



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Mary Jarvis BA Hons. (Local Policy)

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Monday, 14 May 2012

Dear Member,

You are cordially summoned to the **Annual Council Meeting** of Melksham Without Parish Council which will be held D.V. on **Monday, 21st May, 2012 at Crown Chambers, 7 Market Place, Melksham at 7.00 p.m.** to consider the Agenda below. Minutes of the last Council Meeting held on 16th April are enclosed together with Minutes of the Planning Committee Meeting and the Sports Field Working Party held on 30th April.

Yours sincerely,


Clerk

AGENDA

1. Welcome and apologies
2. Appointment of Chair.
3. To receive the Chair's Declaration of Acceptance of Office.
4. Appointment of Vice-Chair.
5. a) To confirm adoption of Standing Orders 2012/13 & Code of Practice for Complaints-
6. a) Appointment of Committees: (i) Finance (ii) Planning and Policy (iii) Staffing and Resources (iv) Allotments (v) Tree-planting, Footpath and Health & Safety reps
7. Appointment of Organisation Representatives 2012/13 (see attached list)
8. To formally note the dates for Meetings in 2012/13 as follows:
Full Council Meetings: 2012: 18th June; 23rd July; 10th September; 15th October; 10th December. 2013: 21st January, 18th February; 18th March (Annual Parish Meeting) 15th April and 20th May.
Finance Committees: 2012 – 28th May (Grants); 12th November (Budget)
Staffing Committees: 2012: 2nd July; 2013 : 7th January
Planning Committees: 2012: 28th May; 13th August; 1st October; 12th November
2013:- 7th January; 4th February; 4th March; 29th April;
9. a) To approve Statement of Accounts & Annual Report year end 31st March 2012
b) To formally appoint the Internal Auditor
c) To note dates for External Audit
d) Bowerhill Sports Field – update re finances
e) Receipts & Accounts for payment.
10. a) Council Insurance Policy – Annual Review & Renewal Options
b) Councillors' Legal Protection - report
c) To note Council statutory holidays for 2012: 8th May and 28th August


QUALITY
PARISH
COUNCIL

Serving rural communities around Melksham

First in Wiltshire

11. Public Participation.
12.
 - a) To approve the Minutes of the Planning Committee Meeting 30th April
 - b) Matters arising from the Planning Meeting
 - (i) Arising from Min. 516/11 New dwelling 592 Semington Road –revised plans
 - (ii) Arising from Min. 518//11 Craysmarsh Farm – solar works revisions
 - (iii) Arising from Min. 518/11 Neighbourhood Plans & Parish Plans
 - (iv) Arising from Min.519/11 (ii) Local Centre Land – comments from BRAG
13.
 - a) To consider the following planning applications:
 - (i) W12 00759 63 D Shaw Hill. Proposed two storey from extension and new garage roof
 - (ii) W12 00801 Land north-east Of Snowberry Lane and south of Sandridge Road.
Temporary use of emergency access off Sandridge Road to provide access to construction traffic during construction phase of residential development

And any others which may be received
13.
 - b) Planning Correspondence
 - (i) Request for street names at East of Melksham development
14.
 - a) To confirm the Minutes of Council Meeting held on 16th April 2012
 - b) Matters arising from Minutes
 - (i) Min 486/11 & 487/11 – Copy of report sent to School Lane residents
 - (ii) Min 491/11 Gap in Sports Field Hedgerow – report
 - (iii) Min 501/11 Parish Plans
 - (iv) Min. 511/11 Postal Increases – options for Council papers
 - (v) Min. 513/11 Date for next Allotment Committee Meeting
15.
 - a) To note the Minutes of the last Sports Field Working Party 30th April & any matters arising
 - (i) Min. 524/11 Future Dog – fouling Policy
 - b) To note Pavilion Licence arrangements
 - c) Legal Agreement – report, signature and completion
16. New Green behind Wellington Drive – reply from Wiltshire Council
17. Melksham Area Board & SCOB Matters
 - (i) Meeting 19th June 2012
18. Highway & Rights of Way matters
 - (i) New kissing gate, Shaw
 - (ii) Wiltshire Council Traffic Reports
 - (iii) Western Way roundabout sponsorship – site meeting
 - (iv) Beanacre - Litter bins and footways
19. General Correspondence *for action*
 - (i) To note completed Rural Facilities Surveys
 - (ii) Bus Timetables – to note change to individual timetables
 - (iii) CPRE invitation to AGM 22nd June - £10 per person
20. General Correspondence *for information*
 - (i) Community First - enewsletter
 - (ii) MEP Enewsletter
 - (iii) DIS Extra Newsletter 4th May
 - (iv) Hinterland – Newsletter re national events affecting rural communities

<u>COUNCIL REPRESENTATIVES</u>	<u>NO OF REPS</u>	<u>CURRENT REP(S)</u>
Bowerhill Hall Management Trust	1	Mike Mills, Rolf Brindle
Bowerhill Villager	1	<i>Vacancy</i>
Melksham Joint Health Forum	2	Paul Clark, Elisabethe Bean
Melksham Hospital & Community	1	Gregory Coombes
Melksham Charities	2	Mike Sankey. Pat Nicol
Melksham Area Board	2	Chair/Vice-Chair
Melksham Community Partnership	1	Gregory Coombes
Melksham Area Board Transport/Highways	2	Alan Baines, Rolf Brindle
Melksham Area Community Safety Group	1	Mike Mills
Melksham Sports Facilities Group	2	Richard Wood
Melksham Community Waterways Group	2	Rolf Brindle, J Glover
Melksham Area Youth Issues & Joint Forum CAYPIG and Youth Services	3	E. Bean, P Nicol
Melksham Northern Area Flooding Group	1	Alan Baines
Melksham Railway Develop. Group	2	Rolf Brindle; John Glover
Melksham Rural Policing Team	2	Mike Mills Elisabethe Bean
Community Speedwatch – Council reps		
Bowerhill	1	John Glover
Shaw and Whitley	1	Elisabethe Bean
Woodrow	1	Alan Baines
Pavilion Club, Bowerhill	1	Mike Mills
Wiltshire Council Pensions	1	Gregory Coombes
Rachel Fowler Trust	1	Richard Wood
Shaw Hall Management Committee	2	Elisabethe Bean
Wiltshire Access Group	1	<i>Vacancy</i>
Whitley Reading Rooms	1	<i>Vacancy</i>
Wilts. Association Local Councils	1	Gregory.Coombes
Wilts. & Berks Canal Partnership	2	Rolf Brindle; Steve Petty
WCC Emergency Planning Services	2	Don Millard
Press Representative	Clerk	Mary Jarvis