

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

**Tel: 01249 702130**

**Email: [towncouncil@corsham.gov.uk](mailto:towncouncil@corsham.gov.uk)**

**[www.corsham.gov.uk](http://www.corsham.gov.uk)**

8 March 2022

Dear Councillor

You are hereby summoned to attend the Council Meeting to be held **at the Town Hall** on Monday 14 March 2022 at 7.30pm.

**Covid-19 Requirements: Please follow the attached Guidance (updated March 2022) for Attending In-person Meetings.**

*Please would members of the Accounts Sub-committee arrive by 7.10pm.*

Yours sincerely



David J Martin  
CHIEF EXECUTIVE

## **AGENDA**

1. Apologies.
2. Statement on the situation in Ukraine – In response to the situation in Ukraine and in support of the position of the National Association of Local Councils, Councillors are asked to consider and endorse the following statement:

'Corsham Town Council supports the people of Ukraine and strongly condemns the attacks and violations of the territorial integrity and sovereignty of Ukraine. We express our full support and solidarity to the Ukrainian people and our peers in local government.

We know Corsham's caring community has been moved beyond words by the heart-breaking plight of Ukraine and its people. If you are in a position to help, Wiltshire Council has produced a comprehensive list of local and national charities collecting for Ukraine: <https://www.wiltshire.gov.uk/support-for-ukraine>. If you can, giving money to established charities is the best way to support as it can be spent locally, and for specific items, in Ukraine itself, as well as Poland, Hungary and other bordering countries taking in the Ukrainian people. If you want to give something, then medical supplies (bandages, plasters, medication for children), are in short supply.' – *for consideration.*

3. Public Question Time and Petitions.

4. 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.

5. Minutes of the Council Meeting held on 14 February 2022 – *attached*.

6. Matters Arising from the above Minutes – *for information only*.

7. Policing and Community Safety – To consider policing and community safety issues – *for information and comment*.

8. Chairman's Announcements.

9. Correspondence –

- i) As mentioned in Members Information Sheet No. 513, 514 and 515 (to follow) – *to note*.
- ii) Late correspondence – *to note*.

10. Reports from Council representatives appointed to outside bodies.

11. Notes of Recent Meetings – The following notes of informal Committee and Council (Planning) Meetings are available for information and comment:

Council (Planning) held on 23 February 2022 – *attached*.

Property and Amenities held on 9 March 2022 – *to follow*.

– *for information and comment*.

12. Vacancies on Committees (*Minute 184/21 and others*) – Further to previous meetings there are opportunities to fill the remaining committee vacancies until the end of the current Council year. The current vacancies are:

Community Services – one

Finance and Administration – one

Sports Forum – one

If any Councillor would like to fulfil any of the above roles, they can be appointed at the Council meeting – *for consideration*.

13. Corsham Railway Station (*Minute 186/21 and others*) – Further to the Council meeting on 14 February 2022, the Chief Executive will provide an update on progress including the meeting with Wiltshire Council and key partners on 9 March 2022 – *for information and comment*.

14. Review of Investment Strategy (*Minute 184/20 and others*) – The Town Council is asked to review its Investment Strategy annually for the new Financial Year. A copy of the Strategy and Policy is attached for review – *for consideration*.

15. Annual Review of Standing Orders, Financial Regulations and Terms of Reference (*Note 6 F&A Meeting on 09/02/2022*) – At the Finance and Administration Committee meeting on 9 February it was reported that the annual review had been completed and the only changes proposed were to Part One: Standing Orders (paras 18.6 and 18.7). The change was to the thresholds for contracts, which increased from 1 January, and updating OJEC to OJEU. The recommended new paragraphs were:

18.6.1 A public contract regulated by the Public Contracts Regulations 2015, with an estimated value in excess of £213,477 for a public service or supply contract or in excess of £5,336,937 for a public works contract (or other thresholds determined by the European Commission every two years and published in the Official Journal of the European Union (OJEU)), shall comply with the relevant procurement procedures and other requirements in the Public Contracts Regulations 2015 which include advertising the contract opportunity on the Contract Finders website and in OJEU.

18.6.2 A public contract in connection with the supply of gas, heat, electricity, drinking water, transport services, or postal services to the public; or the provision of a port or airport; or the exploration for or extraction of, gas oil or solid fuel, with an estimated value in excess of £426,955 for a supply, services or design contract; or in excess of £5,336,937 for a works contract; or £884,720 for a social and other specific services contract (or other thresholds determined by the European Commission every two years and published in OJEU) shall comply with the relevant procurement procedures and other requirements in the Utilities Contracts Regulations 2016.

*Recommendation:* That the Full Council be recommended to update the Town Council's Standing Orders to reflect the new thresholds for contracts and change from OJEC to OJEU.

16. Consultation on Proposed Changes to Parliamentary Constituency Boundaries (*Minute 60/21*) – Further to the Town Council meeting in July 2021, the Town Council is asked to consider the attached draft response to the second consultation on parliamentary constituency boundaries. The draft response has been prepared by the Town Council Chairman and Vice-Chair – *for consideration*.
17. Issues for Corsham Area Board Consideration (*Various Minutes*) – Further to previous meetings, this regular agenda item asks the Town Council to identify issues for Area Board consideration – *suggested issues invited*.
18. Council Vacancies (*Minute 191/21 and others*) – There are currently four Town Councillor vacancies for co-option. The vacancies are in Corsham Pickwick Ward (1), Corsham Ladbrook Ward (1) and Corsham Neston Ward (2). Nominations to fill the vacancies have been advertised and three applications were received by the closing date. Nomination details for the candidates are attached. The applicants are George McCaffery, who wishes to stand in Corsham Pickwick Ward; Ruth Williams, who wishes to stand in Corsham Ladbrook Ward or Corsham Pickwick Ward; and Nicholas Brakspear, who wishes to stand in any of the wards where there are vacancies. Members need to decide whether they think the candidates are suitable before a ballot or voting takes place. The remaining vacancy or vacancies will be advertised with a closing date of 5pm on Monday 4 April 2022 – *co-options requested*.

19. Covid-19 Emergency Update/Recovery Plan (*Various Minutes*) – The Chief Executive will give an update on Covid-19 matters – *for consideration*.
20. Authorisation of cheques and payments – A list will be available at the meeting.

**A Meeting of the Accounts Sub-committee will take place at 7.10pm.**

**The Methuen (Town) Hall meeting will take place immediately after  
the Council meeting.**