

**MINUTES of the Full Council of Melksham Without Parish Council held on
Monday 14 March 2022 at 1 Swift Way, Bowerhill at 7.00pm**

Present: Councillors John Glover (Chair), David Pafford (Vice Chair of Council), Alan Baines, Mark Harris, Shona Holt, Robert Hoyle, Stefano Patacchiola JP, Andy Russell and Robert Shea-Simonds (from 7.20pm)

In attendance via Zoom: Councillor John Doel, Councilor Wood and Wiltshire Councillor Jonathon Seed (Melksham Without West and Rural)

In attendance: Teresa Strange, Clerk, Lorraine McRandle, Parish Officer

For part of the meeting: Wiltshire Councillors Phil Alford (Melksham Without North & Shurnhold) and Nick Holder (Bowerhill)

467/21 Welcome, Announcements & Housekeeping

a) Neighbourhood Plan Review communications commence in March (on social media, Melksham News and new website)

Councillor Glover informed the meeting that a full-page advert would be in the Melksham News later that week (17th March) and again on 31st March. The article would explain why there is a need for a review and to direct people to the new website. The new website is much more interactive and will have a map for marking local green spaces to be considered for designating as such.

b) New Facebook feed now in parish council website

Councillor Glover explained the Council's Facebook feed had been added to the Council's website.

The Clerk explained having Facebook included on the website meant people would be kept more up to date on things going on in and around the parish and would be particularly useful for those people not on Facebook and sought a steer from Members if they were happy for this to remain on the website as it had been added as a test/trial, which Members agreed, once clarified that the officers managed the content.

c) Annual Parish meeting on Tuesday 29 March, 6.30pm for refreshments and networking for 7pm start at Bowerhill Village Hall

Members were reminded that the Annual Parish meeting was taking place on Tuesday 29th March at Bowerhill Village Hall, with refreshments at 6.30pm for a 7.00pm start. Those groups who had been awarded grants recently by the Council were also invited to receive their grant cheques.

468/21 To receive apologies and consider approval of reasons given

It was noted Councillor Pile had been given a leave of absence until the end of March.

It was noted Councillor Chivers was not in attendance.

Councillor Richard Wood was isolating due to Covid and Councillor Doel was recovering from a major operation therefore both were attending via Zoom and were fully aware that whilst they could take part in the meeting could not vote.

Councillor Shea-Simonds had contacted the office to explain he would be arriving late due to a prior engagement.

Resolved: To accept the reasons for absence.

469/21 Invited Guests:

a) Wiltshire Councillor Jonathon Seed (Melksham Without West & Rural)

Councillor Seed explained he felt the Parish Council had been well represented at the recent planning appeal for 50 dwellings to the rear of Townsend Farm, Semington Road, Berryfield and awaited the outcome.

Councillor Seed explained he had recently attended the Luncheon Club at Bowerhill Village Hall and had been impressed with what was taking place and asked if there was any way the council could help with reducing costs, such as waiving the hire charge.

It was explained that the council were not able to reduce the hire costs, as the hall was owned and run by a completely separate organisation and noted that Melksham Community Free Dining had applied to the parish council for grant funding, with grant recommendations being approved later in the meeting.

As he had to attend another meeting, Councillor Seed gave his apologies and left the meeting.

b) Wiltshire Councillor Phil Alford (Melksham Without North & Shurnhold)

Area Board update

Councillor Alford updated Members on the recent Area Board meeting at which a presentation was given on proposals to improve biodiversity on Clackers Brook. While the focus was mainly on the water course in

the town area, it was hoped biodiversity would be improved further upstream in the parish.

Also at the Area Board meeting was a presentation by a landowner in Woodrow, regarding their proposals to plant thousands of trees, which also included their neighbours' land. The Clerk explained those involved had been invited to the Annual Parish Meeting to present.

Campus

With regard to parking, Councillor Alford explained that the recent pre consultation on the Traffic Regulation Order had highlighted a few concerns with regard to free parking for users being abused by non-users, therefore parking charges had been included in the Traffic Regulation Order following consultation. This was against a backdrop of other campuses having free parking; however, these were not necessarily in a town centre. Therefore, whilst the Traffic Regulations Order will include parking charges, it is initially proposed parking will be free and the situation monitored. If parking is abused, parking charges can be implemented fairly quickly to try and alleviate the problem.

