



## MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

First Floor  
Melksham Community Campus,  
Market Place, Melksham,  
Wiltshire, SN12 6ES  
Tel: 01225 705700

Email: [clerk@melkshamwithout-pc.gov.uk](mailto:clerk@melkshamwithout-pc.gov.uk)

Web: [www.melkshamwithout-pc.gov.uk](http://www.melkshamwithout-pc.gov.uk)

Tuesday 17<sup>th</sup> March 2026

Dear Members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 23<sup>rd</sup> March 2026 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=84417225983>

Or go to [www.zoom.us](http://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](http://www.melkshamwithout-pc.gov.uk). If you have difficulties accessing the meeting please call (do not text) the out of hours mobile: 07341 474234

Yours sincerely

A handwritten signature in cursive script that reads "T. Strange".

Teresa Strange, Clerk



**YOU CAN ACCESS THE AGENDA  
PACK HERE**

## AGENDA

1. **Welcome, Announcements & Housekeeping**
2. **To receive apologies and consider approval of reasons given.**
3. **Invited Guests:**
  - a) Wiltshire Councillors to provide feedback on Area Board changes
  - b) Wiltshire Councillor **Andrew Griffin** (Melksham Without West & Rural)
  - c) Wiltshire Councillor **Phil Alford** (Melksham Without North & Shurnhold).
  - d) Wiltshire Councillor **Nick Holder** (Bowerhill)
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 9<sup>th</sup> February 2026.
  - b) To approve the confidential notes accompanying the **Full Council Minutes** of 9<sup>th</sup> February 2026.
  - c) To approve an update to the list of instances when recording of meetings are edited (detailed in MIN 466/25) to include:
    - To remove any content which, if published, would breach GDPR (General Data Protection Regulation)
  - c) To approve draft schedule of parish council meetings dates for the council year 2026/27 (from 18<sup>th</sup> May 2026) and to approve changes to schedule for the remainder of 2025/26 (up to 18<sup>th</sup> May 2026)
  - d) To note the Annual Parish meeting will be held on Monday 27<sup>th</sup> April 2026 at Melksham Rugby Club
8. **Planning**
  - a) To approve the **Planning Committee Minutes** of 23<sup>rd</sup> February 2026 and 16<sup>th</sup> March 2026.
  - b) To approve the confidential notes accompanying the **Planning Committee Minutes** of 23<sup>rd</sup> February 2026 and 16<sup>th</sup> March 2026.
  - c) To approve the recommendations in the **Planning Committee Minutes** of 16<sup>th</sup> March 2026

## 9. Finance

- a) To approve the **Finance Committee Minutes** of 2<sup>nd</sup> March 2026.
- b) To approve the confidential notes accompanying the **Finance Committee Minutes** of 2<sup>nd</sup> March 2026.
- c) To note withdraw of AFC Melksham Ability Counts grant application due to closure and to approve removal from the grant awarding list (MIN 488/25d)
- d) To approve the recommendations in the **Finance Committee Minutes** of 2<sup>nd</sup> March 2026 (excluding the award of a grant to AFC Melksham Ability Counts).
- e) To consider the clarification received from Bowerhill pre-school about their grant application and to consider awarding a grant.
- f) To consider any responses received from Melksham Town Council about the shared Community Infrastructure Levy (CIL) arrangement, and, if there is no evidence of progress, to approve that the council withdraw all of their funds from the CIL sharing pot arrangement at year end (31st March 2026).
- g) To appoint members to the following new working parties:
  - i. East of Melksham Community Centre Working Party
  - ii. Website Procurement Working Party
  - iii. Beanacre Play Area Working Party
- h) To note **Receipts & Payments** reports for February 2026.
- i) To seek **cheque signatories/online authority** for March payments.
- j) To approve Bank Account and Fund Transfers
- k) To note Employer Pension contribution rates 2026-2029
- l) To consider any implications arising from the Wiltshire Council budget.

## 10. Highways, Footpaths and Streetscene

- a) To note the change in frequency of Area Board and Local Highways and Infrastructure Group (LHFIG) meetings from four per year to three per year.
- b) To receive feedback from a Bowerhill site visit on Tuesday 24<sup>th</sup> February 2026 to look at school parking and dropped kerbs.
- c) To note correspondence regarding the bus stop on Semington Road (New Inn)
- d) To receive feedback from A365/Hornchurch Road junction site visit on Thursday 19<sup>th</sup> March 2026.
- e) To appoint members to a new working party for the Holistic Review of Semington Road by the Walk Wheel Cycle Trust.

## 11. Asset Management:

- a) To receive an update on Shurnhold Fields works and costs (if received)
- b) To consider the report from Melksham Town Council on the parish council's funding of the Market Place toilets (year end reporting) (if received)
- c) To approve quote to assess bus shelters for the presence of asbestos.
- d) To receive an update from the 3G steering group meeting
- e) Footbridges:
  - i. To receive update on site visits with contractor held at Bowood View/ Buckley Gardens and Bowerhill Sports Field to look at footbridge requirements
  - ii. To approve specification and quote
- f) To consider way forward for Play Area operational inspections and approve quote
- g) To approve Allotment inspection procedure and agree inspection dates for 2026
- h) To note cancellation of Future of Football free football day (Friday 20<sup>th</sup> February 2026)

- i) To note continuation of Shaw Village Hall Management Committee following 14<sup>th</sup> March 2026 AGM.
- j) To receive an update on Knorr Bremse request for Pavilion car park use

## **12. Standing Orders**

To consider a proposal from Councillor Harris to update standing orders (and related policies and procedures) to no longer delete recordings of council meetings on YouTube.

## **13. Civility and Respect – Councillor Statement of Assurance**

- a) To approve formal adoption, by the council, of the Councillor Statement of Assurance.
- b) To request that all serving councillors sign the Statement.
- c) To approve the requirement for newly elected or co-opted councillors to sign the Statement as part of their induction process.
- d) To approve publication of confirmation of its commitment to the national Civility & Respect Pledge and Wiltshire Council's Positive Conduct equals Positive Democracy on the Council's media platforms.

## **14. Partnership Working:**

- a) To receive an update from Wiltshire Council Operational Flood Working Group meeting on 18<sup>th</sup> March 2026
- b) To consider a request from Wilts and Berk Canal Trust for the parish council to sign a Memorandum of Understanding regarding the Melksham Link Project
- c) To consider a request from Melksham Town Council to join Melksham School Banners project
- d) To receive an update from the Village Hall meeting on 19<sup>th</sup> March 2026
- e) To consider feedback from Melksham Area Board Meeting on 18<sup>th</sup> March 2026.
- f) To consider update on review of Joint Emergency Plan with Melksham Town Council and to consider next steps (appoint members to the Community Resilience Working Party)
- g) To consider update on latest actions from the Joint Cemetery Working Party and parish council resolutions.