

Minutes of the Council Meeting held on Monday 9 May 2011

Present Councillor A Bosley (Chairman)
Councillors P Anstey, Ms L Bray, Mrs J Collier, P Davis, J Fraser,
Mrs R Hopkinson, Mrs N Kenna, Mrs I Langsford, C Lynch, Mrs E Marston,
C Riley, M Simpkins, R Taylor, Mrs M Wakeman and Mrs P Witts

In Attendance Mrs M Jones (Administration Officer)
D J Martin (Town Clerk)

01/11 Apologies

Apologies were received from Councillors M Jackson and N Keyworth

02/11 Election of the Chairman of the Council

Councillor A Bosley proposed that Councillor P Anstey be elected as Chairman for the forthcoming year, seconded by Councillor J Fraser. There being no further nominations, it was;

Resolved

That Councillor P Anstey be elected Chairman of Corsham Town Council for the forthcoming year.

Councillor J Fraser gave a vote of thanks to Councillor A Bosley for his time as Chairman.

03/11 Declaration of Acceptance of Office by the Chairman

Councillor P Anstey accepted the office of Chairman for the forthcoming year and signed the Declaration of Acceptance of Office.

04/11 Election of Vice Chairman of the Council

Councillor P Anstey proposed that Councillor Mrs R Hopkinson be elected as Vice-Chairman for the forthcoming year, seconded by Councillor Mrs N Kenna. There being no further nominations, it was;

Resolved

That Councillor Mrs R Hopkinson be elected Vice-Chairman of Corsham Town Council for the forthcoming year.

05/11 Public Question Time and Petitions

There were none.

06/11 Declarations of Interest

To receive any Declaration(s) of Interest under the Local Authority (Model Code of Conduct) Order 2007 issued under SI No. 1159 including paragraph 12(2)

Councillor A Bosley declared a personal interest in agenda item 29 – *Corsham Community Campus* – as a Chairman of the shadow board. Councillor Mrs I Langsford declared a personal interest in agenda item 32 – *Proposed Traffic Regulation Order for Consultation* – as having a relative living in the area.

07/11 Minutes of the Town Council Meeting held on 11 April 2011

Resolved

That the Minutes be approved as a true record and signed by the Chairman.

08/11 Matters Arising from the above Minutes

There were no matters arising.

09/11 Matters Arising from the Annual Town Meeting held on 7 April 2011

There were no matters arising.

10/11 Chairman's Announcements

Chairman P Anstey read out the following statement

“This should be fairly short because I have not been in position very long.

I'm sure that one of the reasons that the Council is so successful is that we have agreed not to bring party politics into the chamber and that we all work together for the greater benefit of the community.

I believe that every member's view is important. It is only by looking at the larger picture that we will come to the best decisions. I look forward to informal meetings with you over the coming months.

This is my first term as a Councillor and I value the knowledge and experience of those of you who have been here far longer than me. I also appreciate the support and dedication of the Council's Officers and staff and thank them for their efforts over the last year.”

Extraordinary Corsham Area Board – was held on 27 April at which the membership for the Shadow Board was announced and it was confirmed that Councillor A Bosley would be Chairman.

Site Visits – will take place on 6 June.

Wiltshire Assembly – Councillor P Anstey reported that on the 9 June he will attend the Wiltshire Assembly with the Town Clerk.

11/11 Policing and Community Safety

PC Hazel Anderson was unable to attend but has reported the following.

There has been an increase in car crime including thefts from vehicles but at this time they have no suspects. There has also been an increase in anti social behaviour, possibly due to the better. There has been ASB at the High Street Car Park, hopefully the CCTV may help identify those involved. There was an incident at Katherine Park on Bank Holiday Monday where a male had concealed on him a kitchen knife. He has been interviewed and reported for court.

PC Hazel Anderson also reported that Corsham has a temporary Sergeant Andy Bevan.

Councillor P Davis attended a meeting at St Patrick's School along with PC Hazel Anderson, Head of the School and School Governors to discuss pedestrian and road safety outside the school.

Appointments to Committees and Panels, and Election of Committee Chairman and Vice-Chairman

i) Appointment of Amenities Committee (12 Members)

Councillors Ms L Bray
Mrs J Collier
J Fraser
Mrs R Hopkinson (Chairman)
M Jackson
Mrs I Langsford
C Lynch
Mrs E Marston
C Riley
M Simpkins
Mrs M Wakeman (Vice-Chairman)
Mrs P Witts

ii) Election of Chairman and Vice Chairman of Amenities Committee

Councillor C Lynch proposed that Councillor Mrs R Hopkinson be elected Chairman of the Amenities Committee for the forthcoming year, seconded by Councillor J Fraser. There being no further nominations it was;

Resolved

That Councillor Mrs R Hopkinson be elected Chairman of the Amenities Committee for the forthcoming year.

