



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday, 7 September 2021

Dear members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 13 September 2021 at 7pm** at the **MWPC meeting space at 1 Swift Way, off Westinghouse Way, Bowerhill Industrial Estate, Melksham, Wiltshire, SN12 6GX**, to consider the agenda below.

MEMBERS OF THE PUBLIC ARE MORE THAN WELCOME TO ATTEND THE FACE TO FACE MEETING, BUT ARE ENCOURAGED TO PARTICIPATE VIA ZOOM, DUE TO LIMITED SPACE AVAILABLE IN OUR MEETING SPACE TO COMPLY WITH OUR COVID RISK ASSESSMENT (Maximum number in room is 18). MEMBERS OF THE PUBLIC ARE ALSO ENCOURAGED TO SUBMIT ANY QUESTIONS IN WRITING. Please be aware that the doors and windows will be open for ventilation and so the room may be cold. Masks will need to be worn on moving around the room, but can be taken off when the meeting begins and you are seated.

TO ACCESS THE MEETING PLEASE FOLLOW THE ZOOM LINK BELOW. THE MEETING WILL ALSO BE STREAMED LIVE ON YOUTUBE, THE LINK WILL BE POSTED ON THE PARISH COUNCIL WEBSITE WHEN IT GOES LIVE SHORTLY BEFORE 7PM.

Join Zoom Meeting

<https://us02web.zoom.us/j/2791815985?pwd=Y2x5T25DRlVWVU54UW1YWWE4NkNrZz09>

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 black ink that reads "T. Strange".

Teresa Strange, Clerk

REVISED AGENDA

1. **Welcome, Announcements & Housekeeping**
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)**
 - d) **Paul Lenaerts and Ian Britton update on Wilts & Berks Canal Project**
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 during the consideration of the following items of business (Item 10b ii), 10c, 11b) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.
6. **Public Participation.**
7. **Coronavirus Roadmap**
 - a) **To note current cases of Covid in Wiltshire (higher than national average) <https://www.wiltshire.gov.uk/public-health-coronavirus>**
 - b) **To note current room layout still in place due to high cases, and no trial alternative layouts yet tried for committee meetings**
 - c) **To decide if Working Parties can be held by zoom or as a hybrid meeting (refer to advice from WALC)**
8. **To approve the Minutes of the Full Council Meetings held on 26 July and 23 August**
9. **Planning:**
 - a) **To approve the Minutes of the Planning Committee meetings held on 2 August and 23 August 2021.**
 - b) **To formally approve Planning Committee Recommendations of 2 August and 23 August 2021.**
 - c) **To receive update on Melksham Town Council's Priority for People consultation and to appoint rep for Workshop (Thurs 7 October)**

- 10. Asset Management:**
- a) Market Place Toilets**
 - i) To note report of Amenities Manager, Melksham Town Council (MTC) regarding usage of the toilets between 7pm-midnight and the Town Council resolution of 19 July 2021.**
 - ii) To note historic contributions to MTC for toilets (50%).**
 - iii) To note Rates refund now received by MTC and refund to MWPC**
 - iv) To consider a response to the Town Council Public Toilet Consultation <https://bit.ly/3l4LDd8>**

 - b) Bowerhill Sports Field**
 - i) To note update from consultant tree inspector on condition of the Oak Tree (Full Council 27.7.21 Min 166h(i)) and approve works to tree (fell or crown reduce) and consider quotations for work**
 - ii) To consider a request from Future of Football to provide refreshments from a horsebox sited on the field with electricity connection.**

 - c) Shaw Play Area. To approve repairs to swing safety surface.**

 - d) Shaw Village Hall. To note structural engineer's inspection report and resulting update from Shaw Hall Management committee (meeting this week) and to consider any actions**

 - e) To note 'Happy Chat' benches initiative in Salisbury to help promote mental wellness and to consider for the parish.**

 - f) Shurnhold Fields. To note minutes of Working Group meeting held on 8 September and approve recommendations.**

 - g) To approve quote for interim grass cuts on sponsored roundabout.**

 - h) To approve revised quote for drinking water fountains at Bowerhill and Shaw Playing Fields**
- 11. New Berryfield Village Hall project**
- a) To note legal powers to be used for construction of new village hall and borrow money**
 - b) To note update from solicitors on land transfer**
 - c) To note approval of the Public Works Loan application**
 - d) To approve the Council drawing down the Public Works Loan for £495,000 for 5 years at fixed interest rate**
 - e) To approve half yearly repayment and interest payments to be paid by direct debit**
 - i) To receive update following Pre-Contract meeting (9 Sept) and any resulting actions**
 - g) To approve signing of the Contract with Rigg Construction for £719,796 (ex VAT).**

12. Finance:
 - a) To note Income/Expenditure reports for July and August
 - b) To seek cheque signatories/online authority for September payments

13. a) To consider response to Wiltshire Council's Draft Climate Strategy <https://www.wiltshire.gov.uk/article/1004/Climate-strategy-consultation>
 b) To consider response to Wiltshire Council's Green & Blue Infrastructure Strategy <https://surveys.wiltshire.gov.uk/snapwebhost/s.asp?k=162911004073>

14. Emergency Plan.
 - a) To note contact details have been checked in August
 - b) To consider principle of utilizing Melksham Community Response (Age Friendly) as part of review of Emergency Plan (Full Council 23.11.20 Min 190e/20), working with Melksham Town Council

15. To note Councillor Induction Training recently undertaken.

16. Community projects/partnership organisations:
 - a) Community Action Whitley & Shaw (CAWS). To note minutes of meeting held on 20 July.
 - b) Bowerhill Residents Action Group (BRAG)
 - i) To appoint new Council Representative
 - ii) To note minutes of meeting held on 24 August.
 - iii) To note update on land at Heritage Turbine, Bowerhill and consider suggested way forward.
 - iv) To approve 'Gardeners Licence' following Bowerhill Residents Action Group (BRAG's) request for wildflower area at Brabazon Way "hammer head" areas.
 - c) Whitley Community Hub. To note shop now open
 - d) To note launch of survey 'How Age Friendly is Melksham' <https://ocm.wiltshire.gov.uk/melksham/how-age-friendly-is-melksham/>
 - e) Melksham Transport User Group. To note minutes of meeting held on 14 July
 - f) Beanacre First Time Sewerage. To note update from Wessex Water
 - g) Queen's Platinum Jubilee. To consider taking part in lighting a beacon on 2 June 2022 to mark the Queen's Platinum Jubilee.
 - h) To note Needs Analysis for Wiltshire & Swindon https://www.wiltshirecf.org.uk/assets/uploads/files/Wiltshire_and_Swindon_Needs_Analysis_2021_OCSI_WCF.pdf