

24th March 2025 Full Council agenda-FIN _____	2
AGENDA ITEM 01 - 25-02_Final_Briefing_Note_Pre_Election.docx _____	5
AGENDA ITEM 01 - Key Election dates for public _____	8
AGENDA ITEM 01 - Parish Council elections _____	9
AGENDA ITEM 01 - Unitary Elections _____	12
AGENDA ITEM 07b)i) - Confirmation Head of MOCS to visit June MWPC meeting _____	14
AGENDA ITEM 07b)ii) - FOI requests to follow up health facility requests ____	16
AGENDA ITEM 07c - Meeting Dates from May 2025-May 2026-WORKING COPY 10 03 25 _____	19
AGENDA ITEM 07f - Education comments on the NHP Reg16 consultation ____	22
AGENDA ITEM 08e - East of Melksham Community Centre _____	30
AGENDA ITEM 08f) - Extract of Wiltshire Council School_Places_Plan_2023- _-_2027_-_Final _____	34
AGENDA ITEM 09 - Email from National Highways re the M4 to Dorset Coast study _____	41
AGENDA ITEM 09 - M4 to Dorset Coast Strategic Study v3 _____	43
AGENDA ITEM 10a - Receipts and Payments-cb1- Lloyds Bank _____	59
AGENDA ITEM 10a - Receipts and Payments-cb2- Unity Trust Bank Current account _____	61
AGENDA ITEM 10a - Receipts and Payments-cb3- Fixed Term Deposit _____	65
AGENDA ITEM 10a - Receipts and Payments-cb4- Unity Trust Bank Instant Access account _____	67
AGENDA ITEM 10a - Receipts and Payments-cb5- CCLA Public Sector Deposit Fund _____	69
AGENDA ITEM 11b - Action on Pavilion water heaters under delegated powers _____	71
AGENDA ITEM 11b - Hot water repair undertaken - Invoice INV-103306 ____	73
AGENDA ITEM 11b - Quote QU0307 _____	74
AGENDA ITEM 11c - EA funding and Shurnhold Fields _____	75

AGENDA ITEM 13a - Correspondence re Age UK SLA _____	78
AGENDA ITEM 13b - Joint Emergency Plan _____	80
AGENDA ITEM 13c - Wiltshire Council Playing Pitches Strategy _____	81
AGENDA ITEM 13d - WBCT schools programme _____	92



## 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)

Wednesday 19<sup>th</sup> March 2025

Dear Members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 24<sup>th</sup> March 2025 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=Y2x5T25DRIVWVU54UW1YWWE4NkNrZz09&omn=81008480771>

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.co.uk](http://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**

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## AGENDA

### 1. Welcome, Announcements & Housekeeping

- To note guidance as currently in the pre-election period of heightened political sensitivity.
- To note Elections details for parish and unitary elections on Thurs 1<sup>st</sup> May
- To note community litter picks organised in the parish

### 2. To receive **apologies** and consider approval of reasons given.

### 3. Invited Guests:

- a) Wiltshire Councillor **Nick Holder** (Bowerhill).
- b) Wiltshire Councillor **Phil Alford** (Melksham Without North & Shurnhold).
- c) Wiltshire Councillor **Jonathon Seed** (Melksham Without West & Rural). To note report.

### 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 **Agenda Item 8b, 8d, 10a, 11d, 12 a,b & c, 13c** as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*

### 6. Public Participation

### 7. a) To approve the **Minutes of the Full Council Meeting** held on 17<sup>th</sup> February 2025.

### b) To note updates from previous Full Council meeting decisions

- i) Melksham Oak School headteacher to visit parish council meeting in June
- ii) Freedom of Information request sent to Wiltshire Council and the NHS Integrated Care Board follow up queries on how decision to fund new health facility in Trowbridge was made and to enquire on plans for Melksham. To consider response if received.

### c) To approve draft schedule of parish council meetings dates from 1<sup>st</sup> May 2025

### 8. Planning

### a) To approve the **Planning Committee Minutes** of 24<sup>th</sup> February & 17<sup>th</sup> March 2025.

### b) To approve the Confidential Notes to accompany the Planning Committee Minutes of 24<sup>th</sup> February and 17<sup>th</sup> March.

### c) To formally approve the **Planning Committee** recommendations of 24<sup>th</sup> February 2025 and 17<sup>th</sup> March 2025..

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- d) To receive update following s106 meetings with Gleasons and Wiltshire Council with regard to land at Blackmore Farm and approve the current way forward.
- e) **East of Melksham Community Centre:** To consider response to parish council's request to discuss this project following the parish council's land secured in the Blackmore Farm s106 agreement and request for further discussion on their proposed community centre to the rear of Spa Medical facility (if received).
- f) To consider update on proposed school at Pathfinder Place

**9. Highways:** To consider update from National Highways on M4 to Dorset Coast Study

#### **10. Finance**

- a) To note **Receipts & Payments** reports for February 2025.
- b) To seek **cheque signatories/online authority** for March payments.
- c) To approve Bank Account and Fund Transfers.

#### **11. Asset Management:**

- a) To note progress with Shaw Village Hall lease and consider any actions required at this time.
- b) To receive feedback on actions taken under delegated powers.
- c) To consider update on Shurnhold Fields car park and flood prevention project
- d) To approve quotation for parish weedspraying

#### **12. Staffing:**

- a) To approve the **Staffing Committee** minutes of 10<sup>th</sup> March 2025
- b) To approve the confidential notes to accompany the **Staffing Committee** minutes of 10<sup>th</sup> March 2025.
- c) To formally approve the **Staffing Committee** recommendations of 10<sup>th</sup> March March 2025.

#### **13. Partnership Working:**

- a) **Age UK Wiltshire** To consider approve draft SLA (Service Level Agreement) for parish council and Age UK for Year 3 of project, commencing 1<sup>st</sup> April 2025 and agree cost for 2025/26.
- b) **Joint Emergency Plan:** To receive feedback following request to town council to jointly review the joint Emergency Plan.
- c) To receive update on **potential 3G pitch** for the Melksham Community Area
- d) To consider request for support by WBCT Wilts & Berks Canal Trust for their school programme

## Management of Council business and publicity during the pre-election period

### Briefing Note No. 25 - 02

Service: Legal and Governance

Further Enquiries to: Perry Holmes (Director Legal and Governance (Monitoring Officer))

Date Prepared: 28 February 2025

This note provides general guidance for Members and Officers on the management of council business and publicity in the run-up to the local elections on 1 May 2025.

It supplements the Council's Code of Conduct for Councillors and the Media Relations Protocol, included at Part 12 and Protocol 7 of the Constitution respectively.

**The pre-election period begins when the Notice of Election is published (which will be 11 March 2025) and runs until 2 May 2025.**

1. The Council's approach during the pre-election period is consistent with Government guidance, and particular care will be taken during the period of heightened sensitivity (the pre-election period) leading up to Council Elections on 1 May 2025, with the election count taking place on 2 May 2025.
2. Generally, with regard to decision making within the Council the position remains that it is 'business as usual' unless there are very good reasons why this should not be the case. In most cases the pre-election period will have no impact on normal council business, including the determination of planning applications.
3. Proposals or issues which may be controversial and likely to arise during the critical period should be identified and a common sense view taken in each case as to how the matter is to be handled. In cases where time is not critical it will be sensible to defer the matter until after the election. In other cases, this will not be possible because of statutory, contractual or other constraints.
4. Councillors will not be quoted in press releases during the pre-election period. This limitation may not apply to the Leader as there could be the need for a Council leadership comment in some exceptional circumstances such as a major incident. Cabinet Members and others will continue to carry out their role during the pre-election period as usual.

5. We will continue to display Member's profile pages on our website during the pre-election period, as information about their current role.
6. Councillors, who are also candidates in the election, cannot use their Council email addresses on party political campaign literature during the pre-election period. They should use personal email addresses during that period. This is to differentiate between election material and constituency or council correspondence.
7. Councillors, who are also candidates in the election, cannot use including photographs of officers in their election campaign material, to avoid compromising officers political neutrality.
8. Councillors, who are also candidates in the election, cannot use photographs or images produced by the Council in their election campaign material, to avoid mis-using council property for political reasons.
9. Councillors should note that the display of election campaign material on council land and property, including highway land, is not permitted and action will be taken to remove any offending material.
10. The LGA has produced a short-guide on publicity in the pre-election period, available at: <https://www.local.gov.uk/publications/short-guide-publicity-during-pre-election-period>
11. The principal point to remember is set out in section 2 of the Local Government Act 1986, which expressly **prohibits local authority publicity of a party political nature**. The Council must not publish (or assist others to publish) material which, in whole or in part, appears to be designed to affect public support for a political party. Publicity is defined in section 6(4) of the 1986 Act as 'any communication, in whatever form, addressed to the public at large or a section of the public.'
12. This is reinforced by the Council's Code of Conduct for Members which states:

### **7. Use of local authority resources and facilities**

*7.1 I do not misuse council resources.*

*7.2 I will, when using the resources of the local authority or authorising their use by others:*

*7.2.1 act in accordance with the local authority's requirements; and*

*7.2.2 ensure that such resources are not used for political purposes unless that use could reasonably be regarded as likely to facilitate, or be conducive to, the discharge of the functions of the local authority or of the*

*office to which I have been elected or appointed.*

13. The Code of Recommended Practice on Local Authority Publicity 2011 (included as Appendix 1 to the Council's Media Relations Protocol) sets out seven key principles local authorities should apply when making decisions on publicity. Publicity by local authorities should be:

- Lawful
- Cost effective
- Objective
- Even-handed
- Appropriate
- Consistent with the council's equality and diversity responsibilities
  
- Issued with care during periods of heightened sensitivity

14. Paragraphs 33 - 35 of the 2011 Code state:

*33. Local authorities should pay particular regard to the legislation governing publicity during the period of heightened sensitivity before elections. It may be necessary to suspend the hosting of material produced by third parties, or to close public forums during this period to avoid breaching any legal restrictions.*

*34. During the period between the notice of an election and the election itself, local authorities should not publish any publicity on controversial issues or report views or proposals in such a way that identifies them with any individual members or groups of members. Publicity relating to individuals involved directly in the election should not be published by local authorities during this period unless expressly authorised by or under statute. It is permissible for local authorities to publish factual information which identifies the names, wards and parties of candidates at elections.*

*35. In general local authorities should not issue any publicity which seeks to influence voters.*

15. Further advice may be obtained from:

Perry Holmes – Director of Legal and Governance  
(Monitoring Officer)

Email [perry.holmes@wiltshire.gov.uk](mailto:perry.holmes@wiltshire.gov.uk)

And on the handling of publicity:

Ceri Tocock – Head of Communications

Email [ceri.tocock@wiltshire.gov.uk](mailto:ceri.tocock@wiltshire.gov.uk) or [communications@wiltshire.gov.uk](mailto:communications@wiltshire.gov.uk)



# Local Elections 2025



**Deadline for registering to vote – 11 April, midnight**



**Deadline to apply for new postal vote – 14 April, 5pm**



**Deadline to apply for new proxy vote – 23 April, 5pm**



**Deadline to apply for voter authority certificate  
(if you have no photo ID) – 23 April, 5pm**



**Polling day – 1 May, 7am - 10pm**

[wiltshire.gov.uk/local-elections](https://wiltshire.gov.uk/local-elections)

**Wiltshire Council**

# NOTICE OF ELECTION

Wiltshire Council

## Election of Parish Councillors

for the Parishes listed below

Parishes	Number of Parish Councillors to be elected
Atworth	Nine
Bishops Cannings	Eleven
Boyton	Five
Bradford-on-Avon (Bradford-on-Avon North Ward)	Six
Bradford-on-Avon (Bradford-on-Avon South Ward)	Six
Bratton	Nine
Brixton Deverill	One
Bromham	Thirteen
Broughton Gifford	Eleven
Bulkington	Seven
Chapmanslade	Seven
Cheverell Magna	Seven
Chitterne (Chitterne All Saints Ward)	Five
Chitterne (Chitterne St Mary Ward)	Two
Codford	Nine
Corsley	Nine
Coulston	Five
Devizes (Devizes East Ward)	Seven
Devizes (Devizes North Ward)	Six
Devizes (Devizes Roundway Ward)	Two
Devizes (Devizes South Ward)	Six
Dilton Marsh	Thirteen
Easterton	Seven
Edington	Eleven
Erlestoke	Seven
Etchilhampton	Five
Great Hinton	Five
Heytesbury	Ten
Heywood	Seven
Hilperton	Thirteen
Holt	Eleven
Horningsham	Eleven
Keevil	Seven
Kingston Deverill	Four
Knock Parish	One
Limpley Stoke	Nine
Little Cheverell	Five
Longbridge Deverill	Eight
Maiden Bradley with Yarnfield	Seven
Market Lavington	Thirteen
Marston	Five
Melksham (Melksham East Ward)	Four
Melksham (Melksham Forest Ward)	Five
Melksham (Melksham North Ward)	Two
Melksham (Melksham South Ward)	Four
Melksham Without (Melksham Without (Beanacre, Shaw, Whitley & Blackmore Ward))	Four
Melksham Without (Melksham Without (Berryfield Ward))	Two
Melksham Without (Melksham Without (Bowerhill Ward))	Seven

Dated Tuesday 11 March 2025

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Monkton Farleigh	Eight
North Bradley	Eleven
Potterne	Eleven
Poulshot	Seven
Rowde	Eleven
Seend	Eleven
Semington	Nine
South Wraxall	Seven
Southwick	Eleven
Staverton	Nine
Steeple Ashton	Nine
Stert	Six
Stockton	Five
Sutton Veny	Nine
Trowbridge (Trowbridge Adcroft Ward)	Three
Trowbridge (Trowbridge Central Ward)	Three
Trowbridge (Trowbridge Drynham Ward)	Three
Trowbridge (Trowbridge Grove Ward)	Three
Trowbridge (Trowbridge Lambrok Ward)	Three
Trowbridge (Trowbridge Park Ward)	Three
Trowbridge (Trowbridge Paxcroft Ward)	Three
Upton Lovell	Five
Upton Scudamore	Five
Urchfont	Eleven
Warminster (Warminster Broadway Ward)	Four
Warminster (Warminster East Ward)	Four
Warminster (Warminster North Ward)	Two
Warminster (Warminster West Ward)	Four
West Ashton	Seven
West Lavington	Eleven
Westbury (Westbury East Ward)	Five
Westbury (Westbury North Ward)	Five
Westbury (Westbury West Ward)	Five
Westwood	Nine
Wingfield	Six
Winsley	Eleven
Worton	Nine

1. An election is to be held for the electoral areas listed above. If any election is contested the poll will take place on **Thursday 1 May 2025**.
2. Nomination papers can be downloaded and printed from the [Electoral Commission website](http://www.electoralcommission.org.uk/guidance-candidates-parish-council-elections-england/resources-candidates-parish-council-elections-england) at [www.electoralcommission.org.uk/guidance-candidates-parish-council-elections-england/resources-candidates-parish-council-elections-england](http://www.electoralcommission.org.uk/guidance-candidates-parish-council-elections-england/resources-candidates-parish-council-elections-england)
3. Alternatively, you can visit one of the 3 main council receptions and they can print the nomination pack for you:
  - Main Reception at County Hall, Bythesea Road, Trowbridge BA14 8JN
  - Main Reception at The Council House, Bourne Hill, Salisbury SP1 3UZ
  - Main Reception at Council Offices, Monkton Park, Chippenham SN15 1ER
4. Please go to our webpage [www.wiltshire.gov.uk/local-elections-candidates](http://www.wiltshire.gov.uk/local-elections-candidates) and make an appointment to submit your nomination papers using our nomination booking system.
5. Nomination papers must be hand delivered to the Returning Officer or her appointed staff at **County Hall, Bythesea Road, Trowbridge, Wiltshire, BA14 8JN** on any working day after the date of this notice (excluding weekends), between the hours of 10am and 4pm, but no later than **4pm on Wednesday 2 April 2025**. On arrival, please report to reception.
6. Applications to register to vote must reach the Electoral Registration Officer by **12 midnight on Friday 11 April 2025**. Applications can be made online: [www.gov.uk/register-to-vote](http://www.gov.uk/register-to-vote)

Dated Tuesday 11 March 2025

Lucy Townsend  
Returning Officer

7. Applications, amendments or cancellations of postal votes must reach the Electoral Registration Officer by **5pm on Monday 14 April 2025**. Applications can be made online at [www.gov.uk/apply-postal-vote](http://www.gov.uk/apply-postal-vote)
8. Amendments, cancellations of existing proxy votes or to replace an existing postal vote with a proxy vote application must reach the Electoral Registration Officer by **5pm on Monday 14 April 2025**.
9. New applications to vote by proxy at this election must reach the Electoral Registration Officer by **5pm on Wednesday 23 April 2025**. Applications can be made online at [www.gov.uk/apply-proxy-vote](http://www.gov.uk/apply-proxy-vote)
10. Applications for a Voter Authority Certificate valid for this election must reach the Electoral Registration Officer by **5pm on Wednesday 23 April 2025**. Applications can be made online at [www.gov.uk/apply-for-photo-id-voter-authority-certificate](http://www.gov.uk/apply-for-photo-id-voter-authority-certificate)
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12. Applications to vote by emergency proxy at this election must reach the Electoral Registration Officer by **5pm on Thursday 1 May 2025**. Please contact the Electoral Registration Officer for an application form.

Electoral Registration Officer contact details		
Voting Area	Address	Contact Details
Wiltshire Council	Electoral Registration Officer Electoral Services County Hall Bythesea Road Trowbridge Wiltshire BA14 8JN	0300 456 0112  elections@wiltshire.gov.uk

Dated Tuesday 11 March 2025

Lucy Townsend  
Returning Officer

# NOTICE OF ELECTION

Wiltshire Council

## Election of Unitary Councillors

for the Divisions listed below

Divisions	Number of Unitary Councillors to be elected
Bowerhill	One
Bradford-on-Avon North	One
Bradford-on-Avon South	One
Bromham, Rowde & Roundway	One
Devizes East	One
Devizes North	One
Devizes Rural West	One
Devizes South	One
Ethandune	One
Hilperton	One
Holt	One
Melksham East	One
Melksham Forest	One
Melksham South	One
Melksham Without North & Shurnhold	One
Melksham Without West & Rural	One
Southwick	One
The Lavingtons	One
Trowbridge Adcroft	One
Trowbridge Central	One
Trowbridge Drynham	One
Trowbridge Grove	One
Trowbridge Lambrok	One
Trowbridge Park	One
Trowbridge Paxcroft	One
Urchfont & Bishops Cannings	One
Warminster Broadway	One
Warminster East	One
Warminster North & Rural	One
Warminster West	One
Westbury East	One
Westbury North	One
Westbury West	One
Winsley & Westwood	One
Wylve Valley	One

1. An election is to be held for the electoral areas listed above. If any election is contested the poll will take place on **Thursday 1 May 2025**.
2. Nomination papers can be downloaded and printed from the [Electoral Commission](http://www.electoralcommission.org.uk/guidance-candidates-and-agents-local-government-elections-england) at [www.electoralcommission.org.uk/guidance-candidates-and-agents-local-government-elections-england](http://www.electoralcommission.org.uk/guidance-candidates-and-agents-local-government-elections-england)
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Lucy Townsend  
Returning Officer

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Electoral Registration Officer contact details		
Voting Area	Address	Contact Details
Wiltshire Council	Electoral Registration Officer Electoral Services County Hall Bythesea Road Trowbridge Wiltshire BA14 8JN	0300 456 0112  elections@wiltshire.gov.uk

Dated Tuesday 11 March 2025

Lucy Townsend  
Returning Officer

## Teresa Strange

---

**From:** David Cooper <dcooper@twhf.org.uk>  
**Sent:** 27 February 2025 09:47  
**To:** Teresa Strange  
**Cc:** Abigail Clark  
**Subject:** RE: Introduction and invitation to Melksham Oak from Melksham Without Parish Council

Dear Teresa,

Thank you for the invitation. One or both of us will definitely join you on 16<sup>th</sup> June.