Councillor Glover invited questions from Members.

Councillor Baines asked why people could not register their vehicles themselves using a machine similar to one in the reception area of County Hall.

Councillor Alford explained that it was felt this would be difficult, if multiple people were parking at the same time for an event/gala, causing queues of people wishing to register their vehicles, as the infrastructure would not be in place to cope with such numbers. Parking Services were also on a different system than the one which people could just enter their registration on at reception, however, the situation would be monitored.

Councillor Alford explained the parking machines would not be installed until it was felt necessary to do so following monitoring of the parking situation.

Councillor Patacchiola asked how the parking situation would be monitored and for how long once the Traffic Regulation Order was issued.

Councillor Alford explained initially the situation would be monitored to see if there was a decrease in revenue from the other car parks in town and if users/staff were having difficulties parking and if parking overflowed into nearby streets.

Councillor Harris asked when the parking machines would be put in

and whether this involved digging up the car park again.

Councillor Alford explained the necessary cabling would be put in initially and the machines installed at a later date, the same with the electric charging machines and clarified these would be 7kw machines.

Concern was raised that 7kw would not provide a significant charge.

Councillor Alford explained that it was anticipated that mainly only local people would be using the Campus and therefore only 'topping up'.

Members raised a concern those who had travelled a long distance for an event/gala for instance would not get enough charge for the return journey.

c) Wiltshire Councillor Nick Holder (Bowerhill)

Campus

With regard to the parking charges at the Campus, Councillor Holder explained the challenges and the difficult balance, given the Campus would be a multi-use building, with a library. Some people may only want to 'nip' in to drop off or collect a book and would only be staying for a few minutes and therefore he questioned if there was justification in charging a minimum of an hour's parking in the circumstances.

7.20pm Councillor Shea-Simonds arrived at the meeting.

Area Board

At a recent Area Board meeting, Councillor Holder welcomed Bowerhill Scouts being awarded a grant of £9,000 for a new minibus.

Hornchurch Road Public Open Space

Councillor Holder explained that, along with the Clerk, they had met with representatives of Wiltshire Council's Streetscene Team at Hornchurch Road Public Open Space, to talk about the removal of the hedging near Kittyhawk Close following concerns from residents. The hedging had been removed due to lack of proper cultivation for about 10 years and had got out of hand. The meeting had been productive and an agreement on a way forward reached, which the residents were happy with.

The removal of the hedging however had exposed a ditch and following concerns from residents, Councillor Holder explained he had gone back to Streetscene, suggesting it be cleared prior to any planting, in order to alleviate residents' concerns and was awaiting a response.

Pathfinder Way Play Area

Councillor Holder expressed concern at the lack of lighting and crossings on Pathfinder Way/A365 and had contacted Wiltshire Council to ask that these be installed as soon as possible and understood enabling work should have been done the previous week and would continue to chase to get these installed.

Regarding the play area, Councillor Holder explained the Clerk had raised a concern that residents were using it without a safety certificate. Therefore, had approached the Head of Legal Compliance at Wiltshire Council to ask that the relevant safety certification be completed to enable it to be handed over to the parish council in due course.

Councillor Baines understood some cabling work had been undertaken recently along Pathfinder Way and hopefully progress was being made.

Councillor Glover expressed concern there was still no lighting or crossings on Pathfinder Way or the A365 (Devizes Road), particularly from the rear of Pathfinder Place over the A365, as this is the route taken for those wishing to access Melksham Oak School.

470/21 a) To receive Declarations of Interests

No declarations of interest were received.

b) To consider for approval any Dispensation Requests received by the Clerk and not previously considered

None received.

471/21 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 (Item 8c, 9c, 12) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*

Councillor Glover suggested the following items be held in closed session for the reasons given.

- 8c: Start of negotiations for legal contract (solar farm community benefit)
- 9d: Correspondence regarding increased pitch rental charges (contractual).
- 12: Draft Heads of Terms for the Campus lease (contractual)

16c: Site for potential wetlands – as site subject to future negotiations.

Resolved: Items 8c, 9d, 12, 16c be held in closed session for the reasons given.

472/21 Public Participation

No members of public were present.

Wiltshire Councillors Holder and Alford left the meeting at 7.31pm.

