



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Monday 30th September 2024

Dear Members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 7th October 2024 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=86241470358>

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

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). 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 (7b, 8b & 10di) 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 9th September 2024.

b) To approve the **Confidential Notes** to accompany the Full Council minutes of 9th September 2024.

8. Planning

a) To approve the **Planning Committee Minutes** of 23rd September 2024.

b) To approve the Confidential Notes to accompany the Planning Committee minutes of 23rd September 2024.

c) To formally approve the **Planning Committee** recommendations of 23rd September 2024.

d) To receive feedback from Neighbourhood Plan Steering Group meeting held on 25th September.

e) To approve the draft reviewed Melksham Neighbourhood Plan and suite of evidence documents, as a Qualifying Body, for submission to Wiltshire Council.

9. Finance

a) To note **Receipts & Payments** reports for September.

b) To seek **cheque signatories/online authority** for October payments.

c) To approve Bank Account and Fund Transfers.

d) Quarterly Reports for Qtr. 2 (July, August & September).

i. To note Budget v Actual

Serving rural communities around Melksham

- ii. To note Bank Reconciliation
- iii. To note VAT reclaim
- iv. To note 'over £500 spend' report to meet Transparency Code good practice.
- e) To note External Auditor's report and publication of Notice of Audit Conclusion for the financial year ending 31st March 2024.
- f) To note that the parish council is not eligible under the Financial Services Compensation Scheme (FSCS).
- g) To consider a request for funding towards refurbishment of 11 Church Walk for a Community Hub following Clerk's meeting with representatives.

10. Asset Management

- a) To approve quotation to extend the length of the current hardstanding inside of Kestrel Court Play Area and turn the existing picnic table around by 90° (arising from min.84/24 Asset Management 1st July 24).
- b) To receive update on Hornchurch Road Play Area safety surfacing works.
- c) To note patch repair undertaken at Kestrel Court Play Area under delegated powers.
- d) **Bowerhill Sports Field/Pavilion:**
 - i. To receive update following meeting with youth organisation on the way forward.
 - ii. To note meeting notes and decisions made from meeting with youth organisation regarding the hire of the kitchen and games room facilities on a regular basis.
 - iii. To approve quotation from contractors to undertake additional pitch maintenance following successful grant application.
 - iv. To consider quotation for replacement fan in changing room 1 following service.
 - v. To consider quotations for pavilion gas contract.
 - vi. To consider giving the Clerk delegated powers to negotiate utility contracts in the future.
- e) **Shurnhold Fields.** To note minutes from the Shurnhold Fields Working Party meeting held on Tuesday 24th September and approve actions.

11. To receive update on Real Time Information in the parish.

12. To receive parish update following recent wet weather.

13. Local Nature Recovery Strategy (LNRS): To consider parish council response to the Wiltshire and Swindon LNRS map and survey. <https://bit.ly/4gLIUS3>

14. To consider Dorset & Wiltshire Fire and Rescue Service statement regarding operational changes.

15. To consider submitting comments to consultation on community EV charging points. <https://bit.ly/3ZLXyTu>