

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

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8 November 2022

Dear Councillor

You are hereby summoned to attend the Council Meeting to be held **at the Town Hall** on Monday 14 November 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. Public Question Time and Petitions – A petition, signed by 388 people, has been received in support of redesigning the skate park at Springfield Recreation Ground. It is recommended to refer the item to the Property and Amenities Committee for consideration – *for comment*.
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 October 2022 – *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. Chairman's Announcements.

8. Correspondence –
 - i) As mentioned in Members Information Sheet Nos. 531 and 532 – *to note*.
 - ii) Late correspondence – *to note*.
9. Reports from Council representatives appointed to outside bodies.
10. Minutes of the Community Services Committee Meeting held on 9 November – *to follow*.
11. Matters Arising from the above Minutes – *for information only*.
12. Notes of Recent Meetings – The following notes of informal Committee and Council (Planning) Meetings are available for information and comment:

Council (Planning) held on 12 October – *attached*.

Finance and Administration held on 19 October 2022 – *attached*.

Finance and Administration (grants) held on 2 November 2022 – *attached*.

Council (Planning) held on 2 November 2022 – *attached*.

– *for information and comment*.
13. Draft Strategic Plan 2022-2026 (*Minute 90/22 and others*) – Further to the previous Council meeting, the draft Strategic Plan 2022-2026 is attached. Once approved it will be professionally designed and published. Regular monitoring reports will be produced – *for consideration and approval*.
14. Governance Arrangements – Further to the previous meeting where this item was deferred, Councillor A Crockford has requested that the Town Council discuss governance arrangements and decision-making. Councillor Crockford will provide further details at the meeting – *for discussion*.
15. Plastic Free Community Status – As part of the Town Council's commitment to Net Zero Carbon by 2030, the Corsham Climate Action Plan has a target of achieving plastic free community status by the end of 2023. The attached report by the Environmental Project Officer sets out details of the scheme and the requirements for accreditation – *for consideration*.
16. Corsham Railway Station (*Minute 93/22 and others*) – Further to previous Council meetings, the Chief Executive will provide feedback on the Corsham Railway Station Town Team meeting on 4 November, the Restoring Your Railways Steering Group meeting with key partners on 11 November, and submission of the draft Strategic Outline Business Case to the Department for Transport – *for information and comment*.
17. Vacancies on Committees, Other Groups and Outside Bodies – Further to the previous 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 – one

Accounts Sub-Committee – one, plus two reserves

Neighbourhood Planning – one

Community Wellbeing Group – one

Environment Task Group – one

Outside bodies

Emergency Planning Volunteer – one (reserve)

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

18. 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*.
19. Council Vacancies (*Minute 60/22 and others*) – There are currently two Town Councillor vacancies. These are for Corsham Ladbrook Ward and Corsham Pickwick Ward and can be filled by co-option. The vacancies have been advertised and two applications were received by the closing date. Nomination details for the candidates are *attached*. The applicants are Stephen Senior and Amanda Thomas. They are both prepared to stand in either ward. Members need to decide whether they think each candidate is suitable before a ballot or voting takes place – *co-options requested*.
20. Covid-19 Emergency Update/Recovery Plan (*Various Minutes*) – The Chief Executive will give an update on Covid-19 matters including face to face and hybrid meetings – *for discussion*.
21. 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.