

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

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8 August 2023

Dear Councillor

You are hereby summoned to attend the Council Meeting to be held at the Town Hall on Monday 14 August 2023 at 7.30pm.

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

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 10 July 2023 – *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 No. 549 and 550 – *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 12 July 2023 – *attached*.
11. Matters Arising from the above Minutes – *for information only*.
12. Minutes of the Property and Amenities Committee Meeting held on 19 July 2023 – *attached*.
13. Matters Arising from the above Minutes – *for information only*.
14. Minutes of the Community Services Committee Meeting held on 26 July 2023 – *attached*.
15. Matters Arising from the above Minutes – *for information only*.
16. Minutes of the Council (Planning) Meeting held on 2 August 2023 – *attached*.
17. Matters Arising from the above Minutes – *for information only*.
18. Minutes of the Strategic Planning Working Group Meeting held on 27 July 2023 – *attached*.
19. Matters Arising from the above Minutes – *for information only*.
20. Middlewick House Open Garden Update (*Minute 29/23*) – At the June Council meeting when policing and community safety were discussed, Councillors raised issues about cars being driven too fast down Middlewick Lane during the Middlewick House Open Garden event and that pedestrians were at risk. A car show at Hartham Park on the same day had caused extra traffic in the area. It was suggested that the Town Council got in touch with the event organisers.

The Chief Executive, along with Councillors Hopkinson and Thomas, who had raised the issues, met representatives of the event organisers, Wiltshire Air Ambulance and Wiltshire Bobby Van Trust, on 3 August to discuss the matter. The event is the largest fundraiser for both charities and attracted 8,000 people over 3 and 4 June. The organisers had held discussions with Wiltshire Police and Wiltshire Council who were happy with the arrangements and proposed changes for 2024. Planned improvements for next year included marking off pedestrian access in Middlewick Lane; using highways accredited contractor's staff to help security and flow of traffic; promoting ticket sales in advance; moving the Open Garden back a week (8/9 June 2024) to avoid clashes with other events; increasing the number of advance warning signs, and counting the number of cars on site which could help planning for future years. The organisers also wished to promote Corsham as a destination, in support of local businesses.

The event is expected to grow to around 10,000 visitors over the next two or three years so the situation will need to be monitored – *for information and comment*.

21. Community Wellbeing Project Support (*Minute CS 24/23*) – At the Community Services Committee meeting on 26 July the Chair of the Community Wellbeing Working Group, explained that he would be asking those Councillors who were members of the Working Group whether they would like to take on individual projects, eg Dogs for Health, Dementia Friendly Town status, etc. It was felt that all Councillors could be asked whether they would like to use their specific skills to help with the Town Council’s Community Wellbeing work in this way.

The Committee **Resolved:** ‘That an agenda item asking Councillors whether they would like to use their skills in support of projects being led by the Town Council’s Community Wellbeing Working Group be added to August’s Council agenda.’

- *for consideration.*

22. Former Family Health Centre, Beechfield Road, Corsham (*Minute 67/23 and others*) – Further to previous meetings, a representative of the Integrated Care Board (ICB) attended the Corsham Area Board meeting on 20 July to discuss the future of the Centre. The draft minutes provide the following update:

‘The Board received a presentation on Corsham Health Centre. Over the last year and a half, opportunities to reopen the site had been explored. No interest was received to re-opening the Corsham Health Centre in a clinical capacity. There was however interest in opening for Primary Care and ongoing discussions over the next two months will take place. If there is no defined opportunity, then the centre will be up for disposal with government institutions having the first opportunity to absorb the site. An opportunity was highlighted to apply for the Corsham Health Centre to be designated as a community asset which would give more time for the community to make use of the site. Clarification was sought and given that the NHS does technically own the site and local commissioners ultimately decide what action is taken.’

The outcome of the application to designate the Centre as a Community Asset would be known at the end of August and there would be a report to the ICB in September to make a decision on the property. This would be followed by an update to the Corsham Area Board in October – *for information and comment.*

23. The Future of Visit Wiltshire (*Minute 41/23 and 225/22*) – At the June Council meeting, when Wiltshire Council’s plans to cut Visit Wiltshire’s funding was discussed, it was **Resolved:** ‘To contact Visit Wiltshire to suggest arranging a meeting of town councils to discuss a way forward for tourism funding in the market towns.’

The Town Council hosted a meeting with David Andrews (Chief Executive, Visit Wiltshire) and representatives from Bradford on Avon, Calne, Corsham, Devizes and Trowbridge Town Councils on 27 July to discuss the matter, in particular how Visit Wiltshire could form a Local Visitor Economy Partnership (LVEP). Chippenham Town Council and Salisbury City Council had been in touch with Visit Wiltshire separately. Salisbury and Trowbridge had yet to get in touch with Wiltshire Council but were planning to do so. The outcome of the meeting was that Visit Wiltshire would contact Swindon and Wiltshire Local Enterprise Partnership (SWLEP) and Swindon’s larger local councils before potentially preparing a strategic proposal involving the town and city councils. The timescale for funding LVEPs had not been finalised – *for information and comment.*

24. Council Vacancy (*Minute 68/23*) – There is currently one Town Councillor vacancy, which has arisen through the resignation of Stephen Senior (Corsham Ladbrook 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 5pm on Monday 4 September 2023. Should one or more applications be received, co-option can take place at the September Council meeting – *for information*.
25. Vacancies on Committees, Other Groups and Outside Bodies (*Minute 69/23 and others*) – Further to previous Council meetings there are opportunities to fill vacancies on committees, other groups and outside bodies. Any unfilled vacancies following this meeting can be filled at future meetings. The current vacancies are:

Committees and other groups

Finance and Administration – two

Accounts Sub-Committee – one reserve

Community Wellbeing Group – up to two

Appeals Panel – one

Outside bodies

Bath Stone Quarry Museum Collection Advisory Group – one

Wiltshire Market Towns Forum – one

If any Councillor would like to fulfil any of the above roles, they can be appointed at the Council meeting

- *for consideration*.

26. 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*.
27. 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.