473/21 To approve the Minutes of the Full Council Meeting held on 21 February 2022 and Confidential Notes to accompany the minutes

A few minor typing errors were noted within the minutes which did not change the context; therefore, it was:

Resolved: To approve, with the minor amendments and for the Chair to sign the Full Council minutes of 21 February 2022 and the Confidential notes to accompany them.

474/21 Planning

a) To approve the Minutes of the Planning Committee meeting held on 28 February 2022

Resolved: To approve and for the Chair to sign the Planning Committee minutes of 28 February 2022.

b) To formally approve Planning Committee recommendations of 28 February 2022

Resolved: To formally approve the recommendations of the Planning Committee meeting held on 28 February 2022.

c)C To receive feedback from the potential Community Benefit meeting held on Thurs 10 March with JMB Solar Farm and consider any proposals made

The notes of the meeting held on 10 March with JMB Solar Farm regarding community benefit had been circulated to Members prior to the meeting.

Councillor Glover explained approximately £15,000 would be the maximum available to the Council, despite him asking for a higher amount during the meeting.

Councillor Baines noted Government support for solar installations were not at the same level as when Sandridge Solar Farm was erected. JMB Solar were only proposing community benefit for the two parishes the

site is located in i.e., Melksham Without and Lacock, with Lacock receiving a larger proportion, as most of the site is in their parish.

Councillor Glover explained at the meeting the offer was for money for solar panels on community buildings, however, it was asked if consideration could be given to ground source heat pumps as well. At the meeting a recommendation was made to go away to look at suitable buildings, with a main thought of Shaw Village Hall, but to investigate others, unless there was something 'in the spirit of' which could be considered for Beanacre, which did not have a community building apart from the church. However, due to legislation, councils cannot support churches financially.

Councillor Patacchiola explained solar panels only worked if they were positioned in the right location and there was plenty of sun. However, batteries could be charged at night off the National Grid without the need for solar panels and the energy used during the day, which he felt was a more cost-effective system, given the energy costs involved in running a community building.

Resolved: For the Clerk to explore possibilities and to identify suitable community buildings within the parish for battery storage.

475/21 Asset Management

a) To approve the Minutes of the Asset Management Committee meeting held on 28 February 2022

Resolved: To approve and for the Chair to sign the Asset Management Committee minutes of 28 February 2022.

b) To consider correspondence received from Future of Football following proposals to increase charges for football camps on Bowerhill Sports Field

After considering the response from Future of Football and the subsequent reply from the Clerk, which was commended, Members felt the recommendation made at the Asset Management Committee meeting on 28 February 2022 regarding the increase in charges for football camps in school holidays was not a disproportionate charge against the rate charged to other users, as camps were held all day.

Unanimously Resolved: That the recommendation made at the meeting regarding an increase in charges for football camps remain unchanged.

c) To formally approve the Asset Management Committee recommendations of 28 February 2022

With regard item Min 453(d)/21 with a recommendation to approve

the quote for installing a replacement CCTV system at the Pavilion, Councillor Patacchiola explained that whilst the quote was reasonable, he felt it was worth the Council investigating a different system than the one quoted which enabled remote monitoring from individual cameras using newer technology.

With regard to Min 457/21, Councillor Shea-Simonds noted whilst it had been recommended to find an alternative location for the noticeboard opposite Tesco on the green, he felt the original suggested location on the outer edge of the pub was still suitable and as it faced Tesco there was a lot of footfall.

Members raised concern the noticeboard would be quite vulnerable at this location and could be subject to misuse. Also, the landlord changed frequently, and a new landlord may not be so accommodating in having a noticeboard at the location originally suggested.

Councillor Shea-Simonds felt there was more footfall on this side of the road, as opposed to the green opposite Tesco and suggested it was still worth investigating with the landlord.

Councillor Glover suggested whether it was worth going back to the landlord to ask their opinion on whether the location was suitable and to seek their approval. Councillor Shea-Simonds offered to seek the views of the landlord and report back.