Councillor Mrs R Hopkinson proposed that Councillor Mrs M Wakeman be elected Vice-Chairman of the Amenities Committee for the forthcoming year, seconded by Councillor Mrs J Collier. There being no further nominations, it was;

Resolved

That Councillor Mrs M Wakemen be elected Vice-Chairman of the Amenities Committee for the forthcoming year.

iii) Appointment of Leisure Committee (10 Members)

Councillors Ms L Bray
Mrs J Collier
M Jackson (Chairman)
C Lynch
C Riley
M Simpkins (Vice-Chairman)
R Taylor
Mrs M Wakeman
Mrs P Witts

iv) Election of Chairman and Vice Chairman of Leisure Committee

Councillor C Lynch proposed that Councillor M Jackson be elected Chairman of the Leisure Committee for the forthcoming year, seconded by Councillor Mrs J Collier. There being no further nominations it was;

Resolved

That Councillor M Jackson be elected Chairman of the Leisure Committee for the forthcoming year.

Councillor Mrs J Collier proposed that Councillor M Simpkins be elected Vice-Chairman of the Leisure Committee for the forthcoming year, seconded by Councillor R Taylor. There being no further nominations, it was;

Resolved

That Councillor M Simpkins be elected Vice-Chairman of the Leisure Committee for the forthcoming year.

v) Appointment of Finance and General Purposes Committee (12 Members)

Councillors P Anstey
J Fraser (Vice-Chairman)
Mrs R Hopkinson
M Jackson
Mrs N Kenna
Mrs I Langsford
C Lynch
Mrs E Marston
C Riley
M Simpkins (Chairman)
C Stewart
R Taylor

vi) Election of Chairman and Vice Chairman of Finance and General Purposes Committee

Councillor J Fraser proposed that Councillor M Simpkins be elected Chairman of the Finance and General Purposes Committee for the forthcoming year, seconded by Councillor P Anstey. There being no further nominations, it was;

Resolved

That Councillor M Simpkins be elected Chairman of the Finance and General Purposes Committee for the forthcoming year.

Councillor M Simpkins proposed that Councillor J Fraser be elected Vice-Chairman of the Finance and General Purposes Committee for the forthcoming year, seconded by Councillor R Taylor. There being no further nominations, it was;

Resolved

That Councillor J Fraser be appointed Vice-Chairman of the Finance and General Purposes Committee for the forthcoming year.

vii) Appointment of Forward Planning Working Group (10 Members)

Councillors P Anstey
J Fraser
Mrs R Hopkinson
M Jackson
Mrs N Kenna
N Keyworth
M Simpkins
R Taylor

viii) Appointment of Communications Working Group (6 Members)

Councillors A Bosley
Ms L Bray
Mrs J Collier
Mrs N Kenna
C Riley
R Taylor

ix) Appointment of Tourism Working Group (8 members)

Councillors Ms L Bray
Mrs J Collier
Mrs R Hopkinson
Mrs N Kenna
N Keyworth
Mrs E Marston
M Simpkins
R Taylor

x) Appointment of Accounts Sub-committee (4 Members + reserve)

Councillors Mrs J Collier (Reserve)
J Fraser
Mrs R Hopkinson (Reserve)
M Jackson
C Lynch
M Simpkins

xi) Appointment of Staffing Panel (5 Members)

Councillors A Bosley
Ms L Bray
Mrs I Langsford
Mrs E Marston
Mrs M Wakeman

xii) Appointment of Appeals Panel (5 Members)

Councillors P Davis
J Fraser
M Jackson
Mrs N Kenna
Mrs P Witts

12/11 Appointments to Outside Bodies

Resolved

That the following appointments to outside bodies be made for 2011/12:

