



## MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Monday 17 January 2022

Dear Members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 24 January 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.

**MEMBERS OF THE PUBLIC ARE MORE THAN WELCOME TO ATTEND THE FACE TO FACE MEETING, BUT ARE ENCOURAGED TO PARTICIPATE VIA ZOOM, DUE TO LIMITED SPACE AVAILABLE IN OUR MEETING SPACE TO COMPLY WITH OUR COVID RISK ASSESSMENT (Maximum number in room is 18). MEMBERS OF THE PUBLIC ARE ALSO ENCOURAGED TO SUBMIT ANY QUESTIONS IN WRITING. Please be aware that the doors and windows will be open for ventilation and so the room may be cold. Masks will need to be worn on moving around the room, but can be taken off when the meeting begins and you are seated.**

**TO ACCESS THE MEETING PLEASE FOLLOW THE ZOOM LINK BELOW. THE MEETING WILL ALSO BE STREAMED LIVE ON YOUTUBE, THE LINK WILL BE POSTED ON THE PARISH COUNCIL WEBSITE WHEN IT GOES LIVE SHORTLY BEFORE 7PM.**

### **Join Zoom Meeting**

**<https://us02web.zoom.us/j/2791815985?pwd=Y2x5T25DRIVWVU54UW1YWWE4NkNrZz09>**

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

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

Teresa Strange, Clerk

# AGENDA

1. **Welcome, Announcements & Housekeeping**
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.
  - c) To note Councillors living in the Parish have a dispensation for Precept setting.
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 12) 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 6 December 2021 and Confidential Notes to accompany the minutes.
8. **Planning:**
  - a) To approve the **Minutes of the Planning** Committee meeting held on 13 December 2021.
  - b) To formally approve the Confidential notes to accompany the Planning Committee minutes 13 December 2021
  - c) To formally approve **Planning Committee recommendations** of 13 December 2021.
9. **Finance:**
  - a) To note the Minutes of the Finance Committee Working Party Meeting held on 10 January 2022
  - b) To formally approve the recommendations contained within the Minutes of 10 January 2022 (*except for the Budget and Precept*)
  - c) To formally approve the **Budget** for 2022/23
  - d) To formally approve the **Precept** for 2022/23
  - e) To consider **Press Release** on Precept and Budget Proposals
  - f) To note information to be provided for **Council Tax leaflet**
  - g) To note **Receipts & Payments** reports for December
  - h) **Quarterly Reports** for Qtr 3 (Oct, Nov, Dec)

- i) To note Budget vs Actual
    - ii) To note Bank Reconciliation
    - iii) To note VAT reclaim submitted
  - i) To seek **cheque signatories/online authority** for January payments
  - j) To consider draft legal agreement for transferring CIL (Community Infrastructure Levy) to Melksham Town Council for East of Melksham Community Centre.
10. To resolve that council meets the eligibility for **General Power of Competence**
11. **New Berryfield Village Hall project**
- a) To note contract has now been signed by the parish council and Rigg Construction and work started on site.
  - b) To note new programme of works: Start date 04/01/22 Completion date 12/08/22 & planning permission expiration date for existing temporary village hall.
12. **New office and meeting accommodation at Melksham Campus** - To note response from Wiltshire Council regarding Strategic Partner application and consider lease options.
13. To approve the draft joint (Melksham Town Council & Melksham Without Parish Council) **Emergency Response Plan** in principle
14. **Community Safety**
- a) To note CCTV Working Group minutes of meeting held on 23 Nov 2021.
  - b) To receive feedback following presentation on deployable/mobile CCTV presentation 13 January
  - c) To consider joining Melksham Town Council with cross council community safety initiatives
  - d) To consider commenting on “**Making Wiltshire Safer**” Police & Crime Commissioner draft consultation <https://www.wiltshire-pcc.gov.uk/the-pcc-and-you-have-your-say/making-wiltshire-safer/>
15. **Covid Restrictions:**
- a) To note update from professional bodies and to consider signing petition requesting the Government change legislation to allow for remote meetings <https://www.change.org/p/uk-government-and-parliament-for-councils-in-england-to-have-the-choice-to-meet-remotely>
  - b) To review staff returning to work from the office and opening to the public, with the relaxation of covid restrictions
16. **Asset Management:**
- a) To approve a new contract for the pavilion (electricity and gas) or to give delegated powers to officers to arrange
  - b) To approve spiking to all pitches at Bowerhill Sports Field

17. **Community projects/partnership organisations:**
- a) Beanacre first time sewerage. To note latest update from Wessex Water
  - b) Wilts & Berks Canal Trust Newsletter – Melksham update.
  - c) Land north-west of Woodrow Road. To note decision of Wiltshire Council to list as an Asset of Community Value following a request from Melksham Town Council.
  - d) Melksham Community Support update
  - e) To note minutes from CAWS meeting on 19 Jan (to follow)