



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 19 March 2024

Dear Members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 25 March 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=Y2x5T25DRIVWVU54UW1YWWE4NkNrZz09>

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

AGENDA

1. **Welcome, Announcements & Housekeeping**

- To note the Annual Parish Meeting will take place on Monday, 15 April at 7.00pm (6.30pm for refreshments) at Melksham Rugby Club, Oakfields, Eastern Way.

2. To receive **apologies** and consider approval of reasons given.

3. **Invited Guests:**

- a) Wiltshire Councillor **Nick Holder** (Bowerhill).
- b) Wiltshire Councillor **Phil Alford** (Melksham Without North & Shurnhold).
- c) Wiltshire Councillor **Jonathon Seed** (Melksham Without West & Rural). To note report.

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 9a & 9b, 11a**) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*

6. **Public Participation**

7. To approve the **Minutes of the Full Council Meeting** held on 19 February 2024.

8. **Planning**

- a) To approve the **Planning Committee Minutes** of 26 February 2024.
- b) To formally approve the **Planning Committee** recommendations of 26 February 2024.
- c) To consider latest update on the Melksham Neighbourhood Plan Review (JMNP#2) and to approve additional funding.
- d) Proposed changes to national planning rules regarding brownfield sites. To consider a response to the consultation (closing date 26 March):
<https://www.slcc.co.uk/proposed-changes-to-national-planning-rules-for-brownfield-sites/>
- e) Improvements to footpath from toucan crossing on A365 to the rear of Burnet Close. To formally ratify a response to preliminary drawings.

9. **Staffing**

- a) To approve the **Minutes of the Staffing Committee** meeting held on 18 March 2024.
- b) To approve the recommendations of the **Staffing Committee** meeting held on 18 March 2024.
- c) To note Employer Pension contribution rates for 2024/25.

10. Finance

- a) To note circular from the National Association of Local Councils (NALC) confirming powers of local councils (following amendments to Section 19A of the Local Government Act 1984) to fund works to property relating to affairs of the church or held for an Ecclesiastical charity (England only).
- b) To review the Grant Policy in light of amendments to Section 19A of The Local Government Act 1984.
- c) To approve the **Minutes of the Finance Committee** meeting held on 4 March 2024.
- d) To formally approve **Finance Committee** recommendations of 4 March 2024.
- e) To note **Receipts & Payments** reports for February.
- f) To seek **cheque signatories/online authority** for March payments.
- g) To approve Bank Account and Fund Transfers.

11. Asset Management

- a) To receive update on **Pathfinder Place play area** legal transfer and approve if received.
- b) **Shurnhold Fields**
 - i) To receive update following Shurnhold Fields meeting held on 21 February regarding the flood alleviation project and consider next steps.
 - ii) To note outcome of grant application from **Friends of Shurnhold Fields** to Melksham Area Board and approve 100% funding from the S106 maintenance grant.
- c) To consider the purchase of **Bleed Kits** in the parish, deferred from Full Council on 19 February 2024 (Min 432(b)/24).
- d) To approve quotations for play area and MUGA (Multi Use Games Area) safety surfacing cleaning.
- e) **Grass cutting contract:** To consider alternative quote if received, or if not available, agree way forward with existing contractor and next steps for procurement process.
- f) To receive update on Speed Indicator Devices (SIDs) and approve quotes for regular installation.

12. Highways

- a) To receive update on **Semington Road Bus Gate** and installation of an ANPR (Automatic Number Plate Recognition) Camera and approve the parish council's funding contribution.
- b) To note the Traffic Order to implement **parking charges at Melksham Station Car Park** has been approved by the Cabinet Member for Transport, Street Scene and Flooding.
- c) To receive update on **Real-time Information (RTPI)** and consider Kestrel Court Bus Shelter as next site for installing RTPI and if so approve cost.
- d) **Taxi Licensing.** To note Wiltshire Council are creating a Single Licensing Zone for Hackney Carriages.

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

14. Community projects/partnership organisations:

- a) **Melksham Community Support and Age UK.** To receive an update on the position of Melksham Town Council regarding their share of funding for the project and consider a way forward.

- b) To receive update on the **Village Hall meeting** held on 22 February.
 - c) To receive update on **Melksham Area Board Meeting** held on 6 March.
 - d) **3G provision in the Melksham area.** To receive feedback on meeting held on 22 March and approve next steps.
 - e) To consider a response to **Wiltshire Council's Cultural Strategy** for the County.
15. What have we done to meet the **Climate Friendly** agenda?
- a) To note update on tree planting/grant funding **from Wiltshire Council's Woodland Team** and to consider any suitable projects.
 - b) **Jubilee Tree Planting.** To receive update on this project.
 - c) **Biodiversity Action Plan.** To consider the working document for the Biodiversity Action Plan following adoption of the Biodiversity Policy in December.
 - d) To receive an update on Wiltshire Council's **Local Nature Recovery Strategy**, following workshop on 19 March:
<https://www.wiltshire.gov.uk/article/8288/Wiltshire-and-Swindon-Local-Nature-Recovery-Strategy>