76)	Dunstable (£2,791,245)
Berkshire	£71.39	Hungerford (£137.55)	Bracknell (£2,006,773)
Buckinghamshire and Milton Keynes	£92.45	Woughton (£273.93)	Aylesbury (£1,969,920)
Cambridgeshire and Peterborough	£80.68	Huntingdon (£213.43)	St Neots (£1,949,524)
Cheshire	£51.37	Nantwich (£145.29)	Crewe (£1,265,115)
Cleveland	£26.60	Dalton Piercy (£92.40)	Billingham (£308,211)
Cornwall	£157.04	Falmouth (£423.06)	Falmouth (£3,276,355)
County Durham	£99.96	Horden (£366.76)	Great Aycliffe (£1,890,739)
Cumbria	£56.80	Siloth on Solway (£202.10)	Workington (£660,709)
Derbyshire	£73.58	Shirebrook (£312.76)	Dronfield (£876,593)

Devon	£85.44	Cranbrook (£256.03)	Newton Abbot (£1,284,500)
Dorset	£63.39	Bridport (£274.53)	Weymouth (£3,348,840)
East Sussex	£107.36	Lewes (£219.59)	Crowborough (£1,595,929)
ERNLLCA	£44.94	Goole (£204.11)	Goole (£1,093,500)
Essex	£70.54	Widdington (£196.12)	Saffron Walden (£1,233,629)
Gloucestershire	£86.30	Wooton Under Edge (£219.17)	Cirencester (£1,303,941)
Hampshire	£83.54	Denmead (£181.00)	Totton and Eling (£1,448,855)
Herefordshire	£75.89	Leominster (£181.69)	Hereford (£934,630)
Hertfordshire	£73.90	Ware (£150.67)	Harpenden (£1,301,440)
Isle of Wight	£108.90	Sandown (£218.43)	Ryde (£1,384,098)
Kent	£70.40	Paddock Wood (£228.50)	Sevenoaks (£1,370,074)
Lancashire and Merseyside	£44.65	Colne (£153.28)	Morecambe (£1,431,854)
Leicestershire and Rutland	£95.19	Mountsorrel (£182.08)	Braunstone Town (£776,035)

Lincolnshire	£70.87	Bassingham (£218.44)	North Hykeham (£766,061)
Norfolk	£85.16	Redenhall with Harleston (£234.50)	Dereham (£1,090,604)
Northamptonshire	£76.56	Blakesley (£249.20)	Northampton Town (£1,807,837)
Northumberland	£88.38	Newbiggin by the Sea (£173.38)	Blyth (£1,402,764)
Nottinghamshire	£77.32	Tuxford (£172.07) Hawksworth (£172.07)	Newark (£1,093,359)
Oxfordshire	£95.91	Berinsfield (£199.75)	Witney (£1,861,708)
Shropshire	£89.19	Bishop's Castle (£239.45)	Shrewsbury (£1,670,237)
Somerset	£105.99	Langport (£325.05)	Taunton (£2,114,000)
Staffordshire	£47.91	Hilton (£128.79)	Lichfield (£860,670)
Suffolk	£85.08	Haverhill (£175.33)	Lowestoft (£1,975,790)
Surrey	£55.76	Normandy (£113.65)	Farnham (£1,315,900)
Warwickshire and West Midlands	£55.33	Avon Dassett (£147.58)	Sutton Coldfield (£1,859,411)
West Sussex	£78.16	Kirdford (£156.96)	Littlehampton (£1,366,037)

Wiltshire	£149.09	Salisbury (£335.00)	Salisbury (£5,152,561)
Worcestershire	£57.32	Tenbury (£172.85)	Malvern (£1,259,771)
Yorkshire	£51.86	South South Kirkby and Moorthorpe (£275.42)	Hemsworth (£803,968)

** The Average Band D has been calculated by dividing the aggregate (total) of parish precepts in each county area by the aggregate (total) taxbase in each county area.

The table below shows the total of all precepts collected by local councils in each county association area for 2023/24.

County	Precept total £
Avon	£19,275,066
Bedfordshire	£17,591,115
Berkshire	£16,436,809
Buckinghamshire and Milton Keynes	£29,821,025
Cambridgeshire and Peterborough	£20,749,522
Cheshire	£17,436,175
Cleveland	£1,691,260
Cornwall	£32,360,432
County Durham	£15,322,793
Cumbria	£8,862,844

Derbyshire	£15,287,244
Devon	£20,317,242
Dorset	£18,569,071
East Sussex	£15,475,862
ERNLLCA	£9,831,966
Essex	£25,101,556
Gloucestershire	£15,328,222
Hampshire	£28,734,766
Herefordshire	£5,889,881
Hertfordshire	£17,326,838
Isle of Wight	£5,899,881
Kent	£30,898,223
Lancashire and Merseyside	£10,864,815
Leicestershire and Rutland	£18,065,484
Lincolnshire	£13,948,527
Norfolk	£20,980,070
Northamptonshire	£19,625,590
Northumberland	£10,385,503
Nottinghamshire	£9,842,372
Oxfordshire	£22,346,435

Shropshire	£15,466,692
Somerset	£21,799,842
Staffordshire	£10,603,476
Suffolk	£15,633,918
Surrey	£9,307,872
Warwickshire and West Midlands	£12,057,889
West Sussex	£19,306,816
Wiltshire	£40,391,406
Worcestershire	£8,622,572
Yorkshire	£27,251,765

Should you require any further information, please do not hesitate to contact Jessica Lancod-Frost, policy officer, on 020 7290 0319 or via email at jessica.lancod-frost@nalc.gov.uk.

