



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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15th January 2020

Dear members

You are summoned to attend the **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 20 January 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, appearing to read 'T. Strange', is written over the printed name and title.

Teresa Strange, Clerk

AGENDA

1. **Welcome, Announcements & Housekeeping**

- a) To observe one minute's silence for former Wiltshire Councillor Roy While (*Melksham Without South*)
- b) To note resignation of Councillor Kaylum House. To note if no election called that co-option required (*deadline for call for election is 15th January*).
- c) To note proposed closure of St Damien's Doctors Surgery

2. To receive **Apologies** and consider approval of reasons given.

3. **Invited Guests:**

- a) Wiltshire Councillor Phil Alford (Melksham Without North) & Wiltshire Councillor Nick Holder (Melksham Without South)
- b) Representative from Neighbourhood Policing Team

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 dispensations that 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 business **(Item 9a)ii** 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 9 December 2019

8. **Planning:**

- a) To approve the Minutes of the **Planning Committee** meetings held on 16 December 2019 and 13 January 2020.
- b) To formally approve Planning Committee recommendations contained within the minutes of the above meetings.

9. **Finance:**

- a) To formally approve the minutes of the Finance Committee meetings held on 16 December 2019 and 7 January 2020.
 - i) To formally note the decisions made under delegated powers on 16 December 2019 with regard to appointing professional services for new village hall at Berryfield
 - ii) To formally approve the Finance Committee recommendations contained within the minutes of 16 December 2019 and 7 January 2020 (except recommendations for Precept).
- b) To formally approve the **Precept** for 2020/21
- c) To consider **Press Release** on Precept and Budget Proposals
- d) To note information to be provided for **Council Tax leaflet**
- e) To note **Income/Expenditure** reports for December
- f) **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
- g) To note **Income & Expenditure** reports for December 2019
- h) To agree two finance councillors to authorise monthly payments for January

9. Asset Management

- a) **Jubilee Fields.** To consider a protocol with regard to pitch bookings.
- b) **New Berryfield Village Hall Project.** To receive update.

10. Community Governance Review

- a) To consider next steps regarding public consultation.
- b) To consider responding to Melksham Town Council's proposal.
- c) To report feedback from meeting on 9 December 2019 at County Hall.

11. Community projects/partnership organisations:

- a) To note Operational Flood Working Group North minutes 11 December 2019.
- b) East of Melksham Community Centre. To consider update from Melksham Town Council and next steps.
- c) To consider response on NALC's response to Government consultation on "Strengthening Police Powers to Tackle Unauthorised Encampments"