



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 29th November 2022

Dear Members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 5th December 2022 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>

Or go to www.zoom.us or Phone 0131 4601196 and enter: **Meeting ID: 279 181 5985**
Passcode: 070920. Instructions on how to access Zoom are on the parish council website www.melkshamwithout.co.uk. If you have difficulties accessing the meeting please call (do not text) the out of hours mobile: 07341 474234

Yours sincerely

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

Teresa Strange, Clerk

AGENDA

1. **Welcome, Announcements & Housekeeping**
 - a) To note next Melksham Area Board meeting on Weds 7th December at the new Berryfield Village hall at 7pm.
 - b) To note new Asset Management Committee on Monday 6th February (following Planning Committee)
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). Report received
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 11a, 12a**) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*
6. **Public Participation**
7. **Councillor Vacancy – Beanacre, Shaw, Whitley & Blackmore Ward**
 - a) To note that the councillor vacancy will be filled by Co-option and to note arrangements as per Standing Orders.
 - b) To note that the council still holds the Power of General Competence until the next election in May 2025 (despite this latest co-option) <https://www.slcc.co.uk/qualifications/gpc>
8. To approve the Minutes of the Full Council Meeting held on 14th November 2022.
9. **Planning**
 - a) To approve the **Minutes of the Planning** Committee meeting held on 28th November
 - b) To formally approve **Planning Committee recommendations** of 28th November.
 - c) To note Wiltshire Council appointing contractor for new Pathfinder Place primary school by end of January
11. **Asset Management**
 - a) **Bowerhill Sports Field & Pavilion:** To feedback and consider next steps following meeting with pitch hirer
 - b) **Shurnhold Fields.** To note biodiversity mitigation project update from Wessex

Water and clarification on grant funding from Full Council meeting (Min 272/22d)

c) **Play Areas:**

- i) To agree **cover for weekly visual play area and allotment inspections** over Christmas period.
 - ii) To agree renewal lease term to seek with Wiltshire Council for play areas (Min 272/22b)
 - iii) Whitworth Play Area (Bowood View): To note quotes for additional works for tarmac path and safety surfacing under the Teen Shelter
- d) To confirm adoption of the Telephone Kiosk in Berryfield Park (01225 791398) and agree signing of the contract.

12. **New Berryfield Village Hall project:**

- a) To consider update from solicitors on legal claim.
- b) To receive update on progress with new Management Committee and consider any time sensitive requests (next Committee Meeting Weds 30th November)
- c) To review request from Management Committee for longer term of lease

13. **Finance:**

- a) To note Receipts & Payments reports for November
- b) To approve **cheque signatories/online authority** for December payments
- c) To approve signing of CIL sharing agreement with Melksham Town Council (MTC) and payment of £315,029.94 to MTC on December pay run
- d) To note Internal Audit (1st visit of 2 for 2022/23) due on Weds 21st December

14. **Highways:**

To consider future action regarding the request for “Countdown” signs indicating a change in speed limit for the A350 at Beanacre from 60mph to 30mph following further research with the Police & Crime Commissioner and Wiltshire Council Highways Officer.

15. **Policies/Procedures**

- a) To agree move to full use of **.gov.uk** email address in first week of January
- b) To note ICO advice on councillor’s use of non-council email addresses and consider any action for non-compliance with Council adopted Email policy

15. **Community projects/partnership organisations:**

- a) To consider proposal from recent meeting regarding the future of Melksham Community Support and subsequent proposal to jointly fund additional support for vulnerable residents in Melksham and Melksham Without from Age UK, working with Melksham Town Council and the Melksham Area Board
- b) To note closure of Whitley Stores and consider any subsequent actions
- c) To consider latest update from Wiltshire Council on Cost of Living crisis & Request from NCVO (National Council for Voluntary Organisations) to appeal to Government for support for voluntary organisations with rising Energy Costs
- d) To consider Police Report for November 2022
- e) To consider correspondence from WALC (Wiltshire Association of Local Councils) and attendance at their next meeting (18th January)