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AGENDA ITEM 14(b)

EXTRACT FROM WEBSITE:

Accounts Audit and Budget 2023/24

Accounts, Audit, Budget & Compliance to Transparency Code

Budget 2023/24

Melksham Without Parish Council agreed their Budget for 2023/24 at the Full Council meeting held on Monday 23rd January 2023. The Council unanimously agreed to set its Precept – the proportion of Council Tax paid to the Parish Council - at **£245,271.03** for the 2023/24 financial year, which is an increase of £9,581.98 (4.1%) on last year's Precept. However, due to the additional number of houses that have been built and occupied in the parish, there are more residents contributing to the Precept. This means that the average Band D household will contribute **£84.71** to Melksham Without Parish Council, **a zero rise on last year**. (Band D properties are used as a measure of the national average).

Lorraine McRandle

From: Teresa Strange
Sent: 06 November 2023 12:19
To: Lorraine McRandle
Subject: FW: Pavement Parking: Call on the Transport Minister to take urgent action

From: Living Streets <campaigns@livingstreets.org.uk>
Sent: 25 October 2023 15:54
To: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>
Subject: Pavement Parking: Call on the Transport Minister to take urgent action



Call on the Transport Minister to take urgent action on pavement parking

Hello Teresa,

22 November 2023 marks the third anniversary of the close of the Department for Transport's pavement parking consultation – that's 1,095 days of waiting for a response and action on a vital issue.

Show your support to end this dangerous practice – [sign our anniversary card](#) to Richard Holden, Transport Minister for Roads.

TAKE ACTION NOW

This three-year delay has been followed by the news that the Transport Bill will not be published for the foreseeable future. This means that we are no closer to a nationwide, legislative ban on pavement parking.

We need to make sure the government know what an important issue this is – and we will deliver the anniversary card, with your signature on 22 November. [You can find out more about the campaign here.](#)

Thanks for supporting our continuing campaign to call for an end to pavement parking.

Ruth Billingham
Living Streets

[Unsubscribe from our emails](#)

[View this in a browser](#)

Registered Charity No. 1108448 (England and Wales) and SC039808 (Scotland). Living Streets Company Registration No. 5368409.

Melksham Health and Wellbeing Meeting - Notes

Thu 19th Oct, 9.30am

Agenda Item	Notes and Actions
<p>1) Welcome, introductions and apologies</p>	<p><i>Apologies:</i> Rebecca Seymour (Celebrating Age), John Glover (MWPC) – David Patford substituting, Emma Cade – Prevention and wellbeing officer</p> <p><i>In attendance:</i> Kate Goulden, Abi Mitchell, Sasko Spirovski, Sarah Thomson, Kate Brookes, Teresa Strange, Jon Hubbard, David Pattard, Sheila Pickett, Chris Pickett, Richard Rogers, Jack Oatley</p>
<p>2) Actions from last meeting</p>	<ul style="list-style-type: none"> • Set up meeting with estates team (Richard) – Will update under AOB • To consider how to coordinate food support with the foodbank, community larder and financial support. – To discuss under agenda Item 6
<p>3) Community Support 2.0</p>	<p>See attached written report for Quarter 1</p> <p>Kate Brookes spoke to the report saying that</p> <ul style="list-style-type: none"> ➤ All pharmacies have been contacted to see who is still using the delivery support and whether it is still required ➤ All supermarkets have been contacted to see who is still having deliveries. Kate is asking whether a vulnerable support service could be set up similar to that operated by Sainsbury’s ➤ A Coffee morning for volunteers was held to discuss their involvement and the way forward. ➤ Actively recruiting more volunteers ➤ A new leaflet has been produced and this is being rolled out slowly so Kate can manage the demand. <p>Kate shared a case study of a local person who now gets his pharmacy delivered and has had a smart meter installed so he does not need a smart key. He has been helped to clear his house and given independence.</p> <p>Jon Hubbard – Raised concern that the support leaflet starts with “Are you over pension age?” He stressed that this service should be for all ages. Kate responded by saying that no-one is turned away regardless of their age.</p> <p>ACTION – Kate to take this comment back to age UK</p> <p>A question was raised as to whether there is an up-to-date list of activities? Kate responded by saying that a list is being worked on</p>
<p>4) Melksham and Bradford PCN update</p>	<p>Sasko updated the group including:</p> <ul style="list-style-type: none"> ➤ The Neighbourhood collaborative which is around falls prevention for a specific cohort is working well. ➤ A new JOY app has been launched which is essentially a social place for social prescribers. It allows the uploading of which services are running. Groups and clubs are encouraged to register

