



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

First Floor
Melksham Community Campus,
Market Place, Melksham,
Wiltshire, SN12 6ES
Tel: 01225 705700

Email: clerk@melkshamwithout-pc.gov.uk
Web: www.melkshamwithout-pc.gov.uk

Monday 12 February 2024

Dear Members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 19 February 2024 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 cursive script that reads 'T. Strange'.

Teresa Strange, Clerk

AGENDA

1. **Welcome, Announcements & Housekeeping**
 - Next Area Board Meeting, Wednesday, 6 March at Berryfield Village Hall.
2. To receive **apologies** and consider approval of reasons given.
3. **Invited Guests:**
 - a) Representative from Melksham Neighbourhood Policing Team.
 - b) Wiltshire Councillor **Nick Holder** (Bowerhill).
 - c) Wiltshire Councillor **Phil Alford** (Melksham Without North & Shurnhold).
 - d) Wiltshire Councillor **Jonathon Seed** (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 (**Agenda items 8c, 11b**) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*
6. **Public Participation**
7.
 - a) To approve the **Minutes of the Full Council Meeting** held on 22 January 2024.
 - b) To appoint Health & Safety Representative.
 - c) To appoint a representative to attend the Police Neighbourhood County Parish Forums to be held twice a year.
8. **Planning**
 - a) To approve the **Minutes of the Planning Committee** meeting held on 5 February 2024.
 - b) To formally approve **Planning Committee** recommendations of 5 February 2024.
 - c) To consider latest update on the Melksham Neighbourhood Plan Review (JMNP#2).
 - d) To approve delegated powers for the Clerk to submit additional comments on planning application [PL/2023/10488](#): Footpath to rear of Melksham Oak School (revised plans) prior to 21 February deadline.
9. **Asset Management**
 - a) To approve the **Minutes of the Asset Management Committee** meeting held on 12 February 2024.
 - b) To formally approve **Asset Management Committee** recommendations of 12 February 2024.
 - c) To consider membership of the Asset Management Committee.
10. **Finance**
 - a) To note **Receipts & Payments** reports for January

- b) To note payments over £500 for Quarter 3 (October, November & December)
- c) To seek **cheque signatories/online authority** for February payments.
- d) To approve Bank Account and Fund Transfers.

11. **Highways**

- a) To receive notes of the **Road Safety Working Group** meeting held on 29 January and agree way forward.
- b) **SID installation.** To receive an update following recent correspondence with the council's contractor and to consider a way forward.
- c) To consider way forward on **Semington Road Bus Gate**; to part fund with Semington Parish Council an ANPR (Automatic Number Plate Recognition) Camera.

12. **Emergency Response:** To receive update following recent flooding in the parish.

13. **Community projects/partnership organisations:**

- a) Update on Melksham Community Support and Age UK and position of Melksham Town Council with regard to their share of funding for the project and consider a way forward.
- b) To receive update following the Health & Wellbeing Meeting held on 15 February.
- c) **Wiltshire Community Area Joint Strategic Needs Assessment (CAJSNA) 2024.** To note information contained in the Melksham Community Area Summary Data Report.
- d) **Melksham House.** To receive update on community access.