Kind regards,

David

**Mr D. Cooper**

**Executive Headteacher**

Devizes School: 01380 724886, [reception@devizes.wilts.sch.uk](mailto:reception@devizes.wilts.sch.uk)

Melksham Oak Community School: 01225 792700, [admin@melkshamoak.wilts.sch.uk](mailto:admin@melkshamoak.wilts.sch.uk)



---

**From:** Teresa Strange <clerk@melkshamwithout-pc.gov.uk>  
**Sent:** 19 February 2025 18:14  
**To:** cooperd@melkshamoak.wilts.sch.uk; clarka@melkshamoak.wilts.sch.uk  
**Subject:** Introduction and invitation to Melksham Oak from Melksham Without Parish Council

**[CAUTION: This email originated from outside The White Horse Federation. Do not click links or open attachments unless you recognise the sender and know the content is safe.]**

Dear Mr Cooper and Ms Clark

I am making contact with yourselves, as the parish council that Melksham Oak community school sits within, and of course provides the secondary education facilities for the residents of Melksham Without. Whilst the Town Council represent the town residents, the parish council represents some 7,200 population who live in Bowerhill, Berryfield, Shaw, Whitley, Beanacre and the surrounding rural areas.

The parish council is keen to encourage open communication with the schools in the parish, for the benefit of both.

The parish council would therefore like to invite you to a parish council meeting, these all start at 7pm on a Monday evening and are held monthly, to meet with yourselves. The parish council is based at the Melksham

Community Campus, on the first floor, and in fact, the MOCS school council have met here in the parish council offices to replicate meeting in the Council Chamber.

I do hope that this is something that you may wish to do, and I have therefore put the dates of forthcoming meetings to see if there are any that are mutually convenient. There are elections for all the town, parish and Wiltshire councillors on 1<sup>st</sup> May, and you may prefer to wait until later in the year to meet the new council that is in place; dates for later in the year are still to be confirmed, but the June one is fixed.

Monday 24<sup>th</sup> March  
Monday 14<sup>th</sup> April  
Monday 16<sup>th</sup> June

With kind regards, Teresa

Teresa Strange  
Clerk & Responsible Financial Officer  
Melksham Without Parish Council  
First Floor  
Melksham Community Campus  
Market Place, Melksham  
Wiltshire, SN12 6ES  
01225 705700  
[www.melkshamwithout-pc.gov.uk](http://www.melkshamwithout-pc.gov.uk)

**Wellbeing Statement** I may send emails outside office hours but never with any expectation of response. Please just get back to me when you can within your own working hours. Thank you.

Want to keep in touch?

Follow us on facebook: [Melksham Without Parish Council](#) or [Teresa Strange \(Clerk\)](#) for additional community news

On X: [@melkshamwithout](#)

On Instagram: [melkshamwithoutpc](#)

On LinkedIn: [Melksham Without Parish Council](#)

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## Teresa Strange

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**From:** Teresa Strange  
**Sent:** 14 March 2025 14:31  
**To:** ian.blair-pilling@wiltshire.gov.uk  
**Cc:** Wiltshire Council  
**Subject:** RE: New health and care facility for Melksham?

Dear Cllr Blair-Pilling

Unfortunately we have not had a response to this enquiry, from yourself or from the ICB; who I have contacted separately.

**Can you please consider the question below as a Freedom of Information request please.**

The parish council note that some £3 million of CIL was contributed by Wiltshire Council, we are keen to find out how that decision to fund the Trowbridge facility was made? And whether any other facilities in Wiltshire were also considered?

What current plans are there to fund any similar facility in Melksham by CIL?

We look forward to hearing from you.

With kind regards, Teresa

Teresa Strange  
Clerk & Responsible Financial Officer  
Melksham Without Parish Council  
First Floor  
Melksham Community Campus  
Market Place, Melksham  
Wiltshire, SN12 6ES  
01225 705700  
[www.melkshamwithout-pc.gov.uk](http://www.melkshamwithout-pc.gov.uk)

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**From:** Teresa Strange

**Sent:** 22 January 2025 15:51

**To:** ian.blair-pilling@wiltshire.gov.uk; caroline.holmes@nhs.net

**Cc:** brian.mathew.mp@parliament.uk; Nick.Holder@wiltshire.gov.uk; Alford, Phil (Phil.Alford@wiltshire.gov.uk) <Phil.Alford@wiltshire.gov.uk>; Jonathon. Seed (jonathon.seed@wiltshire.gov.uk)

<jonathon.seed@wiltshire.gov.uk>; Locum <locum@melksham-tc.gov.uk>; Tom Price (tom.price@melksham-tc.gov.uk) <tom.price@melksham-tc.gov.uk>

**Subject:** New health and care facility for Melksham?

Dear Cllr Blair-Pilling and Caroline Holmes

Melksham Without Parish Council were pleased to hear that a new £16M Integrated Care Centre is being developed in Trowbridge, and that it is following in the footsteps of its 'sister' site in Devizes.

<https://bsw.icb.nhs.uk/green-light-given-for-multimillion-pound-health-and-care-facility-in-trowbridge/>

The parish council are keen to understand how the decision to fund these services in Devizes and Trowbridge has been made, and more importantly, whether there are plans for something similar to update/replace the hospital at Melksham.

We look forward to hearing from you.

With kind regards, Teresa

Teresa Strange

Clerk & Responsible Financial Officer

Melksham Without Parish Council

First Floor

Melksham Community Campus

Market Place, Melksham

Wiltshire, SN12 6ES

01225 705700

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## MELKSHAM WITHOUT PARISH COUNCIL COUNCIL MEETING DATES 2025/26

### Working Document for review at March 25 Full Council Meeting

**Please Note:** All Council Meetings commence at 7.00pm and are held at Melksham Without Offices, First Floor, Melksham Community Campus, Market Place, SN12 6ES unless otherwise stated.

Web - [www.melkshamwithout-pc.gov.uk](http://www.melkshamwithout-pc.gov.uk) E-mail - [office@melkshamwithout-pc.gov.uk](mailto:office@melkshamwithout-pc.gov.uk) Tel - 01225 705700

ELECTIONS	THURSDAY 1 May 2025
<i>BANK HOLIDAY</i>	<i>MONDAY 5 MAY 2025</i>
Current councillors stand down & new cllrs assume office	TUESDAY 6 MAY 2025
ANNUAL COUNCIL	MONDAY 12 MAY 2025
PLANNING	MONDAY 19 MAY 2025
FINANCE (Re Insurance)	MONDAY, 19 MAY 2025
To approve Insurance cover before 1 June with delegated powers and review year end documents and external audit – needs Full Council to approve External Audit docs before 30 June – if a lot of planning applications then this might just have to be a Finance meeting for Insurance only and another Finance meeting to be held in June	
<i>BANK HOLIDAY – HALF TERM</i>	<i>MONDAY 26 MAY 2025</i>
<i>FREE MONDAY</i> or extra Finance Committee (end of year)	MONDAY 02 JUNE 2025
PLANNING	MONDAY 09 JUNE 2025
STAFFING – Following appraisals and probation review	MONDAY 09 JUNE 2025
FULL COUNCIL	MONDAY 16 JUNE 2025
<i>FREE MONDAY – Clerk holiday</i>	<i>MONDAY 23 JUNE 2025</i>
PLANNING	MONDAY 30 JUNE 2025
ASSET MANAGEMENT (7.30pm – Site meeting 6.30pm)	MONDAY 07 JULY 2025
<i>FREE MONDAY – Clerk holiday</i>	<i>MONDAY 14 JULY 2025</i>
PLANNING	MONDAY 21 JULY 2025
HIGHWAYS	MONDAY 21 JULY 2025
To feed into LHFIG deadline 31/07/25	
FULL COUNCIL	MONDAY 28 JULY 2025

In line with MWPC protocols the council do not meet in August to allow for councillors and staff holidays and a break! (apart from Planning applications which have to have comments back every 21 days) – the meeting on 11 August will therefore be fluid dependent on applications).

<i>FREE MONDAY</i>	<i>MONDAY 05 AUGUST 2025</i>
PLANNING COMMITTEE	MONDAY 11 AUGUST 2025
<i>FREE MONDAY</i>	<i>MONDAY 18 AUGUST 2024</i>
<i>BANK HOLIDAY</i>	<i>MONDAY 26 AUGUST 2024</i>
PLANNING COMMITTEE	MONDAY 01 SEPTEMBER 2025
FULL COUNCIL	MONDAY 08 SEPTEMBER 2025
<i>FREE MONDAY – Clerk holiday?</i>	<i>MONDAY 15 SEPTEMBER 2025</i>
PLANNING COMMITTEE	MONDAY 22 SEPTEMBER 2025
<b>HIGHWAYS</b>	<b>MONDAY 22 SEPTEMBER 2025</b>
To feed into LHFIG deadline 14/10/25 with delegated powers	
<i>IT WORKING PARTY or HIGHWAYS stand alone mtg</i>	<i>MONDAY 29 SEPTEMBER 2025</i>
<i>FREE MONDAY or IT WORKING PARTY stand alone mtg</i>	<i>MONDAY 06 OCTOBER 2025</i>
PLANNING COMMITTEE	MONDAY 13 OCTOBER 2025
FULL COUNCIL	MONDAY 20 OCTOBER 2025
<i>FREE MONDAY - HALF TERM</i>	<i>MONDAY 27 OCTOBER 2025</i>
PLANNING COMMITTEE	MONDAY 3 NOVEMBER 2025
FULL COUNCIL	MONDAY 10 NOVEMBER 2025
<i>IT WORKING PARTY or ROAD SAFETY WORKING PARTY</i>	<i>MONDAY 17 NOVEMBER 2025</i>
PLANNING COMMITTEE	MONDAY 24 NOVEMBER 2025
<i>MWPC CHRISTMAS MEAL</i>	<i>MONDAY 1 DECEMBER 2025</i>
FULL COUNCIL	MONDAY 8 DECEMBER 2024
PLANNING COMMITTEE	MONDAY 15 DECEMBER 2025
<i>FREE MONDAY</i>	<i>MONDAY 22 DECEMBER 2025</i>
Potentially close office on Friday, 19 <sup>th</sup> December 2025 and reopen Monday 5 <sup>th</sup> January 2026	
FINANCE COMMITTEE	MONDAY 05 JANUARY 2026
To recommend budget and precept	
PLANNING COMMITTEE	MONDAY 12 JANUARY 2026
<b>HIGHWAYS</b>	<b>MONDAY 19 JANUARY 2026</b>
To feed into LHFIG deadline 22/01/26 with delegated powers	
FULL COUNCIL	MONDAY 26 JANUARY 2026
PLANNING COMMITTEE	MONDAY 02 FEBRUARY 2026
FULL COUNCIL	MONDAY 09 FEBRUARY 2026

<i>FREE MONDAY – HALF TERM</i>	<i>MONDAY 16 FEBRUARY 2026</i>
PLANNING COMMITTEE	MONDAY 23 FEBRUARY 2026
FINANCE COMMITTEE (to review grants)	MONDAY 02 MARCH 2026
<i>FREE MONDAY (Working party needed?)</i>	<i>MONDAY 10 MARCH 2026</i>
PLANNING COMMITTEE	MONDAY 16 MARCH 2026
FULL COUNCIL	MONDAY 23 MARCH 2026
<i>FREE MONDAY – Clerk holiday? – School Hols</i>	<i>MONDAY 30 MARCH 2026</i>
<i>BANK HOLIDAY – EASTER MONDAY</i>	<i>MONDAY 06 APRIL 2026</i>
PLANNING COMMITTEE	MONDAY 13 APRIL 2026
<i>NB: 4 weeks from last Planning due to Bank Holiday but 2no. bank holidays in that period</i>	
FULL COUNCIL	MONDAY 20 APRIL 2026
ANNUAL PARISH – Bowerhill Village Hall TBC	MONDAY 27 APRIL 2026
<i>BANK HOLIDAY</i>	<i>MONDAY 04 MAY 2026</i>
PLANNING COMMITTEE	MONDAY 11 MAY 2026
FINANCE (Re Insurance)	MONDAY 11 MAY 2026
To approve Insurance cover before 1 June with delegated powers and review year end documents and external audit – needs Full Council to approve External Audit docs before 30 June	
ANNUAL COUNCIL	MONDAY 18 MAY 2026
<i>BANK HOLIDAY – HALF TERM</i>	<i>MONDAY 25 MAY 2026</i>
PLANNING COMMITTEE	MONDAY 02 JUNE 2026

Asset Management Committee, Staffing Committee, IT Working Party and Road Safety Working Party meetings to be arranged as and when needed so not all “Free Mondays” are free!

There are a couple of meetings when the Highways Committee Recommendations don't have time to be approved at Full Council before the LHFIFG deadline and so they may need to have delegated powers to do so. As these are usually requests for consideration at LHFIFG and at that point not committing the council to spend, I don't think these are an issue, they can always be submitted and withdrawn if the parish council are against when it gets to the Full Council meeting, and probably before the LHFIFG meeting.

## **Draft Joint Melksham Neighbourhood Plan 2 2020–2038 (submission September 2024)**

### **Wiltshire Council comments on the Regulation 16 consultation**

This response sets out Wiltshire Council's comments on the draft Joint Melksham Neighbourhood Plan 2 (JMNP2), which has been formally submitted to Wiltshire Council.

Wiltshire Council is fully supportive of neighbourhood planning and has welcomed the opportunity to engage with Melksham Town Council and Melksham Without Parish Council on the neighbourhood planning process throughout preparation of their draft Plan. Officers recognise the significant work undertaken to produce the document and the extent of consultation and community engagement that has gone into the production of their draft Plan. Advice and comments have been offered by Wiltshire Council through ongoing dialogue throughout the process. The draft JMNP2 addresses a broad scope of issues that are of importance to the local community.

The current Melksham neighbourhood area was designated on 8<sup>th</sup> November 2017. Two pre-submission consultations (on different draft versions) were undertaken by Melksham Town Council and Melksham Without Parish Council as the Qualifying Bodies (QB) in accordance with Regulation 14 of the Neighbourhood Planning (General) Regulations 2012 (as amended) – the first consultation ran from 16<sup>th</sup> October 2023 to 3<sup>rd</sup> December 2023 and the second from 20<sup>th</sup> June 2024 to 15<sup>th</sup> August 2024. Wiltshire Council provided their formal comments on both consultations to the QB.

This Regulation 16 consultation gives a further opportunity for Wiltshire Council to provide comments with the intention of ensuring that the draft JMNP2 is in general conformity with strategic policies of Wiltshire's development plan, meets the Basic Conditions, and provides a user-friendly document that will assist decision takers in the making of planning decisions in the Melksham and Melksham Without neighbourhood area.

### **Submission of the draft JMNP2**

On the 19<sup>th</sup> November 2024, Wiltshire Council, as the local planning authority, considered the submitted draft JMNP2 and were satisfied that it complied with the relevant provisions of Schedule A2 of the Planning and Compulsory Purchase Act 2004.

Wiltshire Council deemed that the modifications contained in the draft plan to which it relates are so significant or substantial as to change the nature of the neighbourhood plan which the draft plan would replace. As that is the position, Wiltshire Council must consider the plan under the provisions of Schedule 4B of the Town and Country Planning Act 1990 (as amended) that applied to the original neighbourhood plan.

Wiltshire Council is satisfied that it complies with all the relevant statutory requirements set out in Regulation 15 of the Neighbourhood Plan (General) Regulations 2012 (as amended). The submitted draft JMNP2 is accompanied by inter alia: a Basic Conditions Statement, a Consultation Statement, a Modification Statement, a Strategic Environmental Assessment (SEA) and a Habitats Regulations Assessment (HRA) screening opinion.

Wiltshire Council formally consulted (Regulation 16) on the draft JMNP2 between 27<sup>th</sup> November 2024 and 22<sup>nd</sup> January 2025.

The comments that follow are made in the interests of ensuring that the submitted draft JMNP2 is in general conformity with the strategic policies of the adopted Wiltshire Core Strategy (WCS) and can be used effectively in determining planning applications within the Melksham and Melksham Without designated neighbourhood area.

## Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA)

Wiltshire Council's SEA screening opinion of August 2022 (Appendix 1) concluded that the proposals within the draft JMNP2 were likely to have significant environmental effects and that an SEA is required. An SEA Report was submitted to Wiltshire Council at Regulation 15 stage alongside the draft Plan.

Wiltshire Council's HRA screening opinion of December 2024 (Appendix 2) concluded that the JMNP2 will not result in a likely significant effect on any European sites or their qualifying features either alone or in combination with other plans and projects. Therefore, it has not been necessary for the Plan to be subject to an appropriate assessment under the Conservation of Habitats and Species (Amendment) Regulations 2017 (as amended).

## Policy context

The policy context for the draft JMNP2 is as follows:

- *Wiltshire Council's development plan*
  - Wiltshire Core Strategy 2006-2026 (WCS) - adopted January 2015
  - West Wiltshire District Plan 1<sup>st</sup> Alteration 2004 (WWDP) – saved policies as set out in Appendix D of the WCS
  - Wiltshire Housing Site Allocations Plan (WHSAP) – adopted February 2020
- *Wiltshire Council's emerging components of the development plan*
  - Wiltshire Local Plan 2020-2038 – submitted to the Secretary of State for Housing, Communities and Local Government for independent examination on 28th November 2024
  - Wiltshire Gypsies and Travellers DPD Pre-Submission Draft 2024-2038
- *Other relevant policy considerations*
  - National Planning Policy Framework (NPPF) – updated December 2024, however this NP will be examined under the NPPF December 2023 version.
  - Planning Practice Guidance (PPG)

## Status of the emerging Wiltshire Local Plan

The draft JMNP2 has been prepared alongside the review of the Wiltshire Core Strategy – the Wiltshire Local Plan (WLP) – which will cover a new plan period of 2020-2038. The draft WLP was submitted to the Secretary of State for Housing, Communities and Local Government for independent examination on 28th November 2024 but has not yet been subject to public examination. The draft WLP therefore holds limited weight at this time but provides a picture of the anticipated direction of travel for strategic planning in Wiltshire beyond the WCS plan period. The reasoning and evidence informing the emerging draft WLP is of relevance to the examination of the JMNP2.

