



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday, 23 February 2021

Dear members

You are summoned to attend the **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 1 March 2021 at 7pm**, to consider the agenda below.

PLEASE NOTE THAT THIS IS A REMOTE VIRTUAL MEETING. TO ACCESS THE MEETING PLEASE FOLLOW THE ZOOM LINK BELOW. THE MEETING WILL ALSO BE STREAMED LIVE ON YOUTUBE, THE LINK WILL BE POSTED ON THE PARISH COUNCIL WEBSITE AND SOCIAL MEDIA CHANNELS WHEN IT GOES LIVE SHORTLY BEFORE 7PM.

Join Zoom Meeting

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

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) **Government confirms elections to go ahead on 6th May 2021**
<https://www.gov.uk/government/speeches/minister-for-the-constitution-devolution-local-elections>
 - b) **To note new ward maps (and Wiltshire Council division maps across the parish) have been uploaded to parish council website and social media**
 - c) **To note construction of Melksham Campus commences 1st March**
2. **To receive Apologies and consider approval of reasons given.**
3. **Invited Guests:**
 - a) **Sergeant James Twyford, Wiltshire Police**
 - b) **Wiltshire Councillor Nick Holder (Melksham Without South) & Wiltshire Councillor Phil Alford (Melksham Without North)**
 - c) **Presentation by Christopher Morris, Gigaclear re Roll out of ultrafast full fibre broadband in Beanacre**
4.
 - a) **To receive Declarations of Interests**
 - b) **To consider for approval any Dispensation Requests received by the Clerk and not previously considered.**
 - c) **To note Councillors living in the Parish have a dispensation for Precept setting.**
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 during the consideration of the following items of business (Items 8b, 13b, 13e) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.
6. **Public Participation**
7. **Covid restrictions**
 - a) **To note legislation allowing virtual meetings expires 7th May 2021**
 - b) **To note NALC Briefing Note & SLCC update regarding contact with central government to lobby for extension of legislation**
 - c) **To note Government's "Road Map" out of the current lockdown**
<https://www.gov.uk/government/publications/covid-19-response-spring-2021>
8.
 - a) **To approve the Minutes of the Full Council meeting held on 25 January 2021**
 - b) **To approve the Confidential Notes to accompany Full Council minutes**

9. Planning

- a) To approve the Minutes of the Planning Committee meetings held on 8 February and 22 February 2021 (*to follow*)
- b) To formally approve the recommendations contained within the minutes of 8 February and 22 February 2021.
- c) To consider what community gains the Council would like to see from the proposed development of approximately 170 houses East of Beanacre Road, to inform the current pre-application public consultation
<https://beanacreroad.co.uk/>

10. Local Plan Review

<https://www.wiltshire.gov.uk/planning-policy-local-plan-review-consultation>

- a) **Local Plan Review.** To approve the proposed response to the review as agreed by the Neighbourhood Plan Steering Group on 24 February (*to follow*).
- b) To consider if the Parish Council wish to make a separate response to any of the consultation documents (**deadline 9th March**):

11. Highways & Streetscene

- a) To approve the minutes of the Highways & Streetscene meeting held on 1 February 2021
- b) To formally approve the recommendations contained within the minutes of 1 February 2021.
- c) To note outcome of meeting on 4 February regarding highway issues on Bowerhill and approve request for Traffic Survey on Halifax Road
- d) To note Re-allocation of Road Space funding unable to be transferred to another scheme following request of parish council
- e) **Speed Indicator Device**
 - i) To note Atworth Parish Council have withdrawn from the Speed Indicator Device Scheme provided by the Council in order to purchase their own devices and note revised schedule.
- f) **Future Chippenham Programme Public Consultation.** To consider a response to the consultation (**deadline 12th March**).
<https://www.wiltshire.gov.uk/future-chippenham-consultation>

12. Finance

- a) Bank Mandate changes following advice of Internal Auditor. To note revised Standing Orders & Finance Regulations further to Finance Committee recommendation.
- b) To note **Income/Expenditure** reports for January
- c) To note offer of reimbursement by Sirius for incorrect billing
- b) To agree two finance councillors to authorise monthly payments for February

13. Asset Management

- a) To approve the Asset Management minutes of 15 February 2021.
- b) To approve the Confidential Notes to the accompany the minutes
- c) To formally approve the recommendations contained within the minutes of 15 February 2021.
- d) To consider use of bookable football pitches during Summer following

lifting of lockdown restrictions

- e) To approve quotations for play area and safety surfacing repairs
- f) **New Berryfield Village Hall project**
 - i) To consider response from Bellway on request for additional land (*if received*)
 - ii) To consider giving delegated powers to enable decisions on village hall build/tender to be made between meetings and over election period.
 - iii) To consider if performance bond required as part of tender process
- f) **Shurnhold Fields**

To receive the notes of the meetings held on 4 February and 25 February (*to follow*) following site visit with Highway Engineer/Architect on 16 February and consider way forward

 - g) To consider holding IT Working Party meeting (22nd March/12th April) to look at how to prepare paperless agenda packs
 - h) To consider how/when to source new laptops (9no.) for preparing new council term ready for paperless agenda packs
 - i) To consider purchase of new router to allow all officers to connect remotely simultaneously
 - j) To consider adjustment to grasscutting contract price breakdown.

14. Community projects/partnership organisations

- a) To receive BRAG Update following meeting held on 11 February.
- b) To note response from Dorset & Wiltshire Fire Authority and Michelle Donelan MP regarding removal of Technical Rescue Units from Trowbridge and Chippenham
- c) CPRE Campaigns: To note the following campaigns – Trespass is not a criminal offence and rural community buses.
- d) To note Beanacre main drainage update from Wessex Water (*if received*)
- e) To note action taken following reports from CAWS of dog fouling at Littleworth Lane
- f) To note update from 4Youth (formerly known as Young Melksham)

15. Staffing

- a) To note Decision on staffing levels for Melksham Community Support made under delegated powers