Resolved: To approve the recommendations of the Asset Management Committee meeting held on 28 February 2022, with the exception of Min 453(d)/21 and to investigate alternative CCTV systems for the Pavilion, with remote monitoring, with the proviso of being able to order if the value was up to £1,350 excluding VAT.

i) To approve quotation for replacement noticeboards for Shaw Village Hall and the Pilot pub, Bowerhill

A quotation had been received from Arien Designs Ltd for noticeboards as follows:

Traditional noticeboard (with plexichoc glazing, tamperproof locks, Zintec backing board for use with magnets)	£435 each
Header Board (with cut vinyl text in white "Melksham Without Parish Council")	£82 each
Pair of Posts (dia powdercoated) or (mill finished)	£295 a pair £189 a pair
Delivery	£95 + VAT

Resolved: To approve the quotation for 2 x noticeboards, 2 x headerboards and 1 x set of powdercoated legs (noticeboard outside The Pilot) at a total cost of £1,424 + VAT, which would come from the street furniture budget as at 1 April.

ii) To receive update following site visits with BRAG (Bowerhill Residents Action Group) and Wiltshire Council Streetscene officers & Wiltshire Councillor Nick Holder

The Clerk explained she had met with a representative of BRAG to discuss various issues around Bowerhill, including Hornchurch Road Public Open Space (POS). As mentioned earlier in the meeting, she had also met with Streetscene Officers and Wiltshire Councillor Nick Holder to discuss the removal of trees and hedges to the rear of Kittyhawk Close at Hornchurch Road POS. Also discussed was the need for the trees/hedgerows to be cut back adjacent to the circular footpath, which were encroaching onto the footpath in places. It was noted someone had tried to cut back some of the trees and it was felt this may have been a resident.

Following the site meeting, it had been agreed the trees in Hornchurch Road Public Open Space would be cut back as part of the Parish Stewards' discretionary work on a Friday.

The Clerk explained there were still two picnic benches which had been purchased by BRAG, which needed to be installed. Therefore, it was suggested and approval given by the Wiltshire Council Officers, that one be installed on the green opposite Tesco and the other on Falcon Way to the rear of the school. This needed a formal application made, with a marked plan, but the officers had no issue in principle.

With regard to proposals by BRAG to have areas of Brabazon Way as a rewilding area, Wiltshire Council had agreed rather than apply for a Gardeners Licence, this scheme could be part of their new re-wilding scheme as long as the work met the criteria set out.

iii) To consider options for lighting at Hornchurch Road Public Open Space

A request had been received for lighting on the footpath on Hornchurch Road Public Open Space. This was on a small stretch of path between the trees, on the footpath that was installed by the parish council, hence no lighting as it was not part of the original development.

After the site visit, it was felt a more appropriate and cost-effective solution would be to approach the resident closest to the area of concern to see if they would be happy to install a motion light

sensor on their property.

Councillor Baines noted within BRAG's report that they had raised concerns at the clearance of trees on Falcon Way and how they had been left by Heron Homes with a suggestion they approach the Clerk. Councillor Baines suggested they approach Wiltshire Councillor Nick Holder, in order he can ask Wiltshire Council to look into taking over this piece of land, particularly as they were prepared to take on the piece of land further along on Falcon Way for a new bus shelter to be installed.

Resolved: To inform BRAG to contact Councillor Nick Holder in order to ascertain if Wiltshire Council would be prepared to take on the piece of land concerned on Falcon Way.

476/21 Finance:

a) To approve the Minutes of the Finance Committee meeting held on 7 March 2022

Resolved: To approve and for the Chair to sign the Finance Committee minutes of 7 March 2022.

b) To formally approve Finance Committee recommendations of 7 March 2022

The Clerk explained that at the meeting that £30,800 had been available in the budget for grant funding with £28,900 allocated in the Finance Committee for recommendation for approval. During the meeting it had been suggested that after double checking the figures, there could be an opportunity to revisit some applications if there was still an element of funding unallocated. The Clerk stated that following the checking of the figures, some grant funding was still available and asked if Members wished to revisit some of the grants.

Councillor Shea-Simonds felt those at the meeting had gone through each application thoroughly and made recommendations and therefore did not feel the grants needed to be revisited.

It was noted that accounts had still not been received from Shaw & Whitley Connect, and their grant was pending the receipt of these.

Resolved: To not revisit the grants and to approve the recommendations contained within the Finance Committee minutes of 7 March 2022.

c) To note Receipts & Payments reports for February

Resolved: To note the Receipts & Payments report for February.

d) To seek cheque signatories/online authority for March payments

The Clerk explained as it was near the end of the financial year at the end of March and another Rigg payment was due for approval/payment, if other invoices were received between now and the end of March, these would also be included in same payment run.

