



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 13 June 2023

Dear Members

You are summoned to attend the **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 19 June 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=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 "Strange".

Teresa Strange, Clerk

YOU CAN ACCESS THE AGENDA PACK HERE



AGENDA

1. **Welcome, Announcements & Housekeeping**
2. **To receive Apologies and approval of reasons given**
3. **To consider holding items in Committee 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 as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted
4. **Declarations of Interest:**
 - a) To receive declarations of interest
 - b) To consider for approval any Dispensation Requests received by the Clerk and not previously considered.
5. **Public Participation & Invited Guests**
 - Wiltshire Councillor Nick Holder, Bowerhill
 - Wiltshire Councillor Phil Alford, Melksham Without North & Shurnhold
 - Wiltshire Councillor Jonathan Seed, Melksham Without West & Rural
6. **Standing Orders:** To adopt the Melksham Without Parish Council Standing Orders with the financial update to match current legislation
7. To approve the Minutes of the **Annual Council** meeting held on 22 May 2023
8. **Planning:**
 - a) To approve the Minutes of the Planning Committee meeting held on 5 June 2023
 - b) To approve the Confidential Notes to accompany the Planning Committee meeting held on 5 June 2023
 - c) To formally approve Planning Committee recommendations of 5 June 2022
 - d) To consider when to approve Neighbourhood Plan#2 for Regulation 14 consultation (defer Full Council to 31st July or extraordinary meeting in August)
9. **Finance:**
 - a) To approve the Minutes of the Finance Committee meeting held on 12 June 2023
 - b) To formally approve the recommendations of Finance Committee meeting held on 12 June 2023
 - c) To note Internal Auditor's final report for year ending 31 March 2023
 - d) To consider, approve and sign Section 1 of the External Audit Annual Return for year ending 31 March 2023 (Governance Statement)
 - e) To approve and sign Section 2 of External Audit Annual Return for year ending March 2023 (Accounts Statement)
 - f) To approve and sign Year End Accounts & Statement for year ending 31 March 2023.
 - g) To adopt the Melksham Without Parish Council Financial Regulations (following review by the Finance Committee 12 June 2023)

- h) To approve use of BACS/CHAPS (every two years) as per Financial Regulations (6.9)
- i) To note Income/Expenditure reports for May
- j) To appoint cheque signatories/online authority for June payments.
- k) To approve transfer of funds between bank accounts and fixed term deposits.

10. Highways

- a) To approve the Minutes of the Highways Committee meeting held on 12 June 2023.
- b) To formally approve the recommendations of the Highways Committee meeting held on 12 June 2023.
 - i) Min 41(c)/23: To consider further correspondence from resident, in relation to their request for safety improvements to Hornchurch Road/Bath Road junction.
 - ii) Min 40(a)(ii): To approve request for painting of “slow” on Shaw Hill and Corsham Road following Wiltshire Council Highway Officer response
 - iii) Min 41(a)/23: To approve request for new signage on Westlands Lane to discourage HGVs using it except for access (if further information received)
 - iv) Min 43(a)/23: To consider a way forward in developing a strategy/policy to improve road safety in the parish.
- c) To consider submitting a response to Wiltshire Bus Review – stakeholder Engagement Survey.
- d) To note correspondence from Heron Homes regarding adoption of areas of land on Falcon Way and consider a way forward.
- e) To receive feedback from the Public Enquiry held on 13 June regarding Footpath 107 leading from its junction with Path No 4, Murray Walk.

11. Asset Management

- a) To note update on Whitworth Play Area with regard to vehicle access to the play area over private land.
- b) To note correspondence from Bowood View Management Company regarding the installation of noticeboards and consider a way forward.
- c) To consider draft and approve land transfer of Davey Play Area (if received)
- d) To note donation of £3,000 for a defib on Pathfinder Way has been received and defib on order.

12. Community projects/partnership organisations:

- a) To consider a response to Wiltshire Council’s proposal to use Melksham House as a SEMH (Social Emotional Mental Health) school and not for community use
- b) To receive update on Age UK project worker (commissioned by Melksham Without & Melksham Town councils, with Area Board funding) and note legal power
- c) To note Whitley Community Hub have submitted plans for a community shop in the car park of The Pear Tree (PL/2023/04210) and to consider applying to Government’s Community Ownership Fund (if appropriate)
- d) To receive feedback from CAWS Summer Music Event Sat 17th June
- e) To consider hosting event to bring together volunteers running community buildings in the parish (and town?)

13. Meeting the **Climate Friendly Objective:**

- a) To note Wiltshire Council's Briefing Note 23-01: Use of Council owned land for environmental mitigation and to consider any local projects that might be suitable
- b) To note correspondence from Wiltshire Council's new Woodland Officer regarding increased tree and woodland planting, as part of Wiltshire Council's commitment to be carbon neutral by 2030 and consider any local projects that may be suitable
- c) To consider request for Tree Wardens from the Wildlife Officer, Wilts & Berks Canal Trust
- e) To note new research from CPRE on the true potential for generating electricity from rooftop solar and considering signing petition calling on the Government to commit to new and ambitious target for generating clean and affordable electricity from rooftops.