



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 2nd December 2025

Dear Members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 8th December 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/83838731271?pwd=TRW0OGcyAR0Nyyk36xPNXnW18IEqLt.1>

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-pc.gov.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
PACK HERE**

AGENDA

1. **Welcome, Announcements & Housekeeping**
2. **To receive apologies and consider approval of reasons given.**
3. **Invited Guests:**
 - a) Wiltshire Councillor **Andrew Griffin** (Melksham Without West & Rural)
 - b) Wiltshire Councillor **Phil Alford** (Melksham Without North & Shurnhold).
 - c) Wiltshire Councillor **Nick Holder** (Bowerhill)
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 as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*
6. **Public Participation**
7. **Full Council**
 - a) To approve the **Minutes of the Full Council Meeting** held on 17th November 2025.
 - b) To note the venue for the Annual Parish Meeting on Monday 27th April 2026 will be Melksham Rugby Club (Oakfields).
 - c) To note that the Parish Council office will close for the Christmas break on Friday 19th December and reopen on Monday 5th January.
8. **Planning**
 - a) To approve the **Planning Committee Minutes** of 24th November 2025.
 - b) To formally approve the **Planning Committee** recommendations of 24th November 2025.
 - c) To receive an update on the parish council's approach to upcoming Appeals and to consider if to participate as a Rule 6 party.
 - d) To note CAWS presentation on Cumulative Impact of proposed energy schemes in the north of the parish.
 - e) To receive feedback on Studley Solar Farm (PL/2021/08690) public consultation in Atworth, the Environment Agency's latest response and consider any response.
9. **Community Governance Review**
 - a) To consider any requests for the Devizes Area Community Governance review for boundaries with adjacent parishes (Seend, Rowde and Bromham)
 - b) To note the elector and dwelling figures for Melksham Without Parish Council and Melksham Town Council
10. **Finance**
 - a) To note **Receipts & Payments** reports for November.
 - b) To seek **cheque signatories/online authority** for December payments.
 - c) To approve Bank Account and Fund Transfers.
 - d) To note draft Tax Base for Precept setting for 2026/27
 - e) To note confirmation of Sandridge Solar farm community benefit contribution for 2025/26.

- f) To consider contributions to the funding requests from Melksham Town Council for 2025/26 financial year:
 - Arts Fringe Festival (1 week) – budget £10,000
 - Holiday Activities – budget £5,000
 - Remembrance – budget £1,600
 - Christmas Lights – budget £20,000
 - £5,000 contribution for Market Place Toilets.
- g) To agree the option for renewal of the Rialtas (accounting software) Contract

11. Asset Management:

- a) To agree cover for weekly visual play area and allotment inspections over the Christmas period whilst staff on leave
- b) To receive an update on Shurnhold Fields works.
- c) To note the exercised right of access to Parish Council land at Berryfield
- d) To approve the quotation for seeding pitches at Bowerhill Sports Field
- e) To approve the quotation for painting the bus shelter(s) at Shaw (on the A365 near the Church) with anti-graffiti paint

12. IT Working Party

- a) To approve the **IT Working Party Notes** of 28th November 2025.
- b) To formally approve the **IT Working Party** recommendations of 28th November 2025 (including policies)
- c) To approve the specification for a new website

13. Highways, Footpaths and Streetscene

- a) To approve items arising from Melksham Local Highways & Footway Improvement Group (LHFIG)
 - i. Removable traffic islands on A365 at Hornchurch Road junction: cost ~£4,500 (33% of £12,908 +VAT plus ~£600 for traffic management)
- b) To approve response to Wiltshire Council survey on LHFIG
- c) To receive feedback from Parking Plan Engagement sessions

14. Partnership Working:

- a) To consider request from Melksham Town Council to write to residents of East of Melksham
- b) To consider making recommendations on “Next Steps” to Melksham Town Council on the future provision of Cemetery services – to inform Budget Setting
- c) To note Wiltshire Climate Alliance intends to apply for substantial National Lottery Climate Action Funds and to consider expressing an interest as a future partner in their proposals.

15. Police and Crime Commissioner (PCC)

- a) To note the replacement of the PCC model