



## MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Monday 19<sup>th</sup> January 2026

Dear Members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 26<sup>th</sup> January 2026 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&omn=88926147717>

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-pc.gov.uk](http://www.melkshamwithout-pc.gov.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, appearing to read 'Strange'.

Teresa Strange, Clerk



**YOU CAN ACCESS THE AGENDA  
PACK HERE**

## 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 **Andrew Griffin** (Melksham Without West & Rural)
  - c) Wiltshire Councillor **Phil Alford** (Melksham Without North & Shurnhold).
  - d) Melksham Town Council representatives re East of Melksham Community Centre
- 4.** a) To receive **Declarations of Interests**.  
b) To consider for approval any **Dispensation Requests** received by the Clerk and not previously considered.  
c) To note that Councillors living in the Parish have a **dispensation** for Precept setting.
- 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 as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*
- 6. Public Participation**
- 7. Civility and Respect**
  - a) To note GDPR regulations relating to identifying individuals in public meetings
  - b) To note the parish council's Code of Conduct
  - c) To note Good Councillor Guide
  - d) To note Social Media Policy
  - e) To review and adopt Members Email Policy
  - f) To consider any additional training needs/requests for councillors
- 8. Full Council**
  - a) To approve the **Minutes of the Full Council Meeting** held on 8<sup>th</sup> December 2025.
  - b) To consider holding a Staffing Committee meeting in February 2026 (and to adjust meeting schedule)
- 9. Planning**
  - a) To approve the **Planning Committee Minutes** of 15<sup>th</sup> December 2025 and 12<sup>th</sup> January 2026.
  - b) To approve the confidential notes accompanying the **Planning Committee Minutes** of 15<sup>th</sup> December 2025 and 12<sup>th</sup> January 2026.
  - c) To formally approve the **Planning Committee** recommendations of 12<sup>th</sup> January 2026.
  - d) To receive an update on the Snarlton Farm planning appeal (APP/Y3940/W/25/3373278) which started on 20<sup>th</sup> January 2026.

## 10. Finance

- a) To approve the **Minutes of the Finance Committee Meeting** held on 5<sup>th</sup> January 2026
- b) To approve the confidential note accompanying the Finance Committee meeting held on 5<sup>th</sup> January 2026.
- c) To formally approve the **recommendations** contained within the Minutes of 5<sup>th</sup> January 2026 (except for the Budget and Precept items)
- d) To note extract from Finance Regulations regarding the setting of the budget and precept.
- e) To formally approve the **Budget for 2026/27** and the year ending position for 2025/26.
- f) To formally approve the **Precept** for 2026/27
- g) To consider **Press Release** on Precept and Budget Proposals
- h) To note information to be provided for the Council Tax leaflet.
- i) To approve anticipated reserves breakdown for year ending 31<sup>st</sup> March 2026.
- j) To consider the **Internal Auditor report**, following visit on Wednesday 17<sup>th</sup> December 2025, and consider any recommendations and observations
- k) To note **Receipts & Payments** reports for December 2025.
- l) Quarterly Reports for Quarter 3 (Oct, Nov, Dec).
  - i. To note Budget vs Actual
  - ii. To note Bank Reconciliation
  - iii. To note VAT reclaims submitted
- m) To seek **cheque signatories/online authority** for January payments.
- n) To note fund transfer undertaken under Clerk's delegated powers between meetings and consider increasing delegated authority limit (under financial regulation 6.8iv)
- o) To approve Bank Account and Fund Transfers

## 11. Highways, Footpaths and Streetscene

- a) To approve the **Minutes of the Highways, Footpaths and Streetscene Committee Meeting** held on 19<sup>th</sup> January 2026
- b) To formally approve the **recommendations** contained within the Minutes of 19<sup>th</sup> January 2026

## 12. Asset Management:

- a) To receive an update on Shurnhold Fields works
- b) To note installation of new bus shelter on A350 Beanacre
- c) To note the report on the Beanacre Play Area Resistance Wood Drill Testing and consider next steps
- d) To consider the request from Knorr Bremse to use the pavilion carpark.
- e) To approve consent to 'Trustees of Shaw Hill Playing Field and Village Hall' to apply for Planning Permission to extend the carpark, as per 18.4 of their lease.

## 13. Community Governance Review (CGR)

- a) To note the feedback from the informal meeting with Bromham Parish Council and the formal resolution from their January full council meeting on the parish council's CGR proposal to Wiltshire Council and consider next steps.
- b) To note the response regarding the impact on Neighbourhood Plan Local Green Space designations from parish boundary changes.

#### **14. Partnership Working:**

- a) East of Melksham Community Centre
  - i. To note Melksham Town Council resolutions and consider next steps
  - ii. To consider the size of Community Centre to be initially plotted on the Blackmore Farm plans to inform site location and input into Reserved Matters application by David Wilson
- b) To receive feedback from the Joint Melksham Town Council & Melksham Without Parish Council Cemetery Working Party (13<sup>th</sup> January) and to consider next steps and any recommendations made.
- c) To receive feedback from the Melksham Town Council CCTV Working Party and to consider next steps
- d) To consider way forward on joint Melksham Emergency Plan
- e) To receive feedback from Village Hall meeting and to consider requests made.
- f) To note new Digital Wiltshire online portal  
<https://wilts council.maps.arcgis.com/apps/instant/basic/index.html?appid=77a3329618904bc2948418df516e6d25>