



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 21st October 2025

To all members of the Council **Asset Management Committee**: Councillors David Pafford (Acting Chair of Council), John Doel (Acting Vice-Chair of Council), Alan Baines, Martin Franks (Chair of Committee), Anne Sullivan (Vice-Chair of Committee), Martin Haffenden and Tony Hemmings.

You are summoned to attend the Asset Management Committee Meeting which will be held on **Monday 27th October 2025 at 7.00pm at Melksham Without Parish Council Offices (First Floor), Melksham Community Campus, Market Place, 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 7.00PM.**

Click link here:

<https://us02web.zoom.us/j/2791815985?pwd=Y2x5T25DRlVWVU54UW1YWWE4NkNrZz09&omn=85804773927>

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-pc.gov.uk. If you have difficulties accessing the please call (do not text) the out of hours mobile: 07341 474234

To access the agenda online please scan the below QR code.

YOU CAN ACCESS THE AGENDA HERE

Yours sincerely

Teresa Strange, Clerk



AGENDA

1. **Welcome, Housekeeping and Apologies**
2. To receive **Declarations of Interest**
3. **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 during consideration of agenda items where publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.
4. **Public Participation**
5. **Play Areas, MUGAs (Multi Use Games Area) & Public Open Spaces:**
 - a) To review and consider any actions required following receipt of ROSPA Inspection reports (including quotes).
 - b) To consider options for Beanacre Play Area wooden equipment that the council are monitoring
 - c) To consider undertaking safety surfacing clean following receipt of ROSPA reports and approve quotation (Note: MWPC only budgeted for 1x clean for 2025/26 to be undertaken in Spring 2026).
6. **QEII Diamond Jubilee Sports Field & Pavilion (known informally as Bowerhill Sports Field):**
 - a) To receive update on current football bookings
 - b) To approve quotation to replace wooden slates on footbridge
 - c) To note Playing Pitch Strategy and consider recommend actions for parish council assets.
 - d) To consider request from Bowerhill Primary School PTA to hold Circus event at the Bowerhill Sports Field in July 2027
 - e) To note investigations into the Separation of Waste (England) Regulations 2025 and consider any parish council action as a result.
 - f) To receive update following 3G meeting
7. **Allotments**
 - a) To receive report on waiting list including update on letting of severely overgrown plots
 - b) To note delegated decisions made by Clerk relating to letting of plots and permissions given for greenhouses/sheds
 - c) To consider request from resident to have a community allotment plot
 - d) To note complaint from current allotment tenant regarding rent reduction for those plots that are severely overgrown and consider any action.
 - e) To consider adopting a formal plot inspection and notice procedure
 - f) To review current tenancy agreement
 - g) To consider visibility of exiting Briansfield allotment car park once the hedge has been cut back
8. **Trees: To approve quotation to undertake tree inspection on parish council trees.**

- 9. Shurnhold Fields**
- a) To receive update on the car park enhancement project and approve the costs of the work to be undertaken with delegated powers
 - b) To receive report on inspections and maintenance of the field.
 - c) To note that the Himalayan Balsam was not cleared from Shurnhold Fields this year following advice.
- 10. Bus Shelter:**
- a) To note that insurance claim has now been settled and the order of the replacement shelter for the A350 Beanacre.
- 11. Village Halls:**
- a) To receive update on Shaw Village Hall lease
 - b) To received Notes from Village Hall meeting on 16th October
 - c) To consider any update to The Terrorism (Protection of Premises) Act 2025 (Martyn's Law) and consider parish council actions.
- 12. Weedspraying:** To consider investigations into alternatives to the use of glyphosate in the parish following complaints on its use.
- 13. Bins:**
- a) To consider request to replace bin on Corsham Road following confirmation from Wiltshire Council that they will not replace the bin.
 - b) To note bins purchased to replace missing or damaged Wiltshire Council bins under the Clerk's delegated powers- None
- 14. Phone boxes:**
- a) To receive update on currently adopted Phone Boxes (Top Lane, Whitley and Corsham Road, opposite Shaw school).
 - b) To note the current maintenance agreement with CAWS (Community Action: Whitley & Shaw)
 - c) To note the Beanacre and Berryfield telephone kiosk planned removal and consider whether the parish council wish to adopt them.
- 15. Budget 2025/26:** To consider any budget requests for the new financial year 2026/27

Copy to: All Councillors