



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 14 February 2023

Dear Members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 20 February 2023 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

Teresa Strange, Clerk

YOU CAN ACCESS THE AGENDA HERE



REVISED AGENDA

1. **Welcome, Announcements & Housekeeping**
 - a) Melksham Neighbourhood plan / Town Centre Master Plan consultation – deadline 19th March <https://www.melkshamneighbourhoodplan.org/tcmpconsultationfebmar>
 - b) Wiltshire Wildlife Community Energy Café to be held at Berryfield Village Hall on Tuesday 21st March (early afternoon)
 - c) Melksham Area Board to be held on Wednesday 8th March at 7pm at the Campus
 - d) Bowerhill Bomber 10k race at Bowerhill Sports Field on Sunday 26th February
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 7b, 11b, 11d, 11f)ii), 12**) 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 23 January 2023.
8. **Planning**
 - a) To approve the **Minutes of the Planning** Committee meeting held on 16th January & 6th February
 - b) To formally approve **Planning Committee recommendations** of 16th January & 6th February

9. **Highways**
- a) To note update on funding of the Local Highway & Footway Improvement Groups.
 - b) To consider roundabout sponsorship proposals by Melksham Town Council.
 - c) To note response from B&NES on advisory signage approaching a change of speed limit and consider next steps.
10. **Finance:**
- a) To note **Receipts & Payments** reports for January and reimbursement of expenses incurred by the Clerk in February
 - b) To seek **cheque signatories/online authority** for February payments
 - c) To consider requests for possible Wessex Water community mitigation funding
 - d) To consider opening a Unity Trust savings account to accrue interest and agree amount to transfer if approved
11. **Asset Management:**
- a) To approve the **Asset Management Committee Minutes** of 6th February 2023
 - b) To approve the **Confidential Notes** to accompany the Asset Management Committee meeting minutes held on 6th February 2023.
 - c) To approve the **Asset Management Committee** recommendations of 6th February 2023.
 - d) Arising from Min 396(a)/22 To consider next steps with regular hirer of Bowerhill Sports Field.
 - e) Arising from Min 396(b)/22 To approve quotation for electrician and plumber for installation of the drinking water fountain
 - f) **Play Areas**
 - i) Arising from Min 395(b)/22 To approve quotation of £1,802.46 + VAT to undertake edging repairs to Kestrel Court Play area.
 - ii) Arising from Min 395(f)/22 To approve and sign the legal transfer of the Whitworth Play Area (if received)
 - iii) To note outcome of Site Inspection of Davey play area, Pathfinder Place - now ready for adoption
 - iv) To approve revised costs for legionella testing 2023-2024.
12. **New Berryfield Village Hall project:**
To approve and sign the village hall lease with the Berryfield Village Hall Trust ready for letting to users from Tuesday 21st February.
13. **Policies/Procedures**
- a) To approve Standing Orders (27b) following a resolution at Full Council on 23rd January that polling cards are not issued when there is a casual vacancy election.
 - b) To consider amending Standing Order 11e(i) regarding confidential notes to reflect current practice.
 - b) To consider whether to continue holding two meetings on the same evening and to approve amended dates for 2022/23 & 2023/24
14. **King's Coronation Celebrations**
- a) To consider if the Parish Council wish to hold celebratory events for the King's Coronation in May.

- b) To approve quote for planting of Queen's 70th Jubilee trees and to consider if to rename as Coronation trees?

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

- a) To note Mains Drainage event being held by Wessex Water on Tuesday 21st February at Whitley Reading Rooms for those eligible to make connection
- b) To note proposals for developing a new Whitley Store in the car park of the Pear Tree Inn by Whitley Community Hub
- c) To approve the revised Age UK Service Level Agreement and Job Description and resolution to proceed with commissioning of service. To note grant application to the Area Board (8th March) for funding for this joint project with the Town Council

16. What have we done to meet the **Climate Friendly** agenda?

- a) To consider update on Wilts & Berks Canal 'Bee Route' project on Semington Road and approve Section 96 licence
- b) To consider request for street lights to be turned off at night on this stretch of Semington Road