



## MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 8<sup>th</sup> November 2022

Dear Members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 14<sup>th</sup> November 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](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

A handwritten signature in cursive script 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). 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 10b**) 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**
  - a) To note Councillor Vacancy following the resignation of Councillor Mary Pile
  - b) To note Notice of Councillor Vacancy which gives the opportunity for 10 electors in the Beanacre, Shaw, Whitley & Blackmore Ward to call for an election by 24<sup>th</sup> November; otherwise the vacancy will be filled by co-option  
<https://www.wiltshire.gov.uk/elections-councillor-vacancies>
  - c) To consider appointing councillor to committee and representative vacancies
8.
  - a) To approve the Minutes of the Full Council Meeting held on 24<sup>th</sup> October
  - b) To approve the Confidential notes to accompany the Full Council minutes
9. **Planning**
  - a) To approve the **Minutes of the Planning** Committee meetings held on 7<sup>th</sup> November
  - b) To formally approve **Planning Committee recommendations** of 7<sup>th</sup> November.
10. **Staffing**
  - a) To approve the **Minutes of the Staffing** Committee meetings held on 7<sup>th</sup> November
  - b) To formally approve **Staffing Committee recommendations** of 7<sup>th</sup> November.
11. **Asset Management**
  - a) To consider principle of Community Asset Transfer of Wiltshire Council assets in the parish rather than just renewing play area leases (this would include public open spaces etc)

- b) To consider options for play area lease renewal if not pursuing Community Asset Transfer option
  - c) **Bowerhill Sports Field & Pavilion**
    - i) To approve quotation to relocate the middle pitch to aid goal area recovery and to prevent lost balls in the hedge line
    - ii) To consider proposal for installation of drinking water fountain following site visit
  - d) **Shurnhold Fields.** To note that a Committee is in place following Friends of Shurnhold Fields AGM
  - e) To approve quote for repair of bus shelter (Shaw)
  - f) To consider quotations for improvements to the Whitworth play area (Bowood View)
12. **New Berryfield Village Hall project:**
- a) To consider update from solicitors on legal claim.
  - b) To note revised budget vs anticipated spend report.
13. **Finance:**
- a) To note Receipts & Payments reports for October
  - b) To approve **cheque signatories/online authority** for November payments.
  - c) To note tax base number for the parish for 2023/2024 of 2,895.42 (2,782.41 in 2022/23) for precept calculation
  - d) To note amendment to share of Community Benefit funding from Sandridge Solar Farm and receipt
14. **Policies/Procedures**
- a) To consider request for Complaints Committee and Independent Person to be appointed.
  - b) To consider ways of streamlining agendas
15. **Community projects/partnership organisations:**
- a) To consider way forward for Melksham Community Support, including parish council direct involvement for Emergency Plan
  - b) To consider update on Cost of Living/Warm Spaces initiatives.
  - c) To consider request to supply Coronation Mugs to children in the parish
  - d) To note correspondence regarding potential Community Benefit from the proposed Wessex Water mains drainage scheme
  - e) To note new group "A350 Alliance" and their support by CPRE Wiltshire
  - f) To note latest update on Whitley Community Stores and consider any actions required
16. **Parliamentary Boundary Review:** To consider submitting comments on proposals for new Melksham & Devizes Constituency (Electorate 71,823)  
<https://www.bcereviews.org.uk/> Comments by 5<sup>th</sup> December