## General comments on the draft JMNP2

A number of comments that follow are repetitions of points that were raised by Wiltshire Council during the first Regulation 14 pre-submission consultation because those points have not resulted in amendments to the Plan and consequently there are still outstanding objections.

The below comments represent a collective response from Wiltshire Council specialist officers and are presented in the order that topics appear in the draft JMNP2 for ease of reference.

Wiltshire Council acknowledges that the draft JMNP2 plan period is the same as the plan period of the emerging WLP from 2020 to 2038. The draft neighbourhood plan has been prepared to reflect the



policy context of the existing adopted WCS and is likely to be examined against those policies. However, the draft neighbourhood plan still refers to draft policies in the emerging Local Plan. It is recommended that all references to specific policies in the emerging Local Plan are removed as there is no guarantee that these policies will be adopted in their current form or with their current policy numbers and therefore the draft Plan would include incorrect references. It is our opinion that it would be unwise at this stage for the draft Plan to cite policies from the emerging Local Plan.

The table below sets out Wiltshire Council's response to the submitted draft JMNP2. The views of specialist officers of the Council have been incorporated herewith. Where amendments to text are suggested, these are shown as ~~deletions~~ and **new text**.

Draft JMNP2 reference	Wiltshire Council comments
References to NPPF paragraphs throughout the Plan	Check consistency of NPPF referencing throughout the Plan. There are several instances where incorrect paragraph numbers are quoted. As this Plan was submitted to the local planning authority at Regulation 15 prior to 12 <sup>th</sup> March 2025, the NPPF version dated December 2023 will apply.
References to emerging Wiltshire Local Plan throughout the Plan	Where referencing the Wiltshire Local Plan or Local Plan policies, please ensure to use the term ' <i>emerging</i> ' to make clear that these are not adopted policies. Local Plan policy numbers may change during the course of the Local Plan examination and the neighbourhood plan is likely to be examined against Wiltshire Core Strategy policies (depending on when the neighbourhood plan examination takes place).
Paragraph 2.5.2 – final sentence	For clarity, officers suggest the final sentence is amended as follows: ' <i>Together the <b>emerging</b> overall housing requirement...</i> '
Figure 4	Figure 4 would benefit from being updated to reflect the current position e.g. recent planning permissions such as PL/2022/08155 for 53 dwellings to the west of Melksham.
Policy 1	Since the Reg 14 consultation on the draft Plan the government issued its WMS ' <i>Planning – Local Energy Efficiency Standards Update</i> ' in December 2023. Officers do not see any issue with the policy considering this because criterion a) does not require any particular standard. However, the group should be conscious of the WMS while it continues to be relevant.
Policy 1 – criterion g	Officers suggest the text ' <i>where possible</i> ' is deleted from this requirement.
Policy 2	Officers are disappointed to see the removal of support for energy storage facilities. The group's approach previously was positive and set criteria to manage proposals. Storage is key to balancing the intermittent energy supply with renewables and is critical to the UK's net zero obligation enshrined in the Climate change act 2008 (2050 Target Amendment) Order 2019. Officers would welcome reinsertion of the previous Reg 14 text.
Policy 2 – criterion 4	Officers suggest the text ' <i>where possible</i> ' is deleted from this requirement.
Green Infrastructure / Blue/Green Infrastructure	Throughout the draft neighbourhood plan there are references to Green Infrastructure / Blue/Green Infrastructure. It should be noted that these are not just landscape / biodiversity features and should be holistically planned in conjunction with the flood risk assessment / drainage strategy in order to manage surface water runoff across a site. Given the biodiversity

	drivers in the emerging Local Plan, officers would be expecting to see high-quality Blue/Green SuDS solutions implemented throughout a site, and not just minimal SuDS interventions which are designed to fit limited space available.
Policy 3 – criterion 3	For clarity, officers suggest this is amended as follows: ‘...and <u>a</u> surface water drainage strategy...’
Policy 4	The policy takes a proportionate approach to addressing the inequality emerging with EV charging in new housing layouts; a matter compounded by Part S building regulations and the exemptions within that document.
Policy 4	It is suggested that in the second paragraph of the policy, ‘where possible’ should be deleted as it makes the second half of the paragraph pointless.
Policy 6 and supporting text	Officers note that amendments have been made to this policy – picking up Reg 14 comments previously made about needing to align/echo more with the emerging Wiltshire Local Plan Policy 76. Also, flexibility has been incorporated into Policy 6 in order to take account of changing demonstrable need and policy procedures over future years. Officers have also noted the updated information regarding site allocations of land for housing.
Policy 6 – criterion 2	For clarity officers suggest this criterion is amended as follows: ‘Housing outside settlement boundaries will be managed in accordance with the adopted Development Plan ( <del>Neighbourhood Plan and Local Plan</del> ) or allocated for development in this Plan or the adopted <del>Wiltshire Local Plan</del> , and will also be expected to meet evidenced local housing need.’
Policies 7.1-7.5 – requirement for healthcare contributions	It is noted that the site allocation policies all make reference to making contributions towards healthcare capacity which is assumed to be provision of infrastructure. In the absence of a fully fleshed out mechanism/multiplier or explanation, officers can see this being a problematic requirement which will require consideration by the examiner as to whether this remains a policy requirement.
Policy 7.1	The plan’s recognition of the importance of securing the comprehensive regeneration of this complex and important riverside site and the ongoing dialogue with Wiltshire Council is welcomed.  Policy 7.1 and supporting text acknowledges the significant issues relating to this site – the most significant of which are the location of the majority of the site within flood zones 2 and 3 and significant land contamination from industrial processes on the site, as well as historic assets.
Policy 7.1 – criterion 5	This should be amended to say ‘...in accordance with JMNP2 Policies <b>Policy 17</b> ’.
Policy 7.1 – criterion 7	Officers suggest that this criterion emphasises active entrance front face of buildings along or set back from each site boundary.
Policy 7.1 – criterion 9	In order to future proof this Plan should ‘Building for a Healthy Life’ be revised, officers would suggest amending as follows: ‘...Buildings for a Healthy Life (Homes England), <b>or any subsequent revision.</b> ’ This addition should also be considered in other parts of the Plan where specific guidance/publications are referenced.
Policy 7.1 – criterion 10	Officers note that the supporting text around climate change has now been included as policy at point 10. This is supported. However, it’s important that both mitigation and adaptation occur, it’s not an ‘and/or’ option. Reference back to Policies 1 and 2 is welcomed. Reference

	<p>to other points as part of that is a bit confusing though and might leave developers and decision-takers unclear on what is required. Suggested replacement wording as follows:</p> <p>“10. Address climate change through mitigation and adaptation and contribute to Wiltshire Council’s carbon neutrality ambitions for the county. Accord with JMNP2 Policies 1 and 2 including significant use of low-carbon and renewable energy technologies, re-use of the existing built fabric and application of the energy hierarchy.”</p>
Policy 7.1 – criterion 14	Officers suggest that this criterion includes a requirement for a well-connected public pedestrian/cycle route along the length of the riverside site boundary.
Figure 6	Officers recommend that this plan shows the anticipated developable area for housing development given that the majority of the site is in Flood Zone 3 and therefore not developable for housing.
Paragraph 4.8.34	Plan is missing paragraph 4.8.34 – paragraph numbers jump from 4.8.33 to 4.8.35.
Policy 7.2 – criterion 10	<p>As per Policy 7.1, officers suggest alternative wording for criterion 10 as follows:</p> <p>‘10. Address climate change through mitigation and adaptation and contribute to Wiltshire Council’s carbon neutrality ambitions for the county. Accord with JMNP2 Policies 1 and 2 including significant use of low-carbon and renewable energy technologies, re-use of the existing built fabric and application of the energy hierarchy.’</p>
Policy 7.3 – criterion 2	This criterion lists JMNP2 policies 12, 14, 17 and 18, whereas the same point within policies 7.1 and 7.2 only list policy 17. Suggest amendments made to ensure consistency.
Policy 7.3 - criterion 7	<p>As per other site allocation policies, officers suggest alternative wording for criterion 7 as follows:</p> <p>‘7. Address climate change through mitigation and adaptation and contribute to Wiltshire Council’s carbon neutrality ambitions for the county. Accord with JMNP2 Policies 1 and 2 including significant use of low-carbon and renewable energy technologies, re-use of the existing built fabric and application of the energy hierarchy.’</p>
Policy 7.4	<p>Officers consider that this policy is now more acceptable than previous iterations which included an unjustified quantum of residential development. The policy now simply commits to re-use/regeneration and reserves judgement on the type of use or quantum of development, as requested by the conservation officer.</p> <p>Criterion 9 – officers suggest this is amended as follows: <b>‘With regard to any residential development which may be proposed, provides</b> provide a high standard of residential amenity...’</p>
Policy 7.4 – criterion 18	<p>As stated in the second Reg 14 draft Plan, the neighbourhood plan makes it clear that the proposed housing sites in Whitley will need to contribute to local infrastructure, including education. However, Wiltshire Council will not be able to spend these contributions expanding the nearby Shaw C of E Primary School and would instead need to use the funding towards a new primary school in Melksham, which will not be within 2 miles of these proposed developments. This is somewhat unusual; officers would always normally look to expand the local school however that is not an option in this instance.</p>
Policy 7.4 – criterion 10	As per other site allocation policies, officers suggest alternative wording for criterion 10 as follows:

	'10. Address climate change through mitigation and adaptation and contribute to Wiltshire Council's carbon neutrality ambitions for the county. Accord with JMNP2 Policies 1 and 2 including significant use of low-carbon and renewable energy technologies, re-use of the existing built fabric and application of the energy hierarchy.'
Paragraph 4.8.43	This should be amended with the word 'residential' being omitted as follows: '...and limited <del>residential</del> development of the farmyard part of the site...'
Policy 7.5 – criterion 10	As per other site allocation policies, officers suggest alternative wording for criterion 10 as follows:  '10. Address climate change through mitigation and adaptation and contribute to Wiltshire Council's carbon neutrality ambitions for the county. Accord with JMNP2 Policies 1 and 2 including significant use of low-carbon and renewable energy technologies, re-use of the existing built fabric and application of the energy hierarchy.'
Policy 7.5 – criterion 19	<b>As stated in the second Reg 14 draft Plan, the neighbourhood plan makes it clear that the proposed housing sites in Whitley will need to contribute to local infrastructure, including education. However, Wiltshire Council will not be able to spend these contributions expanding the nearby Shaw C of E Primary School and would instead need to use the funding towards a new primary school in Melksham, which will not be within 2 miles of these proposed developments. This is somewhat unusual; officers would always normally look to expand the local school however that is not an option in this instance.</b>
Paragraph 4.8.48	This paragraph refers to '1 hectare of buffer landscape and open space'. Officers recommend this is included within Policy 7.5 requirements.
Policy 9 – criterion e	Criterion e refers to 'Commercial Area' but this is not shown on Figure 10 and should be included.
Policy 9 – criterion f	For clarity, officers suggest criterion f is amended as follows: 'planning applications for development or change of use of ground floor frontages within the defined town centre primary shopping area (see figure 10) <del>where they</del> retain or enhance...'
Policy 9	Officers suggest this policy could include a requirement for development to be in accordance with the Melksham Design Guide and Codes (2023) and Wiltshire Design Guide (2024) as it is included in other policies such as the site allocation policies.
Paragraph 4.10.6	For clarity, officers suggest this is amended as follows: ' <b>Emerging Local Plan</b> Policy 63 <b>65</b> (existing Employment Land) seeks ongoing retention of...'
Figure 11	It is suggested that this figure includes the link at the end of Locking Close which is a very important link to the bridleway down to the Canal (the bridleway is outside of the parish boundary, but the Locking Close link is within the parish).
Info box 'Public Transport' – page 79	With the withdrawal of TransWilts from the café and associated car parking, the current statement may need to be adjusted. It should also be considered that the potential for expansion of EV chargers or indeed the current use of the facilities including the Masterplan aspirations are less firm than previously considered.
Figure 12	Officers suggest the title does not have ' <i>and Blue</i> ' in brackets. Title should be ' <i>Diagrammatic Illustration of the Potential for Green and Blue Infrastructure</i> '.
Policy 13	This policy should make it clear that if any development were to come forward within the 2km lesser horseshoe core area in the south eastern most extent of the NP area it would need to

	comply with the Conservation of Habitats and Species Regulations 2017, as amended, through compliance with the Bat SAC Planning Guidance for Wiltshire 2015 (or latest iteration) and that a project level Habitat Regulations Assessment (HRA) may be required.
Paragraph 4.13.3	It refers to ‘...except for small sites, are required to deliver at least 10% Biodiversity Net Gain (BNG). BNG will be required for small sites from April 2024.’ All sites, except the exemptions, are now required to provide BNG so this paragraph is out-of-date and there is no need to specify the commencement date for small sites which has now passed.
Paragraph 4.13.5	This refers to the current version of the biodiversity metric 4.0 whereas policy 13 refers to the use of the latest version. It is recommended that the paragraph is amended to just refer to the latest version as it is likely to be out of date quite quickly.
Paragraph 4.13.6	Bee bricks, bird and bat boxes and hedgehog holes in rear garden fences also cannot be included in the BNG calculation, not just swift bricks. Paragraph should be amended to clarify this.
Figure 14c	<b>This plan shows a ‘forthcoming new primary school’. This new school does have planning consent, but we are not intending to start building it at this stage. Officers are hoping to secure an alternative site through one of the larger local plan developments. Therefore, officers would prefer the wording to say, ‘potential new primary school site’.</b>
Policy 16	It is suggested that Cromwell Oak Field, adjacent to Melksham Oak Community School, is designated as a Local Green Space. It is also suggested that the green space opposite Tesco Express and The Pilot pub in Bowerhill could be designated as Local Green Space.
Local Green Space no. 47 listed on page 95	Officers request that LGS no. 47 ‘ <i>Dog Walking Area to the Rear of The Spa</i> ’ is renamed as ‘ <i>Woolmore Farm Fields</i> ’ as this is the name of this Wiltshire Council Countryside Site. Dog Walking Area rather does it a disservice as it may become a Local Nature Reserve in the future.
Policy 19	<p>The Green Wedge policy includes extensive areas of land next to defined settlement boundaries. This is a restrictive policy that could undermine the ability to bring forward appropriate sustainable land uses on the edge of settlements over the plan period. For example, the emerging Local Plan allows for new community facilities (Policy 81) and employment development (Policy 64) adjacent to settlement boundaries.</p> <p>The proposed Green Wedges include land adjacent to Hampton Business Park Principal Employment Area – the ‘<i>Berryfield and Semington</i>’ Green Wedge. WCS Core Policy 34 ‘<i>Additional employment land</i>’ allows for additional employment land to come forward adjacent to settlement boundaries to help retain or expand businesses. There is currently a shortage of land to meet the needs of local employers and as such these policies could restrict the sustainable expansion of established employment areas. As such there is particular concern about this area. This proposed Green Wedge also includes the headquarters and heliport of the Wiltshire and Bath Air Ambulance charity and these proposals could thwart any possible future expansion plans of this organisation.</p>
Policy 20	This policy references the adopted Melksham Design Guide and Codes (AECOM, 2023), which together with this draft neighbourhood plan will comprehensively, at this level, assist developers. It will provide a tool in consultation on design matters at a site-specific level, and which the broad wording in the Wiltshire Core Strategy Core Policy 57 and its update in the draft Local Plan will sit alongside.
Policy 20	Since the pre-submission Reg 14 consultation stage, Wiltshire Council has adopted its Wiltshire Design Guide – this should be referenced in the second paragraph of the policy.

	Suggested change – ‘In addition to having regard to the National Design Guide and <del>Wiltshire Council design policy</del> <b>the Wiltshire Design Guide</b> , development proposals must.....’
Supporting text to Policy 20	<p>Officers reiterate our previous comments at the pre-submission Reg 14 consultation stage which seek additional supporting text as follows:</p> <p>‘Sustainable construction shall be considered to represent high quality design depending on the detail of the proposal and the sensitivity of the site. It is acknowledged that meeting the challenge of mitigating and adapting to climate change will necessitate new and innovative approaches to the layout, design and orientation of development as providing a well-designed place.’</p>
Priority Statement 1: Transport Infrastructure – Bypass	<p>This is a potentially hugely significant issue in terms of climate change and the environmental implications of providing a by-pass need to be assessed and weighed with any evidence around the economic and social dimensions of such a project. Given that the Plan acknowledges that priority statements are beyond the scope of a neighbourhood plan, officers would suggest some additional wording:</p> <p>‘The potential Melksham bypass and its impacts in terms of climate change need to be assessed (e.g. a whole life carbon assessment in accordance with RICS whole life carbon assessment (WLCA) standard, 2<sup>nd</sup> edition) as part of a holistic assessment that weighs equally the environmental, social and economic dimensions of such a scheme. Any proposal would need to be accompanied by a package of measures to take all opportunities for significant enhancement to sustainable transport, including new walking, cycling and public transport routes and interchanges aligned with other strategies, such as works around Melksham train station.’</p>
<b>Melksham Design Guidelines and Codes - Wiltshire Council comments</b>	
<p>Wiltshire Council are supportive of this document. It references/ provides catch to the National Model Design Code Part 2 and Building for a Healthy Life.</p> <p>2.4 Character Areas – The difficulty with referencing mid /late 20<sup>th</sup> c housing estates and 21<sup>st</sup> c estates (page 39) is that they can be seen as setting a low benchmark i.e. poor layout features and character (less).</p> <p>Page 48 - ‘<i>reference the particular built and landscape character in new design</i>’ – why is that worthy in late 20<sup>th</sup> c 21<sup>st</sup> c volume housebuilder standard model housing estates? This is where other documents referenced i.e. Wiltshire Design Guide and Building for a Healthy Life etc try to help raise the quality.</p>	

## Teresa Strange

---

**From:** Teresa Strange  
**Sent:** 12 February 2025 15:45  
**To:** Locum; Hayley Bell  
**Subject:** RE: Proposed Community Centre, east of Western Way, on land secured by Melksham Without Parish Council

Hi Tracy and Hayley

As you know we are currently negotiating a s106 contribution for a new community centre, we are trying to find the cost of building a centre that are more recent than ours, and are currently reaching out to networks across Wiltshire and beyond.

My question is whether you can let us have the latest costing that you had for the project you have been working on, we are looking for evidence to aid the negotiations.

Many thanks, Teresa

---

**From:** Teresa Strange  
**Sent:** 11 February 2025 14:01  
**To:** Locum <locum@melksham-tc.gov.uk>; Hayley Bell <hayley.bell@melksham-tc.gov.uk>  
**Subject:** RE: Proposed Community Centre, east of Western Way, on land secured by Melksham Without Parish Council

Hi Tracy and Hayley

Just wondering if you had any initial thoughts/update on this?

Just so I can update members when they meet next week. They are moving at pace with the negotiations with Gleasons and Wiltshire Council on land and funding, we have another meeting tomorrow with the solicitors.