Resolved: Councillors Shea-Simonds & Glover to be cheque signatories/online authority for March payments.

e) To note agreed contribution to Melksham Town Council for the Market Place public toilet maintenance and running costs for 2020/21

Correspondence had been received from Melksham Town Council regarding the Parish Council's share of the Market Place toilet maintenance and running costs for 2020/21. The total cost was £14,291.60 with the parish council's 50% share therefore at £7,145.80.

It was noted the Town Council were still in discussion with Wessex Water on a rebate regarding the erroneous water bill paid in June 2020, particular as the toilets had been closed during the covid lockdown for some of the bill period. This bill was for £3,962.49, with the 50% share being £1,981.24. It was therefore suggested that the parish council pay their share of the annual costs less the amount for the disputed June 20 bill whilst this is still addressed.

$$£7,145.80 - £1,981.24 = £5,164.56$$

Councillors Baines and Glover, as Council representatives of the Market Place toilets working group were happy to propose the Council pay this share of the maintenance and running costs.

It was noted that the costs for the 2021/22 financial year had not yet been identified.

Resolved: To pay Melksham Town Council an interim payment of £5,164.56 against the Parish Council's share of the maintenance and running costs of the Market Place toilets for the period 2020/21.

477/21 New Berryfield Village Hall project

a) To note latest update following Progress Meeting No. 2 on 2 March and that the second staged payment has been made

Members noted the latest update (minutes circulated before meeting) following the meeting on 2 March and that due to recent weather (Storm Eunice) the schedule was unfortunately behind by a week.

The Clerk informed Members the second staged payment had also been made of £117,218.70 (£97,682.25 excluding VAT)

Certificate 2	£161,828.74	
Less 3% retention	<u>£ 4,854.86</u>	
	£156,973.88	
Less previously paid	<u>£ 59,291.63</u>	Certificate 1
	£ 97,682.25	
VAT at 20%	<u>£ 19,536.45</u>	
TOTAL	£117,218.70	

b) To note first meeting of the residents' group on Tuesday 8 March and decisions made

Councillor Pafford explained he felt the meeting had been really useful and was heartened to see members of the community who had come forward wanting to make sure they had best value for money and felt this was an excellent start. Members noted the meeting notes.

478/21 New office and meeting accommodation at Melksham Campus: To approve the draft Heads of Terms Agreement and appoint legal Representation

The draft Heads of Terms had been circulated to Members in their agenda packs.

Councillor Glover stated with regard to the opening hours these needed to be more specific in the agreement and needed to state the offices be available Monday-Friday until 10.15pm in order to allow for evening meetings.

Councillor Patacchiola felt point 18: ICT solution: storage of ICT equipment, whilst it had been agreed verbally the Council could store ICT equipment in the Campus Comms Room/ICT Room this needed to be included in the Heads of Terms.

With regard to point 22 it was noted this should read 'inventory' and not 'itinerary'.

The Clerk explained that at the recent Campus Working Group meeting it had been raised that it was difficult to get fixed storage space due to the windows on the adjoining wall, therefore, three free standing cupboards had been suggested in the meeting space and one for the office with

tambour doors for easy access and this needed to be changed in the Heads of Terms.

It was asked if some council papers could be stored at County Archives for storage, given the space available. The Clerk explained that identified papers needed to be kept for certain periods and some were confidential but would check if papers could be stored there, rather than the office. However, officers had started to scan important documents to save to the shared drive and therefore over time document storage requirements would decrease.

Discussion ensued on whether some documentation could continue to be stored in the Pavilion kit room and what security measures could be put in place; with the possibility of a locked storage unit being purchased for here.

There was also discussion on how people would access the meeting space if they had to use the toilet facilities, which were separate, particularly as the office/meeting doors had digilocks or swipe card entry.

Councillor Patacchiola suggested the various mechanisms could be swapped around to make it easier for the outer office door to be kept open during the day and when meetings were taking place.

It had previously been suggested an alarm would sound at reception if the outer door was held open, however, Councillor Patacchiola suggested this would not be the case, if the locking mechanisms were swapped around.

Resolved: To feedback the suggested amendments for the Heads of Terms and seek legal advice from Wansbroughs Solicitors, prior to signing the lease.

