



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 2nd September 2025

Dear Members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 8th September 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=83196291861>

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



**YOU CAN ACCESS THE AGENDA
PACK HERE**

AGENDA

1. Welcome, Announcements & Housekeeping

- a) To note WALC conference on Wednesday 10th September and reminder of councillor training opportunities

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

- a) To approve leave of absence of Councillor John Glover, Chair
- b) To appoint acting Vice Chair
- c) To appoint temporary representative for the Cemeteries Working Party
- d) To consider paying Chair's allowance to acting Chair during leave of absence

3. Invited Guests:

- a) Wiltshire Councillor **Andrew Griffin** (Melksham Without West & Rural).
- b) Wiltshire Councillor **Nick Holder** (Bowerhill)
- c) Wiltshire Councillor **Phil Alford** (Melksham Without North & Shurnhold).

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 28th July 2025.
- b) To approve updated meeting schedule up to end of 2025

8. Planning

- a) To approve the **Planning Committee Minutes** of 11th August & 1st September 2025.
- b) To formally approve the **Planning Committee** recommendations of 11th August & 1st September 2025.

9. Finance

- a) To note **Receipts & Payments** reports for July and August.
- b) To seek **cheque signatories/online authority** for September payments.
- c) To approve Bank Account and Fund Transfers.
- c) To approve CIL (Community Infrastructure Levy) meeting minutes and consider ideas for consideration by the Joint CIL Working Party with the town council.
- d) To approve the Christmas Lights invoice from the town council
- e) To note new scale point increase for staff which was backdated and implemented from 1st April 2025
- f) To consider Fair Trade proposal for Melksham Without
- g) To approve additional insurance for Berryfield village hall solar battery

10. Asset Management:

- a) To note the progress with the Shaw Village Hall lease and to receive an update on the disposal process from your legal advisers following query raised by the Internal Audit
- b) To note initial stages of car park extension at Shaw Village Hall and give initial approval in principle as landowner
- c) To note successful grant for football pitches at Shaw Village Hall and Playing Field
- d) To consider approving payment for renovation of bench opposite Shaw Church
- e) To note feedback from East of Melksham Community Centre “initial thoughts” meeting with the Melksham Town Council on 1st September
- f) To approve any tweaks to Shurnhold Fields car park project following Friends of Shurnhold Fields requests
- g) To consider request for removal of obsolete Bus shelter on Halifax Road (outside Ludlow Hewitt)

11. Document Retention/Disposal:

- a) To note updated Document Retention and Disposal document following August paperwork audit

12. Wiltshire Council Plan 2025 - 2035

- a) To note Wiltshire Council Plan 2025 – 2035
- b) To note Engagement Event on Wednesday 10 September, 1pm-3pm at Melksham Community Campus, Market Place, Melksham SN12 6ES
- c) To consider whether the Council would like to submit a response to the plan.

13. Partnership Working:

- a) To consider Age UK Quarter 1 report on Melksham Community Support service
- b) To consider suggestions for celebrating the upcoming CPRE (Campaign for Protection of Rural England) Centenary
- c) To note update on hosting Office 365 for local community groups/venues

14. Health Facilities

- a) To receive feedback from recent meeting on Melksham Hospital with variety of stakeholders and agree next steps by the parish council
- b) To note information event on New Integrated Care Centre in Trowbridge