Many thanks, Teresa

---

**From:** Teresa Strange  
**Sent:** 03 February 2025 18:27  
**To:** Tom Price ([tom.price@melksham-tc.gov.uk](mailto:tom.price@melksham-tc.gov.uk)) <[tom.price@melksham-tc.gov.uk](mailto:tom.price@melksham-tc.gov.uk)>; Locum <[locum@melksham-tc.gov.uk](mailto:locum@melksham-tc.gov.uk)>; Hayley Bell <[hayley.bell@melksham-tc.gov.uk](mailto:hayley.bell@melksham-tc.gov.uk)>; [saffi.rabey@melksham-tc.gov.uk](mailto:saffi.rabey@melksham-tc.gov.uk)  
**Cc:** Committee Clerk <[committee.clerk@melksham-tc.gov.uk](mailto:committee.clerk@melksham-tc.gov.uk)>; Mike Sankey <[mike.sankey@wiltshire.gov.uk](mailto:mike.sankey@wiltshire.gov.uk)>; [Nick.Holder@wiltshire.gov.uk](mailto:Nick.Holder@wiltshire.gov.uk)  
**Subject:** Proposed Community Centre, east of Western Way, on land secured by Melksham Without Parish Council

Dear Melksham Town Council

Email to: Mayor, Chair of Planning Committee, Locum Clerk, Deputy Clerk

Copy to: Wiltshire Cllr Mike Sankey (East Melksham) and Wiltshire Cllr Nick Holder (Ward member for planning applications mentioned below)

I just wanted to let the town council know that the parish council is pursuing one large community centre, east of Eastern Way, from the new planning applications/site allocations to the east.

I am contacting you following the Strategic Committee approval of the Blackmore Farm site (500 dwellings) on Thursday 23<sup>rd</sup> January 2025; the majority of the site allocation in the emerging Local Plan (Policy 18). The application was approved giving delegated powers to the officers to approve once the s106 agreement has been agreed and signed.

Since then, the parish council have been in negotiations with Gleasons and their agent TOR & Co and then followed up with the Planning Officer as part of the s106 negotiations. **The parish council have secured 0.4Ha of land for**

**community facilities** and are now in the process of negotiating a financial contribution towards community facilities from this application, the one for Snarlton Farm to the south (300 dwellings), if Wiltshire Council are minded to approve (the parish council still objects to it as speculative development) and from the New Road Farm application to the north (295 dwellings) which is a site allocation in the emerging Local Plan (Policy 20). They will be seeking further funding from the western parcels of Land in the Policy 18 site allocation if/as and when they come forward. All the applications, except Blackmore Farm, will be expected to reflect that they are not providing land, but just funding.

The 0.4Ha land transfer is in the area of the development with a maximum height of 3 storeys, giving scope for a large community centre with floors above for other community uses, car parking etc, space for a café/shop etc.

They look forward to hearing further from the Town Council on their progress with the planned community centre behind Spa Medical Centre/Angelica Avenue, which we understand will have a report brought to your next Full Council meeting. The parish council wish to discuss further with the Town Council how that project could influence the proposed large community centre project that the parish council are looking to progress on the land that has now been secured on the Blackmore Farm development. In fact, they are interested in entering into discussions with the Town Council on the possibility of securing the funding that the town council hold from the s106 funds from The Acorns/Hunters Wood for a community centre, and the CIL (some £315k transferred from the parish council for that project) and that received by the town council since the boundary review; to provide the whole “East of Melksham” community with one large, sustainable community facility.

The parish council look forward to hearing from you in due course.

With kind regards,

Teresa

Teresa Strange  
Clerk & Responsible Financial Officer  
Melksham Without Parish Council  
First Floor  
Melksham Community Campus  
Market Place, Melksham  
Wiltshire, SN12 6ES  
01225 705700  
[www.melkshamwithout-pc.gov.uk](http://www.melkshamwithout-pc.gov.uk)

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Want to keep in touch?

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On X: [@melkshamwithout](#)

On Instagram: [melkshamwithoutpc](#)

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**From:** Teresa Strange  
**Sent:** 12 September 2024 17:23  
**To:** Sims, Steven <[Steven.Sims@wiltshire.gov.uk](mailto:Steven.Sims@wiltshire.gov.uk)>; [Verity.Giles-Franklin@wiltshire.gov.uk](mailto:Verity.Giles-Franklin@wiltshire.gov.uk)  
**Cc:** [developmentmanagement@wiltshire.gov.uk](mailto:developmentmanagement@wiltshire.gov.uk); Holder, Nick <[Nick.Holder@wiltshire.gov.uk](mailto:Nick.Holder@wiltshire.gov.uk)>; Mike Sankey <[mike.sankey@wiltshire.gov.uk](mailto:mike.sankey@wiltshire.gov.uk)>; Locum <[locum@melksham-tc.gov.uk](mailto:locum@melksham-tc.gov.uk)>; Committee Clerk <[committee.clerk@melksham-tc.gov.uk](mailto:committee.clerk@melksham-tc.gov.uk)>  
**Subject:** PROPOSED COMMUNITY CENTRE: PL/2024/07907 Land south of Snarlton Farm AND PL/2023/11188 Land at Blackmore Farm

Dear Steve and Verity

Melksham Without parish council have considered the current situation with the potential for a community centre on the Snarlton Farm application, the same on the application for Blackmore Farm and the s106 funding for a community centre in the application for Hunters Wood/The Acorn 14/10461/OUT which is now in the parish of Melksham Town. We understand the Town Council are yet to submit a planning application for the proposed site in Angelica Avenue to the rear of Spa Medical Centre.

We just want to draw to your attention and understand how best the planning applications with any s106 funding and land agreed for a community centre, if Wiltshire Council are minded to approve, is dealt with. Could there be some wording that could be reflected depending on which application is decided on first, that it's the offer of land and funding, or just funding if land secured elsewhere?

The parish council do not think three community centres are required, but perhaps two as the one for the initial development of 800 dwellings east of Melksham had theirs omitted as part of the new primary school development; but we also want to ensure we don't miss out on any at all, and the potential for funding for perhaps one big one. The parish council would like to be party to any discussions on this, with the town council as appropriate. Kind regards, Teresa

Teresa Strange  
Clerk & Responsible Financial Officer  
Melksham Without Parish Council  
First Floor  
Melksham Community Campus  
Market Place, Melksham  
Wiltshire, SN12 6ES  
01225 705700  
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On twitter: [@melkshamwithout](#)

On Instagram: [melkshamwithoutpc](#)

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**Wiltshire**

# **School Places Strategy**

**2023 – 2027**

**Wiltshire Council**

## E12 Melksham

There are 9 primary age schools in the Melksham area and 1 secondary school catering for the 11 to 19 age range. All schools in this area are Academies. There are no special schools in the area however there is a resource base at River Mead School.

<b>Primary</b>	<b>Status as at July 2022</b>	<b>Urban/Rural</b>
Aloeric Primary School	Academy	Urban
Bowerhill Primary School	Academy	Urban
Forest & Sandridge CE Primary School	Academy	Urban
River Mead School	Academy	Urban
The Manor CofE School	Academy	Urban
Seend CE Primary School	Academy	Rural
Shaw CE Primary School	Academy	Rural
St. George's CE Primary School, Semington	Academy	Rural
St. Mary's Broughton CE Primary School	Academy	Rural
<b>Secondary</b>		
Melksham Oak Community School	Academy	Urban

### Overview

In this community area there are 5 primary schools located in the town and a further four schools in the surrounding villages. Of the four rural schools, three are classed as small schools.

Forest and Sandridge CE Primary School was relocated and enlarged onto its current site in 2015. The school now has a capacity of 420 and is full. A section 106 contribution has been secured to expand the school to 2.5FE.

In recent years The Manor CofE School have published a reduced PAN of 30. This is currently being formalised through a business case submission to the RSC. This document therefore assumes an ongoing capacity of 210 for the school.

Melksham Oak Community School is the only secondary school in this community area and has been recently expanded, increasing the PAN to 300 from September 2022.

### Current Provision

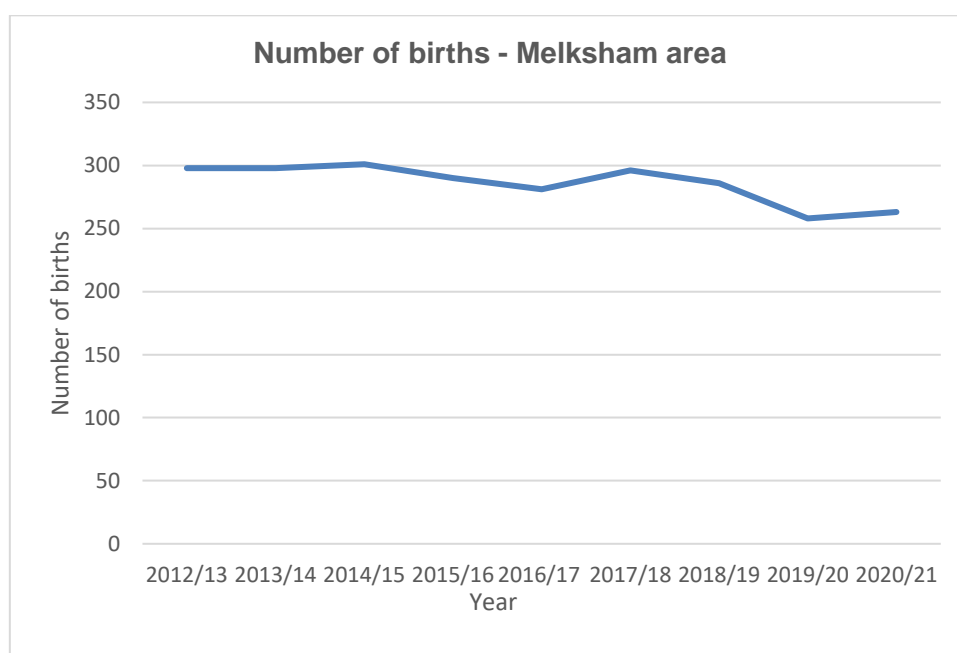
The following table provides a breakdown of the net (pupil) capacity and number on roll for schools in the Melksham area.

Phase	Net Capacity	Number on Roll (Jan 2022)	Surplus Capacity + / -
Primary (Urban)	1680	1596	+84 (5%)
Primary (Rural)	540	477	+63 (11.5%)
Secondary (Y7 to Y11)	1500	1140	+360 (24%)

## Births in Melksham

The number of births reported by the Health Authority in the Melksham area shows the birth rate has been relatively stable throughout the entire period until a decline in 2019/20. There was then a slight increase again in 2020/21.

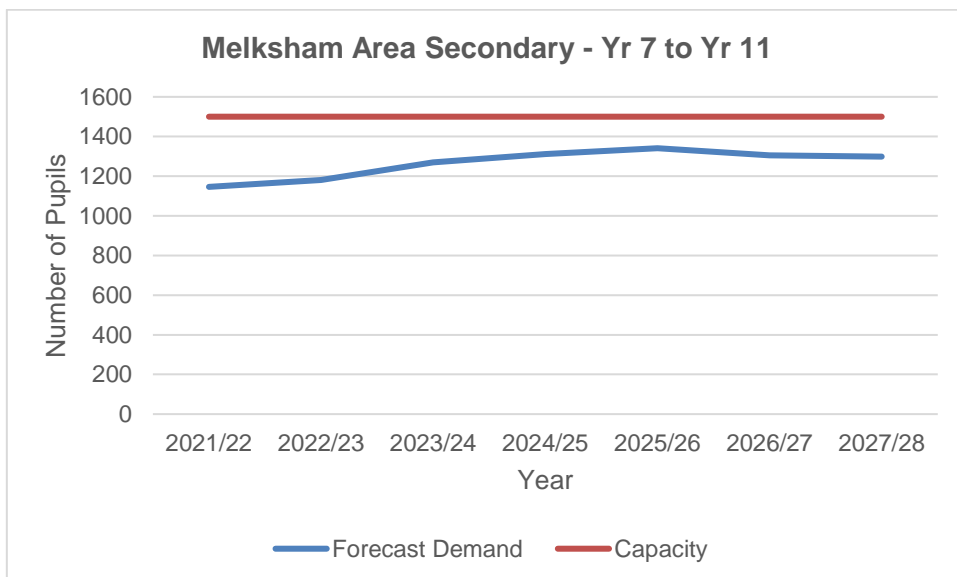
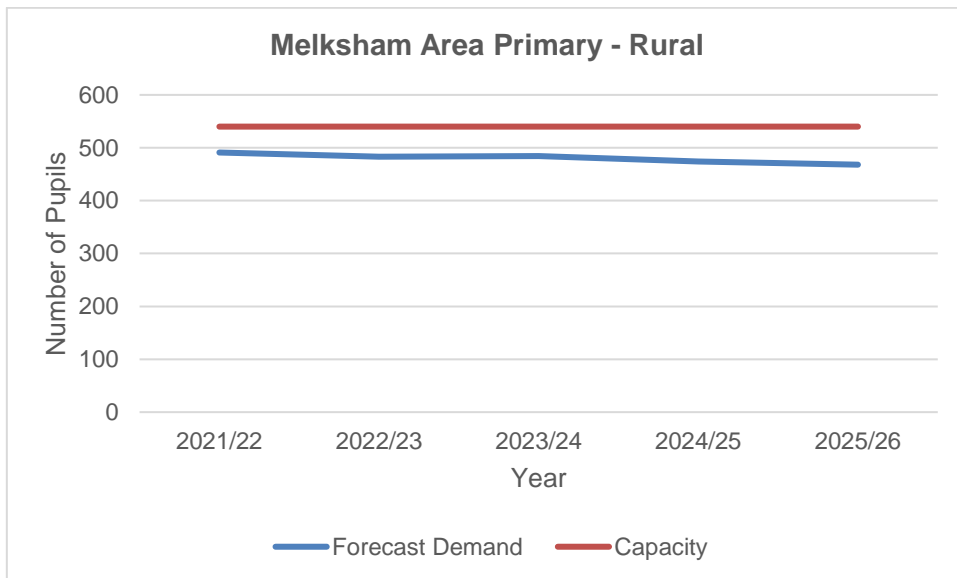
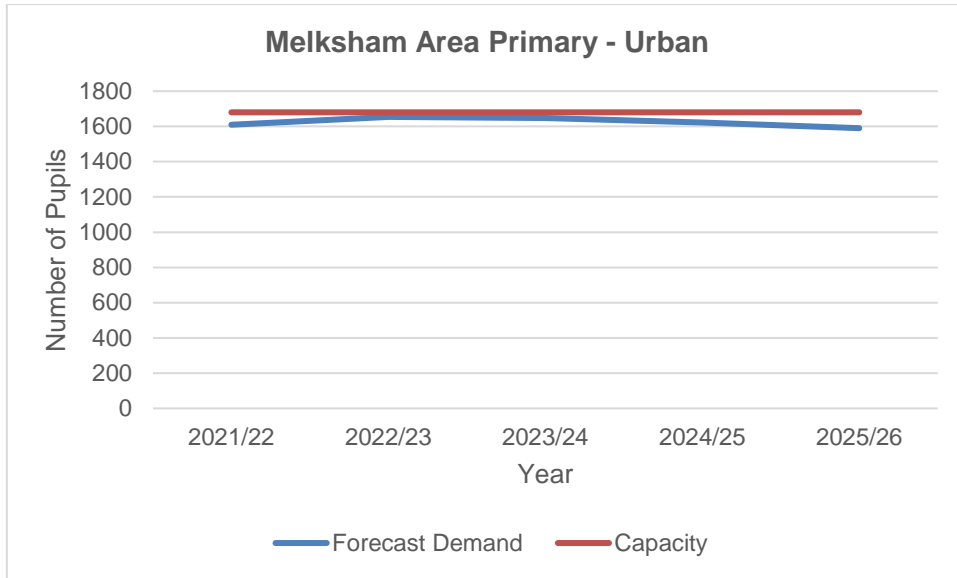
Birth year	2012/ 13	2013/ 14	2014/ 15	2015/ 16	2016/ 17	2017/ 18	2018/ 19	2019/ 20	2020/ 21
Number	298	298	301	290	281	296	286	258	263



## Current forecasts

The following graphs show the forecast demand for school places in the Melksham urban and rural primary schools. At primary level these take into account the birth rate, inward/outward migration and housing expected to be completed during the planning period, taken from the Wiltshire Housing Land Supply Statement (April 2022).

Melksham Oak is the only secondary school serving this community area. Estimates of the future need for secondary places are based on the number of pupils leaving primary schools at the age of 11+, applying historic transfer ratios to take account of pupils moving to independent schools and schools in other areas.



## **Housing Development**

There are approximately 800 new houses still to complete in this community area. This includes completion of several sites, as listed in the April 2022 Housing Land Supply Statement. The pupil product of this housing is included in the forecasts above where it is expected to complete within the forecast period.

The Local Plan consultation undertaken early in 2021, proposed that a further 2585 houses be completed in Melksham prior to 2036. The pupil product of these houses is not yet included in the forecasts but would generate approximately 801 new primary and 568 secondary pupils.

The Local Plan consultation also included a paper on Empowering Rural Communities, which proposed 28 additional houses in Seend, 89 in Shaw/Whitley and a further 10 in Semington by 2036. This would collectively generate approximately 39 primary and 28 secondary pupils overall.

## **Implications for Primary Provision from 2022/23**

As the level of surplus places in the urban area is only 5% and there are still a considerable number of new homes to complete, additional places will be required in the town. In recent years there has also been significant growth in cohort sizes between birth to school starting age.

A Section 106 Agreement was signed in 2016, securing the funding to expand Forest and Sandridge Primary School to 2.5FE. This project commenced on site during 2022.

A site has also been secured on the Pathfinder Way development for a new primary school and nursery. In the short term the expansion of Forest and Sandridge will provide sufficient places. However, the birth rate, numbers moving into new housing and the uptake of places in the town will continue to be closely monitored. The new Pathfinder Way school and nursery will be designed and planning permission secured to enable it to be brought forward as and when required.

At present, there are clearly insufficient primary school places available in the town to cater for the proposed Local Plan housing. The new primary school at Pathfinder Way, could provide some, but not all, of the new places required. A further new primary school would also be required, should the level of housing be taken forward as proposed in the Local Plan consultation. A site and financial contributions would be sought from the developers for a further new primary school.

With current demand for SEND education – taken together with predicted growth in student numbers in Melksham – there will be the requirement for a 2 classroom Primary Resource Base, included within a new Primary School.

In the rural schools, the forecasts suggest that the number of pupils attending will slightly reduce. This is based on current application numbers and birth rates in the rural areas. The level of surplus places is projected to increase slightly, with some schools having more places available than others. The local plan housing proposed in the rural communities would fill some of these spaces, however Shaw Primary school is already full and cannot be expanded further to meet the needs of the proposed local plan housing.

## Implications for Secondary Provision from 2022/23

The number of pupils attending Melksham Oak is forecast to grow significantly over the next few years as larger cohorts begin to feed through from primary schools and as new housing is completed. The recent expansion means that the school now has a PAN of 300, which will be sufficient to meet the needs of current housing.

