MELKSHAM WITHOUT PARISH COUNCIL
Clerk: Mrs Teresa Strange

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Monday 2nd November 2026

Dear Members

You are summoned to attend the **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 9th November 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=Y2x5T25DRlVWVU54UW1YWWE4NkNrZz09&omn=81751414135

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.melkshamwwithout.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. **Co-option of new Member for Beanacre, Shaw, Whitley and Blackmore Ward Vacancy**
   a) To note procedure for co-option.
   b) To consider applications for co-option and appoint a new councillor.
   c) The newly appointed councillor to sign a declaration of office and join the meeting)
   d) To receive declarations of interest from newly appointed Councillor
8. **Full Council**
   a) To approve the Minutes of the **Full Council** meeting held on 12th October 2026
   b) To fill the vacancies on committees, working parties and organisations arising from councillor resignation.
9. **Planning:**
   a) To approve the Minutes of the **Planning Committee** meeting held on 26th October 2026
   b) To approve the Confidential Notes from the **Planning Committee** meeting held on 26th October 2026
   c) To approve the recommendations from the **Planning Committee** meeting held on 26th October 2026
10. **Finance**
    a) To note Receipts & Payments reports for October 2026.
    b) To seek cheque signatories/online authority for November payments.
    c) To approve Bank Account and Fund Transfers.
    d) To note external auditors report and consider any action
    e) To receive feedback on the initial thoughts for the LIIP (Locally Identified Infrastructure Project) fund and confirm which Expressions of Interest to be submitted

f) To consider initial thoughts/requests to inform the 2027/28 budget preparation

g) To approve specification and scoring/weighting matrix for new website procurement following working party held on 5th November.

11. Asset Management

a) To approve the Minutes of the **Asset Committee** meeting held on 2nd November 2026
b) To approve the Confidential Notes from the **Asset Committee** meeting held on 2nd November 2026
c) To approve the recommendations from the **Asset Committee** meeting held on 2nd November 2026
d) To approve quotation for replacement footbridge at Bowerhill Sportsfield
e) To approve purchase of RTI (Real Time Information) on receipt of outstanding information

12. Highways, Footpaths and Streetscene:

a) To approve new SID (Speed Indicator Device) deployment schedule with additional device purchased

13. Community projects/partnership organisations:

a) To consider Age UK's quarterly (Q2) report for Melksham Community Support and feedback from latest review meeting (3rd November)
b) To consider whether and how the Parish Council wishes to proceed with future Cemetery Provision.

14. Staffing

a) To approve the Minutes of the **Staffing Committee** meeting held on 19th October 2026
b) To approve the Confidential Notes from the **Staffing Committee** meeting held on 19th October 2026
c) To approve the recommendations from the **Staffing Committee** meeting held on 19th October 2026