

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

Tel: 01249 702130

Email: towncouncil@corsham.gov.uk

www.corsham.gov.uk

5 March 2024

Dear Councillor

You are hereby summoned to attend the Council Meeting to be held at the Town Hall on Monday 11 March 2024 at 7.00pm.

Please would members of the Accounts Sub-committee arrive by 6.40pm.

Yours sincerely



David J Martin
CHIEF EXECUTIVE

Press and Public – To observe the meeting online or take part in Agenda Item 2 - Public Question Time and Petitions, please click [here](#) or email dmartin@corsham.gov.uk for instructions.

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. Minutes of the Council Meeting held on 12 February 2024 – *attached*.
5. Matters Arising from the above Minutes – *for information only*.
6. Policing and Community Safety – To consider policing and community safety issues – *for information and comment*.
7. Chair's Announcements.

8. Correspondence –
 - i) As mentioned in Members Information Sheet Nos. 564, and 565 (*to follow*) – *to note*.
 - ii) Late correspondence – *to note*.
9. Reports from Council representatives appointed to outside bodies.
10. Minutes of the Council (Planning) Meeting held on 21 February 2024 – *attached*.
11. Matters Arising from the above Minutes – *for information only*.
12. Minutes of the Finance and Administration Committee Meeting held on 28 February 2024 – *attached*.
13. Matters Arising from the above Minutes – *for information only*.
14. Review of Investment Strategy – 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 (*Minute F&A 41/23*) – At the Finance and Administration Committee meeting on 28 February 2024, it was reported that the annual review had been completed and the only changes proposed were:
 - i) Changing Chairman to Chair throughout the documentation
 - ii) SO 5.3 – Change of meeting time from 7.30pm to 7.00pm
 - iii) SO 18.6.1 and 18.6.2 – Thresholds updated to reflect SI 2023 No. 1117

Recommendation: That the Full Council be recommended to approve the changes to the Town Council's Standing Orders and Financial Regulations as stated above (i-iii).
16. Council Vacancy, Corsham Pickwick Ward (*Minute 244/23*) – There is currently one Town Councillor vacancy, which has arisen through the resignation of Mervyn Jackson (Corsham Pickwick Ward). As no election was called, the vacancy can be filled by co-option. Notices of the vacancy are being advertised with a closing date of 9.30am on Tuesday 2 April 2024. Should one or more applications be received, co-option can take place at the April Council meeting – *for information*.
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. Authorisation of cheques and payments – A list will be available at the meeting.

A Meeting of the Accounts Sub-committee will take place at 6.40pm.

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