- i) Springfield Focus Group (1 Member+ Reserve) – M Jackson and Ms L Bray (Reserve)
- ii) Corsham Twinning Association (1 Member + Reserve) – C Riley and P Anstey (Reserve)
- iii) Potley and Pockeridge Community Association (1 Member + Reserve) – C Riley and P Anstey (Reserve)
- iv) Rudloe Community Association (1 Member) – M Simpkins
- v) Corsham Community Association (1 Member + Reserve) – Mrs M Wakeman and M Simpkins (Reserve)
- vi) Campaign to Protect Rural England (1 Member + Reserve) – Ms L Bray and C Riley (Reserve)
- vii) Pound Arts Trust Ltd (1 Member + Reserve) – Mrs E Marston and R Taylor (Reserve)
- viii) Corsham Area Development Trust (1 Member + Reserve) – Mrs N Kenna and Mrs J Collier (Reserve)
- ix) Planning Viewing Panels-
 - Corsham Ward (2 Members) – Mrs R Hopkinson and N Keyworth
 - Gastard Ward (2 Members) – Mrs J Collier and R Taylor
 - Neston Ward (2 Members + Reserve) – P Anstey, Mrs N Kenna and new Councillor as (Reserve)
 - Pickwick Ward (3 Members) – J Fraser, Mrs E Marston and Mrs M Wakeman
 - Rudloe Ward (1 Member + Reserve) – M Simpkins and Mrs E Marston (Reserve)
- x) Corsham Community Area Network Steering Group (1 Member + Reserve) – P Anstey and A Bosley (Reserve)
- xi) Corsham Chamber of Commerce (1 Member + Reserve) – R Taylor and Mrs I Langsford (Reserve)
- xii) Corsham Youth Council (2 Members + Reserve) – Mrs R Hopkinson, Mrs E Marston and C Riley (Reserve)
- xiii) Corsham Area Young People’s Issues Group (2 Members) – Mrs E Marston and C Riley (Reserve)
- xiv) Corsham in Bloom Committee (up to 5 Members) – Ms L Bray, Mrs J Collier, Mrs R Hopkinson, Mrs E Marston
- xv) Emergency Planning Volunteer – Mr C Fuller
- xvi) Wiltshire Association of Local Councils (1 Member) – Mrs N Kenna
- xvii) Chairman’s Weekly Surgery (3 Reserves) – Mrs R Hopkinson, N Keyworth and M Simpkins
- xviii) MoD Community Liaison Panel (up to 4) - A Bosley, Mrs M Wakeman, Mrs E Marston and C Riley
- xix) Market Towns Forum (1 Member) A Bosley
- xx) Corsham Cycle Network (2 Members) N Keyworth and Mrs N Kenna
- xxi) Bath Spa University Liaison (1 Member) A Bosley and Mrs N Kenna (Reserve)
- xxii) Corsham Community Campus (1 Member) C Riley and Mrs E Marston (Reserve)

13/11 Representative on Environment Issues (1 + 1 Reserve)

Resolved

That Councillor Mrs N Kenna represent the Council on environment issues with Councillor Ms L Bray in reserve.

14/11 Representative on Health Issues (1 + 1 Reserve)

That Councillor Ms L Bray represent the Council on health issues with Councillor Mrs I Langsford in reserve.

15/11 Correspondence

(i) Members' Information Sheet Nos. 215 and 216 were noted.

(ii) Late correspondence – There was none.

16/11 Reports from Council representatives appointed to outside bodies

CADT AGM – Councillor Mrs I Langsford attended the AGM on 27 April as an observer.

17/11 Minutes of the Finance and General Purposes Committee meeting held on 13 April 2011

Resolved

That the Minutes be approved as a true record and signed by the Chairman.

18/11 Matters Arising from the above minutes

There were no matters arising

19/11 Minutes of the Council (Planning) meeting held on 20 April 2011

Resolved

That the Minutes be approved as a true record and signed by the Chairman.

20/11 Matters Arising from the above Minutes

There were no matters arising.

21/11 Minutes of the Council (Planning) meeting meeting held on 4 May 2011

Resolved

That the Minutes be approved as a true record and signed by the Chairman.

22/11 Matters Arising from the above Minutes

There were no matters arising.

23/11 Minutes of the Communications Working Group held on 19 April 2011

Resolved

That the Minutes be approved as a true record and signed by the Chairman.

24/11 Matters Arising from the above Minutes

There were no matters arising.

25/11 Minutes of the Forward Planning Working Group held on 19 April 2011

Resolved

That the Minutes be approved as a true record and signed by the Chairman.

26/11 Matters Arising from the above Minutes

There were no matters arising.

27/11 Corporate Plan Objectives (*Minute 296/10*)

Corporate Plan Objectives (*Minute 219/10*) - Further to previous meetings, the Corporate Plan Objective sheet for 'Ministry of Defence' was reviewed and noted.

28/11 Corsham Community Campus

The Chairman gave an update on the progress with the Community Campus and reported that the Shadow Board has been appointed, and that he would liaise between Town and Parish Councils on the progress of the Campus. Plans need to be submitted by July and principle design work has started. There has been some resistance from bar users of the current community centre. CCAN have issued a report on the 2nd round of the consultation.

29/11 Fairtrade Status (*Minute FIN 52/10*)

At the Finance and General Purposes Committee meeting on 13 April a representative from TransCoCo gave a presentation on the possibility of gaining Fairtrade status for Corsham. One of the requirements is that where refreshments are provided at Town Council meetings, Fairtrade tea and coffee be offered. The Town Council must also appoint a representative to the Steering Committee which will oversee Fairtrade in the Town. Renewal is required after the first year and every two years thereafter.

