



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 17 November 2020

Dear members

You are summoned to attend the **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 23 November 2020 at 7pm**, to consider the agenda below.

PLEASE NOTE THAT THIS IS A REMOTE VIRTUAL MEETING. 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 AND SOCIAL MEDIA CHANNELS WHEN IT GOES LIVE SHORTLY BEFORE 7PM.

Join Zoom Meeting

<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.melkshamwwwithout.co.uk

If you have difficulties accessing the meeting please call (do not text) the out of hours mobile: 07341 474234

Yours sincerely

Teresa Strange, Clerk

REVISED AGENDA

1. **Welcome, Announcements & Housekeeping**
 - a) To note National Census taking place in March 2021
2. **To receive Apologies and consider approval of reasons given.**
3. **Invited Guests:**
Wiltshire Councillor Nick Holder (Melksham Without South) & Wiltshire Councillor Phil Alford (Melksham Without North)
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 11c) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.
6. **Public Participation**
7. **Emergency Response Plan & Melksham Community Response (MCS)**
 - a) To note current situation regarding Covid-19 in Wiltshire
<https://www.wiltshire.gov.uk/public-health-coronavirus>
 - b) To note Appendix C of the MWPC Emergency Response Plan (Flu Pandemic) and that officers are currently acting in “Response mode” since the announcement of National Restrictions (Lockdown #2) via secondment to Melksham Community Support
 - c) To note decisions of Melksham Town Council (16 Nov) regarding funding of MCS and “way forward” for operational/policy decisions
 - d) To approve payment of revised stakeholder share for MCS March-Oct (arising from Min 141/20)
 - e) To consider principle of utilising MCS as part of review of Emergency Response Plan
 - f) To note appeal for volunteers to assist Melksham GP practices with running temporary Covid-19 vaccination centre
<https://ocm.wiltshire.gov.uk/bradfordonavon/urgent-appeal-for-people-to-contribute-to-a-potential-covid-vaccination-programme/>
 - g) To note new Contact Tracing running locally by Wiltshire Council
<https://www.wiltshire.gov.uk/news/local-test-and-trace-service-launched>
 - h) To note Wiltshire Flood & Winter Preparedness Event 24th & 25th Nov and participation of CAWS CEG (Community Action: Whitley & Shaw Community Emergency Group)

8. a) **To approve the Minutes of the Full Council meeting held on 26 October**
- b) **To approve the Confidential Notes to accompany the Minutes (142/20g & 143/20a)**

9. Planning:

- a) To approve the Minutes of the Planning Committee meeting held on 9 November 2020.
- b) To formally approve Planning Committee recommendations contained within the minutes of 9 November 2020
- c) To consider requesting Community Benefit for application 20/08400/OUT (240 dwellings on land South of Western Way) arising from Min 169/20b
- d) To note calculation on Wiltshire Council's share of Community Infrastructure Levy (CIL) relating to development within the parish (arising from Min 169b/20) and consider any requests for strategic infrastructure
- e) To consider meeting individual residents at pre-application stage

10. Highways & Streetscene

- a) To approve the Minutes of the Highway & Streetscene Committee meeting held on 2 November 2020.
- b) To formally approve Highway & Streetscene Committee recommendations contained within the minutes of 2 November 2020.
- c) A350 by-pass. To consider a response to Wiltshire Council's informal consultation into potential routes/proposals.
<https://www.wiltshire.gov.uk/article/3146/A350-Melksham-bypass>

11. Asset Management

- a) To approve the Minutes of the Asset Management Committee meeting held on 16 November 2020.
- b) To formally approve Asset Management Committee recommendations contained within the minutes of 16 November 2020.
- c) To consider quotations for tree work and appoint contractor/s
- d) To note change of gate positions to play area at Pathfinder Place
- e) **New Berryfield Village Hall project**
 - i) To consider response from Bellway on request for additional land (*if received*)
- f) **Shurnhold Fields**
 - i) To note Minutes of Shurnhold Field Working Party on 19 November and consider any actions/requests from those meetings.
- g) **Allotments:** To consider request for structure larger than permitted size

12. Finance:

- a) To note Income/Expenditure reports for October.
- b) To agree two Finance Councillors to authorise monthly payments for November
- c) To note expenditure to date in 2020/21 against s137 of the Local Government Act 1972 "Power of local authorities to incur expenditure for certain purposes not otherwise authorised".

- d) To note Tax Base number for 2021/22 (arising from Min. 138/20f) *to be confirmed in December*
- e) To consider timing of 2021/22 grant scheme in light of Purdah (period of heightened sensitivity in pre-election period)

13. Community Governance Review (CGR)

- a) To note formal legal order now in place confirming CGR decisions of Wiltshire Council on 9th September 2020, to come into effect in 2021.
- b) To consider decisions that were pending the CGR outcome
 - i) Use of CIL (Community Infrastructure Levy) from developments transferring to the town parish

14. Parish Council office and meeting accommodation

- a) To note **Data Room Sheets** for future office accommodation at the Melksham Campus considered by Office Relocation Working Party (for submission by Tues 24th Nov) and to consider any issues/additional costs that may arise
- b) To approve cancellation of EE contract for mobile wifi as currently not utilized

15. Community projects/partnership organisations:

- a) To note progress on proposals for an East of Melksham Community Centre and to consider any requests from Melksham Town Council regarding this project
- b) To note latest update from Shaw & Whitley Community Hub Team
- c) To consider invitation from Melksham Town Council to join their scheme offering free trees to residents (for parish residents) (arising from Min 142/20e) as further information received from Melksham Town Council
- d) To note that BRAG (Bowerhill Residents Action Group) officers have stood down and consider next steps