



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 18 April 2023

Dear Members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 24 April 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 'T. Strange'.

Teresa Strange, Clerk

YOU CAN ACCESS THE AGENDA PACK HERE



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
 - d) **Amanda Wilkes**, HELP Counselling services. To receive a grant on behalf of the group.
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**) 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 27 March 2023.
 - b) To approve the **Confidential Notes** to accompany the Full Council meeting minutes of 27 March 2023.
8.
 - a) To approve the **Annual Parish Council** minutes of 3 April 2023 and receive feedback on the event.
 - b) To note the Annual Parish meeting is due to be held on Monday, 15 April 2024 and to agree venue.
 - c) To consider further thoughts on a Parish Award for residents/organisations (deferred from Full Council 27 March 2023).
9. **Planning**
 - a) To approve the **Minutes of the Planning** Committee meeting held on 17 April 2023.
 - b) To approve Confidential Notes to accompany the Planning Committee minutes of 17 April 2023
 - c) To formally approve **Planning Committee recommendations** of 17 April 2023.
 - d) East of Melksham Community Centre: To receive update on progress.
 - e) Update on Community Infrastructure Levy (CIL) Sharing, including provision of real-time information (RTI) on bus shelters following meeting with Melksham Town Council.
 - f) To consider any Neighbourhood Plan Group urgent next steps if required before Steering Group meeting (3 May)
10. **Highways**
 - a) To consider a request from Semington Parish Council for the installation of an ANPR camera at the bus gate on Semington Road.

- b) To note response from the Highway Technician regarding request to install white bar access markings in the layby outside Burnt Cottages, Beanacre in order to stop vehicles blocking their accesses.
- c) To approve quotation from Solagen to re-set the trigger speeds on the Solagen Speed Indicator Device (SID).
- d) **Town Council Roundabout Sponsorship.** To note response from the Town Council regarding sponsoring the former 'Carsons Tyre' roundabout on the A365/A350 and to formally revoke the s96 licence (with possible transfer).
- e) Trailers Parking on Bowerhill Industrial Estate. To consider writing to those businesses parking trailers on Bowerhill Industrial Estate to remind them of their responsibility in adhering to the Highway Code.
- f) **Semington Road Lighting.** To consider dimming options for section of road between Melksham Police Station and Semington Bridge and feedback from Semington Parish Council.
- g) **Waiting Restriction Requests**
 - i) To consider a request for double yellow lines on Dunch Lane.
 - ii) To note response from Highway Engineer regarding outstanding waiting restriction requests for the parish

11. **Finance:**

- a) To note **Receipts & Payments** reports for March.
- b) To seek **cheque signatories/online authority** for April payments
- c) To approve the Chair's allowance for 2022-23 and 2023-24.
- d) **Quarterly Reports** for Qtr 4 Jan, Feb, Mar)
 - i) To note Budget vs Actual
 - ii) To note Bank Reconciliation
 - iii) To note VAT reclaim submitted
 - iv) To note "Over £500 spend" report to meet Transparency good practice
- e) Age Friendly Project: To approve payment arrangements

12. **Asset Management:**

- a) **Bowerhill Sports Fields & Pavilion.**
 - i) To note report following meeting with FOF FC regarding their tournament scheduled to be held on 3rd & 4th June and consider any matters arising from this discussion.
 - ii) To approve quotation to spike all pitches at the sports field
- b) **Market Place Toilets.** To receive update following meeting with the Town Council on 18 April and consider next steps.
- c) **Shurnhold Fields.** To receive update following meeting with the Town Council on 18 April and consider next steps.
- d) **Shaw Village Hall.** To note recent damage to the village hall and consider next steps.
- e) **Whitworth Play Area.** To consider any actions as a result of taking ownership of the play area on 18 April 2023.

13. **Community Resilience**

- a) **Community Resilience.** To receive update on exercise held on 28/29 March and agree next steps.

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

- a) To approve a request from Community Action Whitley & Shaw (CAWS) for the Council's contractor to plant Jubilee trees which have been donated to the group.

- b) To approve a Garden Licence for land at Brabazon Way, Bowerhill for Bowerhill Residents Action Group (BRAG) to create a rewilding area.