479/21 Staffing:

a) To note that the Finance & Amenities Officer has been awarded the ILCA (Introduction to Local Council Administration) qualification and to consider options for further qualifications (FILCA or CiLCA)

The Clerk was delighted to inform Members that the Finance & Amenities Officer had passed the ILCA qualification.

Members congratulated the Finance & Amenities Officer on her achievement, particularly as she had joined the Council as an apprentice only 5 years ago.

The Clerk explained an officer would usually be given an increment on achieving such a qualification and sought a steer from Members. It was noted this position had been awarded an incremental increase in November, given the various responsibilities undertaken in the role

which were on a par with the Parish Officer, therefore making both officers on the same pay scale. It was noted the Parish Officer also held the same qualification and was currently undertaking their Certificate in Local Council Administration (CiLCA) qualification.

The Clerk stated the Finance & Amenities Officer had indicated she would like to undertake the newly launched Finance in Local Council Administration (FiLCA) qualification which related to Council finance.

Resolved: To not award an incremental increase at this juncture and to pay for the Finance & Amenities Officer to undertake their FiLCA qualification.

b) To note that a national pay settlement has been reached for 2021/22 and that this will be awarded and backdated to staff in the March payroll payments

Members noted the new pay award settlement of 1.75% which would be backdated to 1 April 2021.

480/21 To note The Boundary Commission for England (BCE) is holding a secondary consultation on its proposals for new parliamentary constituencies as part of the 2023 Boundary Review and to consider submitting comments

Members noted proposals meaning that Melksham would be in a new constituency called Melksham & Devizes and welcomed that the name Melksham was mentioned in the constituency, having been in several different constituencies previously, including Chippenham and Devizes.

It was noted the new constituency included Corsham, Bradford on Avon and South West Devizes with proposals for Devizes to be split between two different constituencies.

Members also welcomed that all Melksham Without wards would be in one constituency, which had not always been the case in previous constituency changes.

Resolved: To submit comments welcoming the new Constituency proposals, for the reasons detailed above.

481/21 Community projects/partnership organisations:

a) To note minutes from CAWS meeting on 2 March

Members noted the minutes of the CAWS meeting held on 2 March.

b) To note minutes of Swindon & Oxfordshire Canal Partnership Meeting held on 2 December and 3 March 2022

Members noted the minutes of the Swindon & Oxfordshire Canal Partnership meeting held on 2 December and the update on the meeting held on 3 March from Councillor Harris.

c) To note, notes of Melksham Area Board Health and Wellbeing Group held on Tuesday 22 February 2022

Members noted the notes of the Melksham Area Board Health and Wellbeing Group meeting held on Tuesday, 22 February 2022.

d) To note proposals by Gigaclear regarding installation of fibre optic cabling on the A3012 (Sandridge Road, Sandridge Common) and to consider inviting a representative to a future meeting to discuss proposals

Members noted Gigaclear's proposals to install fibre optic cabling on the A3102 and noted the offer of a representative attending a meeting, which Members felt was not necessary.

e) Update following Area Board meeting held on 9 March

The Clerk explained that earlier in meeting Councillor Alford had mentioned several items which had been raised at the Area Board meeting including a presentation by the owner of the alpaca farm in Woodrow on their proposal to plant 30,000+ trees. The area to be planted was owned by several landowners who were supportive of the scheme. Whilst Lackham College students were helping with the planting, volunteers were also sought to help, given the number of trees involved.

Given the scheme was in the Parish, the Clerk explained that, following consultation with the Chair, she had invited the landowner to present at the Annual Parish meeting on 29th March.

482/21 Meeting the Climate Friendly Objective:

a) Tree whip mulching at Bowerhill Sports Field

The Clerk explained Melksham Oak students, as part of their Duke of Edinburgh Award volunteer work would be using the tree chippings from the oak tree recently cut back, to mulch the tree whips along the boundary with Portal Road.

b) Choice of hand drier for Berryfield Village Hall

The Clerk explained the residents of Berryfield who came along to the

first new Berryfield Village Hall residents meeting very much had the climate friendly agenda in their thoughts with the decisions made. They initiated looking at the energy rating, length of operation etc. when choosing hand drier options for example.

c)C To consider support for a wetlands scheme in principle

The Clerk explained she had been approached by residents with a proposal for a wetlands scheme on land adjacent to the River Avon which also included a tributary of South Brook. It was felt this site would be a good candidate as net biodiversity gain, however, no one as yet had approached the landowner for their views.

