



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Wednesday 9 March 2022

Dear Members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 14 March 2022 at 7pm** at the **MWPC meeting space at 1 Swift Way, off Westinghouse Way, Bowerhill Industrial Estate, Melksham, Wiltshire, SN12 6GX**, 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=Y2x5T25DRIVWVU54UW1YWWE4NkNrZz09>

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

The recording will be available to view on YouTube the day after the meeting. Search for **Melksham Without Parish Council**. The recording will be available until the minutes of the meeting are approved and therefore become the legal record of the meeting.

Yours sincerely

A handwritten signature in black ink that reads "Strange".

Teresa Strange, Clerk

REVISED AGENDA

1. **Welcome, Announcements & Housekeeping**
 - a) Neighbourhood Plan Review communications commence in March (on social media, Melksham News and new website)
 - b) New Facebook feed now in parish council website www.melkshamwithout.co.uk
 - c) Annual Parish meeting on Tues 29th March, 6.30pm for refreshments and networking for 7pm start at Bowerhill Village Hall.
2. To receive **apologies** and consider approval of reasons given.
3. **Invited Guests:**
 - a) Wiltshire Councillor **Nick Holder** (Bowerhill)
 - b) Wiltshire Councillor **Phil Alford** (Melksham Without North & Shurnhold)
 - c) Wiltshire Councillor **Jonathon Seed** (Melksham Without West & Rural)
4.
 - a) To receive **Declarations of Interests**
 - b) To consider for approval any **Dispensation Requests** received by the Clerk and not previously considered.
5. To consider holding items in **Closed Session** 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 (Item 8c, 9b, 12, 16c) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*
6. **Public Participation**
7. To approve the Minutes of the **Full Council Meeting** held on 21 February 2022 and Confidential Notes to accompany the minutes.
8. **Planning:**
 - a) To approve the **Minutes of the Planning** Committee meeting held on 28 February 2022.
 - b) To formally approve **Planning Committee recommendations** of 28 February 2022.
 - c) To receive feedback from the potential Community Benefit meeting held on Thurs 10 March with JMB Solar Farm and consider any proposals made
9. **Asset Management**
 - a) To approve the Minutes of the **Asset Management Committee** meeting held on 28 February 2022
 - b) To consider correspondence received from Future of Football following proposals to increase charges for football camps on Bowerhill Sports Field
 - c) To formally approve the **Asset Management Committee**

recommendations of 28 February 2022.

- i) To approve quotation for replacement noticeboards for Shaw Village Hall and opposite the Pilot pub, Bowerhill.
- ii) To receive update following site visits with BRAG and Wiltshire Council Street Scene officers & Wiltshire Councillor Nick Holder
- iii) To consider options for lighting at Hornchurch Road Public Open Space

10. **Finance:**

- a) To approve the Minutes of the **Finance Committee** meeting held on 7 March 2022
- b) To formally approve **Finance Committee** recommendations of 7 March 2022.
- c) To note **Receipts & Payments** reports for February.
- d) To seek **cheque signatories/online authority** for March payments
- e) To note agreed contribution to Melksham Town Council for the Market Place public toilet maintenance and running costs for 2020/21

11. **New Berryfield Village Hall project:**

- a) To note latest update following Progress meeting 2 on 2 March and that the second staged payment has been made.
- b) To note first meeting of the residents group on Tuesday 8 March and decisions made, and guidance on making the building as accessible to all sought

12. **New office and meeting accommodation at Melksham Campus:** To approve the draft Heads of Terms Agreement and appoint legal representation

13. **Staffing:**

- a) To note that the Finance & Amenities Officer has been **awarded the ILCA** (Introduction to Local Council Administration Award) and to consider options for further qualifications (FILCA or CiLCA).
<https://www.slcc.co.uk/qualifications/>
- b) To note that a **national pay settlement** has been reached for 2021/22 and that this will be awarded and backdated to staff in the March payroll payments. <https://www.slcc.co.uk/2021-22-national-salary-award/>

14. To note **The Boundary Commission for England (BCE)** is holding a secondary consultation on its proposals for new parliamentary constituencies as part of the 2023 Boundary Review and to consider submitting comments <https://www.bcereviews.org.uk/node/6489#>

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

- a) To note minutes from CAWS meeting on 2 March
- b) To note minutes of Swindon & Oxfordshire Canal Partnership Meeting held on 2 December and 3 March 2022 (if received)
- c) To note, notes of Melksham Area Board Health and Wellbeing Group held on Tuesday 22 February 2022

- d) To note proposals by Gigaclear regarding installation of fibre optic cabling on the A3012 (Sandridge Road, Sandridge Common) and to consider inviting a representative to a future meeting to discuss proposals.
- e) Update following Area Board meeting held on 9 March

16. Meeting the **Climate Friendly Objective:**

- a) Tree whip mulching at Bowerhill Sports Field
- b) Choice of hand drier for Berryfield Village Hall
- c) To consider support for a wetlands scheme in principle.