



MELKSHAM WITHOUT PARISH COUNCIL

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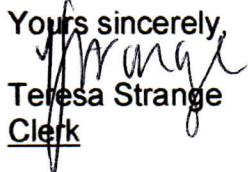
Web: www.melkshamwithout.co.uk

Monday 3rd April 2017

Dear Members,

You are cordially summoned to attend a Meeting of Melksham Without Parish Council which will be held next **Monday 10th April 2017 at First Floor, Crown Chambers, 7 Market Place, Melksham at 7.00 p.m.** to consider the Agenda below.

Yours sincerely,


Teresa Strange
Clerk

AGENDA

1. Welcome, Housekeeping & Announcements

- a) To note Publication of Statement of Persons Nominated (*and if Contested Elections to be held in the Parish*) to be published 4pm Weds 5th April

2. To receive Apologies and approval of reasons given

3. To receive Declarations of Interest.

- 4. To consider holding items in Committee (15) due to confidential nature (Standing Order 61) *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 the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*

5. Public Participation

- 6. a) To approve the Minutes of the **Full Council** meeting on 20th March
- b) To approve Confidential Notes to accompany Full Council Minutes of 20th March

7. Planning:

- a) To approve the Minutes of the **Planning Committee** meeting held on 3rd April (*to follow*)
- b) To formally approve Planning Committee Recommendations

8. Highway & Streetscene:

- a) To approve the Minutes of the **Highway & Streetscene Committee** meeting held on 27th March
- b) To formally approve Highway & Streetscene Committee Recommendations

Serving rural communities around Melksham

9. Finance:

- a) To note receipts and approve accounts for payment (incl. Grant Aid cheques previously approved) .
- b) To note External Audit Return received from Grant Thornton
- c) To receive verbal report following Internal Auditor visit Tues 4th April.
- d) To note new "Governance & Accountability for Smaller Authorities in England" for the Proper Practices to be applied in the preparation of statutory annual accounts and governance statements (March 2017)
- e) To consider subscribing as a "Friend of TransWilts" at £5 per year (£2 joining fee)
- f) To note continued free access to Public Sector Mapping 1/4/17 – 31/3/18

10. Allotment Inspection:

- a) To receive verbal report following Inspection Friday 24th March
- b) To note Clerk accessed Council owned land on Friday 24th March

11. Bowerhill Jubilee Sports Field Site Visit:

- a) To receive verbal report following Inspection Friday 24th March
- b) To note social media reaction to recent press release about potential dog ban
- c) Legionella Testing:
 - i) To note first visit and findings.
 - ii) To note weekly flushing regime to be undertaken by Parish Caretaker
 - ii) To consider quotation for emptying and chlorinating water tank annually
- d) To note "spring" clean of guttering, skylights undertaken and findings
- e) To receive verbal update on current and future bookings
- f) To consider options for new electricity contract for Pavilion

12. Asset Management Committee meeting: To consider holding meeting on Monday 5th June at Pavilion.

13. Boundary Review actions:

- a) To receive verbal report following Site Visit with Melksham Town Council 31/3/17
- b) To note legal agreements to change:
 - i) For siting noticeboard & defibrillator at "Water Meadow" public house and consider who to pay for legal fees.
 - ii) For hosting agreement for defibrillator at "Water Meadow" public house
 - iii) Advising of changes in numbers of houses in line with legal agreement for Sandridge Solar Farm
- c) Transfer of assets to Melksham Town Council on 1st April 2017 (3no. noticeboards 1no. defibrillator) and associated services

14. Community Action/Partner Reports/Joint Ventures:

- a) To note Community Toilet Fund allocation report from Area Board
- b) To note Wiltshire Public Services Board support of new report recommending public services working closely with local communities

15. Staffing:

- a) To receive verbal update on new training provider (*meeting Tues 4th April*)
- b) To consider pay increase from 1st April for Apprentice Parish Officer as outside of scale point schedule from NJC/SLCC.
- b) To receive verbal update on current staffing sickness levels.