It was explained there were already reed beds forming near the tributary of South Brook and it was clarified the site would not impact proposals for the Melksham Wilts & Berks canal link.

It was noted £1.7m was available from the Government's Green Recovery Challenge Fund and it was understood money for the scheme could come from this funding.

The Clerk explained that the neighbouring site would provide a good corridor of tree planting and other biodiversity gain.

Resolved: To support the proposal in principle and to pursue with the landowner in the first instance.

Meeting closed at 9.00pm

Signed
Chair, 25 April 2022

Date: 01/03/2022

Melksham without Parish Council Current Year

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Time: 11:01

Cashbook 1

User: MR

Current Account & Instant Acc

For Month No: 11

Receipts for Month 11

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		1,028,606.59					1,028,606.59	
V2574-14B Banked: 07/02/2022		60.00						
V2574-14B Allotment Holder		60.00			1310	310	60.00	Berryfield 14B rent
V2575-BACS Banked: 09/02/2022		75.00						
V2575-BACS Redfish Events		75.00			1260	210	75.00	Inv.269-Bowerhill Bomber race
V2577-BACS Banked: 17/02/2022		500.00						
V2577-BACS Future of Football		500.00			1210	210	500.00	Inv.267 & 273- Pitch hire
V2598-BACS Banked: 21/02/2022		60.00						
V2598-BACS Staverton Rangers (Sunday)		60.00			1210	210	60.00	Inv.268-23rd Jan pitch hire
Total Receipts for Month		695.00	0.00	0.00			695.00	
Cashbook Totals		<u>1,029,301.59</u>	<u>0.00</u>	<u>0.00</u>			<u>1,029,301.59</u>	

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Date: 01/03/2022

Melksham without Parish Council Current Year

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Time: 11:01

Cashbook 1

User: MR

Current Account & Instant Acc

For Month No: 11

Payments for Month 11**Nominal Ledger Analysis**

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
01/02/2022	Grist Environmental	V2571-DD	172.09		28.70	4770	220	143.39	Inv.P53291-Sports field bin em
17/02/2022	Eon	V2576-DD	646.39		107.73	4312	220	538.66	Inv.0007- Pavilion Gas
22/02/2022	Eon	V2596-BACS	207.46		9.88	4302	220	197.58	Inv.EBC- Pavilion Electricity
22/02/2022	Sirus Telecom	V2597-DD	224.70		37.45	4190	120	187.25	Inv.58853-Office phone charges
Total Payments for Month			1,250.64	0.00	183.76			1,066.88	
Balance Carried Fwd			1,028,050.95						
Cashbook Totals			<u>1,029,301.59</u>	<u>0.00</u>	<u>183.76</u>			<u>1,029,117.83</u>	

Receipts for Month 11

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		638,728.74					638,728.74	
Banked:		0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>638,728.74</u>	<u>0.00</u>	<u>0.00</u>			<u>638,728.74</u>	

