



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

Tuesday 23 July 2024

Dear Members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 29 July 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&omn=82099861508>

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**
 - a) Following the results of the General Election to consider writing a letter of thanks to Michelle Donelan and arrange a meeting with Brian Mathew MP.
 - b) To move the Planning Meeting on 12 August to 19 August 2024.
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).
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 (8(b), 9(b), 11(c), 11(d)(i) & 15) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*
6. **Public Participation**
7. **Standing Orders:** To approve changes following adoption by Full Council on 17 June 2024.
8.
 - a) To approve the **Minutes of the Full Council Meeting** held on 17 June 2024.
 - b) To approve the **Confidential Notes** to accompany the Full Council minutes of 17 June 2024.
9. **Planning**
 - a) To approve the **Planning Committee Minutes** of 8 July and 22 July 2024.
 - b) To approve the Confidential Notes to accompany the Planning Committee minutes of 8 July 2024 and 22 July 2024.
 - b) To formally approve the **Planning Committee** recommendations of 8 July and 22 July 2024.
 - c) To approve the recording of the **Planning Committee** meeting of 8 July being kept as evidence.
 - d) **Lime Down Solar** proposal. As a statutory consultee, to approve a response to Planning Inspectorate on the Scoping Document for the Environmental Impact Assessment (**Deadline 14 August**)

10. Finance

- a) To note **Receipts & Payments** reports for June.
- b) To seek **cheque signatories/online authority** for August payments.
- c) To approve Bank Account and Fund Transfers.
- d) **Quarterly Reports** for Quarter 1 April, May, June)
 - i) To note Budget vs Actual
 - ii) To note Bank Reconciliation
 - iii) To note VAT reclaim submitted
- e) To note if any members of public have exercised their right to inspect accounts (none to date), close of public rights 2 August

11. Asset Management

- a) To approve the **Asset Management Committee** minutes of 1 July 2024.
- b) To formally approve the **Asset Management Committee** recommendations of 1 July 2024.
 - i) To note response from Shaw & Whitley Pre School on replacement of the springer play equipment at Shaw Play area (Min 85/24).
 - ii) To note response from the Wiltshire Association of Local Councils (WALC) re clarification on procurement procedures in relation to Contract Finder (Min 86(b)(ii)/24).
 - iii) To note response from Youth Football Organisation re additional marking out of 11 aside pitch. (Min 87(a)/24)
 - iv) To note response from Wiltshire Air Conditioning Services re Legionnaires query about the ventilation system in the games room in Bowerhill Pavilion (Min 87(f)/24).
 - v) **Defibrillator inside Bowerhill Village Hall.** To consider taking this device off-line (Min 92(b)/24).
- c) To receive update on **play area** legal transfers and approve if received (Pathfinder Place, Berryfield, Kestrel Court).
- d) **Bowerhill Sports Field.**
 - i) To consider correspondence from youth organisation on booking arrangements.
 - ii) To note the parish council have been unsuccessful in their grant application to SUEZ and consider a way forward.
- e) **Shurnhold Fields.** To receive update on car park/entrance improvement project and flood alleviation scheme and consider a way forward.
- f) **Community Action Whitley & Shaw Community Emergency Group (CAWS CEG).** To consider donating the parish council's sack truck to CAWS CEG.
- g) **Allotments** To consider a request to put chickens on a vacant allotment at Berryfield allotments.

12. Highways

- a) To approve the **Highway & Streetscene Committee** minutes of 22 July 2024.
- b) To formally approve the recommendations of the **Highway & Streetscene Committee** minutes of 22 July 2024.
- c) **Local Cycling and Walking Infrastructure Plan (LCWIP).** To approve the

response to the consultation on improved networks.

- d) **Proposed Traffic Regulation Order Various Roads, Melksham & Melksham Without (40mph Speed Limit) Order 2024.** To note reply from Wiltshire Council (Full Council 17 June (Min 76(a)/24)).

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

- a) **Age UK.** To receive update and consider Quarter 1 Report for 2024/25.
- b) **Wiltshire Explore App.** To receive update following recent meetings.
- c) **Future Cemetery provision.** To receive responses from Wiltshire Council (if received) and churches within the parish and consider invitation from Melksham Town Council to join a Future Cemetery Provision Working Group.
- d) **Wiltshire Police & Crime Commissioner** Shaping Future Policing in Wiltshire. To consider a response to the survey (closing date 2 August).
- e) **Safety of Lithium ion batteries and e-bikes and scooters.** To consider supporting House of Lords Bill on safety of lithium ion batteries and their disposal.

14. What have we done to meet the **Climate Friendly agenda**

- a) **Briefing Note 24-15, Local Nature Recovery Strategy 2.** To consider a response to the on-line interactive survey (available until 9 August)