	<ul style="list-style-type: none"> ➤ Work is under way to target patients who are very regular users of the surgeries to see if additional support is required. A bid has gone on in for another full-time staff member to help with this. ➤ A Chatty Café is being set up in town.
5) Melksham and District Link Scheme	<p>Liz Rowley spoke about the local link scheme which essentially transports people to and from hospital appointments. Key points included:</p> <ul style="list-style-type: none"> ➤ 1 of 41 schemes in Wiltshire. ➤ Run by voluntary donations but generally giving matches expenses overall. ➤ 900 people used the service last year. The vast majority are trips to the RUH with each trip costing nearly £15. ➤ Most clients are there for about 20 minutes and are over 65 but all bar those with wheelchairs are accepted. ➤ There has been an increase in people being asked to come to appointments with less than 24 hours' notice. This is hard as drivers are not necessarily available at this short notice. ➤ There are currently a good number of drivers including a new 18-year-old. ➤ There can be a lot of cars going to RUH at the same time which is not ideal nor good for the environment but due to appointments possibly over-running this is unavoidable. ➤ The discussion and social interaction on the way to and from the hospital is invaluable and often as important as the hospital appointment. ➤ The greatest need is for more coordinators on the phone. <p>ACTION - All requested to push request for more volunteers.</p>
6) Proposal for cookery classes	<ul style="list-style-type: none"> ➤ Chris Pickett led the discussion: ➤ The idea is to hold cookery classes focussing upon healthy nutritious food at a low cost. The focus would be upon those who attend the larder / food bank to start with but may also include those referred from other partners. ➤ Funding can come from Area Board or/and Wiltshire Community Foundation ➤ It was agreed that it would be a good project and should focus on running an initial pilot scheme of about 6 weekly sessions with a view of delivering further courses if successful. ➤ It was noted that Jessica from WWT may also wish to be involved. <p>ACTION – Richard R. to work with Chris P. to put together the proposal with a start date being Jan 2024.</p>
7) Updates on cost of living / winter support	<ul style="list-style-type: none"> ➤ The directory of warm spaces on Wiltshire Council web site is up to date with those deleted who no longer provide a space. Microsoft Power BI ➤ Debt is a big issue and social prescribers have been very involved in supporting people with personal debt.
8) Adult mental health	<p>Abi Mitchell spoke about the work of Rethink in Melksham including:</p> <ul style="list-style-type: none"> • A relatively new service that works with adults

	<ul style="list-style-type: none"> • Anyone can call in or be referred. Re-Think can meet or just listen with clients. • This is a hand holding service although sometimes longer support is offered. • Works closely with Primary Care Liaison Service. • Looking to set up an Andy's Man Club in Melksham which is in response to main reason for young people's deaths is suicides. • Inclusion service can work with people for up to 6 months and is aimed for those who are longer term isolated, depressed etc.
9) Discussion paper on local data	<p>Richard Rogers introduced a short report bringing together most of the latest data available around health and wellbeing. The key purpose was to inform all our work including any issues that collectively the health and wellbeing group should get involved in.</p> <p>It was noted that some of the data can make for depressing reading. Melksham is the most deprived town in Wiltshire and has relative challenges around employment, mental health, and other issues. It was noted that Melksham does have a good community cohesion but also that it receives one of the lowest amounts of external funding for any area in Wiltshire.</p> <p>ACTION – For all to read the report and bring back any thoughts to the next meeting</p>
10) Partner Updates	<ul style="list-style-type: none"> • Written update from Rebecca Seymour who could not attend. <ul style="list-style-type: none"> I. We applied to Wiltshire Community Foundation to do some 6-week Creative Conversations sets around the county in Jan/Feb and one of those would be in Melksham North – our plan would be to target older men who are isolated, and we'd work with Sasko and others in the community to identify and refer participants. I met with both Chris Pickett and Amanda Brookes (Sasko was on holiday) to discuss the application, who both gave me quotes of support for the bid. It is a very competitive funding stream, so we may not get the funding, but will hear mid-November. II. We have our Stories in the Dust show at the library on 20th November. Everyone has had the publicity a while ago. III. Our Art group is currently running, and a couple of places are still available if anyone knows of anyone who would benefit - also attached. IV. There will be a December event at Riverside and publicity will be sent out soon
11) Funding	<p>There is still £7,700 left in the health and wellbeing fund. If anyone has a project that requires funding, please contact Richard.rogers@wiltshire.gov.uk</p>
12) AOB	<ul style="list-style-type: none"> ➤ Michelle Donelan held a meeting about hospital / health site. ➤ A meeting has now been arranged in November to discuss the Melksham Estate Plan

	<p>➤ Comments are invited on the Melksham Neighbourhood Plan and particularly around developments at Cooper Tire and Shaw & Whitley. Go to Home Joint Melksham Plan (melkshamneighbourhoodplan.org) Comments must be in by 3rd December</p>
13) Date of next meeting	15 th Feb 2024, 9.30am, Melksham Without PC

Teresa Strange

From: Teresa Strange
Sent: 26 October 2023 14:48
To: Rogers, Richard
Subject: FW: Melksham Health and Wellbeing Meeting
Attachments: H&WB notes Oct 2023.docx; Data summary discussion paper Oct 23.docx; MCS project report Q1 2023-24.pdf

Hi Richard

Just a couple of comments on the minutes.

