



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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2 March 2020

Dear members

You are summoned to attend the **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 9 March 2020, at 7.00pm at 1 Swift Way, Westinghouse Way, Bowerhill, SN12 6TL**, to consider the agenda below.

Yours sincerely

Teresa Strange, Clerk

AGENDA

1. **Welcome, Announcements & Housekeeping**
 - a) **To note new date for election for Bowerhill Ward.**
 - b) **To note Janet Gould is PCSO for Melksham Rural.**
 - c) **Invitation to Melksham 'Our Community Matters' event to be held on Wednesday 8 April 2.00pm-4.00pm at Melksham Assembly Hall**
 - d) **To note date of Annual Parish meeting, Tuesday 7 April 2020 at Bowerhill Village Hall 6.30pm refreshments and networking for 7.00pm start.**
2. **To receive Apologies and consider approval of reasons given.**
3. **Invited Guests:**
 - a) **Wiltshire Councillor Phil Alford (Melksham Without North) & Wiltshire Councillor Nick Holder (Melksham Without South)**

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 during the consideration of the following items of business (Item 13a) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

6. Public Participation

7. To approve the Minutes of the Full Council meeting held on 10 February 2020

a) Matters arising from the minutes

- i) Min No: 405c/19: Temporary Weight Restrictions on Cleveland Bridge, Bath. To note correspondence from Westbury Town Council
- ii) Min No: 408/19: Michelle Donelan MP. To receive feedback from meeting held on Friday, 21 February 2020.

8. Planning:

- a) To approve the Minutes of the Planning Committee meetings held on 10 February 2020 and 24 February 2020.
- b) To formally approve Planning Committee recommendations contained within the minutes of 10 February 2020 and 24 February 2020.

9. Asset Management

- a) To formally approve the minutes of the Asset Management Committee meeting held on 17 February 2020.
- b) To note correspondence (arising Min No: 413a/19 – Recommendation 1 – Wilts FA and Recommendation 4 – Redfish)
- c) To formally approve the Asset Management Committee recommendations contained within the minutes of 17 February 2020.
- d) To consider allowing banners on railings at Bowerhill Sports Field.
- e) To receive update on current progress regarding Berryfield Village Hall.

10. Highways

- a) To formally approve the minutes of the Highways & Street Scene Committee meeting held on 24 February 2020.**
- b) To note correspondence with Wiltshire Police regarding A350 pedestrian crossing (Min No: 434a/19)**
- c) To formally approve the Highways & Street Scene Committee meeting recommendations contained within the minutes of 24 February 2020**
- d) Wiltshire Council Traffic Regulation Orders (To note the following Orders have been made)**
 - i) B3107 Bradford Road and C212 Melksham Lane, Broughton Gifford (50 mph Speed Limit) Order 2020**
 - ii) C211 East Lane and B3107 Melksham Road, Holt (50 mph Speed Limit) Order 2020**
- e) To receive feedback following A350 by-pass presentation at Area Board meeting held on 4 March and consider any future action.**
- f) To consider suggestions for improved or enhanced bus services in Wiltshire**

11. Finance:

- a) To formally approve the Minutes of the Finance Committee held on Monday, 2 March 2020.**
- b) To formally note receipt of Internal Audit interim Review held on 14 February 2020 (*Reviewed by Finance Committee on 2 March 2020*)**
- c) To approve the recommendations contained within the minutes of 2 March 2020.**
 - i) To appoint two non Finance Committee Councillors to undertake quarterly internal control checks.**
 - ii) To note Officer action taken regarding Fidelity (Employee Dishonesty Cover)**
- d) To note Income/Expenditure reports for February**
- e) To agree two Finance Councillors to authorise monthly payments for March and Bank Transfers**
- f) To approve invoice payment of Parish's contribution towards Market Place Toilets.**

- g) To note expenditure to date on Melksham Joint Neighbourhood Plan for Year End for Audit purposes.**
- h) Shurnhold Fields. To note decision on joint funding of capital expenditure (car park) from Melksham Town Council and Melksham Area Board.**

12. Community Governance Review

- a) To consider correspondence from Seend Parish Council and receive feedback from public meetings.**
- b) To review proposals and agree next steps.**
- c) To note timescale of review and dates of next round of public consultation.**

13. Neighbourhood Planning/Local Plan Review

- a) To note update from last Neighbourhood Plan meeting held on 26 February 2020. *(In Closed Session)***
- b) To note presentation of draft Neighbourhood Plan on Wednesday, 25 March at 7.00pm to Melksham Town Council and Melksham Without Parish Council.**
- c) To note Extra Ordinary Full Council meeting to approve draft Neighbourhood Plan following presentation.**
- d) To approve revised CIL Policy and consider feedback from joint Town/Parish meeting.**
- e) To note Regulation 14 Consultation due to start on 6 April 2020.**
- f) To consider commenting on Seend Neighbourhood Plan regarding Local Green Space designations (BRAG Picnic Area and Bridleway, Giles Wood)**
- g) To consider holding Working Party to review improvements to Green Infrastructure and Open Space to inform Melksham Neighbourhood Plan and Local Plan Review.**

14. Emergency Planning

- a) To receive update on emergency planning procedures.**
- b) To note Minutes of CAWS CEG meeting held on 11 February 2020 and DBS checks being undertaken by Officers**
- c) To receive update following recent flood event within the parish.**

15. Community projects/partnership organisations:

- a) East of Melksham Community Centre. To consider update from Melksham Town Council and next steps.**
- b) To consider providing free trees to parish residents to plant in their gardens.**
- c) To consider correspondence regarding plans for VE Day 75 years commemorations on 8 May 2020.**
- d) To note dates of the Great British Spring Clean 20 March-13 April 2020.**
- e) To consider appointing representative to attend Melksham Town Council CCTV working group and Health & Wellbeing Group, Melksham Area Board.**
- f) To note Fun in the Sun dates for this Summer at Shaw Playing Fields (*Wiltshire Council Rural Outreach Programme*).**