



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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3 February 2020

Dear members

You are summoned to attend the **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 10 February 2020, at 7.00pm at 1 Swift Way, Westinghouse Way, Bowerhill, SN12 6TL**, to consider the agenda below.

Yours sincerely

A handwritten signature in black ink that reads 'T. Strange'.

Teresa Strange, Clerk

AGENDA

1. **Welcome, Announcements & Housekeeping**
 - a) To note timescale for by-election on 12 March 2020 for the Bowerhill Ward.
2. To receive **Apologies** and consider approval of reasons given.
3. **Invited Guests:**
 - a) Alan Henderson, Principal Melksham Oak and Simon Cowley, Regional Director of White Horse Academy
 - b) 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. **Public Participation**

6. **Meeting Dates.** To approve list of meeting dates for 2020/21 and note revised list for remainder of 2019/20.

7. To approve the **Minutes of the Full Council** meeting held on 20 January 2020

8. **Planning:**

- a) To approve the Minutes of the **Planning Committee** meeting held on 3 February 2020.
- b) To formally approve Planning Committee recommendations contained within the minutes of 3 February 2020.

9. **Asset Management**

- a) To formally approve the minutes of the Asset Management Committee meeting held on 3 February 2020.
- b) To formally approve the Asset Management Committee recommendations contained within the minutes of 3 February 2020.
- c) **Request for Bench.** To consider a request from a Melksham Town resident for a bench on the corner of New Road/Woodrow Road.
- d) **Disposal of Assets.** To approve the disposal of old Windows 7 PC and Speed Indicator Device and removal from the Asset Register/Insurance Schedule

10. **Finance:**

- a) To note **Income/Expenditure** reports for January
- b) To agree two finance councillors to authorise monthly payments for February
- c) To approve draft Neighbourhood Plan Policy on CIL as produced by Place Studio Consultants and agree a way forward on future meeting with Melksham Town Council.
- d) To consider giving the Finance Committee delegated powers to open tenders and appoint contractor on 13 February 2020 for Berryfield Village Hall Project.

11. **Community Governance Review**

- a) To receive feedback following public meeting at Bowerhill Village Hall on, Wednesday, 22 January 2020.

- b) To note date of next meeting at Melksham Assembly Hall on Friday, 14 February 2020.
- c) To consider response from legal officer at Wiltshire Council following concerns raised regarding the consultation process.
- d) Following representation from BRAG. To consider removing Giles Wood from the parish's proposals to change the Seend boundary from the old railway line to the canal.

12. **Highways**

- a) **Cancellation of the D3 Bus Route as from 4 April 2020.** To note ongoing discussions on alternative provision and to consider a way forward, given the impact this announcement will have on residents of the parish.
- b) **CATG.** To consider response to Wiltshire Council survey on the benefits the Community Area Transport Group (CATG) have brought to Wiltshire's community areas.
- c) **Temporary Weight Restrictions on Cleveland Bridge, Bath.** BaNES proposes to introduce temporary 18T restrictions on the bridge, to ensure the condition of the bridge is not compromised. To consider a response on the impact this will have on the road network within the parish.

13. **Open Spaces Survey.** To note Wiltshire council will be seeking assistance from town and parish councils in collating data relating to open spaces provision within their parishes to form the evidence based necessary to underpin a new Green Infrastructure Strategy and Open Space Strategy and will also be seeking assistance in publicising a household survey.

14. **Website Accessibility**

- a) To note officers have undertaken Website Accessibility Training.
- b) To note a risk analysis of the parish's website will need to be undertaken and to consider any financial implications, as well as an Accessibility Statement drawn-up.

15. **Michelle Donelan MP.** To consider arranging a meeting to meet the re-elected MP to discuss matters affecting the Parish.

16. **Community projects/partnership organisations:**

- a) East of Melksham Community Centre. To consider update from Melksham Town Council and next steps.