



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Monday 19th March 2018

Dear members

You are cordially summoned to attend the **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 26th March 2018, at 7.00pm at Crown Chambers, 7 Market Place, Melksham, SN12 6ES** 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 Interest**
b) To consider for approval any **Dispensation Requests** received by the Clerk and not previously considered.
4. To consider holding items in **Committee (Agenda item 9e, 10e) 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 Guests:** Melksham Oak Community School Link Governor & Chair of Governors
6. **Public Participation**
7. a) To approve the Minutes of the Full Council meeting held on 26th January
b) To formally approve the Confidential Notes to accompany the Full Council Minutes
8. **Planning:**
 - a) To approve the Minutes of the Planning Committee meetings held on 12th March
 - b) To formally approve Planning Committee Recommendations
 - c) To consider correspondence from developers for 17/12514/REM land east of Semington Road

Serving rural communities around Melksham

9. Staffing & Resources:

- a) To approve the Minutes of the Staffing Committee meeting held 12th March
- b) To formally approve Staffing Committee Recommendations
- c) To consider risk assessment for evening meetings at Crown Chambers and approve next steps
- d) To arrange cover for staff absence for weekly visits to play areas and allotments
- e) To note outcome of latest Apprentice trainer visit
- f) To note receipt of Policies
- g) To note Employer Contribution Rates for pension (for 2018/19)

10. Finance:

- a) To approve the Minutes of the Finance Committee meeting held 5th March
- b) To formally approve Finance Committee Recommendations
- c) To consider awarding grants to those where additional information was sought
- d) To note Receipts and approve Payments & Bank Transfers
- e) To note outcome of court proceedings
- f) To consider opening new building society/bank accounts to benefit from FSCS (Financial Services Compensation Scheme) cover
- g) To note update on Bowerhill Pavilion business rates
- h) To note update on Grant for Kissing Gate at rear of Shaw Playing Field and installation

11. Office Accommodation:

- a) To consider update from Fields in Trust application for change of use for Pavilion lounge
- b) To consider future office accommodation options

12. Feedback on recent visits/events:

- a) To feedback further to visit to Wiltshire Air Ambulance Weds 14th March
- b) To feedback further to Tree planting/Great British Spring Clean event Sat 17th March

13. Proposed meetings/events:

- a) To note additional council meetings
- b) To note new date for meeting with Michelle Donelan MP
- c) To note date of feedback meeting to Shaw & Whitley residents affected by flooding
- d) To note site visit to Hornchurch Road public space arranged with BRAG 4th April
- e) To note Melksham Chamber visit to Wiltshire Air Ambulance Tues 24th April
- f) To note arrangements for Remembrance Sunday 11th November 2018
- g) To note meeting with action groups & Dog Warden and targeted media campaign with Melksham Town Council

14. General Correspondence to note:

- a) Wiltshire Council Briefing Note: Introduction of proof of address scheme at Wiltshire's household recycling centres
- b) Melksham Rural Police Report: March 2018
- c) Young Melksham: Feb 2018 Newsletter
- d) NALC Briefing Note: Review of Local Government Ethical Standards