

1st September 2014

Dear Members,

You are cordially summoned to attend a Meeting of Melksham Without Parish Council which will be held next **Monday 8th September 2014 at First Floor Crown Chambers, 7 Market Place, Melksham at 7.00 p.m.** to consider the Agenda below. Minutes of the Council meeting held on 21st July, the Planning Committee held 11th August and the Staffing Committee on the 19th August are enclosed. Minutes of the Planning Committee to be held tonight are to follow.

Yours sincerely,

Teresa Strange
Clerk

AGENDA

1. Welcome & Apologies

2. To receive Declarations of Interest

3. Standing Orders:

- a) Amendment to Confidential Minutes terminology
- b) New DCLG guidance "A guide for the press and public on attending and reporting meetings of local government"

4. Public Participation

- 5. a) To approve the Minutes of the **Full Council** meeting on 21st July
- b) To approve Confidential Notes for Minutes 155/14 & 159/14
- c) Any matters arising
 - i) Arising from Min. 138/14 **Meeting with Sun Edison**
 - ii) Arising from Min. 148/14 c) **s106 funding from F&S school site:** Survey
 - iii) Arising from Min. 149/14 c) **Community Governance Review**
 - iv) Arising from Min. 151/14 **MUGA, Hornchurch Road:** Update
 - v) Arising from Min. 152/14 **Shed Project at Bowerhill Pavilion:** Update
 - vi) Arising from Min. 153/14 **Bowerhill Sports Field – Works licence:** Update
 - vii) Arising from Min. 154/14 **Wiltshire Open Spaces Study:** To approve response
 - viii) Arising from Min. 156/14 **Repair to Shaw MUGA:** Update
 - ix) Arising from Min. 163/14 c) **Bus Shelter Cleaning:** Update
 - x) Arising from Min. 164/14 a) **PIGS (Parish Improvement Grant Scheme):** Update & Beanacre Metro Count
 - xi) Arising from Min. 164/14 j) **Community Speed Watch:** MCAP Briefing Paper Westlands Lane metrocount results

- xii) Arising from Min. 165/14 **Beanacre Flood alleviation works**
- xiii) Arising from Min. 166/14 **Social Media: Council Facebook: Now live**
SLCC Digital Engagement training course

6. a) To approve the Minutes of the **Planning Committee** on **11th August**
b) Matters arising:
 - i) Arising from Min. 174/14 **Right of Way – 112 Beanacre**
 - ii) Arising from Min. 175/14 **Planning Enforcement – s106 East of Melksham: Update**
 - iii) Arising from Min. 177/14 **Joint N’hood Plan Steering Group meeting**
- c) To formally approve Recommendations:
7. a) To approve the Minutes of the **Planning Committee** on **1st September**
b) Any matters arising:
 - i) 14/10962/VAR Norrington Farm Solar Farm (CCTV): Decision
- c) To formally approve Recommendations
8. a) To approve the Minutes of the **Emergency Staffing Committee** on 19th August
b) To approve the Confidential Notes for Minutes 181/14, 182/14 & 183/14
The following items may be held in Committee.
c) Matters arising:
 - i) Arising from Min. 181/14C: Urgent Staffing issue: Update
- d) To formally approve Recommendations

9. Finance

- a) To note receipts and approve accounts for payment
- b) External Audit report

10. Crown Chambers: Fire Risk assessment

- a) Report from meeting with Crown House (2nd Sept)
- b) To approve quotation for Fire Risk Assessment

11. Play Areas, Village Halls & Open Spaces

- a) **Bowerhill Sports Field** i) Bin emptying ii) Boundary fence
- b) **Berryfield Play area:** Request to Wiltshire Council for inspection and repair
- c) **Berryfield Village Hall:** Repairs to substructure
- d) **Shaw Village Hall:** To consider repair to manhole

12. To consider War Memorial for Melksham Without

13. Highway, Footpaths & Rights of Way

- a) MCAP Cycle Path meeting 3rd Sept: Report
- b) Resident request for access barrier on A3012 where footpath exits on to road
- c) Resident complaint of inconsiderate parking streets surrounding Melksham Oak
- d) Resident complaint about Semington Road roundabout
- e) Resident complaint about speeding on Shaw Hill
- f) Street Scene assets inventory list
- g) Overgrown Hedge letters – to consider if to be sent from Parish Council
- h) Changes to Street Lighting (To be turned off between midnight and 5.30am)
- i) Local Highways Issue Reporting: New procedure and app “MyWiltshire”
- j) Parking Restrictions review – West Wiltshire: Update
- k) Local Transport Plan Car Parking Review: Oct – December 2014

I) CATG 14th July: Notes of meeting

14. Public Transport:

- a) Bus Pass Counsultation: Deadline for comments 26th September
- b) Bus Service changes in and around Bath & Wiltshire, from 31st August
- c) Cancellation of Bowerhill to Trowbridge bus service
- d) MCAP Bus Stop survey
- e) Melksham Railway Development Group – Minutes of AGM & Mtg 23rd May

15. Potential partnership projects:

- a) **Wiltshire Time Credits:** To consider participating in scheme
- b) **Play Day 2015:** To consider participating in project
- c) **Rainbow Day Care Centre:** Request for Committee members

16. General Correspondence *for action*:

- a) Request for support for proposal for “Supermarket Levy Charge”
- b) Consultation on future direction of Wilts & Swindon Fire Authority

17. General Correspondence *for information*

- a) New Neighbourhood Alert system for Wilts Police, Neighbourhood Watch
- b) Community Health Trainers: New Wiltshire Council service
- c) Wiltshire Council advice on procedures for Unauthorised Encampments
- d) Youth Services in Wiltshire: Unison report
- e) Temporary Road Closures:
 - i) Sunday 14th Sept for “Melksham 10” running event: Lowbourne, Sandridge Road, Blackmore Road
 - ii) Sat 13th Sept for Wessex Water connection at Broughton Gifford/Holt
- f) Invitations to AGMs/ Community Group Meetings:
 - i) CPRE West Wilts 5th Sept: Cllr Paul Carter attending
 - ii) Wilts & Berks Canal Trust 18th October – Oxfordshire
 - iii) Community First Weds 24th September – Devizes Town Hall
 - iv) Wiltshire Voluntary Sector Assembly 25th Sept – Lackham House
 - v) SLCC AGM Fri 10th Oct – Bristol
 - vi) Wiltshire MIND AGM Tues 23rd Sept – Devizes

NB: Newsletters now dispatched by email as received