



Town Hall, High Street, Corsham, Wiltshire SN13 0EZ

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18 May 2017

To: All Members of the Community Services Committee: Councillors Ms L Bray, Mrs K Duckhouse, N Farmer, C Fuller, Mrs R Hopkinson, M Jackson, D Jones, N Pocock, R Taylor.

All other Members of the Council for information.

Dear Councillor

The next meeting of the Community Services Committee will be held in the Town Hall on Wednesday 24 May 2017, commencing at 7.30pm.

Yours sincerely

David J Martin
CHIEF EXECUTIVE

AGENDA

1. Apologies
2. Public Question Time and Petitions
3. Declarations of Interest

To receive any Declaration(s) of Interest under Corsham Town Council's Code of Conduct issued in accordance with the Localism Act 2011.

4. Matters Arising from the Minutes of the Community Services Committee meeting held on 22 March 2017 – *for information only.*
5. Reports from Council representatives appointed to outside bodies.
6. The Role of the Community Services Committee – A presentation by the Head of Community Services on the Community Services Committee's Terms of Reference – *for information.*

7. Strategic Plan Monitoring and Evaluation (*Minute CS 61/16 and others*) - The attached Monitoring and Evaluation sheets provide details of all the actions within the Strategic Plan themes covered by the Community Services Committee (along with related actions which are monitored by other Committees/Council for information), with Notes (attached) highlighting the progress made in the last two months – *for information and comment*.
8. Taste of Corsham 17 June 2017 (*Minute CS 62/16*) – The Tourism and Events Officer will give an update on the plans for Taste of Corsham, the Town Council's first food festival, which will take place on Saturday 17 June – *for information*.
9. Corsham Market – Following a meeting with Wiltshire Council's Markets Manager and Markets Officer, the Head of Community Services will update the Committee on plans to help and improve Corsham's Tuesday Market – *for information and comment*.
10. Draft Community Activity Report 2016 – A draft Community Activity Report (attached) has been completed. Once approved, the report will then be published, circulated to various venues, including Springfield Campus, the library, The Porch Surgery, etc, and put online as one document with the reports from the Annual Town Meeting. This format worked very successfully in 2016 – *for information and approval*.
11. Benchmarking Report Executive Summary – Following receipt of the Benchmarking Survey, the Head of Community Services has produced an Executive Summary outlining the findings (attached) – *for information and comment*.