



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Monday 2nd September 2024

Dear Members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 9 September 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=81892086828>

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 7(b), 10(b&c), 11(b) 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 29 July 2024.
 - b) To approve the **Confidential Notes** to accompany the Full Council minutes of 29 July 2024.
8. **Planning**
 - a) To approve the **Planning Committee Minutes** of 19 August and 2 September 2024.
 - b) To formally approve the **Planning Committee** recommendations of 19 August and 2 September 2024.
 - c) **National Planning Policy Framework (NPPF) Consultation**. To approve a response to the consultation
<https://www.gov.uk/government/consultations/proposed-reforms-to-the-national-planning-policy-framework-and-other-changes-to-the-planning-system/proposed-reforms-to-the-national-planning-policy-framework-and-other-changes-to-the-planning-system>
9. **Finance**
 - a) To note **Receipts & Payments** reports for July and August.
 - b) To seek **cheque signatories/online authority** for September payments.
 - c) To approve Bank Account and Fund Transfers.
 - d) To note if any members of public have exercised their right to inspect accounts (close of public rights 2 August).

e) **CIL (Community Infrastructure Levy):**

- i) To receive response from Wiltshire Council on **not** using CIL for expansion of Melksham Cemetery.
- ii) To note response from Wiltshire Council on what they have spent CIL on. (Finance Committee 20 May 2024 - Min 30(e)/24).
- iii) East of Melksham Community Centre. To receive update from Melksham Town Council and consider next steps with regard to Community Infrastructure Levy (CIL) funding transferred to them for the project. (Finance Committee 20 May 2024 - Min 30(e)/24).
- iv) To note current CIL reserves and budget spend agreed for 24/25.
- v) To note response from Melksham Town Council for request for Sharing Working Group.
- vi) To consider more RTI (Real Time Information) sites in bus shelters from CIL funding.
- vii) To consider a request for Community Infrastructure Levy (CIL) funding towards refurbishment of 11 Church Walk for a Community Hub.

10. Staffing

- a) To approve the Minutes of the Staffing Committee meeting held on 2 September 2024.
- b) To approve Confidential Notes to accompany the minutes of 2 September 2024.
- c) To formally approve the Staffing Committee recommendations of 2 September 2024.
- d) **Local Government Pay Claim 2024/25.** To note update.
- e) To note guidance on Responding to Online Abuse.

11. Asset Management

- a) **Kestrel Court & Berryfield Play area transfers from Wiltshire Council.** To note finalised and signed and sealed by parish council.
- b) **Pathfinder Place Play Area Legal Transfer.** To receive update on legal transfer and consider Council's position on taking on the play area.
- c) **Hornchurch Road Play Area –** To note work starts on site 4 September for two weeks to resurface the play area.
- d) **Defibrillator outside Bowerhill Village Hall.** To approve quotation of £200 (ex VAT) for installation of plate to reinforce cabinet.
- e) **Rights of Way Interpretation Boards.** To note response from Rights of Way, Wiltshire Council on funding and consider a way forward on replacement of one, or all (four) boards.
- f) **Bowerhill Sports Field/Pavilion**
 - i) To consider latest update from youth organisation on booking arrangements.
 - ii) To note the Parish Council have been successful in receiving a grant from the Football Foundation Grass Pitch Maintenance Fund for pitch drainage.
 - iii) To approve a quotation of £1,678.00 + VAT to strip off all paint from the Pavilion doors.
- g) **Shurnhold Fields.** To receive update on car park/entrance improvement project and flood alleviation scheme and consider a way forward.
- h) **Community Action Shaw & Whitley (CAWS).** To note letter of thanks for donation

of sack truck/s.

12. **Highways**

- a) **Bus Stop, Telford Drive.** To note correspondence from Principal Engineer on Wiltshire Council's position on relocating the bus shelter and consider a way forward.
- b) **Local Cycling Walking Improvement Plans (LCWIP).** To consider priority of routes <https://calne-and-melksham-lcwip.commonplace.is/>
- c) **Speeding on Semington Road (LHFIG Issue 9-24-09).** To consider request from the Local Highway & Footpath Improvement Group (LHFIG) on sites for Traffic Surveys.

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

- a) **Wiltshire Explore App.** To receive update following recent meetings and consider way forward with the parish council involvement in the project.
- b) **Wiltshire Rail Strategic Study.** To consider a response to the study.
- c) **Rail Services.** To consider a request to write to the relevant bodies asking they restore Melksham's train service to operate at the level specified in First Group's contract.
- d) **HELP Counselling.** To consider a request for Trustees.
- e) **Project Gigabit.** To note Openreach have been appointed to build next generation gigabit capable infrastructure in Central and North Wiltshire and consider facilitating a response for the parish.
- f) **Future Cemetery provision.** To arrange members to join the Town Council Cemetery Provision Working Group.