The MWPC councillor is David Pafford.

It was Sarah Thomson and not Kate Brookes who spoke to all the Age UK stuff.....

And at the end on AOB its particularly the Library site that we would like support on from this cohort of people as the 50 dwellings are specifically for older people and 100% affordable.

All the best, Teresa

From: Rogers, Richard <Richard.Rogers@wiltshire.gov.uk>
Sent: 25 October 2023 09:36
To: Rogers, Richard <Richard.Rogers@wiltshire.gov.uk>
Subject: Melksham Health and Wellbeing Meeting

Please find attached some notes from last weeks Melksham Health and Wellbeing meeting. I have also attached again the Melksham Community Support quarterly report and the local data report fyi.

The next meeting will take place on Thursday 15th Feb, 9.30am in the Melksham Without PC offices upstairs in the campus. Please let me know if you want anything added to the agenda as well as if you have a project that requires some funding.


Kind regards

Richard

Strategic Engagement and Partnership Manager (Melksham, Devizes & Pewsey)

Wiltshire Council

Email: Richard.Rogers@wiltshire.gov.uk

 07484233723

Wiltshire Council



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Lorraine McRandle

From: Teresa Strange
Sent: 07 November 2023 13:20
To: Lorraine McRandle
Subject: FW: Data from Melksham&District Link

From: [REDACTED] >
Sent: 21 September 2023 17:49
To: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>
Subject: Data from Melksham&District Link

Hope this is all useful

>
>
> Attached are 3 pdfs from our newsletters with some stats that might be useful. One is a snapshot of a busy week in April, the other is an overview of 2023 so far.
>
> Bringing the data completely up to date
>
> In 2023 to today we have made 754 journeys to the RUH out of 1822 made to all destinations. This is 41.3% of all journeys are to RUH.
>
> In 2022 as a whole there were 866 journeys to the RUH out of 1960 to all destinations which was 44.2%.
>
> By comparison in 2023 up to 21 September there have been 82 journeys to Melksham Hospital. As a percentage of the 1822 journeys made overall this is 4.5% .
>
> In 2022 there were 105 journeys to Melksham Hospital which was 5.3% overall.
>
> Yours
>
> John

ONE WEEK BY NUMBERS

Last Week of April
Week 17

1864

Miles Clocked on Link Journeys

40

Active Drivers in Week 17

30

Used

936

Miles covered in journeys to RUH

Monday was busiest day

16

Requests

58%

More requests than previous week

65

Requests received for Transport RUH No.1 Destination
26 Journeys

£836

Value of Miles Covered

6

Cancellations



52

Clients Transported during week

Earliest Pickup Time 6.00am for 6.45am apt. at RUH



Royal United Hospital - Bath No.1 Destination

26

Journeys

Top 3 Destinations

1. Royal United Hospital 26
2. Bristol Royal Infirmary 5
3. Giffords Surgery 5

13

Local Drives within Melksham (20%)

Week Managed by 2 Coordinators

4 Drivers made **4** Journeys
5 Drivers made **3** Journeys

Link makes a valuable contribution to the Community. A snapshot of one week.

As most of you are aware from your own personal experience Melksham & District Link really does provide a vital service for our community. Here is a snapshot of one week in April.

The last week in April was chosen on which to shine a spotlight.

In that week our team of drivers completed 65 requests for Drives. Monday was the busiest day that week with 16 requests, the least busy was Tuesday with 9 requests. Overall Requests were up 58% on the previous week.

Our current pool of drivers is 40 strong. To satisfy the 65 requests 30 drivers were used. 7 of the team were on holiday or unavailable. 2 drivers with availability were not used.

52 Individual clients were driven to their medical appointments. One Client had 5 appointments in that week. Four Drivers carried out 4 drives each, and 5 other drivers undertook 3 separate drives.

There were 6 cancelled appointments.

The earliest appointment was 6.45am for an appointment at the RUH. The latest time was 4.15pm. Driver Graham Thurlow was up with the lark for a 6.00am pick up for that RUH run. Driver John Duffin had the latest pick up time that week with a 3.45 collection of a one-way trip from the Old Silk Works in Warminster to the client's home.

The furthest destination was Bristol Royal Infirmary, the nearest was Melksham Campus.

A top 10 of destinations was headed by the Royal United Hospital in Bath with 26 journeys. This will come as no surprise, as it has become almost a second home for many of our drivers.

Bristol Royal Infirmary and Gifford's Surgery were joint 2nd with 5 visits each. In all 21 different destinations were visited. Of the 65 journeys, 57 were Wait & return, 8 were 1-way. Our drivers covered 1,864 miles, of which 936 miles were journeys to the Royal United Hospital. The true figure will be higher since the driver's journey to the client has not been included in this headline figure.