Continued on Page 126

Payments for Month 11

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
04/02/2022	WPL (Safety) Ltd	V2572-BACS	1,560.00		260.00	4582	142	1,300.00	Inv.BVH 01-BYF V HALL H&S
04/02/2022	Rigg Construction	V2573-BACS	71,149.96		11,858.33	4582	142	59,291.63	Inv.4980-1st BYF V Hall paymen
16/02/2022	Unity Trust Bank	V2578-DD	346.83		55.32	4055	130	120.00	ILCA Finance & Amenities Office
						4150	120	-41.12	Envelope refund
						4150	120	58.30	Envelopes
						4175	120	68.40	Office 365 subscription
						4150	120	58.99	Envelopes
						4200	120	11.99	Meeting subscription
						4120	120	11.95	Postage for planning agenda pa
						4140	120	3.00	Monthly fee
25/02/2022	Teresa Strange	V2600-S/O	5.30			4190	120	5.30	For out of hours mob-March 22
28/02/2022	Mr Sparkles Melksham Ltd	V2599-BACS	150.00			4600	142	150.00	Inv.230022022-Bus shelter clea
28/02/2022	Wiltshire Publications Ltd	V2579-BACS	69.60		11.60	4230	120	58.00	Inv. 65579- Grant advert
28/02/2022	Id Verde	V2580-BACS	574.50		95.75	4721	220	478.75	Inv.10831546-Basketball backbo
28/02/2022	JH Jones & Sons	V2582-BACS	1,604.65		267.44	4402	320	60.15	In.2636-Allotment grass cuttin
						4400	142	221.90	In.2636-Play Area grass cut
						4780	142	52.50	In.2636-Play Area bin emptying
						4781	220	79.58	In.2636-JSF Bin emptying
						4401	220	692.17	In.2636-JSF Grass cutting
						4400	142	34.66	In.2636-Kestrel Shrub maintena
						4409	142	163.33	In.2636-Hornchurch grass cut
						4820	142	32.92	In.2636-SHF Grass cutting
						347	0	-32.92	In.2636-SHF Grass cutting
						6000	142	32.92	In.2636-SHF Grass cutting
28/02/2022	JH Jones & Sons	V2583-BACS	132.00		22.00	4721	220	110.00	Inv.2641- Pavilion bin install
28/02/2022	Aquasafe Environmental Ltd	V2584-BACS	138.00		23.00	4212	220	115.00	Inv.220108-Jan 22 PPM Visit
28/02/2022	Agilico	V2585-BACS	90.50		15.09	4130	120	75.41	Inv.2630- Office photocopying
28/02/2022	JH Jones & Sons	V2586-BACS	132.00		22.00	4490	142	110.00	Inv.2637-Carson R'about grass
28/02/2022	Jens Cleaning	V2587-BACS	277.00			4381	220	235.00	Inv.1062-Changing room clean
						4380	120	42.00	Inv.1062-Office clean
28/02/2022	St Barnabas Church	V2588-BACS	10.00			4420	142	10.00	Inv.009- Beanacre play area le
28/02/2022	HM Revenue & Customs	V2589-BACS	1,974.04			4041	130	635.90	Period 11- February 2022
						4000	130	261.81	Period 11- February 2022-N
						4000	130	345.60	Period 11- February 2022-T
						4020	130	140.85	Period 11- February 2022-N
						4020	130	161.60	Period 11- February 2022-T
						4010	130	127.88	Period 11- February 2022-N
						4010	130	141.40	Period 11- February 2022-T

Continued on Page 127

Payments for Month 11

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
						4460	142	148.80	Period 11- February 2022-T
						4800	320	10.20	Period 11- February 2022-T
28/02/2022	Wiltshire Pension Fund	V2590-BACS	1,766.89			4045	130	1,341.99	Period 11- February 2022
						4000	130	202.56	Period 11- February 2022
						4020	130	114.30	Period 11- February 2022
						4010	130	108.04	Period 11- February 2022
28/02/2022	Teresa Strange	V2591-BACS	████████			4000	130	████████	February 2022 Salary
28/02/2022	Lorraine McRandle	V2592-BACS	████████			4560	142	123.50	Water management leaflet
						4020	130	████████	February 2022 Salary
						4120	120	1.50	Postage for grant collection
28/02/2022	Marianne Rossi	V2593-BACS	████████			4010	130	████████	February 2022 Salary
28/02/2022	Terry Cole	V2594-BACS	████████			4050	142	47.50	Travel Allowance Feb 22
						4051	142	32.85	Mileage x73 miles
28/02/2022	David Cole	V2595-BACS	████████			4460	142	████████	February 2022 Salary
						4800	320	████████	February 2022 Salary
Total Payments for Month			85,983.28	0.00	12,630.53			73,352.75	
Balance Carried Fwd			552,745.46						
Cashbook Totals			638,728.74	0.00	12,630.53			626,098.21	

Total Salaries
For February
2022

£5,796.66

Date: 01/03/2022

Melksham without Parish Council Current Year

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Cashbook 3

User: MR

Fixed Term Deposit

For Month No: 11

Receipts for Month 11

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked:	0.00						
			0.00					0.00
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>0.00</u>	

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Date: 01/03/2022

Melksham without Parish Council Current Year

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Cashbook 3

User: MR

Fixed Term Deposit

For Month No: 11

Payments for Month 11

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		0.00						
	Cashbook Totals		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>0.00</u>	