The recommendation of the Finance and General Purposes Committee is that the Town Council seeks to obtain Fairtrade status.

Resolved

That Corsham Town Council gains Fairtrade Status and it was voted that Councillor C Lynch be the representative on the Steering Committee.

30/11 Katherine Park Section 106 Agreement Update (Minute 248/10, 5 - Fwd Pl Wkg Gp 19/04/11 and others)

That at the Town Council meeting on 14 February it was *Resolved* 'That Town Councillors make suggestions about how they would like to see the Katherine Park Section 106 Agreement money spent to the Forward Planning Working Group, via the Town Clerk'. Up to £252,000 could be available. The aim was to produce a list of suggestions to go to Wiltshire Council, via Corsham Area Board Members, for consideration. The Forward Planning Working Group met on 19 April where it considered various possible uses for the funds. The Working Group agreed that the proposed cycle network link between Katherine Park and Rudloe would be an appropriate project as it was transport related and would benefit the residents of Katherine Park and the wider community. Alternatively, the funds could be used towards the provision of additional allotments.

It is recommended that Wiltshire Council be asked to allocate funds originally earmarked in the Section 106 Agreement for the railway station to the above projects.

Resolved

That Wiltshire Council are asked to allocate funds to the cycle network link between Katherine Park and Rudloe and additional allotments.

31/11 Proposed Traffic Regulation Order for Consultation, Various Orders, Box and Corsham (Minute 278/10)

At the Council meeting on 14 March a number of comments were made on the initial consultation on a proposed traffic scheme for Westwells Road and Park Lane. Revised documents have been received for the formal consultation.

Resolved

That double yellow lines on the Basil Hill side only of Westwells Road be approved.

32/11 Authorisation of cheques and payments

Accounts for Payment - Corsham Town Council - 9 May 2011

Online Banking Payments

Name

Salaries - CTC staff	£13,223.80
Wiltshire Council - Pension Contribution for April 2011	£4,145.23
CTC Re Methuen Hall Trust - Hire of Room for Meetings in April	£81.00
Action for Market Towns - Training	£100.00

Avonside Engineering - Repair to Cemetery Gates	£148.80
Corsham Heritage & Information Centre - Grant	£2,500.00
Allan Bosley - Travelling Expenses Chairmans Allowance	£77.20
Accounting Solutions - Accounts Consultancy	£461.04
Newlands Road Garage - Van Running Costs	£155.38
Wheelers - PAT Testing	£190.08
Corsham Print - Newsletter	£596.00
Travis Perkins - Tennis Courts/Play Areas/Health & Safety	£336.51
Landcare - Plants for Cross Keys	£56.88
Wessex Water - Allotments and Springfield	£121.18
The Consortium - Caretaker Consumables	£125.91
Konica Minolta - Photocopier Hire	£332.86
The Pounds Arts Trust Ltd - Grant	£3,000.00

Payment By Cheque

		Cheque No.
HM Revenue & Customs - April Tax	£4,352.52	6865
Lucemm Contractors Ltd - Top Soil for Rudloe Play Area	£264.00	6866
Baker & Baker - General Maintenance	£8.40	6867
Bowood Charity Dog Show & Summer Fair - Trade Stand	£75.00	6868
J H Jones & Sons - Grave Digging	£790.00	6869
Falon Nameplates Ltd - Bronze Plaque	£88.20	6870
T W Landscapes Ltd - Grounds Maintenance	£28.80	6871
South West In Bloom - Entry Fee	£85.00	6872
Petty Cash	£118.62	6873

Cheques / Internet Banking Paid Outside of Meeting

There were none

Grants

Corsham Primary School	£204.00	6874
Wiltshire County Cricket Club	£350.00	6875
Corsham Civic Society	£154.00	6876
Mediation Plus	£250.00	6877
Corsham Churches	£500.00	6878

Sub-total

£1,458.00

Payments Made by Direct Debit/Standing Order

Vodafone (Mobile Telephone Charges)	£185.71
Southern Electric (Electricity supply to Guide Hut)	£22.00
Peninsula - Provision of Health & safety advice	£260.40
Viking Direct - Stationery/Postage/Health & Safety	£250.44
Action for Market Towns - Corsham Town Council Membership	£170.00
MPS (Telephone/Mobile/ISDN)	£29.27
3d Computers - IT support/ web hosting	£364.50

SUB TOTAL

£1,282.32

TOTAL

£34,202.73

Resolved

That the cheques and transfers be authorised for payment.

The meeting commenced at 7.30pm and closed at 8.55pm. There were no members of the public present.

CHAIRMAN

DATE