In the week 35 of the 65 were Distance journeys, that is Bath and beyond. 13 were Local, while another 17 were destinations outside Melksham but short of Bath.

In this snapshot week Melksham Link satisfied all requests for medical transport. It is a tribute to the time and effort that all Drivers and Coordinators put in that maintains this vital service.

There are days when requests outstrip the resources and the drivers we have. These are the days when Coordinators scratch their heads to juggle and shuffle, calling in favours, to keep it all working.

Our Snapshot was revealing and very positive

Three Key Findings

1. RUH is the No.1 Destination for Melksham Link. In April as a whole there were 60 visits
2. As the month went on demand grew. Over the 4 weeks in April there were 44 requests each week on average.
3. Little evidence that Health service strikes or two bank holidays dented demand.

Data up to Week
36
Ending September 8th

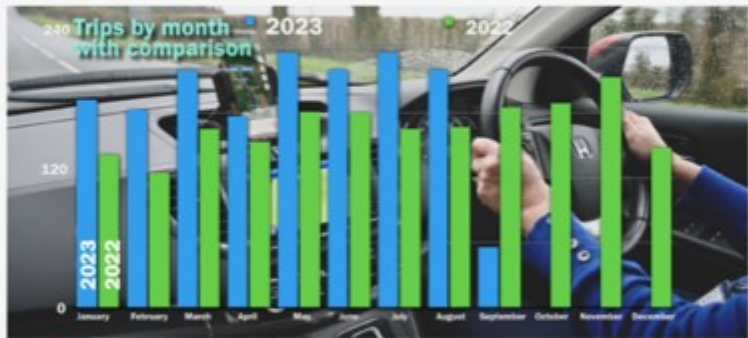
2023 by
Numbers
(to Sept)

