



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Friday 28th August 2026

Dear Members

You are summoned to attend the **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 7th September 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.

PLEASE NOTE THAT THERE IS WORK BEING UNDERTAKEN IN THE CAMPUS CARPARK SO LEAVE PLENTY OF TIME TO ARRIVE AND FIND A PARKING SPACE AS THERE WILL BE FEWER SPACES AVAILABLE THAN USUAL. YOU MAY NEED TO USE ALTERNATIVE CAR PARKS IN THE AREA.

Click link here:

<https://us02web.zoom.us/j/2791815985?pwd=Y2x5T25DRIVWVU54UW1YWWE4NkNrZz09&omn=87401180475>

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

YOU CAN ACCESS THE AGENDA PACK HERE



AGENDA

1. **Welcome & Housekeeping**
2. **Announcements**
3. **To receive Apologies and approval of reasons given**
4. **Declarations of Interest:**
 - a) To receive declarations of interest
 - b) To consider for approval any Dispensation Requests received by the Clerk and not previously considered.
5. **To consider holding items in Committee 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 as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted
6. **Public Participation & Invited Guests**
 - a) Wiltshire Councillor Phil Alford, Melksham Without North & Shurnhold
 - b) Wiltshire Councillor Andrew Griffin, Melksham Without West & Rural
 - c) Wiltshire Councillor Nick Holder, Bowerhill
7. **Full Council**
 - a) To approve the Minutes of the **Full Council** meeting held on 27th July 2026
8. **Planning:**
 - a) To receive and consider a report on the current planning context at national, Wiltshire and local level, including professional planning advice received, ongoing engagement with Wiltshire Council regarding the emerging Local Plan, and the implications for Melksham Without.
 - b) **Wiltshire Local Plan**
 - i) To agree parish council representation at meetings relating to the emerging Wiltshire Local Plan, including meetings with Wiltshire Council's Spatial Planning Team, Wiltshire Councillors and professional advisers, and to nominate attendees where required
 - ii) **Scoping Consultation:**
 - A. To consider an initial response to Wiltshire Local Plan scoping consultation (2nd - 30th September)
 - B. To approve delegated powers for further comments to be submitted arising from further briefings/community engagement
 - C. To consider invitation for the parish council to run Public Community Engagement events and agree format
 - iii) To consider a response to Wiltshire Council's Call for Sites (deadline for parish council suggestions 11th Sept & for landowners 30th September)
 - iv) To approve the response confirming what facilities are in parish settlements
 - c) To consider submitting nomination for Melksham Neighbourhood Plan 2 to Community First Awards

- d) To note Planning Application comments submitted under Delegated Powers (granted Min 156/26d) during August recess.

9. Finance

- a) To note Receipts & Payments reports for July and August 2026.
- b) To seek cheque signatories/online authority for September payments.
- c) To approve Bank Account and Fund Transfers.
- d) To note that no members of public exercised their right to inspect accounts (between 1st July and 11th August 2026).

10. Asset Management

- a) To consider revision of the closure mechanism on play area gates
- b) To approve the quote to replace defibrillators at their end of life
- c) To approve quotation for an asbestos survey on parish-owned concrete bus shelters
- d) To approve quotation for additional tree works at Shurnhold Fields.
- e) To consider lessons from the recent period of extreme heat and local wildfire incidents, including whether further measures should be explored with Wiltshire Council and locally to improve summer resilience and inform future budget provision.

11. Highways, Footpaths and Streetscene:

- a) To approve the Minutes of the Highways, Footpaths and Streetscene meeting held on 10th August 2026
- b) To consider the responses from Wiltshire Council Highways to matters raised by the Highways, Footpaths and Streetscene Committee and agree any further actions.
- c) To formally approve the Highways, Footpaths and Streetscene recommendations of 10th August 2026
- d) To note the update on the substantive bid request for dropped kerbs at Bowerhill and to consider splitting the request into 2 phases.
- e) To consider options for white edge markers on Halifax Road, Bowerhill
- f) To note the details of the forthcoming speed limit review consultation for Lower Woodrow and consider submitting comments
- g) To note Semington Road Bus Gate statistics
- h) To arrange a Road Safety working party
- i) To consider the Walk Wheel Cycle Trust report on the Holistic Review of Semington Road and to agree the next steps.
- j) To consider a response to Wiltshire Council's Freight Action Plan consultation (deadline 23rd September 2026) <https://wiltshirefreight.commonplace.is/en-GB/>
- k) To note new Traffic Order for off street parking (new car park charges and times)

12. Public Transport

- a) To note the correspondence on longevity of the Real Time Passenger Information (RTI) contract and to approve the Memorandum of Understanding and quotation
- b) To consider impact on residents of bus suspensions during road works as part of development works
- c) To consider update from Melksham Transport User Group and feedback where requested

13. Community projects/partnership organisations:

- a) To consider approval of the amended Wilts and Berks Canal Trust Memorandum of Understanding
- b) To consider the Melksham Community Support Age UK report and case studies (confidential) and to note the upcoming review meeting.
- c) To consider update on potential recruitment of Flood wardens for Beanacre

14. Staffing

- a) To receive a report on appointment of the external HR company
- b) To agree date of next Staffing Committee
- c) To note the 2026/27 national pay settlement for council employees and its implementation in the September 2026 payroll.