If the proposed 2712 local plan houses are taken forward, there would be a significant shortfall of secondary places. Whilst the school site is large, expanding the school to over 12FE would probably be considered too large to operate from one site. If the level of proposed housing reduces to a level that can be met by a 12FE school, then such an expansion would require additional land adjacent to the school which would be secured through the Local Plan process.

The number of additional places required would not be sufficient to make a whole new secondary school viable. As the Local Plan process moves forward and the final number of houses is determined, the provision of secondary places in the town will need to be given careful consideration by the Local Authority and Academy Trust.

Demand for resource base provision in West Wiltshire is high and consideration needs to be given for the creation of 2 additional secondary resource base classes, based on current and predicted demand. The Special School Transformation Team are exploring opportunities to expand resource base provision with existing secondary schools in Melksham and the surrounding areas.

### Post 16

Melksham Oak Community School has on-site post 16 provision and offers both A-levels and vocational qualifications. The table below shows the historical number of learners in years 12 and 13 at the school.

	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
<b>Number of students in Years 12 and 13</b>	186	122	98	108	126	129
<b>Percentage stay on rate</b>	39%	26%	23%	30%	28%	33%

### Melksham implementation plan

<b>Short term – 1 to 2 years</b>  <b>Academic Years</b> <b>2022/23 – 2023/24</b>	<b>Medium term – 3 to 5 years</b>  <b>Academic Years</b> <b>2024/25 – 2026/27</b>	<b>Long term – 5 to 10 years</b>  <b>Academic Years</b> <b>2027/28 – 2032/33</b>
<i>Expansion of Forest and Sandridge CE Primary School by 0.5FE to provide additional places to meet the needs of new housing</i>		
	<i>New Primary School at Pathfinder Place when required to meet the needs of new housing.</i>	
		<i>Secure site and financial contributions for new</i>



		<i>primary school, if needed, to support new Local Plan housing</i>
		<i>Potential further expansion of Melksham Oak to meet the needs of new housing.</i>

## Teresa Strange

---

**From:** M4 to Dorset Coast Connectivity Study  
<M4toDorsetCoastConnectivityStudy@nationalhighways.co.uk>  
**Sent:** 12 March 2025 12:01  
**Subject:** M4 to Dorset Coast strategic Study  
**Attachments:** M4 to Dorset Coast Strategic Study v3.pdf

We have recently agreed with the Department of Transport (DfT) to release the high-level study Brochure (attached), which sets out our key findings and recommendations around the M4 – Dorset Strategic Study.

The Government commissioned National Highways to undertake the study as part of a Road Investment Strategy 2 (RIS2) commitment to examine the case for an alternative Strategic Road Network (SRN) north-south route between the Dorset coast, taking in the economic centres of Bournemouth and Poole, and the M4. The aim of the study was to identify which corridor(s) could provide the main strategic route between the M4 and the Dorset coast and the potential for enhancements.

DfT are currently considering the study's key findings and recommendations and will set out how we take these forward as part of future Road Investment Strategies.

It is important to note that this study identified high level 'concepts' rather than specific interventions, and therefore the recommendations are for locations where further consideration will need to be given to the appropriate type, scale and design of intervention, rather than being recommendations for a particular scheme to be progressed.

The study inbox remains open and monitored should you have any further queries.

Kind regards

### **Felicity Joyce.**

Planning Manager, Scheme Sponsorship  
Network Planning Division | Customer, Strategy and Communications  
National Highways | The Cube | 199 Wharfside Street | Birmingham | B1 1RN  
**Mob:** 07701372176



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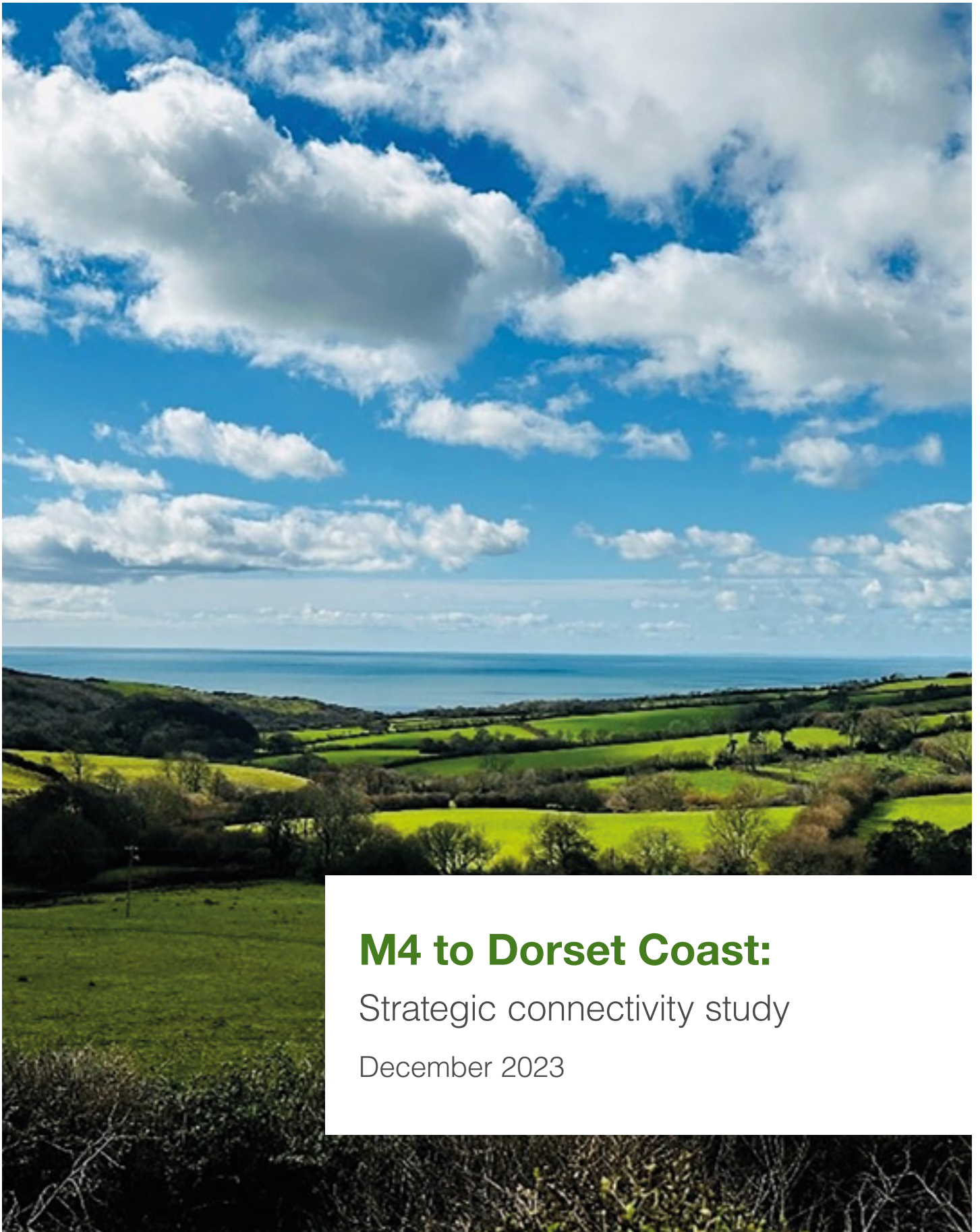
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## **M4 to Dorset Coast:**

Strategic connectivity study

December 2023

# Introduction

National Highways is the government organisation which plans, designs, builds, operates and maintains England’s motorways and major A-roads, known as the strategic road network (SRN). The roads we manage play a critical role in enabling businesses to transport products and services, providing access to jobs and suppliers, and facilitating trade and investment across the country. In combination with the major road network (MRN) and other local roads the SRN also supports journeys connecting people and places.

In March 2020, the UK government published its roads investment strategy 2 (RIS2). RIS2 set out a long-term strategic vision for the network, specifying performance standards, outlining planned enhancement schemes and setting out the funding for the second road period (RP2), covering the financial years 2020/21 to 2024/25.



## RIS2 identified the need for an M4 to Dorset Coast study as follows:

“M4 to Dorset Coast – There are few north-south connections across the South West of England. The present strategic road for this area is a mixture of the A36 and A46, via Bath, Warminster and Salisbury. Local authorities in the area have suggested that there is a strategic case for adopting an alternative corridor – the A350 – as the main strategic route for the area; and then beginning a coordinated programme of upgrades to provide a high-quality route linking the M4 to the Dorset Coast including Bournemouth and Poole, with its economically-important port facilities.

We expect that this study will identify which corridor provides the main strategic route for the area; may recommend the trunking and detrunking of key routes; and may identify priority investments in the area that can be taken forward.”

Since 2021, National Highways has worked closely with a range of local and regional stakeholders to deliver this study, including local authorities' transport and planning teams as well as sub-regional transport bodies. A series of presentations, group workshops and one-to-one meetings have been held to understand local concerns and priorities for the region and to align with other transport studies and projects being brought forward at a local and regional level.

This strategic study responds to the challenge set by RIS2 and identifies a preferred strategic route for the area as well as areas for further work and investment to deliver enhancements to strategic connectivity. The findings and recommendations of this study will inform a future programme of more detailed studies to develop plans for future investment.

### The study has been delivered through a three-stage process:

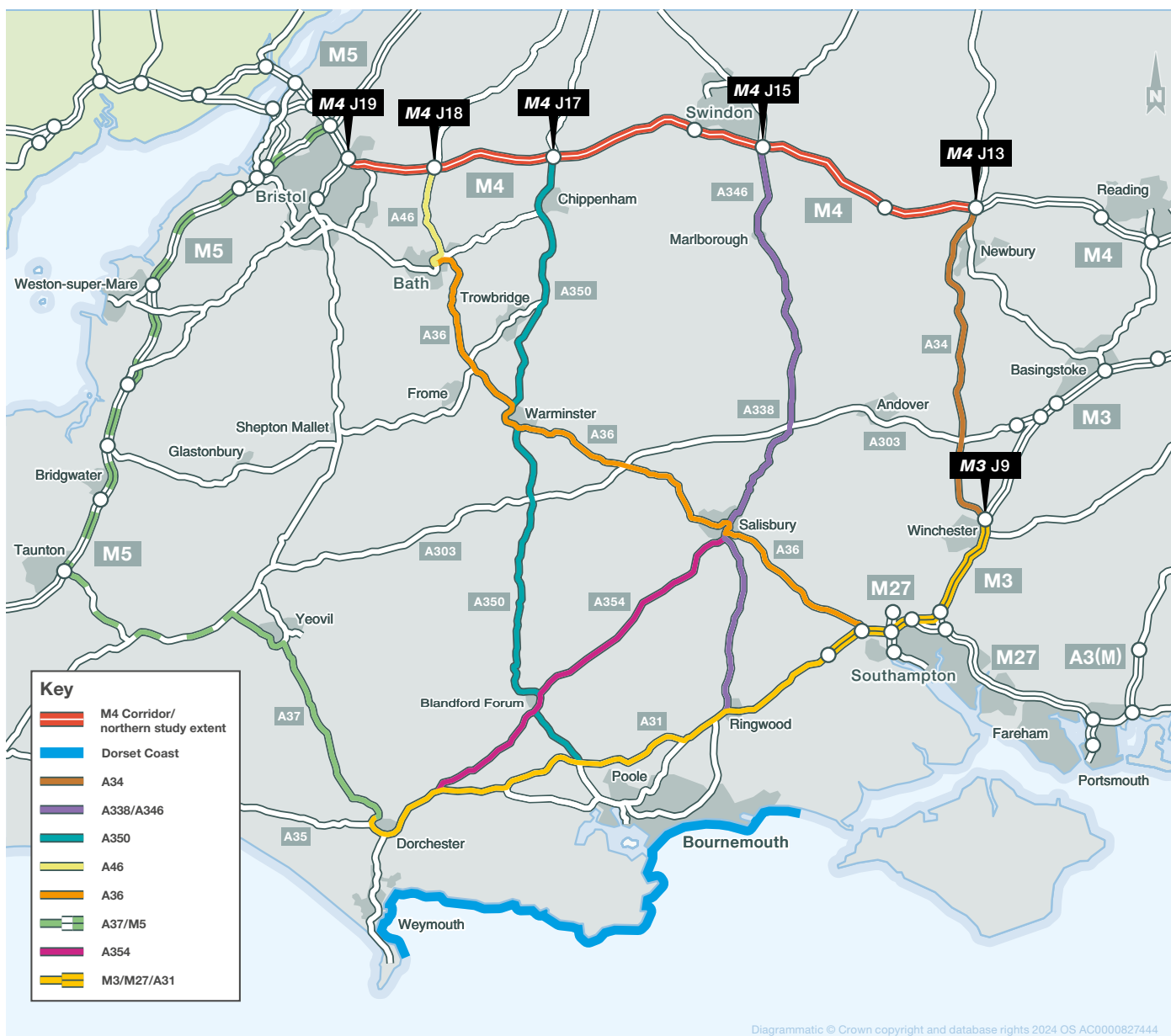
- Stage 1 – Understanding current conditions: how the existing strategic route is used and the performance of the roads in scope against the study objectives.
- Stage 2 – Identifying concepts and route packages: where network improvements could be focused to address areas of underperformance identified in Stage 1.
- Stage 3 – Preferred strategic route: identifying a preferred route and considering how concepts identified in Stage 2 could improve the performance of routes against the study objectives.



## Study area and objectives

In 2021, we worked closely with key stakeholders, including the Department for Transport (DfT), local authorities and sub-national transport bodies to agree the scope of the study. This included agreeing objectives for the study as well as initial work looking at the different roads and routes that could be in scope.

We agreed that the study should investigate a number of routes beyond the existing SRN (A46 / A36 strategic corridor), including different combinations of routes that use the roads shown in the figure below. This includes existing parts of the SRN (the A31, A34, A35, A36 and A46), parts of the MRN (parts of the A37, A338 and A350), and other major A-roads (the A346, A354 and the remainder of the A338 and A350).



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We also agreed that only the part of the A37 that provides access to the A303 (where improvements are already planned) and onwards to the M5 should be included in the project scope, but not the A37 heading north from Yeovil due to the complexities in connecting through the centre of Bristol onto the M4.

Drawing on the strategic objectives for RIS2, as well as the issues that our stakeholders told us were important for residents and businesses, we agreed a set of objectives to underpin our approach to the study.

Improving safety for all	Providing fast and reliable journeys	Delivering better environmental outcomes	Meeting the needs of all users
<p>Provide a safe route linking the M4 to the Dorset Coast.</p>	<p>Provide a quick, direct route linking the M4 and the Dorset Coast.</p> <p>Reduce delays and improve journey time variability caused by congestion.</p> <p>Help ensure convenient access from ports on the Dorset Coast to the M4 for freight traffic.</p>	<p>Provide opportunities for travel by sustainable and low carbon modes.</p> <p>Identify opportunities to improve the natural environment and green infrastructure.</p> <p>Be a good neighbour and improve access and environments for communities.</p>	<p>Provide opportunities for walking, cycling and horse riding to enable healthier lifestyles.</p> <p>Provide a route that appropriately separates strategic and local traffic.</p> <p>Provide a route that supports tourism, economic growth and jobs.</p>

**Using these objectives as the basis for our work, this study has sought to answer four key questions:**

1. Which roads and routes should provide the main strategic route for the region? What benefits would this deliver?
2. If the recommended route is not the existing route using the A46 and A36, what consideration needs to be given to trunking (designating roads as part of the SRN) and de-trunking (removing roads from the SRN)?
3. Where and when should investment be prioritised for delivery?
4. What supporting measures (e.g public transport, active travel) should be considered?



## Stage 1: Understanding current conditions

The first stage of work identified challenges with the current performance of the existing strategic route and the other routes in the wider study area. Some of the challenges include:

### Improving safety for all

- The existing strategic route (A46 / A36) has a relatively high number of collisions, in particular the section of the A36 between Stapleford and Salisbury. A higher than average proportion of the collisions on this section also result in death or serious injury.

### Providing fast and reliable journeys

- The existing strategic route is relatively indirect for journeys between the M4 and Dorset Coast, meaning long journeys or the use of more local roads.
- In Bath and Salisbury, the mix of local and long-distance traffic on the current A36 road leads to delays and congestion. To avoid this, drivers on longer journeys are using alternative routes like the A350 and less suitable local roads through places like Bradford-on-Avon and Midford.
- The A31/A35 route performs well compared to other routes. It has fewer collisions, faster journey times and less delays. However, there are areas where traffic experiences congestion and delay, such as at Canford Bottom and around Dorchester.

### Delivering better environmental outcomes

- The current strategic route has environmental impacts, especially in terms of noise, nitrogen dioxide (NO<sub>2</sub>) pollution, and impacts to cultural and historical sites. These are particular issues where the A36 passes through Bath and Salisbury, both of which are Air Quality Management Areas (AQMAs). Bath is also a World Heritage Site and has introduced a Clean Air Zone.
- There are also wider environmental constraints, including a number of Areas of Outstanding Natural Beauty in close proximity to the routes, the New Forest National Park, and other areas where protections exist for wildlife and ancient woodland.

### Meeting the needs of all users

- Long distance, strategic traffic is diverting onto the local road network to avoid travelling through Bath which impacts on the quality of life for residents along these alternative routes.
- The population of the area is generally older than the national average and may rely more on private transport for travel. Public transport operates across the study area, however, in more rural locations public transport options are limited.
- Improved connections in the study area can open up development opportunities, boosting productivity.

## Stage 2: Identifying concepts and route packages

In this second stage of work, we used the results from the first phase to identify concepts that could help improve areas where routes aren't performing well. Because this study covers a large area, we focused on identifying concepts rather than producing detailed plans. For instance, we looked at which junctions might need more capacity or enhanced cycle provision but didn't specify exactly how to provide this.

Working closely with key stakeholders and partners we created a range of possible road-based interventions. We also engaged with Network Rail to learn about planned rail enhancements and discussed potential transport improvements with the Western Gateway and Transport for the South East sub-national transport bodies to ensure consistency with current and future multi-modal transport plans.

**The initial longlist included more than 150 potential concepts across all the routes in the study area. These included:**

- Strategic concepts, which are those that would deliver a step-change in route performance. Examples of these include new sections of road, for example to route traffic away from town and city centres, or major changes to junctions.
- Non-strategic concepts, which are short-term interventions to improve highway conditions on a more localised scale (such as minor junction and carriageway improvements).
- Alternative mode concepts, which are changes to the highway network to help support access to public transport, walking and cycling.

- A high-level assessment of concepts and potential route packages against the study objectives, potential barriers to delivery, cost and environmental impacts was undertaken. This helped the study team to identify any routes which should not be taken forward to the next stage.
- The roads remaining in scope after Stage 2 were combined into six potential 'route packages' that could provide an end-to-end route from the M4 to the Dorset Coast (see next page).

**There were two routes within the study area where barriers to delivery were very high:**

1. The A350 between Warminster and Sturminster Marshall
2. The A346 / A338 between the M4 and Salisbury

These two routes have several locations where significant new road building would be required to bring the road up to the right standard to accommodate strategic traffic without significant impacts on communities along the route. This would require road building in Areas of Outstanding Natural Beauty, at significant cost.

