



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday, 8 December 2020

Dear members

You are summoned to attend the **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 14 December 2020 at 7pm**, to consider the agenda below.

PLEASE NOTE THAT THIS IS A REMOTE VIRTUAL MEETING. TO ACCESS THE MEETING PLEASE FOLLOW THE ZOOM LINK BELOW. THE MEETING WILL ALSO BE STREAMED LIVE ON YOUTUBE, THE LINK WILL BE POSTED ON THE PARISH COUNCIL WEBSITE AND SOCIAL MEDIA CHANNELS WHEN IT GOES LIVE SHORTLY BEFORE 7PM.

Join Zoom Meeting

<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

Teresa Strange, Clerk

REVISED AGENDA

- 1. Welcome, Announcements & Housekeeping**
- 2. To receive Apologies and consider approval of reasons given.**
- 3. Invited Guests:**

Wiltshire Councillor Nick Holder (Melksham Without South) & Wiltshire Councillor Phil Alford (Melksham Without North)
- 4. a) To receive Declarations of Interests**
b) To consider for approval any Dispensation Requests received by the Clerk and not previously considered.
- 5. 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 the consideration of the following items of business (Items 9b), 10a, 10c)i, 11b, 11c) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.
- 6. Public Participation**
- 7. Emergency Response Plan & Melksham Community Response (MCS)**
 - a) To note Wiltshire is in Tier 2; with a further decision expected on 16 December.
 - b) To note decisions of Melksham Town Council regarding “way forward” for operational/policy decisions and emergency response plan (Min 190c/20 Full Council 23/11/20).
 - c) To consider staff secondment to MCS after Christmas.
- 8. To note revised list of meeting dates for 2021**
 - a) To note Staff on leave between 24 December-3 January
- 9. a) To approve the Minutes of the Full Council meeting held on 23 November 2020**
b) To approve the Confidential Notes relating to Min Nos 191/20b – Asset Management – To consider quotations for tree work and appoint contractors & 194/20 To Approve the Confidential Notes to accompany mins 142/20g & 143/20a of the Full Council Meeting held on 26 October 2020
- 10. Planning**
 - a) To approve the Minutes of the Planning Committee meeting held on 30 November 2020 and Confidential Notes relating to Minute 208d – To Note Contact with Developers.

- b) To formally approve Planning Committee recommendations contained within the minutes of 30 November 2020
- c) Neighbourhood Plan:
 - i) To consider funding criteria between the Parish and Town Council for the new Neighbourhood Plan (to be held in closed session)
 - ii) To note Wiltshire Council are undertaking Reg 16 consultation: Wednesday 2 December until Wednesday 3 February
- d) i) To note bids currently being submitted for Christie Miller site
 - ii) To consider parish council views of future use of Christie Miller site

11. Highways & Streetscene

- a) A350 by-pass. To note consultation extended until Sunday, 17 January 2021 and consider additional comments to Wiltshire Council's informal consultation into potential routes/proposals (Min 193c – Full Council 23/11/20).
<https://www.wiltshire.gov.uk/article/3146/A350-Melksham-bypass>
- b) To consider quotes for Speed Indicator Device (SID) installation.
- c) To consider bus shelter quotes for bus shelter in Falcon Way, Bowerhill
- d) To consider correspondence re Street lighting levels at night in rural areas of the parish (Redstocks & Sandridge Common)

12. Asset Management

a) Play Areas

- i) Benches Hornchurch Road, Bowerhill POS (Min 194b – Full Council 23/11/20)– Update from Clerk and to consider replacement of broken benches
- ii) Safety surfacing; to consider contractor advice following site inspections.
- iii) To consider principle of replacing Wiltshire Council bins when damaged/missing.
- iv) To consider response from St Barnabas Church Re maintenance access to Beanacre Play Area.
- v) To note non glyosphate weedkiller trial undertaken at Shaw Play Area and update from other local councils on glyosphate alternatives
- vi) To arrange weekly visual inspections during office close down over the Christmas period.
- vii) To note update on Pathfinder / Davey Play area

b) New Berryfield Village Hall project

- i) To consider response from Bellway on request for additional land (*if received*)
- ii) To note, following a Public Art Steering Group meeting on 1 December, Kerry Lemon has been appointed to undertake the artwork on the village hall: <http://kerrylemon.co.uk/> and contract

arrangements

- iii) To note expressions of interest for building contractors to tender has been advertised, and next steps
- iv) To note current and projected Costs spreadsheet and give indication for Budget preparation of where additional funds to be sourced

c) Shurnhold Fields

- i) To note Minutes of Shurnhold Field Working Party on 19 November and consider any actions/requests from those meetings.
- ii) A Notice of Motion from Councillor Carter: "Given the usual exemplary service to the council, can the chairman give a progress report on Shurnhold Fields and explain why after 2.5 years we are still waiting for planning permissions"?

d) Bowerhill Sports Field and Pavilion

- i) To note grass roots football returned on 5 December.
- ii) To consider detail of Future of Football requests for storage unit and blanket booking fee.

e) Allotments: To note avian flu government advice shared with allotment tenants (and wider public)

13. Finance

- a) To note Income/Expenditure reports for November.
- b) To agree two Finance Councillors to authorise monthly payments for December
- c) To note Tax Base number for 2021/22 as confirmed on 5 December
- d) To note conclusion of Audit and public inspection period
- e) To agree Chair's allowance for 2021

14. Community Governance Review (CGR)

- a) To note Wiltshire Council's decision on Area Boards for 2021 onwards
 - i) Use of Community Infrastructure Levy (CIL) from developments transferring to the town parish. To note update on discussions with Melksham Town Council on CIL for East of Melksham and CIL Sharing.

15. Parish Council office and meeting accommodation

- a) To consider response of Wiltshire Council Campus Team following queries and requests

16. Community projects/partnership organisations

- a) To note progress on proposals for an East of Melksham Community Centre and to consider any requests from Melksham Town Council regarding this project
- b) To note latest update from Shaw & Whitley Community Hub Team
- c) To note virtual meeting being held on 16 December at 7.00pm for BRAG members and members of the public.
- d) Update by Councillor Glover following the CCTV Working Group meeting held on 7 December and agree any actions