



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 21st January 2025

Dear Members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 27th January 2025 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=86311358791>

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 cursive script that reads "T. Strange".

Teresa Strange, Clerk

AGENDA

1. Welcome, Announcements & Housekeeping

- To note that the next planning committee meeting will be held on Tuesday 4th February at Bowerhill Village Hall – different venue and day than usual schedule.
- To note the decision of the Strategic Planning Committee on the application for 500 dwellings at Land at Blackmore Farm (meeting Thurs 23rd January)
- To note the latest Lime Down Solar project update

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). To note report.

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 9f)ii** as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*

6. Public Participation

7. Resignation of Member - Beanacre, Shaw, Whitley & Blackmore Ward:

- a) To formally note the resignation of Councillor Chivers.
- b) To note that an election will not be held for the vacancy as the resignation is within six months of an election and consider whether to fill the vacancy by co-option for the period until the election due to be held on 1st May 2025.
- c) To consider writing a letter of appreciation to Councillor Chivers following his years of service to the council.
- d) To consider appointing members to the following committees following the resignation of Councillor Chivers:
 - Planning Committee
 - Asset Management Committee
 - Highways and Streetscene Committee

- e) To consider appointing members to the following organisation vacancies:
- Footpath representative- Beanacre
 - Footpath representative- Shaw & Whitley
8. To approve the **Minutes of the Full Council Meeting** held on 2nd December 2024.

9. Planning

- a) To approve the **Planning Committee Minutes** of 16th December 2024 and 13th January 2025.
- b) To approve the Confidential Notes to accompany the Planning Committee minutes of 16th December 2024.
- c) To formally approve the **Planning Committee** recommendations of 16th December 2024 and 13th January 2025.
- d) To consider supporting MTUG Melksham Transport User Group request for bus funding for current planning applications for large developments east of Melksham.
- e) To give a steer to the Planning Committee on the planning application for a new warehouse for Gompels PL/2024/11426 Land to the South of A365 Bath Road and West of Turnpike Garage

f) **Melksham Neighbourhood Plan 2**

- i) To note update following close of Melksham Neighbourhood Plan Regulation 16 consultation on Weds 22nd January
- ii) To consider any matters to inform the Neighbourhood Plan Steering Group meeting on Weds 29th January
- iii) To give delegated powers to the Planning Committee to approve the Steering Group comments to be submitted to the Examiner, if required

10. Finance

- a) To approve the **Minutes of the Finance Committee Meeting** held on 6th January 2025
- b) To formally approve the **recommendations** contained within the Minutes of 6th January 2025 (except for the Budget and Precept items)
- c) To consider any adjustments that need to be made to the budget following the opening of the parish grass cutting and bin emptying tenders.
- d) To note extract from Finance Regulations regarding the setting of the budget and precept.
- e) To note CIL (Community Infrastructure Levy) guidance for use of funds in 2025/26
- f) To formally approve the **Budget for 2025/26** and the year ending position for 2024/25.

- g) To formally approve the **Precept** for 2025/26
- h) To consider **Press Release** on Precept and Budget Proposals
- i) To note information to be provided for the Council Tax leaflet.
- j) To consider the **Internal Auditor report** following visit on Wednesday 18th December as reviewed by the Finance Committee on 6th January 2025.
- k) To note **Receipts & Payments** reports for December 2024.
- 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 approve Bank Account and Fund Transfers.
- o) **East of Melksham Community Centre**: To receive update on legal terms of Melksham Town Council agreement following clarification being sought from Wiltshire Council (if received).
- p) To receive update on arrangements for a **CIL sharing working party** and consider way forward.
- q) To note confirmation from the **Sandridge Solar Farm** that the community benefit will be for 40 years.
- r) **Government consultation on Local Audit Reform**: To approve draft response to the consultation.

11. Asset Management:

- a) To note confirmation from solicitors that the Land Registry has completed the registration of the Whitworth Play Area.
- b) To approve Davey Play Area transfer documents
- c) To note correspondence from the Berryfield Village Hall Trust regarding findings of lightning protection inspection and consider way forward.
- d) To consider request from the Berryfield Village Hall Trust to draw down the whole sum allocated for the ongoing maintenance of the village hall public art.
- e) To note update on Shurnhold Fields project and any actions/update following AGM of the "Friends" volunteer group on 22nd January

12. Highways:

- a) To approve draft response to the Local Transport Plan

b) To consider correspondence on Real Time Information for bus stops/shelters

13. Partnership working:

a) To consider request from Melksham Town Council to collaborate on their new Youth Advisory Board initiative in the town.

14. Devolution Priority Programme (“Heart of Wessex”): To note latest update on Wiltshire Council’s support to the devolution priority programme.

15. To consider submitting a parish council response to the Government Consultation: **‘Strengthening the Standards and Conduct Framework for Local Authorities in England’**

16. To note new **NALC anti-Terror** checklist which is aligned with the requirements of Martyn’s Law, for future consideration and action.