**This was not considered to be realistic or deliverable and at this stage these routes were therefore removed from the study scope.**







## Stage 3 – Preferred route package

This final stage of work was carried out to identify a preferred strategic route. Each of the route packages was assessed against the study objectives using a range of tools and techniques. This stage of work also included further consideration of potential challenges to delivery, particularly around the environmental impacts of each of the route packages and their comparative cost. This approach to assessment, and the outputs of the work, were discussed and agreed with key stakeholders and partners.

The result of this stage of work is that Route Package 5 performed best against the objectives of the study and is our recommended strategic route.

Route Package 5 is highlighted on the previous page and uses the A350 from Junction 17 of the M4 to Warminster. It then uses the A36 between Warminster and Salisbury, and the A338 from Salisbury to Ringwood. It also incorporates the east to west route via the A31 and A35 at the southern end of the study area.

### **Route Package 5 (RP5) is the recommended package because it:**

- performs best against the objectives of the study overall
- is the best performing route in respect of providing fast and reliable journeys and could reduce end to end journey times in peak hours by more than 20 minutes. This would be a significant benefit for movement of freight
- provides an overall benefit to the safety of all users due to reductions in traffic, and therefore collisions, in town centres

- is estimated to provide the greatest amount of economic benefit of all the options, with those benefits spread over a wider geographical area
- provides an overall reduction in traffic through local settlements in comparison to the other packages and provides the most opportunity for transformational change in relation to improved quality of life and enhancements to walking, cycling and public transport within key settlements

Although all the route packages would have challenges to delivery associated with cost and environmental protections, RP5 avoids the challenges associated with road building in the Cotswolds AONB that would be associated with options using the northern part of the A36.

We have discussed the implications of this recommendation in terms of potential trunking and de-trunking with our key stakeholders and partners.

We are recommending that consideration should be given to the de-trunking of the A36 and trunking of the A350 north of Warminster to deliver this route package. However, we are not recommending changes to trunking at the southern end of the route, as the section of the A36 south of Salisbury will still provide a key strategic route for traffic to and from the Solent area.

Consideration will need to be given to how any trunking and de-trunking is phased, as this will need to be delivered in parallel timescales.

## Our recommendations and next steps

Following the three stages of the study, we identified a list of recommendations based on our baseline evidence and analysis, alongside engagement with various groups.

### **Our primary recommendations are those things we consider are needed to deliver the preferred strategic route:**

- north of Warminster, consideration of trunking the A350 and de-trunking the A36 and A46
- delivery of the schemes along the A350 that are currently subject to MRN funding bids from Wiltshire County Council at junction 17 of the M4, Chippenham and Melksham
- a more detailed assessment of the A350 between West Ashton and the A36 to address issues at Yarnbrook and Westbury
- development of a strategic highways scheme at Salisbury to address the issues associated with long-distance traffic routing through the city centre
- a more detailed assessment of the junctions of the A338 with the A31 to address delay on the A338 through Blashford and making it easier for pedestrians and cyclists to cross the A31 where it passes through Ringwood
- a more detailed assessment of the A31 between Ameysford and Merley, including Canford Bottom roundabout which is a current cause of delay along the A31 and A349
- junction improvements on the A35 around Dorchester

### **Our secondary recommendations aren't directly linked to our preferred route but are at locations we think will improve north-south connectivity:**

- delivery of the current National Highways improvement scheme at junction 9 of the M3 to reduce delays on the A34
- improvements to rail bridges along the A37 at Stratton and Stoford
- improvements on strategic local roads south of the A31 that provide access to Bournemouth Airport and the Port of Poole. This includes improvements on the A348 at Ferndown and between Longham and Bear Cross, as well as to the road network in the immediate vicinity of the Port of Poole, including the A350 mini-roundabout, the A350 / B3068 junction and A350 bridges
- local junction improvements and improvements to walking and cycling around Weymouth to improve access to the Port of Portland



## Next steps

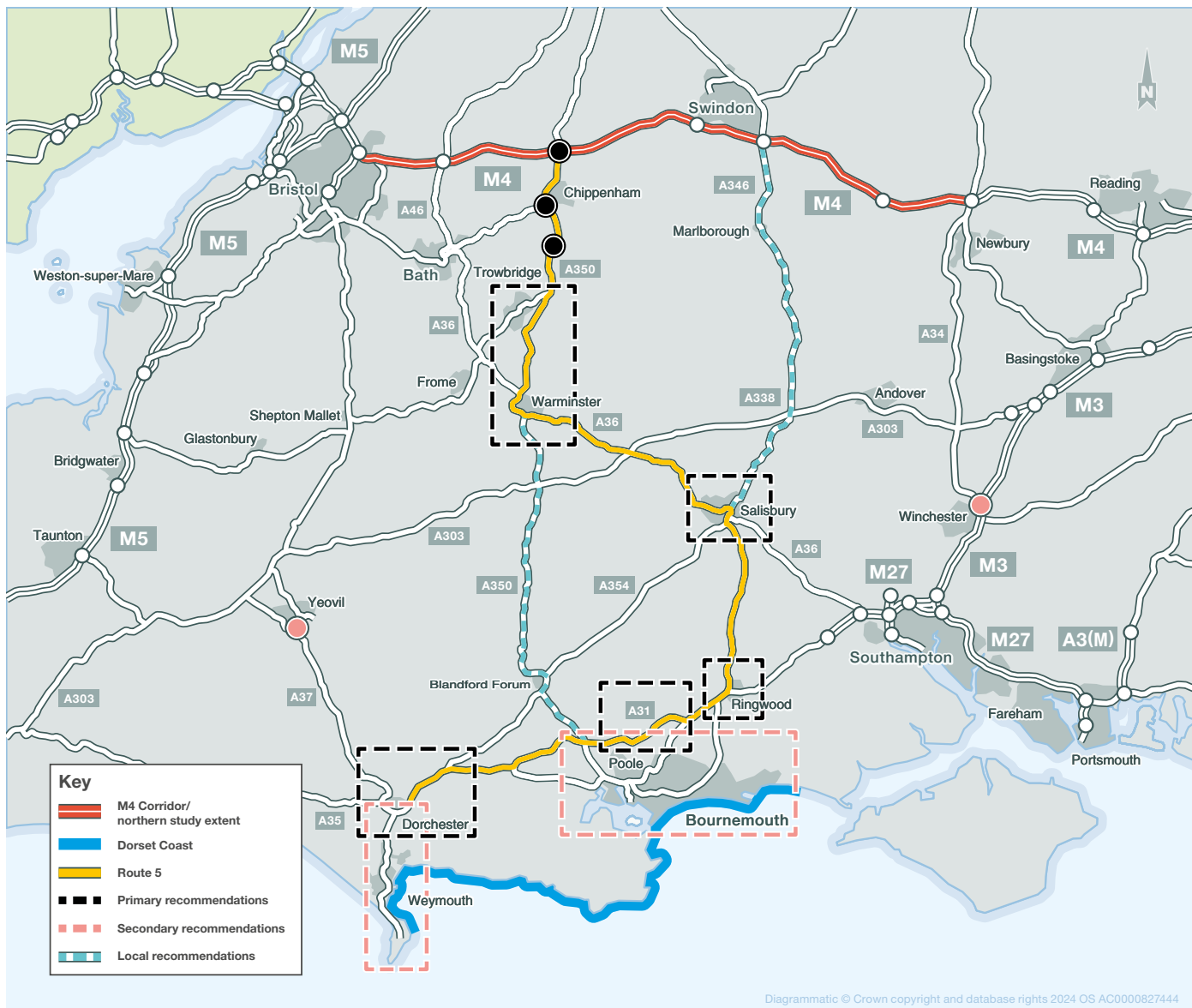
We acknowledge that while we can recommend a strategic route and have identified that other roads in the study area are not suited to long-distance traffic, it is not possible to stop drivers from using them where their trips mean these roads provide a more direct route. We are therefore making **local recommendations** to improve safety and access to public transport, and to reduce noise and make roads easier to cross on the A338 / A346 between Salisbury and the M4, and on the A350 between Warminster and Sturminster Marshall.

The recommendations of the study will now be considered further by government and wider stakeholders. It is expected that a programme of further development work will be undertaken, developing more detailed options for potential investment. This work will inform our plans for the next Roads Investment Strategy (2025 – 2030) and beyond.





# Our recommendations



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**Black locations:**  
 are the proposed primary recommendations from the study to deliver north-south connectivity on the recommended strategic route.

**Pink locations:**  
 are proposed secondary recommendations, where intervention away from the recommended strategic route will help deliver enhanced connectivity.

**Teal routes:**  
 are local recommendations where we may need to consider proposals to alleviate the impact of strategic traffic.



If you have any questions about the information in this brochure, to request a hard copy or if you need help accessing the information, please contact us and we will help you.

 **0300 123 5000**

 **M4toDorsetCoastConnectivityStudy@nationalhighways.co.uk**

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Registered office Bridge House, 1 Walnut Tree Close, Guildford GU1 4LZ.  
National Highways Limited registered in England and Wales number 09346363

**National Highways creative job number CRE23\_0523**

## Receipts for Month 11

## Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
<b>Balance Brought Fwd :</b>		<b>6,454.53</b>					<b>6,454.53</b>	
V4358-BACS	Banked: <b>03/02/2025</b>	<b>21.00</b>						
V4358-BACS	Future of Football	21.00			1260	210	21.00	Inv.473- Hire of kitchen & gam
V4359-BACS	Banked: <b>17/02/2025</b>	<b>69.00</b>						
V4359-BACS	Pilot FC	69.00			1210	210	69.00	Inv.484- 15th February match
V4360-BACS	Banked: <b>21/02/2025</b>	<b>69.00</b>						
V4360-BACS	Staverton Rangers	69.00			1210	210	69.00	Inv.482-8th Feb Match
V4361-BACS	Banked: <b>24/02/2025</b>	<b>8.47</b>						
V4361-BACS	BASRAG	8.47			1130	110	8.47	Inv.486-Photocopying
V4362-BACS	Banked: <b>25/02/2025</b>	<b>64,763.52</b>						
V4362-BACS	Wiltshire Council	64,763.52			1170	400	64,763.52	Inv.480- Davey P/A S106 mainte
					356		64,763.52	Inv.480- Davey P/A S106 mainte
					6001	400	-64,763.52	Inv.480- Davey P/A S106 mainte
	Banked: <b>26/02/2025</b>	<b>35,500.00</b>						
V4345-TRAN	Unity Bank	35,500.00			220		35,500.00	Transfer from Unity to Lloyds
<b>Total Receipts for Month</b>		<b>100,430.99</b>	<b>0.00</b>	<b>0.00</b>			<b>100,430.99</b>	
<b>Cashbook Totals</b>		<b>106,885.52</b>	<b>0.00</b>	<b>0.00</b>			<b>106,885.52</b>	

## 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>
03/02/2025	Water2Business	V4353-DD	281.05			4322	220	281.05	Inv.047-Pavilion water charges
17/02/2025	Daisy (Onebill)	V4354-DD	51.85		8.64	4384	220	43.21	Inv.602-Pavilion line & wifi
17/02/2025	Daisy (Onebill)	V4355-DD	60.11		10.02	4384	220	50.09	Inv.606-Pavilion line & wifi
17/02/2025	Daisy (Onebill)	V4354-DD	-51.85		-8.64	4384	220	-43.21	ERROR WRG CB
17/02/2025	Daisy (Onebill)	V4354-DD	51.85		8.64	4190	120	43.21	Inv.605-Office line & wifi
27/02/2025	Lamplight	V4356-DD	57.00		9.50	4686	170	47.50	Inv.532-Database hosting
28/02/2025	Lloyds Bank	V4358-SERV	8.50			4140	120	8.50	Service Charge
<b>Total Payments for Month</b>			458.51	0.00	28.16			430.35	
<b>Balance Carried Fwd</b>			106,427.01						
<b>Cashbook Totals</b>			106,885.52	0.00	28.16			106,857.36	

## 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>
<b>Balance Brought Fwd :</b>		<b>18,519.80</b>					<b>18,519.80</b>	
V4350-INTE	Banked: <b>04/02/2025</b>	<b>2,311.32</b>						
V4350-INTE	CCLA	2,311.32			1080	110	2,311.32	Interest
Banked: <b>24/02/2025</b>		<b>68,000.00</b>						
V4344-TRAN	CCLA	68,000.00			240		68,000.00	Transfer from CCLA TO Unity
<b>Total Receipts for Month</b>		70,311.32	0.00	0.00			70,311.32	
<b>Cashbook Totals</b>		<u>88,831.12</u>	<u>0.00</u>	<u>0.00</u>			<u>88,831.12</u>	

## 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>
03/02/2025	Grist Environmental	V4352-BACS	127.46		21.24	4770	220	106.22	Inv.767- B'hill waste away
07/02/2025	Berryfield Village Hall Trust	V4348-BACS	37.50			4200	120	37.50	Hall hire- Planning meeting
11/02/2025	CCLA	V4347-TRAN	13,000.00			240		13,000.00	Transfer from Unity to CCLA
17/02/2025	Lloyds Bank PLC	V4346	340.06		56.17	4175	120	24.97	Adobe subscription
						4190	120	68.60	Office 365 subscription
						4190	120	36.90	Office phone charges
						4190	120	30.90	Office 365- officers
						4175	120	5.50	Council website web hosting
						4150	120	9.06	Whiteboard pens
						4200	120	12.99	Zoom subscription
						4150	120	14.58	Pens
						4150	120	13.79	A4 Pads
						4150	120	4.57	Batteries
						4370	120	13.27	Antibacterial spray
						4150	120	12.63	Magnets and pens
						4721	220	21.12	Locks for goal posts
						4150	120	6.02	Batteries
						4686	170	5.99	MCS Phone line
						4140	120	3.00	Monthly Fee
18/02/2025	EDF Energy	V4349-DD	122.56		5.84	4302	220	116.72	Inv.04- Pavilion Electricity
26/02/2025	Agilico	V4327-BACS	43.36		7.23	4150	120	36.13	Inv.875-Office photocopying
26/02/2025	Aquasafe Environmental Ltd	V4328-BACS	150.00		25.00	4212	220	125.00	Inv.250201-Feb PPM visit
26/02/2025	Bowerhill Village Hall	V4329-BACS	57.50			4200	120	57.50	Hire of room- Planning meeting
26/02/2025	Infinity Playgrounds	V4330-BACS	2,202.00		367.00	4575	142	1,835.00	Inv.381-Replacement springer S
26/02/2025	JC Combustion Services Ltd	V4331-BACS	300.00		50.00	4212	220	250.00	Inv.4102-Call out- water heat
26/02/2025	Jens Cleaning	V4332-BACS	141.00			4381	220	141.00	Inv.1086-Changing room cleanin
26/02/2025	JH Jones & Sons	V4333-BACS	2,376.56		396.09	4402	320	69.47	Inv.4828-Allotment grass cutti
						4400	142	477.98	Inv.4828-Play Area grass cutti
						4780	142	187.84	Inv.4828-Play Area bin emptyin
						4781	220	91.92	Inv.4828-JSF bin emptying
						4401	220	856.84	Inv.4828-JSF Pitch Maintenance
						4409	142	188.65	Inv.4828- Hornchurch grass cut
						4405	220	49.44	Inv.4828-JSF Hedge
						4820	142	37.50	Inv.4828-Shurnhold Fields gras
						347	0	-37.50	Inv.4828-Shurnhold Fields gras

Continued on Page 247

## 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>
						6000	142	37.50	Inv.4828-Shurnhold Fields gras
						4402	320	20.83	Inv.4828-BSF Hedge cut
26/02/2025	JH Jones & Sons	V4334-BACS	694.80		115.80	4540	142	579.00	Inv.4798-SID Deployment
26/02/2025	Kanconnections	V4335-BACS	300.00		50.00	4049	142	30.00	Inv.1683-PIR Light Whitley R d
						4721	220	220.00	Inv.1683-Pavilion CCTV repair
26/02/2025	Wiltshire Publication	V4336-BACS	59.52		9.92	4230	120	49.60	Inv.460- Grant Advert
26/02/2025	HM Revenue & Customs	V4337-BACS	2,824.17			4041	130	993.67	Period 11- February 2025
						4000	130	887.20	Period 11- February 2025-T
						4000	130	285.17	Period 11- February 2025-NI
						4010	130	276.80	Period 11- February 2025-T
						4010	130	122.73	Period 11- February 2025-NI
						4010	130	27.00	Period 11- February 2025
						4460	142	201.80	Period 11- February 2025-T
						4800	320	11.00	Period 11- February 2025-T
						4070	120	18.80	Period 11- February 2025-T
26/02/2025	Wiltshire Pension Fund	V4338-BACS	2,217.58			4045	130	1,667.74	Period 11- February 2025
						4000	130	400.08	Period 11- February 2025
						4010	130	149.76	Period 11- February 2025
26/02/2025	John Glover	V4343-BACS	28.20			4070	120	28.20	February 2025 Chairs allowance
26/02/2025	Current Account & Instant Acc	V4345-TRAN	35,500.00			200		35,500.00	Transfer from Unity to Lloyds
28/02/2025	Teresa Strange	V4339-BACS	████████		6.60	4000	130	████████	February 2025 Salary
						4070	120	43.48	Dec Full Council refreshments
						4070	120	88.10	Drinks for chairs allowance
						4230	120	306.73	Parish officer role advertisin
						4065	130	35.00	Eye screening
						4190	120	4.42	Feb out of hours mobile
28/02/2025	Marianne Rossi	V4340-BACS	████████			4010	130	████████	February 2025 Salary
28/02/2025	Terry Cole	V4341-BACS	████████			4460	142	████████	February 2025 Salary
						4050	142	47.50	February Travel allowance
						4051	142	33.75	Mileage x75
28/02/2025	David Cole	V4342-BACS	████████			4800	320	████████	February 2025 Salary
28/02/2025	Unity Trust Bank	V4351-BACS	9.45			4140	120	9.45	Service charge

Total Salaries  
for February 25

£7,120.94



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<b>Total Payments for Month</b>	68,218.24	0.00	1,110.89	67,107.35
<b>Balance Carried Fwd</b>	20,612.88			
<b>Cashbook Totals</b>	<u>88,831.12</u>	<u>0.00</u>	<u>1,110.89</u>	<u>87,720.23</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>
	Banked:	<b>0.00</b>						
			0.00				0.00	
<b>Total Receipts for Month</b>		0.00	0.00	0.00			0.00	
<b>Cashbook Totals</b>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>0.00</u>	

**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						
<b>Total Payments for Month</b>			0.00	0.00	0.00			0.00	
<b>Balance Carried Fwd</b>			0.00						
<b>Cashbook Totals</b>			<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>0.00</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>
	<b>Balance Brought Fwd :</b>	<b>13,823.13</b>					<b>13,823.13</b>	
	Banked:	<b>0.00</b>						
			0.00				0.00	
<b>Total Receipts for Month</b>		0.00	0.00	0.00			0.00	
<b>Cashbook Totals</b>		<u>13,823.13</u>	<u>0.00</u>	<u>0.00</u>			<u>13,823.13</u>	

## 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						
	<b>Total Payments for Month</b>		0.00	0.00	0.00			0.00	
	<b>Balance Carried Fwd</b>		13,823.13						
	<b>Cashbook Totals</b>		13,823.13	0.00	0.00			13,823.13	

## 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>
<b>Balance Brought Fwd :</b>		<b>577,000.00</b>					<b>577,000.00</b>	
	Banked: 11/02/2025	<b>13,000.00</b>						
V4347-TRAN	Unity Bank	13,000.00			220		13,000.00	Transfer from Unity to CCLA
<b>Total Receipts for Month</b>		13,000.00	0.00	0.00			13,000.00	
<b>Cashbook Totals</b>		<u>590,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>590,000.00</u>	

## 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>
24/02/2025	Unity Bank	V4344-TRAN	68,000.00				220	68,000.00	Transfer from CCLA TO Unity
<b>Total Payments for Month</b>			68,000.00	0.00	0.00			68,000.00	
<b>Balance Carried Fwd</b>			522,000.00						
<b>Cashbook Totals</b>			<u>590,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>590,000.00</u>	

## Teresa Strange

---

**From:** Marianne Rossi  
**Sent:** 05 March 2025 10:40  
**To:** Teresa Strange  
**Subject:** FW: Pavilion

For our records and so you have all the info in case this isn't sorted before I go away:

We need to keep a very close eye on this issue, due to the legionella risk if the hot water heaters are not working as they should be and are running at temperatures as detailed in Tom's email below. The bacteria multiplies where temperatures are between 20-45°C and really temperatures need to be above 60°C in order to ensure that there is not a risk of legionella (which is what our Calorifier's should be running at) .