Demand Up by
30%
Jan-June

1733
Total Number of
Completed drives

14
Pinch point Days with
15 or more
completed requests

Busiest Day of the
year so far with
19 Drives
Wednesday 7 June



9
Average number
of requests
per day

Busiest months
May & July
236 Journeys

Furthest
destination John
Radcliffe Hospital
Oxford
124 Miles Return
3 Journeys

306
Cancelled
Trips

Percentage of
Requests to RUH of
completed drives
42%

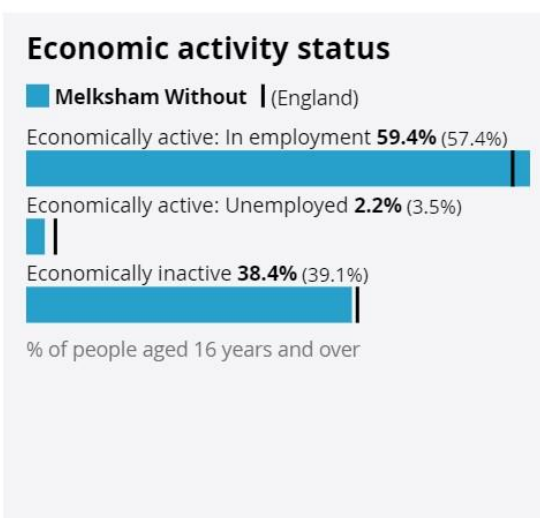
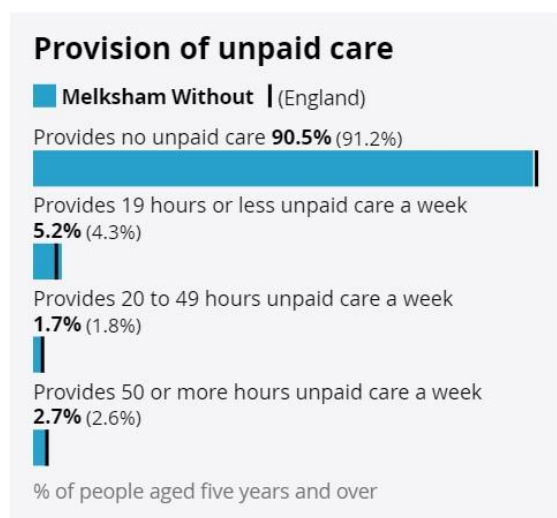
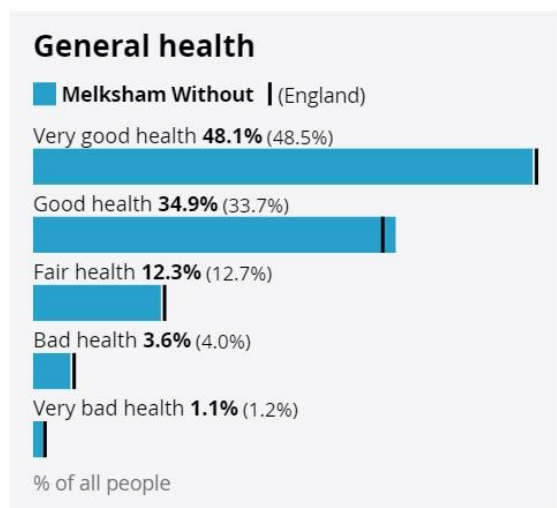
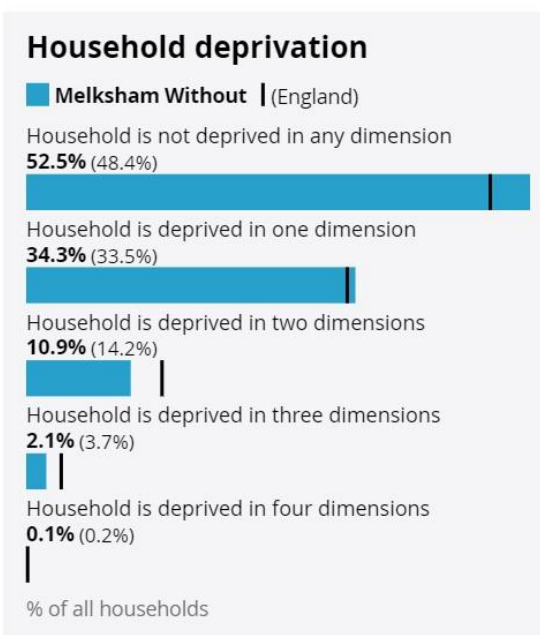
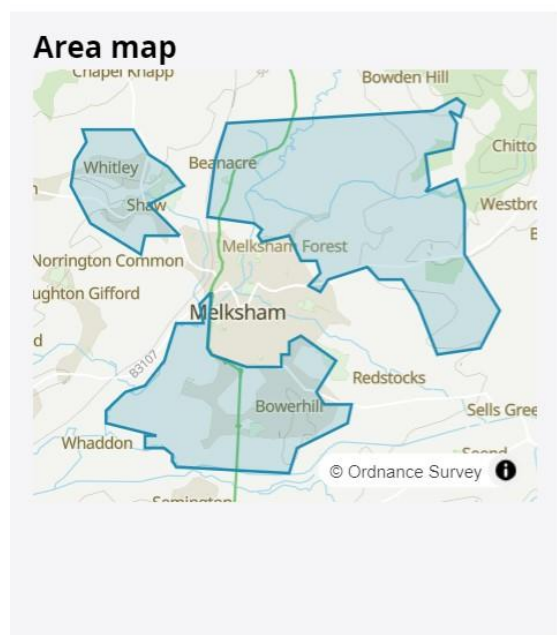
**Top 4
Destinations**
1 RUH 724
2 Melksham Campus 110
3 Spencer Leg Clinic 87
4 Melksham Hospital 75

19 Requests for Weekend Appts so far

Days with least Requests
Friday 7 April 1 request
Monday 10 April 1 request

2021 CENSUS HEALTH INFORMATION RELATING TO MELKSHAM WITHOUT (EXCLUDING REDSTOCKS)

Melksham Without



Source: Office for National Statistics - Census 2021

Lorraine McRandle

Subject: FW: Street Tag Wiltshire

From: Bune, Maddy <Maddy.Bune@wiltshire.gov.uk>
Sent: 31 October 2023 15:24
Subject: Street Tag Wiltshire

Good Afternoon all,

I hope you are well?


I am emailing to inform you of a programme coming to Wiltshire called Street Tag.

Street Tag is an interactive app to promote and enhance community-wide participation in physical activities, such as, walking, running and cycling through competitions and specific areas of interest.

The app turns the world around you into a virtual playground, points are gained by being physically active and collecting virtual tags.

Street tag is not limited to community participation but also, organisations and school engagement through internal and external competitions. Building on the success of a similar initiative ‘Beat the Streets’ which has previously come to Trowbridge and is set to return for a month in October 2023. These types of physical activity interventions have shown success in their adoption and use in Wiltshire. Street Tag will provide further app-based challenges for resident across the County of Wiltshire over a longer period.

[Street Tag](#)



Street Tag

Street Tag is a gamified healthy lifestyle app that promotes and enhances community-wide participation in physical activities.

streettag.co.uk

Street Tag is set to go live in Wiltshire from Monday 29th January 2024 for two years initially.

I am creating working groups to feed into the development of the app and the programme to make sure it is successful.

Please do contact me if you wish to find out further information but would also like to be involved.

Many thanks

Maddy Bune

Public Health Practitioner – Physical Activity and Healthy Behaviours

Public Health Team

Please note my working days are Monday - Friday.



Wiltshire Council | County Hall | Trowbridge | Wiltshire | BA14 8JN

Email: maddy.bune@wiltshire.gov.uk

Web: www.wiltshire.gov.uk

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3 NOVEMBER 2023

PR12-23 | DIGITAL CONNECTIVITY

Introduction

We are writing in response to the government's consultation on improving broadband for the very hard to reach.

The National Association of Local Councils (NALC) is the national membership body that works with the 43 county associations of local councils to represent and support England's 10,000 local (parish and town) councils.

