



## 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](mailto:clerk@melkshamwithout-pc.gov.uk)  
Web: [www.melkshamwithout-pc.gov.uk](http://www.melkshamwithout-pc.gov.uk)

Wednesday 24<sup>th</sup> June 2026

Dear Members

You are summoned to attend the **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 29<sup>th</sup> June 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=Y2x5T25DRIVVWU54UW1YWWE4NkNrZz09&omn=86945640985>

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.
  - c) To note new Government guidance on the publication of councillor home addresses on the Register of Interests (on Wiltshire Council's website), and to consider the current publication policy
6. **Public Participation & Invited Guests**
  - a) Wiltshire Councillor Andrew Griffin, Melksham Without West & Rural
  - b) Wiltshire Councillor Nick Holder, Bowerhill
  - c) Wiltshire Councillor Phil Alford, Melksham Without North & Shurnhold
7. **Full Council**  
To approve the Minutes of the **Annual Council** meeting held on 18<sup>th</sup> May 2026
8. **Planning:**
  - a) To approve the Minutes of the **Planning Committee** meetings held on 1<sup>st</sup> June 2026 and 22<sup>nd</sup> June 2026.
  - b) To formally approve the **Planning Committee** recommendations of 1<sup>st</sup> June & 22<sup>nd</sup> June 2026.
9. **Finance**
  - a) To approve the Minutes of the Finance Committee meeting held on 15th June 2026
  - b) To formally approve the Finance Committee recommendations of 15th June 2026  
**except:**
    - i. To approve AGAR (Annual Governance & Accountability Return) – see agenda items 9e & 9f
    - ii. To approve supporting year end accounts – see agenda item 9g
    - iii. To approve financial regulations – see agenda item 9h
  - c) To note information on Accounting and Audit: Year End Process.
  - d) To note Internal Auditor's final report for year ending 31 March 2026.
  - e) To consider, approve and sign Section 1 of the External Audit Annual Return for year ending 31 March 2026 (Governance Statement).
  - f) To approve and sign Section 2 of External Audit Annual Return for year ending March 2026 (Accounts Statement).
  - g) To approve and sign supporting Year End Accounts & Statement (including Transparency Act requirements) for year ending 31 March 2026.

- h) To adopt the Melksham Without Parish Council Financial Regulations (following review by the Finance Committee 15th June 2026).
- i) To note Receipts & Payments reports for May.
- j) To agree cheque signatories/online authority for July payments and note for June.
- k) To approve/ratify Bank Account and Fund Transfers.

#### **10. Asset Management**

- a) To approve delegated powers for the Chair of Asset Management Committee and Clerk to approve requests for over size greenhouses (already in place for sheds)
- b) To consider further correspondence on next steps for Real Time Information in bus shelters
- c) To consider update regarding Whitley Reading Rooms AGM, and future management committee, moving forward.
- d) To consider report following Beanacre play area site visits with play equipment providers and agree scope of works, budget and next steps
- e) To approve quotation to replace worn ignition/ionisation probe/s for hot water heater/s at Bowerhill Sports Pavilion

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

- a) Local Highways and Footway Improvement Group (LHFIG)
  - i. To note the LHFIG budget for 2026/27 has been reinstated to £24,338 (compared with the initial provisional figure of £12,169).
  - ii. Item 9-24-38: To note the final contribution to install dropped kerbs across the bell mouth of Bader Park will be £706.93 (33% of £2,142.22) – lower than the previously agreed (MIN 331/25) figure of £924 (33% of £2,800)
  - iii. Item 9-24-30: To approve the cost of additional verge makers on Halifax Road (opposite the school) at a cost of £132 (33% of £400)
- b) To consider date for a Highways, Footpath and Streetscene Committee meeting to inform the next LHFIG meeting (deadline for submissions 27<sup>th</sup> August 2026)
- c) To receive feedback from the Semington Road site visit, held on 23<sup>rd</sup> June 2026, with the Walk Wheel Cycle Trust as part of the Holistic review of Semington Road.
- d) To receive feedback on presentation of Wiltshire Council's new "Bus Shelter Bus Stop Infrastructure Improvement Programme"

#### **12. Emergency Plan**

- a) To consider any future actions/lessons learnt following the Red Severe Heat warning for 24<sup>th</sup> & 25<sup>th</sup> June.
- b) To note update on progress with written joint Emergency Plan with Melksham Town Council
- c) To consider options for "emergency" telephone number working with CAWS CEG  
Community Action: Whitley & Shaw Community Emergency Volunteers

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

- a) To consider facilitating a Stakeholder Steering Group regarding future hospital services provision

- b) To receive an update on the Gigabit Broadband Voucher Scheme further to letters to eligible addresses
- c) To note update on proposed local Fire Station closures
- d) To note that the parish council is not eligible for the National Grid community fund and to agree next steps with community groups
- e) To consider requesting a Banking Hub in Melksham
- f) To note there are no Melksham Without implications with neighbouring parishes as part of the current Devizes Community Area Governance Review
- g) To receive feedback from meeting with Wiltshire FA regarding the feasibility of Bowerhill Sports Field as a potential site for a 3G funded pitch
- h) To receive feedback from the local Village Hall meeting and a presentation from INPOST. To consider the principle of such lockers being in place at village halls owned by the parish council.
- i) To note details of the Government's new Crisis Resilience funding administered by Wiltshire Council