At Tom's last visit Calorifier 1 was not running and displayed a message detailing 'internal check' and following advice from Tom I instructed him to turn it off so that the cold water did not mix with the hot water. In the knowledge that this wasn't a long term solution and could not be left off for longer than a week because of water stagnation. Jerry came to look at the issue and turned the water back on as he explained that we could still get hot water in the building so there wouldn't be an issue. Jerry has consulted with the manufacturer who has advised that we need a replacement PCB board for Calorifier 1 and is currently waiting for a quote from his supplier.

At Tom's visit this morning he has now reported that Calorifier 1 is running at around 46\*c (as detailed below), which isn't good at all. Upon inspection he has noted that although the heater had been switched on the water feed was still isolated as well as the HWS return lever which again isn't great as water has been sat there. I would suggested that if we can't get anything from Jerry today that we ask Terry to turn this Calorifier off with the view that if the issue can't be resolved quickly we will have to drain the water as per Tom's email below.

Calorifier 2: Which is the one we are currently relying on, appears to keep tripping as this is the second time that Tom has been in there and has had to manually reset. I will ask Terry to have a look at it tomorrow and manually reset if its not working. There is an issue because Tom has advised that it will need to be checked each day, to ensure we have hot water in the building!!! We will need to discuss this if Jerry can't get it sorted.

With regard to the possibility of Legionella samples, Tom gave an estimated figure of around £650 to do a sweep of the whole site.

Thanks  
Marianne

-----Original Message-----

From: Tom Palmer <tpalmer@aquasafeservices.co.uk>  
Sent: 05 March 2025 09:38  
To: Marianne Rossi <admin@melkshamwithout-pc.gov.uk>  
Cc: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>  
Subject: Pavilion

Morning Marianne,

As per our phone call, please see below information.



Calorifier 1 was running at 46\*c on arrival, and was isolated on the feed and HWS return levers. Calorifier 2 was not running at all.

I have opened Calorifier 1 back up so that it is feeding the mains hot water system again. However, the temperature is in the 'at risk' category at the moment, and I would advise the gas engineer sorts this ASAP.

Calorifier 2 I reset manually and it is now running at the correct temperature. Again, it is tripping and so someone will need to ensure that it is running correctly each day, and reset it if needed.

If Calorifier 1 cannot be repaired quickly, I would recommended isolating the unit. We would then have to drain, refill and disinfect before normal usage.

If the problem with these units isn't addressed quickly, then I would recommend that we do a Legionella 'sample sweep' of site to ensure that the low temperatures aren't creating bacteriological issues.

Kind regards,

Tom

Sent from my iPhone



Heating Associated  
Services LTD

# TAX INVOICE

Melksham without parish council  
1 Floor  
Melksham Community Campus  
Market Place  
Melksham  
Wiltshire  
SN12 6ES  
GBR

**Invoice Date**  
17 Mar 2025

**Invoice Number**  
INV-103306

**VAT Number**  
869645560

Heating Associated Services  
LTD  
49 Birch Drive  
Pucklechurch  
Bristol  
BS16 9RW  
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
As per QU0307	1.00	1,793.00	20%	1,793.00
			Subtotal	1,793.00
			TOTAL VAT 20%	358.60
			<b>TOTAL GBP</b>	<b>2,151.60</b>

## Due Date: 16 Apr 2025

Please pay within credit terms

Bank details

HSBC

Sort code 40-47-34

Account number 21585614

## PAYMENT ADVICE

To: Heating Associated Services LTD  
49 Birch Drive  
Pucklechurch  
Bristol  
BS16 9RW  
UNITED KINGDOM

**Customer** Melksham without parish council  
**Invoice Number** INV-103306  
**Amount Due** **2,151.60**  
**Due Date** 16 Apr 2025  
**Amount Enclosed**

Enter the amount you are paying above



Heating Associated  
Services LTD

# QUOTE

Melksham without parish council  
1 Floor  
Melksham Community Campus  
Market Place  
Melksham  
Wiltshire  
SN12 6ES  
GBR

**Date**  
6 Mar 2025

**Quote Number**  
QU-0307

**VAT Number**  
869645560

Heating Associated Services  
LTD  
49 Birch Drive  
Pucklechurch  
Bristol  
BS16 9RW  
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Supply and fit control module to no.1 water heater	1.00	1,793.00	20%	1,793.00
			Subtotal	1,793.00
			TOTAL VAT 20%	358.60
			<b>TOTAL GBP</b>	<b>2,151.60</b>

## Teresa Strange

---

**From:** Teresa Strange  
**Sent:** 12 March 2025 15:07  
**To:** Locum; Hayley Bell  
**Cc:** Alford, Phil (Phil.Alford@wiltshire.gov.uk)  
**Subject:** Potential to lose the Env Agency Funding for flood prevention works at Dunch Lane (And Car Park at Shurnhold Fields)

Hi Tracy and Hayley

Copy to: Wiltshire Council Ward member, Cllr Phil Alford

I have just had a call from the Wiltshire Council Principal Drainage Engineer, Danny Everett to say that the delay to this project is putting the funding in jeopardy.

He has spoken to the Environment Agency this afternoon, and managed to get the project timeline extended by another 3 months from the start of the financial year.

They were not happy, and if Wiltshire Council are not able to start on site soon, then the money may be taken away from this Wiltshire scheme and given to a competing Dorset scheme.

This is £90,000 of Env Agency funding.

As per my email of 3<sup>rd</sup> March, can you please engage with the parish council so that they can understand what the issue that the town council have with the relatively small part of the project (the car park) that is preventing the wider scheme for flood prevention measures for Dunch Lane (Melksham Town) residents from internal property flooding. The parish council are looking for a way to ensure that this car park project progresses.

With many thanks, Teresa

---

**From:** Teresa Strange  
**Sent:** 03 March 2025 13:36  
**To:** Christina Connor <christina.connor@melksham-tc.gov.uk>  
**Cc:** Locum <locum@melksham-tc.gov.uk>; Hayley Bell <hayley.bell@melksham-tc.gov.uk>; Committee Clerk <committee.clerk@melksham-tc.gov.uk>  
**Subject:** FW: Minutes for Asset Management and Amenities Committee, Monday 24th February 2025, 7.00 pm

Hi Christina

Just checking in on the Shurnhold Fields meeting in the diary for next Monday 10<sup>th</sup> March.

I understand from Andrew that the meeting is being postponed.

Have you let the Friends of Shurnhold Fields know as they were given the date at their AGM that you attended?

I am just double checking as the electronic invite we received hasn't been cancelled - MWPC have other meetings next Monday evenings, so I want to check before I issue start times on agendas.

**Tracy/Hayley**, can we please discuss the situation with Shurnhold Fiels please, I don't really understand the way forward, with the town council approving the contract for the carpark being paid to Wiltshire Council and then straight afterwards questioning a car park?

Many thanks, Teresa

---

**From:** Teresa Strange

**Sent:** 28 February 2025 16:36

**To:** Marianne Rossi <[admin@melkshamwithout-pc.gov.uk](mailto:admin@melkshamwithout-pc.gov.uk)>

**Subject:** FW: Minutes for Asset Management and Amenities Committee, Monday 24th February 2025, 7.00 pm

---

**From:** Melksham Town Council <[moderngov@melksham-tc.gov.uk](mailto:moderngov@melksham-tc.gov.uk)>

**Sent:** 28 February 2025 10:28

**Subject:** Minutes for Asset Management and Amenities Committee, Monday 24th February 2025, 7.00 pm

The minutes for Asset Management and Amenities Committee, Monday 24th February 2025, 7.00 pm have just been published.

To see the publicly available information, follow the link: [Minutes details](#)

The following items are included in the minutes:

<b>No.</b>	<b>Item</b>
67/24	Apologies
68/24	Declarations of Interest
69/24	Public Participation
70/24	Minutes
71/24	CCTV
72/24	KGV Lighting Survey
73/24	Play Areas
74/24	Budget 2024/25
75/24	Assembly Hall
76/24	Report of the Clerk
77/24	Motion on Goalposts
78/24	Assembly Hall
79/24	Asset Transfers
80/24	Splashpad
81/24	Allotments
82/24	Community Gardens
83/24	Wiltshire Play Pitch Strategy
84/24	Town Development
85/24	Shurnhold Fields
86/24	Shurnhold Fields Working Group
87/24	Shurnhold Fields Improvements
88/24	Friends of Shurnhold Fields
89/24	Friends of KGV
90/24	King George V Park
91/24	Project Update

92/24 Confidential Session

93/24 Assembly Hall

94/24 Quotes

## **Teresa Strange**

---

**From:** Kate Brooks <kate.brooks@ageukwiltshire.org.uk>  
**Sent:** 18 March 2025 16:46  
**To:** Teresa Strange  
**Subject:** Draft SLA  
**Attachments:** Melksham Community Support - SLA 2025-26.docx

Hi Teresa,

Good to talk yesterday. As we discussed, I've attached a draft SLA, with some minimal amendments, which I've tracked. I spoke to Hayley last night and she's following up with the Locum Clerk today.

Please get in touch if there's anything you'd like to talk through, or any amendments to the attached.

Many thanks for your support.

Best wishes,  
Kate

### **Kate Brooks**

Operations Manager | Deputy CEO  
Age UK Wiltshire and Age UK Southampton

T: 07931 758401 | E: [kate.brooks@ageukwiltshire.org.uk](mailto:kate.brooks@ageukwiltshire.org.uk)

Devizes office: Units 9 and 10, Prince Maurice Court, Devizes SN10 2RT  
Salisbury office: 44 Catherine Street, Salisbury, SP1 2DD  
Southampton office: Padwell Road Day Centre, Padwell Road, Southampton, SO14 6QS

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Age UK Wiltshire, Unit 9-10 Prince Maurice Court, Hambleton Avenue, Devizes, Wiltshire, SN10 2RT

T: 0808 196 24 24 E: [enquiries@ageukwiltshire.org.uk](mailto:enquiries@ageukwiltshire.org.uk) W: [www.ageukwiltshire.org.uk](http://www.ageukwiltshire.org.uk)

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## Teresa Strange

---

**From:** Hayley Bell <hayley.bell@melksham-tc.gov.uk>  
**Sent:** 19 March 2025 11:38  
**To:** Teresa Strange  
**Subject:** Emergency Plan

Dear Teresa,

I hope you are well.

Melksham Town Council would like the Emergency Plan to be a reported item for our Economic Development Committee. We also wish for the new council to be involved in the process to ensure Melksham Town Council are moving this important matter forward.

Therefore, would you be able to cancel our meeting this afternoon? Apologies for the short notice.

Please could we arrange a meeting once the new council is in place to discuss this further

Best regards,

**Hayley Bell**

*Deputy Town Clerk FILCA*

**07368 839 721 | 01225 704 187**

**deputyclerk@melksham-tc.gov.uk**

**www.melksham-tc.gov.uk**



Melksham Town Council, Town Hall,  
Market Place, Melksham, Wiltshire SN12 6ES





**WILTSHIRE COUNCIL  
PLAYING PITCH STRATEGY – SUPPLEMENTARY DOCUMENT (B)  
COMMUNITY AREA PROFILES**

**NOVEMBER 2024**

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**WILTSHIRE COUNCIL  
PLAYING PITCH STRATEGY – COMMUNIT AREA PROFILES**

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**CONTENTS**

Area 1: Stonehenge.....	3
Area 2: Bradford-on-Avon.....	11
Area 3: Calne .....	18
Area 4: Chippenham and Villages .....	24
Area 5: Corsham .....	33
Area 6: Devizes .....	40
Area 7: Malmesbury .....	48
Area 8: Marlborough.....	55
Area 9: Melksham .....	61
Area 10: Pewsey .....	68
Area 11: Royal Wootton Bassett and Cricklade .....	74
Area 12: Salisbury .....	81
Area 13: South West Wiltshire.....	87
Area 14: Southern Wiltshire.....	94
Area 15: Tidworth .....	101
Area 16: Trowbridge.....	107
Area 17: Warminster.....	113
Area 18: Westbury.....	120

**WILTSHIRE COUNCIL  
PLAYING PITCH STRATEGY – COMMUNITY AREA PROFILES**

---

**ABBREVIATIONS**

3G	Third Generation (artificial turf)
AGP	Artificial Grass Pitch
ECB	England and Wales Cricket Board
EH	England Hockey
FA	Football Association
FC	Football Club
FF	Football Foundation
HC	Hockey Club
KKP	Knight, Kavanagh and Page
NGB	National Governing Body
NPPF	National Planning Policy Framework
PPS	Playing Pitch Strategy
RFL	Rugby Football League
RFU	Rugby Football Union
RLFC	Rugby League Football Club
RUFC	Rugby Union Football Club
WCB	Wiltshire Cricket Board
WFA	Wiltshire FA

## WILTSHIRE COUNCIL PLAYING PITCH STRATEGY – COMMUNITY AREA PROFILES

---

### COMMUNITY AREA PROFILES

The following paper provides 18 Community Area Board profiles from the Wiltshire Playing Pitch Strategy (PPS) in the following (alphabetical) order:

- ◀ Stonehenge<sup>1</sup>
- ◀ Bradford-on-Avon
- ◀ Calne
- ◀ Chippenham & Villages
- ◀ Corsham
- ◀ Devizes
- ◀ Malmesbury
- ◀ Marlborough
- ◀ Melksham
- ◀ Pewsey
- ◀ Royal Wootton Bassett & Cricklade
- ◀ Salisbury
- ◀ South West Wiltshire
- ◀ Southern Wiltshire
- ◀ Tidworth
- ◀ Trowbridge
- ◀ Warminster
- ◀ Westbury

#### **Format**

Each of the profiles follows the same format, for simplicity and to aid comparison. The first part of each profile provides a brief description of the Community Board area, with population data and general information on team numbers for each sport then recorded.

Next, the profile provides information on the supply and use of pitch sport sites, including grass pitches and AGPs. A brief sport-by-sport review of activity is then provided, followed by a summary of current and likely future issues affecting pitch sports locally.

The profile then considers the likely impact of population change in the area on the numbers of teams likely to be fielded, and therefore the demand for pitches. These projections take into account both the impact of natural population change, as well as that of planned new housing allocations which, locally, can have a significant influence on the demand to play sport.

Finally, the local Action Plan is provided, with this extracted from the main Strategy document.

In total, there are eight tables within each area profile. These cover:

- ◀ Table A: Population
- ◀ Table B: Pitch sport team numbers
- ◀ Table C: Supply of key local grass pitch sport sites
- ◀ Table D: AGP provision locally
- ◀ Table E: Future pitch requirements
- ◀ Tables F & G: Housing growth impact
- ◀ Action Plan table

---

<sup>1</sup> Formerly known as Amesbury.

**WILTSHIRE COUNCIL  
PLAYING PITCH STRATEGY – COMMUNITY AREA PROFILES**

**Area 9: Melksham**

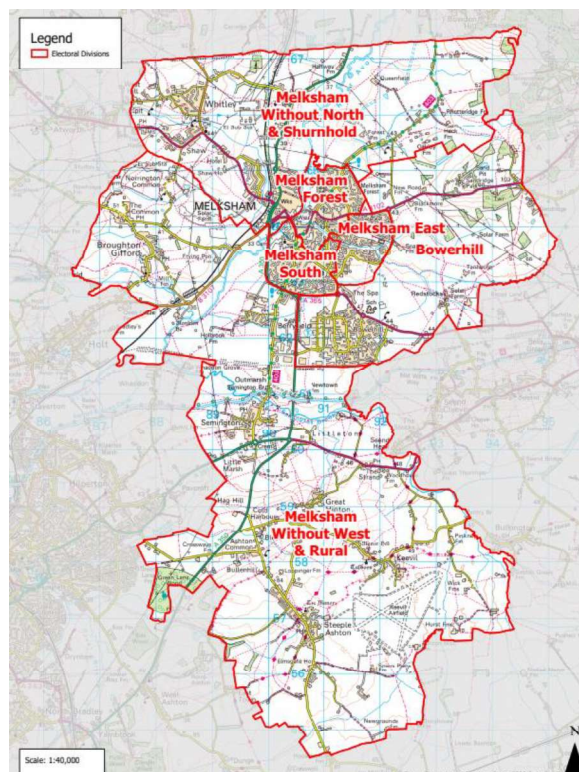
The Melksham Community Area has one principal town, Melksham, and there are 11 parishes across the community area. Melksham is a working town with a strong employment and manufacturing base. The town benefits from having fast access to the motorway network. The proximity of the market towns of Trowbridge, Chippenham and Devizes (and the city of Bath and Swindon only 30 and 45 minutes away respectively) ensures strong competition between these centres for economic advantage. Melksham town centre provides a range of local services and convenience shopping.

