



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 11th November 2025

Dear Members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 17th November 2025 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&omn=84163517455>

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-pc.gov.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



**YOU CAN ACCESS THE AGENDA
PACK HERE**

AGENDA

1. **Welcome, Announcements & Housekeeping**
2. **To receive apologies and consider approval of reasons given.**
3. **Invited Guests:**
 - a) Wiltshire Councillor **Phil Alford** (Melksham Without North & Shurnhold).
 - b) Wiltshire Councillor **Nick Holder** (Bowerhill)
 - c) Wiltshire Councillor **Andrew Griffin** (Melksham Without West & Rural).
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 as required as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*
6. **Public Participation**
7. **Full Council**
 - a) To approve the **Minutes of the Full Council Meeting** held on 20th October 2025.
 - b) To consider alternative venue and/or date for the Annual Parish Meeting.
8. **Planning**
 - a) To approve the **Planning Committee Minutes** of 3rd November 2025.
 - b) To formally approve the **Planning Committee** recommendations of 3rd November 2025.
 - c) To approve the on-going list of Community Benefit Projects (Shaw, Whitley and Beanacre)
 - d) To receive Neighbourhood Plan training feedback and consider further sessions.
9. **Finance**
 - a) To note **Receipts & Payments** reports for October.
 - b) To seek **cheque signatories/online authority** for November payments.
 - c) To approve Bank Account and Fund Transfers.
 - d) To consider initial thoughts/requests to inform the 2026/27 budget preparation
 - e) To approve the Election invoices
10. **Asset Management:**
 - a) To approve the **Asset Management Committee Minutes** of 27th October 2025.
 - b) To formally approve the **Asset Committee** recommendations of 27th October 2025
 - c) To note request for S106 off-site play area contributions for development at land west of Semington Road (behind Townsend Farm)
 - d) To note the cost of Shurnhold Fields ancillary items and groundworks and approve any additional costs in excess of budget (if required).

11. Highways, Footpaths and Streetscene

- a) To approve items arising from Melksham Local Highways & Footway Improvement Group (LHFIG) meeting on 28th October 2025
 - i. Contribution to installation of dropped kerbs across the bell mouth of Bader Park at a cost of £924 (33% of £2800)
 - ii. Increased contribution for wooden fingerpost at start of canal bridleway
- b) To consider briefing note on New Bus Stop Infrastructure Funding and Emerging Processes for Requests (Briefing Note No. 25-07)
- c) To note Wiltshire Council Parking Plan Engagement sessions

12. Policies

- a) To review the and approve the Retention and Disposal Policy and note the updated Appendix A List of Documents for Retention and Disposal following audit in August 2025

13. Partnership Working:

- a) To receive feedback and consider next steps from Strategic discussion on Healthcare in Melksham hosted by Brian Mathew (MP) on Friday 14th November 2025.
- b) To consider Melksham Community Support (MCS) service Q2 – July to September 2025 report and to receive feedback on review meeting with AgeUK Wiltshire.
- c) To receive notes from the last Community Action Whitley and Shaw Community Emergency Group (CAWS CEG) meeting and confirm ongoing insurance coverage for their activities.
- d) To consider participating in the 'Oaks at 80' project launched by the Great Western Community Forest
- e) To consider support in principle for new Cricket Pavillion at Beanacre Community Field
- f) To consider any updates from the Melksham Area Board meeting (12th November 2025)
<https://cms.wiltshire.gov.uk/documents/g16122/Agenda%20frontsheet%20Wednesday%2012-Nov-2025%2019.00%20Melksham%20Area%20Board.pdf?T=0>

14. Police and Crime Commissioner (PCC)

- a) To note response to previous query about speeding data
- b) To consider Crime data from the PCC