

Melksham Town Council

Minutes of the Community Development Committee

on Monday 8th December 2025

PRESENT: Councillor J Westbrook Chair
Councillor R Cleary Vice Chair
Councillor P Aves
Councillor E Calland
Councillor J Crossley
Councillor G Elson
Councillor S Rabey

IN ATTENDANCE Councillor A Westbrook

OFFICERS Ian Cunningham Community Officer
Amelie Huxtable Intern (Present virtually)
Andrew Meacham Committee Clerk

PUBLIC 5 members of the public were present and two members of the public were present virtually

32/25 Apologies

Apologies were received from Councillor Drewett, who was subbed by Councillor Crossley.

33/25 Declaration of Interest

There were no declarations of interest.

34/25 Minutes

The minutes of 8th September 2025, having been previously circulated, were approved as a correct record and signed by the Chair Councillor J Westbrook.

35/25 Public Participation

Resident 1. Is the Town Council CCTV working and was it working during the incident on Lowbourne?

The Chair advised that a 3rd party was currently undertaking an investigation of the CCTV robustness and coverage. A report should come to the next meeting of the Community Development Committee and she would ask the CEO to notify the resident if for any reason it could not go to the next meeting.

Resident 2. Spoke on behalf of the Royal British Legion about Item 7. They were concerned at the suggestion of Councillors marching with the veterans and the number of wreaths being laid extending the service and putting a strain on veterans and cadets.

The Chair noted the concerns and asked the Community Officer to liaise with the Royal British Legion.

36/25 Wiltshire Digital Drive

Members were supportive of the proposal but had some concerns.

- Safe and secure storage.
- Responsibility for data left on the machine.
- How often are they collected.
- Who will promote.

It was proposed by Councillor Cleary, seconded by Councillor Elson and

UNANIMOUSLY RESOLVED to support the proposal in principle and give devolved authority to implement if the concerns are resolved. The outcome should be reported to the next meeting but officers do not need to wait to implement.

37/25 Melksham Community Support

It was proposed by Councillor Rabey, seconded by Councillor Elson and

UNANIMOUSLY RESOLVED to approve the continuation of the Melksham Community Support service for a further three years in partnership with Melksham Without Parish Council and Age UK Wiltshire, subject to the agreed annual contribution and inflationary adjustment.

38/25 Remembrance Sunday

Standing Orders were twice suspended to allow the representatives of the Royal British Legion to speak.

Standing Orders were re-instated.

It was proposed by Councillor Rabey, seconded by Councillor Elson and

UNANIMOUSLY RESOLVED for the Community Officer to liaise with the Royal British Legion to ensure the smooth running of Remembrance 2026 and going forward. Authority is delegated to the CEO to make decisions arising from these discussions.

39/25 K6 Telephone Boxes

It was noted that the boxes are currently away being repaired.

It was proposed by Councillor J Westbrook, seconded by Councillor Calland and

UNANIMOUSLY RESOLVED that officers would pull together ideas and bring the matter back to the next meeting, with the community having a say in the final decision.

40/25 Items to note

Noted. Comments as follows

Flooding – Are we prepared for flooding? Can we put out flood information?

Window Competitions – Congratulations to everyone who entered. Christmas winner was incredible.

UK Parliament Week – Thanks to Amelie who did a fantastic job organising this.

Mayoral Updates – Thanks to the Mayor for her commitment.

Proms in the Park – If moved inside would it be possible to retain a “picnic” vibe?

Christmas – Thanks to everyone involved in the event.

Community Vision Survey – Can we make this a regular event?

Park Yoga – Noted that attendance was down on previous year. Could we speak to Devizes to see what they do to keep up numbers?

Updates – Legal requirement to advertise in press at least one a year about what MTC has done. Should also include what we intend to do.

Meeting closed at: 20:25

Signed

Dated