Table 9.1: Population in Melksham

Area (9,864 hectares)	Current population	Future population (ONS-based 2038 projections)	Housing growth (dwellings) in Local Plan (2020-2038)
Melksham	29,831	31,530	2,456

Table 9.2: Pitch sport team numbers in Melksham

Sport	Team gender	Age band	No. of teams	Current population
Football	Mens	16-45	16	4,709
Football	Womens	16-45	1	4,679
Football	Boys	12-15	10	773
Football	Girls	12-15	5	700
Football	Boys	10-11	16	381
Football	Girls	10-11	2	393
Football	Mixed	8-9	20	758
Football	Mixed	6-7	15	731
Cricket	Mens	18-55	9	6,516
Cricket	Womens	18-55	0	6,539
Cricket	Boys	7-18	5	2,190
Cricket	Girls	7-18	0	2,111
Rugby Union	Mens	19-45	2	4,215
Rugby Union	Womens	19-45	1	4,224
Rugby Union	Boys	13-18	3	1,039
Rugby Union	Girls	13-18	1	948
Rugby Union	Mixed	7-12	7	2,313
Rugby League	Mens	19-45	0	4,215
Rugby League	Womens	19-45	0	4,224
Rugby League	Boys	12-18	0	1,264
Rugby League	Girls	12-18	0	1,148
Rugby League	Mixed	7-11	0	1,887
Hockey	Mens	17-55	0	6,672
Hockey	Womens	17-55	0	6,668
Hockey	Boys	14-16	0	545
Hockey	Girls	14-16	0	506
Hockey	Boys	11-13	0	581
Hockey	Girls	11-13	0	560
Hockey	Mixed	5-10	0	2,190



## WILTSHIRE COUNCIL PLAYING PITCH STRATEGY – COMMUNITY AREA PROFILES

### Key grass pitch sport sites

Table 9.3: Key grass pitch sites in Melksham and their pitches

Site ID	Site name	Adult football	Youth 11v11 football	Youth 9v9 football	Mini 7v7 football	Mini 5v5 football	Cricket squares	Senior rugby	Junior rugby	Mini rugby
229	Oakfield Stadium	2	4	3	2	3	-	3	-	-
248	Queen Elizabeth II Diamond Jubilee Field (Melksham)	1	-	2	2	3	-	-	-	-

### AGP provision

Table 9.4: AGPs identified in Melksham

Site ID	Site name	Community use	Number of pitches	Pitch size	Sports lighting?	Pitch surface	Pitch quality
205	Melksham Oak Community School	Yes	1	Full Size	Yes	Sand Filled	Poor

### Sport by sport overview

- Football** – overplay is identified on adult and youth 9v9 pitches at Forest Community Centre and Queen Elizabeth II Diamond Jubilee Field whilst actual spare capacity is identified on youth 11v11 and mini 5v5 pitches at Oakfield Stadium and St Marys Recreation Field. Mini 7v7 pitches are played to capacity. One adult, one youth 9v9 and one mini 7v7 team are expected to be generated through population growth alone. Key clubs in the area include Melksham Town Youth and FOF football clubs.
- 3G** – with no full size 3G pitches currently provided in Melksham, there is deemed to be a shortfall of two full size 3G pitches based on the FA's training model.
- Cricket** – actual spare capacity is identified of varying levels is identified at all peak times for cricket in Melksham. Melksham CC is a key cricket club in the area.
- Rugby** – overplay of 4.75 match equivalent sessions per week is identified at Oakfield Stadium. The site hosts all demand from Melksham RUFC, the only rugby club based in Melksham.
- Hockey** – with capacity at Melksham Oak Community School discounted due to poor pitch quality, there is no capacity for hockey within Melksham. However, no demand is identified for hockey in Melksham either.

### Population growth

Based on population projections to 2038 (the period to which this assessment projects population based future demand), Sport England's Playing Pitch Calculator can estimate the likely additional demand for grass rugby union pitches that will arise from any growth. This is by using the current and future populations in each of the relevant age groups together with the current team numbers, with team generation rates then established to understand how much growth is required to establish one new team.

For reference, the total current population in Wiltshire of 515,363 will increase to 541,068 by 2038. This is an increase of 25,704 people. The table below shows the number of new teams projected to be generated by the new population in Melksham and the requisite match equivalent sessions it will create. Please, however, note that this does include population increases linked to housing growth, which is instead covered separately following the table.

Table 9.5: Melksham team generation rates

Sport	Team Gender	Team generation rate	Population Increase	Additional teams	Additional matches per week	Additional pitches required <sup>11</sup>
Football	Mens	294.30	265.49	0.90	0.45	0.23
Football	Womens	4678.60	263.78	0.06	0.03	0.01
Football	Boys	77.34	43.61	0.56	0.28	0.14
Football	Girls	139.97	39.46	0.28	0.14	0.07
Football	Boys	23.79	21.46	0.90	0.45	0.23
Football	Girls	196.36	22.14	0.11	0.06	0.03
Football	Mixed	37.91	42.75	1.13	0.56	0.14
Football	Mixed	48.70	41.19	0.85	0.42	0.11

<sup>11</sup> Assuming additional pitches provided would be of standard quality.

**WILTSHIRE COUNCIL  
PLAYING PITCH STRATEGY – COMMUNITY AREA PROFILES**

Sport	Team Gender	Team generation rate	Population Increase	Additional teams	Additional matches per week	Additional pitches required <sup>11</sup>
Cricket	Mens	723.95	367.35	0.51	0.25	0.06
Cricket	Womens	-	368.69	-	-	-
Cricket	Boys	438.08	123.50	0.28	0.14	0.04
Cricket	Girls	-	119.01	-	-	-
Rugby Union	Mens	2107.43	237.64	0.11	0.06	0.03
Rugby Union	Womens	4224.40	238.17	0.06	0.03	0.01
Rugby Union	Boys	346.26	58.57	0.17	0.08	0.04
Rugby Union	Girls	947.90	53.44	0.06	0.03	0.01
Rugby Union	Mixed	330.37	130.39	0.39	0.20	0.10
Rugby League	Mens	-	237.64	-	-	-
Rugby League	Womens	-	238.17	-	-	-
Rugby League	Boys	-	71.27	-	-	-
Rugby League	Girls	-	64.70	-	-	-
Rugby League	Mixed	-	106.38	-	-	-
Hockey	Mens	-	376.19	-	-	-
Hockey	Womens	-	375.93	-	-	-
Hockey	Boys	-	30.73	-	-	-
Hockey	Girls	-	28.53	-	-	-
Hockey	Boys	-	32.75	-	-	-
Hockey	Girls	-	31.59	-	-	-
Hockey	Mixed	-	123.47	-	-	-

As seen in the table above, an additional adult, one youth 9v9 and one mini 7v7 football team is expected to be generated through population growth alone in the Melksham Analysis Area.

**Housing growth**

The anticipated population increase over the 14 year period (2038) equates to 8.94 match equivalent sessions of demand per week for grass pitch sports, zero match equivalent sessions on hockey suitable AGP and 25.09 match equivalent sessions of demand per season for cricket. Training demand equates to 16.14 hours of use per week for football on 3G pitches and zero hours on hockey suitable AGP.

Table 9.6: Demand for grass pitch sports generated from a population increase of 5,649.

Pitch sport	Estimated demand by sport	
	Match demand per week	Training demand
Adult football	1.71	16.14 hours
Youth football	3.20	As above
Mini soccer	3.16	As above
Rugby union	0.87	1.03 equivalent sessions
Rugby league	0.00	0.00 match equivalent sessions
Adult hockey	0.00	0.00 hours
Junior & mixed hockey	0.00	0.00 hours
Cricket	25.09	-

The table below translates estimated demand into new pitch provision with associated capital and lifestyle costs.



**WILTSHIRE COUNCIL  
PLAYING PITCH STRATEGY – COMMUNITY AREA PROFILES**

Table 9.7: Estimated demand and costs for new pitch provision

Pitch type	Estimated demand and costs for new pitches			Changing rooms	
	Number of pitches to meet demand	Capital cost	Lifecycle Cost (per annum)	Number	Capital cost
Adult football	1.71	£191,788	£37,782	3.42	£684,334
Youth football	3.20	£294,100	£59,408	2.95	£591,419
Mini soccer	3.16	£96,565	£19,120	0.00	£0
Rugby union	0.87	£147,172	£27,227	1.75	£350,091
Rugby league	0.00	£0	£0	0.00	£0
Cricket	0.57	£200,898	£36,965	1.14	£228,558
Sand AGPs	0.00	£0	£0	0.00	£0
3G pitches	0.42	£493,808	£14,524	0.85	£170,017
<b>Total</b>	<b>9.94</b>	<b>£1,424,331</b>	<b>£195,026</b>	<b>10.11</b>	<b>£2,024,420</b>

Overall, an additional 9.94 pitches would be required to meet additional demand arising from a population increase of 5,649. This would require an expected capital cost of £1,424,331 and a lifecycle cost per annum of £195,026.

**Action Plan**

Site ID	Site	Postcode	Sport	Management	Current status	Recommended actions	Partners	Site hierarchy tier	Priority	Timescales	Cost	Aim
9	Aloeric Primary School	SN12 6HN	Football	Education	One poor quality mini 7v7 pitch that is unavailable for community use.	Improve quality to better accommodate curricular and extra-curricular demand.	FA, FF, WFA, Education	Local	L	S	L	Protect Enhance
55	Broughton Gifford Common	SN12 8LY	Football (Disused)	Broughton Gifford Parish Council	One disused adult pitch with the site currently actively used for cricket.	No action required.	FA, FF, WFA, Parish Council	-	-	-	-	-
55	Broughton Gifford Common	SN12 8LY	Cricket	Broughton Gifford Parish Council	A good quality seven wicket grass square that has capacity to accommodate additional demand. Used by Broughton Gifford CC Accompanied by poor quality ancillary provision.	Sustain square quality with appropriate maintenance. Look to utilise spare capacity to accommodate future demand/alleviate shortfalls on other sites. Explore options, where possible, to improve poor quality ancillary provision.	ECB, WCB, Parish Council	Local	L	S	L	Protect
127	Forest Community Centre	SN12 7BB	Football	Community Organisation	One adult pitch and one mini 5v5 pitch, both of which are poor quality. The former is overplayed by 0.5 match equivalent sessions per week, whilst the latter has spare capacity discounted due to poor pitch quality.	Improve quality to alleviate overplay and establish spare capacity for clubs.	FA, FF, WFA, Community Organisation	Local	M	S	L	Protect Enhance
160	Hospital Pitch Campion Drive	SN12 7SN	Football (Disused)	Council	Disused site which accommodated one adult pitch last marked circa 2006.	Explore feasibility of bringing the playing field back into use given local shortfalls and ensure replacement provision is provided in line with national planning policy should a proposal come forward that will result in permanent loss.	FA, FF, WFA, Council	Local	L	L	L	Protect

**WILTSHIRE COUNCIL  
PLAYING PITCH STRATEGY – COMMUNITY AREA PROFILES**

Site ID	Site	Postcode	Sport	Management	Current status	Recommended actions	Partners	Site hierarchy tier	Priority	Timescales	Cost	Aim
168	King George V Playing Field (Melksham)	SN12 7ED	Football (Disused)	Council	Disused site which previously accommodated one youth 11v11 pitch. Last actively marked out circa 2015.	Explore feasibility of bringing the playing field back into use given local shortfalls and ensure replacement provision is provided in line with national planning policy should a proposal come forward that will result in permanent loss.	FA, FF, WFA, Council	Local	L	L	L	Protect
187	Little Marsh	BA14 6JE	Football	Sports Club	One poor quality adult pitch that is played to capacity. The site is serviced with poor quality ancillary facilities.	Improve quality to establish actual spare capacity for clubs. Explore feasibility of improving the site's ancillary provision.	FA, FF, WFA, Sports Club	Local	M	M	M	Protect Enhance
204	Melksham House	SN12 6ES	Cricket	Sports club	A good quality ten wicket grass square, accompanied by an NTP, that has spare capacity to accommodate additional demand. Leased long term to Melksham CC. The Club has plans to develop dedicated women's changing rooms and extend its social area.	Sustain square quality with appropriate levels of maintenance. Assist the Club where possible, with its ancillary provision development plans. Look to utilise spare capacity to accommodate future demand/alleviate shortfalls on other sites.	ECB, WCB, Sports Club	Local	M	M	M	Protect Enhance
205	Melksham Oak Community School	SN12 6QZ	Football	Education	Four standard quality adult pitches that are unavailable for community use.	Explore community use options.	FA, FF, WFA, Education	Local	L	S	L	Protect
205	Melksham Oak Community School	SN12 6QZ	Rugby Union	Education	One standard quality senior pitch. Played to capacity by curricular demand.	Sustain pitch quality for curricular and extracurricular demand.	RFU, Education	Local	L	L	L	Protect
205	Melksham Oak Community School	SN12 6QZ	Hockey	Education	One poor quality full size pitch that is available for community use and is equipped with sports lighting. The pitch has exceeded its 10-year recommended lifespan and thus requires resurfacing.	Resurface the pitch to improve quality and ensure a sinking fund is in place for long-term sustainability.	EH, Education	Local	H	S	H	Protect Enhance Provide
229	Oakfield Stadium	SN12 7GU	Football/ 3G	Sports Club	Two adult pitches and two youth 9v9 pitches, all of which are good quality. Four youth 11v11 pitches, one youth 9v9 pitch, two mini 7v7 pitches and three mini 5v5 pitches, all of which are standard quality. The site is home to Melksham Town FC (Step 4). The youth 11v11 pitches, two of the youth 9v9 pitches and three mini 5v5 pitches each have actual spare capacity amounting to a combined total of 2.5 match equivalent sessions per week. Aspirations exist for the construction of a new full size 3G pitch at the site.	Utilise actual spare capacity where it exists, via the transfer of demand from overplayed sites or via future demand. Ensure the site meets the minimum requirements to progress through the football pyramid. Support plans for the potential construction of a full size 3G pitch, and consider suitability for both football and rugby (World Rugby compliancy) given dual use nature of the site.	FA, FF, WFA, RFU, Sports Club	Key Centre	H	M	H	Protect Enhance Provide

**WILTSHIRE COUNCIL  
PLAYING PITCH STRATEGY – COMMUNITY AREA PROFILES**

Site ID	Site	Postcode	Sport	Management	Current status	Recommended actions	Partners	Site hierarchy tier	Priority	Timescales	Cost	Aim
229	Oakfield Stadium	SN12 7GU	Rugby Union	Sports Club	Three standard quality senior pitches, of which two have sports lighting. Each pitch is overplayed. Accompanied by good quality ancillary provision.	Improve pitch quality with enhanced levels of maintenance. Consider 3G provision as a solution to capacity issues.	RFU, Sports Club	Key Centre	L	L	L	Protect Enhance
248	Queen Elizabeth II Diamond Jubilee Field (Melksham)	SN12 6TL	Football	Council	One adult pitch, two youth 9v9 pitches, two mini 7v7 pitches and three mini 5v5 pitches, all of which are standard quality. The adult and youth 9v9 pitches are both overplayed by two match equivalent sessions per week.	Improve quality to alleviate overplay.	FA, FF, WFA	Local	M	S	L	Protect Enhance
275	Shaw Village Hall	SN12 8EP	Football	Community Organisation	One poor quality adult pitch that is played to capacity. The site is serviced with poor quality ancillary facilities.	Improve quality to establish actual spare capacity for clubs. Explore feasibility of improving the site's ancillary provision.	FA, FF, WFA, Community Organisation	Local	M	M	M	Protect Enhance
303	St Marys Recreation Field	BA14 6EN	Football	Council	One standard quality adult pitch that has actual spare capacity amounting to 0.5 match equivalent sessions per week.	Consider potential rationalisation of provision to contribute to a hub site. If not feasible improve pitch quality with enhanced levels of maintenance.	FA, FF, WFA	Local	L	L	L	Protect Enhance
303	St Marys Recreation Field	BA14 6EN	Football (Recreational)	Council	One youth 11v11 pitch not actively marked with a set of posts. Used for recreational demand.	Explore the feasibility of bringing the pitch back into use for affiliated demand from the community.	FA, FF, WFA	Local	L	L	L	Protect
324	The Conigre (Closed)	SN12 6ES	Football (Disused)	Unknown	Disused site which previously accommodated one adult pitch. Last actively marked out circa 2017.	No action is required.	-	-	-	-	-	-
324	The Conigre (Closed)	SN12 6ES	Rugby Union (Disused)	Unknown	Disused site which previously accommodated one senior pitch. Last actively marked out circa 2017.	No action is required.	-	-	-	-	-	-
388	The Manor	BA14 6SB	Cricket	Unknown	A good quality seven wicket grass square that has capacity to accommodate additional demand. Used by Keevil CC.	Sustain square quality with appropriate maintenance. Look to utilise spare capacity to accommodate future demand/alleviate shortfalls on other sites.	ECB, WCB	Local	L	S	L	Protect
391	Whitley Golf Club	SN12 8EQ	Cricket	Golf Club	A standard quality six-wicket grass square that has capacity to accommodate additional discounted due to unsecure tenure. Used by Whitley CC which rents the use of the provision. The Club does not have access to toilets nor suitable female changing in its pavilion, having to use facilities at the golf club.	Sustain square quality with appropriate maintenance. Look to secure long term tenure for Whitley CC. Explore potential options to improve onsite ancillary provision for Whitley CC, particularly regarding accessing toilets.	ECB, WCB, England Golf, Golf Club	Local	M	M	L-M	Protect Enhance Provide

**WILTSHIRE COUNCIL  
PLAYING PITCH STRATEGY – COMMUNITY AREA PROFILES**

Site ID	Site	Postcode	Sport	Management	Current status	Recommended actions	Partners	Site hierarchy tier	Priority	Timescales	Cost	Aim
394	St Barnabas Cricket Ground	SN12 7PT	Cricket	<i>Unknown</i>	A good quality seven wicket grass square overplayed 15 match equivalent sessions. Used Corsham CC which expresses an ambition to invest in onsite ancillary provision.	Sustain square quality with appropriate maintenance. Explore options to assist the Club in its ancillary provision ambitions.	ECB, WCB	Local	L	M	L-M	Protect Enhance

## Teresa Strange

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**From:** Wilts & Berks Canal Trust <dont.reply@wbct.org.uk>  
**Sent:** 06 March 2025 20:35  
**To:** Teresa Strange  
**Subject:** WBCT Schools' Programme



Dear Member

We are trying to develop a programme for schools. This will involve volunteers going to schools and delivering lessons. Also, with funding, organising canal-based events for the schools and liaising with organisations such as museums and the outdoor learning teams. We have a wide geographic area from Melksham to Abingdon and north as far as Cricklade.

### Material and Support

We have some material that can be developed into school packs and expertise in delivering this. At present, this is mainly for key stage 2. We have Robin Earle developing material for Swindon and Val Melville who used to be the education officer for the MCC branch.

### The Aim

- We would like people to go into schools and help plan education programmes, which could include visits to the canal, museums, libraries, outdoor learning teams and boat trips.
- With support, we would like people to go into schools to deliver lessons.
- We would like someone to coordinate the activities and perhaps train the volunteers.

We would like to be able to follow up activities such as this recent initiative from Swindon Libraries & Information Service:

"My team in the library service coordinates the children's Summer Reading Challenge - the aim of which is to promote reading for pleasure and encouraging children to read over the summer holidays. This year's theme is [Story Garden](#) – for which we're developing a programme of activities to take place in and out of libraries.

We're looking for organisations who might be interested in partnering with us – this could take many forms including co/delivering activities for children and families. And in turn promoting their organisation to those groups."

### Discussion Meeting

Can you help us? Initially we would like a meeting (either face to face or online) where we discuss what needs to be done, review the information that we already have and work out the way forward.

If you can help and are interested, please contact your branch chair or John Henn: [John.Henn@wbct.org.uk](mailto:John.Henn@wbct.org.uk)

Regards

John Henn

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