



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Monday 15th October 2018

Dear members

You are cordially summoned to attend the **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 22nd October 2018, at 7.00pm at St Barnabas Church, Beanacre Road, Beanacre, Melksham, SN12 7PT** to consider the agenda below.

Yours sincerely


Teresa Strange, Clerk

AGENDA

1. **Welcome, Announcements & Housekeeping**
2. To receive **Apologies** and consider approval of reasons given.
3. a) To receive **Declarations of Interests**
b) To consider for approval any **Dispensation Requests** received by the Clerk and not previously considered
4. To consider holding items **in Committee (9g, 16b) 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
5. **Invited Guest:** James Jenkinson, Foresight Group (new owners of Sandridge Solar Farm)
6. **Public Participation**
7. To approve the **Minutes of the Full Council** meeting held on 17th September
8. **Planning:**
 - a) To approve the Minutes of the **Planning Committee** meetings held on 24th September & 15th October
 - b) To note information on new play areas from forthcoming housing developments
 - c) To formally approve Planning Committee Recommendations

Serving rural communities around Melksham

9. **Asset Management:**

- a) To approve the Minutes of the **Asset Management Committee** meeting held on 24th September
- b) To formally approve Asset Management **Recommendations**
- c) **Hornchurch Road Public Open Space:** To note update on new footpath, agree payment and note correspondence from Wiltshire Council
- d) **Tree Work:** To consider quotations for tree work identified by recent Tree Inspection, agree scope of work and appoint contractor
- e) To note **Wessex Water** work undertaken at Berryfield Play Area and receive update on Wessex Water works on parish council owned land at Berryfield
- f) To receive report on **Allotment** waiting list
- g) To consider **Bowerhill Sports Field** proposal (*in Committee*)

10. **Finance:**

- a) To note **Income & Expenditure** reports for July (updated), August & September
- b) To consider **Budget vs Actual** report for Qtr 2 (July, Aug, Sept)
- c) To appoint cheque signatories/online authority for October payments and to review Bank Reconciliations
- d) To note **Conclusion of Audit**
- e) To note **Precept Setting** Information

11. **Boundary Reviews:** To consider submitting comments to Boundary Commission regarding Wiltshire Council's submission (to be agreed 16th Oct)

12. To note feedback following **GDPR** (General Data Protection Regulations) Audit (17th Oct)

13. To receive feedback and consider future action following meeting with **MP Michelle Donelan** (19th Oct)

14. To note parish council **website** updated to be "small device" friendly (for mobile 'phones etc)

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

- a) To consider request for funding in 2019/20 from **TransWilts** following presentation 15th Oct (request for letter of support by end of Oct 18)
- b) To note minutes of the **Shurnhold Fields Working Party** and **Friends of Shurnhold Fields**
- c) To consider taking part in **#ourday** local government social media campaign (20th November)
- d) To consider who to attend **Parliament Week** activities
- e) To note invitation and advise RSVP to:
 - i) **Remembrance Day events** – Sunday 11th Nov (am: Town pm: Whitley)
 - ii) **Wiltshire Air Ambulance's New Air Base** – Tues 20th Nov

16. **Staffing & Resources:**

- a) To consider submitting comments on WALC consultation on **Employment Support Services**
- b) Update on employee planned sick leave (*in Committee*)