Local councils and their 100,000 councillors are the first tier of local government, closest to the people, and play an essential part in delivering hyper local services, building strong communities, and strengthening social fabric.

Local councils cover two thirds of England and a third of the population and invest over £3 billion per year to improve and strengthen communities.

Summary

- We support the UK Government's ambition is to deliver nationwide gigabit-capable broadband as soon as possible and think that in the period to 2025, it is about right that the government is targeting a minimum of 85% gigabit-capable coverage and is working with the industry to accelerate delivery to get as close to 100% coverage as soon as possible. However we also think the government should be also working with national local government stakeholders such as the LGA, NALC, DCN, CCN and the SLCC as many of their members represent rural areas.
- We are asking as a related issue that new build houses and businesses need to be provided with in-built infrastructure to enable connection to fibre-optic broadband.
- We support the Rural Coalition's call for infrastructure which reaches rural areas, so the rural economy can grow and create quality jobs.
- We also firmly believe that landscape impacts are a planning issue. The visual impacts of any rollout of broadband to remote rural areas need to be kept to a minimum.
- Rural broadband is critical to residents in all parished rural communities across England – as is the need for a strong, reliable, affordable and sustainable connection. We therefore think that the government should direct the Office of Communications (Ofcom) to conduct an urgent review of the universal service obligation (USO), focusing on what minimum commitment would be needed to sustain and support rural businesses and communities.
- "Not spots" that still do not have any/very poor broadband connections also need to be given top priority before further 5G connections are introduced. The current infrastructure for broadband connectivity is broken and lack of adequate basic broadband provision is the problem in many rural areas as many such areas are not commercially attractive to broadband providers. The problem is complex and layered and is not simply a two dimensional point about certain locations being very hard to reach.

- Local councils should be given the legal power to promote, contribute towards and/or run electronic communications networks and services for the benefit of their local communities.
- DEFRA, ACRE, BDUK and other partners in principle should offer support to local councils who are seeking to develop broadband improvements in their communities.

Consultation questions

NALC's responses to the main consultation questions applicable to local councils in the consultation document are below:

2 Policy Position

Question 2.1

Do you agree with our reasoning for why we believe interventions are required for very hard to reach premises?

Yes. We agree that good digital connectivity will play an essential role in levelling up parished rural communities. Improved broadband helps businesses and households unlock their ambition, increase productivity, and expand opportunities for flexible working, online education, and leisure activities. This is why the government should consult and work closely with local councils and county associations of local councils in very hard to reach areas to optimise outcomes.

Question 2.2

Do you agree that very hard to reach premises are likely to require an alternative approach to premises able to receive a gigabit-capable connection?

Yes. We agree that delivering improved broadband services for very hard to reach premises, which are typically located in much more sparsely populated areas, is challenging for market-based delivery models. Priority should be given to providing adequate broadband connectivity to very hard to reach premises in a targeted, local way before a wider approach to improve still further the broadband connections in properties where they already exist.

Question 2.3

Do you agree with the government's position that very hard to reach premises should be delivered alongside Project Gigabit procurements?

Yes. We think very hard to reach residents in parished rural areas would fully expect to be given adequate connection to the internet rather than wait for Project Gigabit to conclude.

Question 2.4

Do you agree that the broadband Universal Service Obligation should remain a 'digital safety net' (nationwide scope) while the very hard to reach policy focuses on delivering the 'best available' connection for a given premise (specific scope)?

Yes. We also think that the government should direct the Office of Communications (Ofcom) to conduct an urgent review of the universal service obligation (USO), focusing on what minimum commitment would be needed to sustain and support rural businesses and communities.

Question 2.5

Do you foresee any specific issues with the government's approach and rationale for delivering improved connectivity for Very Hard to Reach premises that are not addressed in this chapter?

No, we do not. However, as mentioned above the government is best advised to work with and liaise with local councils and county associations of local councils to both locate relevant not-spots and confirm the best approaches for delivery of the relevant broadband connections, factoring in issues of rural population and sparsity.

4 Service parameters

Question 4.3

Do you agree with the government's view that including a 'escalator' within any minimum speed requirements would have merit?

Yes. We agree with the government that an escalator would see broadband speeds increase at a given download to upload speed ratio over time, according to pre-defined terms established by the government – but these terms should be based on consultation with residents in parished very hard to reach areas.

Question 4.4

Should the government set different quality parameters for residential and business consumers reliant on very hard to reach interventions?

Yes. The government is right that, consumers in very hard to reach areas should be receiving a service which is of a reasonably comparable level of service reliability and resilience to consumers in less challenging areas to deliver to.

Question 4.5

Do you think that the suggested quality parameters are set at a suitable level?

Yes, we also believe that reaching a reasonable standard of reliability or resilience can also be an onerous requirement for providers, so needs to be factored in.

Question 4.7

Do you have any additional quality parameters that you believe should be included for connections that are determined to be very hard to reach interventions?

No, we do not.

Question 4.13

Do you believe that price and affordability should be taken into account when considering policy options for very hard to reach premises?

