



## MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 21<sup>st</sup> July 2026

Dear Members

You are summoned to attend the **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 27<sup>th</sup> July 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=Y2x5T25DRIVWVU54UW1YWWE4NkNrZz09&omn=84175855146>

Or go to [www.zoom.us](http://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](http://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. **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*
5. **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.
6. **Public Participation & Invited Guests**
  - a) Wiltshire Councillor Nick Holder, Bowerhill
  - b) Wiltshire Councillor Phil Alford, Melksham Without North & Shurnhold Wiltshire
  - c) Councillor Andrew Griffin, Melksham Without West & Rural
7. **Full Council**
  - a) To approve the Minutes of the **Full Council** meeting held on 29<sup>th</sup> June 2026
  - b) To receive answers to queries raised about Real Time Information (RTI) and to consider the next steps
8. **Planning:**
  - a) To approve the Minutes of the **Planning Committee** meeting held on 13<sup>th</sup> July 2026.
  - b) To formally approve the **Planning Committee** recommendations of 13<sup>th</sup> July 2026.
  - c) To consider cancelling the Planning Committee meeting scheduled for 3<sup>rd</sup> August 2026 due to lack of new planning applications.
  - d) To approve delegated powers for the Clerk to submit comments on Tree Preservation Orders (TPOs) and small planning applications/amended plans following consideration by email by Planning Committee members over the August recess. New large planning applications, or significant changes to ongoing applications, will necessitate a committee meeting being called.
9. **Finance**
  - a) To note Receipts & Payments reports for June 2026.
  - b) Quarterly Reports for Quarter 1 (Apr, May, Jun).
    - 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 August payments.
  - d) To approve/ratify Bank Account and Fund Transfers.
10. **Asset Management**
  - a) To approve the Minutes of the **Asset Committee** meeting held on 6<sup>th</sup> July 2026.
  - b) To formally approve the **Asset Committee** recommendations of 6<sup>th</sup> July 2026.

- c) To approve the Confidential Notes to accompany the **Asset Committee** of 6<sup>th</sup> July 2026.
- d) To approve the quote specification package for Beanacre play area site.
- e) To approve the quotation for an additional meeting room Microphones
- f) To consider additional regular spot weed spraying at Shaw Play Area
- g) To approve quote for tree works following tree inspection recommendations
- h) To consider pro-rotta approach to allotment fees in final quarter of allotment year
- i) To consider creating smaller and starter allotment plots
- j) To consider requesting enlarged and improved carparks at Shaw Village Hall and Bowerhill Sports Field as Wiltshire Council Social Value Projects

#### **11. Staffing**

- a) To approve the Minutes of the **Staffing Committee** meeting held on 20<sup>th</sup> July 2026.
- b) To approve the Confidential Notes to accompany the **Staffing Committee Minutes** of 20<sup>th</sup> July 2026.
- c) To formally approve the **Staffing Committee** recommendations of 20<sup>th</sup> July 2026.

#### **12. Highways and Road Safety:**

- a) To note receive feedback from Wiltshire and Swindon Road Safety Seminar held on 17<sup>th</sup> July 2026
- b) To note the next Highways, Footpaths and Streetscene committee meeting on 10<sup>th</sup> August 2026

#### **13. Wiltshire Council New Central Depot in Melksham**

- a) To approve the notes of the meeting held with Wiltshire Council on 14<sup>th</sup> July 2026 and to receive feedback from the public consultation events
- b) To consider a response to the public consultation

#### **14. Community projects/partnership organisations:**

- a) To note Age UK new funding for community connectors
- b) To consider invite to be involved in Melksham Town Council Sham Jam Festival
- c) To receive an update on the response to the Gigabit Broadband Voucher Scheme letters to eligible addresses
- d) To receive an update from Whitley Reading Rooms Annual General Meeting