



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

First Floor
Melksham Community Campus,
Market Place, Melksham,
Wiltshire, SN12 6ES
Tel: 01225 705700

Email: clerk@melkshamwithout-pc.gov.uk
Web: www.melkshamwithout-pc.gov.uk

Wednesday 7th October 2026

Dear Members

You are summoned to attend the **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 12th October 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.

PLEASE NOTE THAT THERE IS WORK BEING UNDERTAKEN IN THE CAMPUS CARPARK SO LEAVE PLENTY OF TIME TO ARRIVE AND FIND A PARKING SPACE AS THERE WILL BE FEWER SPACES AVAILABLE THAN USUAL. YOU MAY NEED TO USE ALTERNATIVE CAR PARKS IN THE AREA.

Click link here:

<https://us02web.zoom.us/j/2791815985?pwd=Y2x5T25DRlVWVU54UW1YWWE4NkNrZz09&omn=88454695433>

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

YOU CAN ACCESS THE AGENDA PACK HERE



AGENDA

1. **Welcome & Housekeeping**
2. **Announcements**
3. **To receive Apologies and approval of reasons given**
4. **Declarations of Interest:**
 - a) To receive declarations of interest
 - b) To consider for approval any Dispensation Requests received by the Clerk and not previously considered.
5. **To consider holding items in Committee 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 as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted
6. **Public Participation & Invited Guests**
 - a) Wiltshire Councillor Nick Holder, Bowerhill
 - b) Wiltshire Councillor Phil Alford, Melksham Without North & Shurnhold
 - c) Wiltshire Councillor Andrew Griffin, Melksham Without West & Rural
7. **Full Council**
 - a) To approve the Minutes of the **Full Council** meeting held on 7th September 2026
 - b) To note that the Councillor vacancy arising from the resignation of Chris Griffiths will be filled by co-option, as no Election has been called by residents
 - c) To consider filling vacancies on committees, working parties and organisations arising from the resignation of Chris Griffiths; or defer until vacancy filled.
8. **Planning:**
 - a) To approve the Minutes of the **Planning Committee** meetings held on 14th September 2026 and 5th October 2026
 - b) To approve the Confidential Notes from the **Planning Committee** meetings held on 14th September 2026 and 5th October 2026
 - c) To approve the recommendations from the **Planning Committee** meetings held on 14th September 2026 and 5th October 2026
 - d) **Wiltshire Council's draft Local Plan**
 - i) To note that the response to the Wiltshire Council Local Plan Scoping Consultation to be appended to the minutes of the 5th October Planning Committee minutes.
 - ii) To consider membership of the joint working group with Melksham Town Council to progress spatial options and strategic planning work for the wider Melksham area
9. **Finance**
 - a) To note Receipts & Payments reports for September 2026.
 - b) Quarterly Reports for Quarter 2 (July, August, September).
 - i. To note Budget vs Actual
 - ii. To note Bank Reconciliation
 - iii. To note VAT reclaims submitted

- c) To seek cheque signatories/online authority for October payments.
- d) To approve Bank Account and Fund Transfers.
- e) To note external auditors report and consider any action
- f) To consider initial thoughts/requests to inform the 2026/27 budget preparation

10. Asset Management

- a) To consider the revised Memorandum of Understanding and associated order arrangements for RTI (Real Time Information) display units for bus shelters
- b) To approve the recommendations of the Beanacre Play Area Refurbishment working party held on Monday 5th October 2026 including approval of quote for works to be undertaken
- c) To approve quote for replacement of the closure mechanism on play area gate at Hornchurch Road Play Area.
- d) **Bowerhill Sports Field:**
 - i) To consider in principle a request from Melksham Cricket Club for the provision of a cricket pitch at Bowerhill Sports Field, including the installation of a cricket wicket.
 - ii) To consider Future of Football proposals for enhanced use of facilities
 - iii) To note approval of quote for urgent electrical work required, under delegated powers, further to Hard Wire Electrical inspection
- e) To note additional tree work undertaken at Berryfield Park, under delegated powers, due to health and safety reasons

11. Highways, Footpaths and Streetscene:

- a) To consider the next steps for proposal for dropped kerbs at Bowerhill.
- b) To note refresh of the Western Gateway Strategic Investment Plan which includes the proposed Melksham Eastern bypass and improvement to Melksham railway line capacity

12. Community projects/partnership organisations:

- a) To note the change in funding for Age UK Community Connectors (formerly Melksham Community Support) and to consider the next steps.
- b) To consider nominating a Councillor to join the Wilts & Berks Canal Trust Melksham Link Program Steering Group
- c) To consider Melksham Environment Group request for the parish council to arrange a showing of the National People's Emergency Briefing on Climate and Nature.

13. Staffing

To note the resignation of the Allotment Warden, receive an update on the recruitment process, and delegate authority to the Staffing Committee (19th October) to make the appointment following interviews.