Yes, we do. We know that some of the poorest areas of England are also the most rurally sparsely populated so it would be churlish for the government to ignore this.

Question 4.15

Should providers to very hard to reach premises be required to offer social tariffs?

Yes, during a cost of living crisis all providers connecting very hard to reach premises should be required to provide a social tariff option.

5 Barriers to delivery

Question 5.2

Will the policies put in place by the government through the PSTI Act 2022 make it easier to deploy digital infrastructure in rural and remote areas?

Yes, we hope so, though we do not have detailed evidence to back this up. But we support the measures the government has taken to make it easier for disputes arising between telecoms operators and landowners to be resolved.

Question 5.6

What further measures, if any, could the government introduce to help reduce the barriers to delivery caused by wayleaves or other planning issues in very hard to reach areas?

The government could require telecoms operators to consult and liaise with all local councils in whose boundaries very hard to reach areas are located to arrive at the best solutions for how faster, more reliable broadband connections are delivered, factoring in their neighbourhood plans.

Question 5.8

What further measures, if any, should policy makers consider to help reduce the barriers to delivery caused by spectrum availability in very hard to reach areas?

Local councils should be given the legal power to promote, contribute towards and/or run electronic communications networks and services for the benefit of their local communities.

For further information on this response contact Chris Borg, NALC policy manager via email at chris.borg@nalc.gov.uk or policycomms@nalc.gov.uk .

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Plans to close rail ticket offices in England scrapped

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By Katy Austin & Sam Gruet
BBC Business

Plans to close hundreds of rail ticket offices in England have been scrapped.

Transport Secretary Mark Harper said the government had asked train operators to withdraw their proposals because they failed to meet high passenger standards.

However, a source told the BBC rail bosses were "furious", saying the original plans had been approved by the Department for Transport.

The proposals had sparked concerns from unions and disability groups.

Train companies are under pressure from the government to cut costs. They had argued staff would be better used helping passengers in person, in other areas of the station adding that only 12% of tickets were now bought at station kiosks.

But passenger watchdogs Transport Focus and London Travelwatch objected to the proposals, saying they had received 750,000 responses from individuals and organisations in a public consultation.

These included "powerful and passionate concerns" about the potential changes, they said.

The watchdogs said they had secured significant changes, including getting companies to revert to existing times for when staff would be available at many stations.

However, serious concerns remained, including ticket machine capability, accessibility and how passenger assistance and information would be delivered in the future.

- **Plans to close ticket offices 'go too far, too fast'**
- **Backlash delays rail ticket office closure plans**

In September, Prime Minister Rishi Sunak said closing ticket offices was "the right thing for the British public and British taxpayers" as "only one in 10 tickets are sold currently in ticket offices".

But MPs had warned in a letter **last week** that the plans went "too far, too fast".

Announcing the decision to reverse the closures, Mr Harper said the government had made it "clear to the rail industry throughout the process that any resulting proposals must meet a high threshold of serving passengers".

"The proposals that have resulted from this process do not meet the high thresholds set by ministers, and so the government has asked train operators to withdraw their proposals."

However, the decision to backtrack on the plans has caused anger among train bosses, a senior rail source told the BBC.

"They have been made to sell these plans, defend them and change them to try and get them over the line. All in the face of the inevitable onslaught of criticism.

"All of these plans were approved by officials and ministers at the DfT. To say they fell short of their expectations is totally disingenuous," the source said.

Labour's shadow transport secretary Louise Haigh called it "shambolic" and a "humiliating climbdown", saying the cancelled plans had been "a colossal waste of taxpayers' money".

The RMT union described Tuesday's decision as a victory, while TSSA - the union representing rail ticket office workers - said it was delighted.

Both groups warned that over 2000 jobs would have been at risk if the planned changes went ahead.

The body representing train companies, the Rail Delivery Group (RDG), told the BBC no redundancy notices had been served to staff.

The RDG did however send a letter to rail unions, opening discussions on retraining staff, moving workers to other roles and "the potential for a voluntary severance scheme".



Natasha Winter campaigned for her local ticket office in Stourbridge, West Midlands, to stay open.

The planned closures were the latest flashpoint between train companies and unions in their long-running dispute over pay, jobs and working conditions.

It led to several protests and threats of legal challenges from disability campaigners and from five Labour metro mayors.

But the RDG, consistently defended the proposals.

Natasha Winter, who led a campaign to keep her local ticket office in Stourbridge open, said she was "thrilled" the government had listened.

She said ticket office workers provide an "invaluable service" and that people "trust and rely on them".

"They're at the heart of our community," she said.

The RDG said the closure plans that had been put forward were about the "changing needs of customers in the smartphone era" and the "significant financial challenge" following the pandemic.

It said it would continue to look at other ways to "improve passenger experience while delivering value for the taxpayer".

Disability campaigners called the result "bittersweet".

Transport for All, a disabled-led organisation, called it "the best possible outcome", but added that while the government was "eventually swayed, it is appalling that disabled people's concerns were dismissed for so long".

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