

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

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2 January 2024

Dear Councillor

You are hereby summoned to attend the Council Meeting to be held at the Town Hall on Monday 8 January 2024 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](mailto: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 11 December 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. 560 – *to note*.
  - ii) Late correspondence – *to note*.
9. Reports from Council representatives appointed to outside bodies.
10. Minutes of the Finance and Administration Committee Meeting held on 13 December 2023 – *attached*.
11. Matters Arising from the above Minutes – *for information only*.
12. Minutes of the Council (Planning) Meeting held on 20 December 2023 – *attached*.
13. Matters Arising from the above Minutes – *for information only*.
14. Budget and Precept for 2024/25 – With reference to the recent round of committee meetings and the report to the Finance and Administration Committee meeting on 13 December, the draft budget is attached (see DRAFT for 2024/25 column).

The Town Council's overall draft budget showed an increase in spend of £132,501 (plus use of £45,000 of reserves) with a precept increase of £100,572 (8.93%). However, the decrease in the number of Band D Equivalent properties has increased the figure to 9.06% per property. The overall Band D Equivalent charge would increase from £226.67 to £247.22 (an increase of £20.55 per year or around 39.5p per week).

#### *Recommendation*

It is recommended that the draft budget proposals be approved by the Full Council, with a budget of £1,435,313, including £45,000 from earmarked reserves, and a precept of £1,227,300 for 2024/25.

15. Strategic Plan 2022-2026 Update (*Minute 147/23 and others*) – The fourth monitoring report, in the form of a RAG (Red/Amber/Green) Report and update sheet, is attached – *for information and comment*.
16. Corsham Parish/Town Council 130<sup>th</sup> Anniversary and 25<sup>th</sup> Anniversary of becoming a Town Council – January 2025 will be the 130<sup>th</sup> Anniversary of Corsham Parish Council being formed. This is followed, in May 2025, by the 25<sup>th</sup> Anniversary of the Town Council changing from a parish council. Councillors are asked to consider whether these anniversaries could be celebrated and for any suggestions for marking the occasions. The Town Council previously celebrated the 125<sup>th</sup> but not the 20<sup>th</sup> anniversaries. Some of the plans for the 125<sup>th</sup> anniversary were cancelled due to Covid-19 lockdowns and other restrictions in place at the time. The main activities which went ahead were a new logo for the year, a new look Annual Town Meeting/Corsham Celebrates event and an expanded eight-page newsletter.

It is suggested that the Community Services Committee deals with the details of any event or celebration – *for consideration*.

17. Change of Start Time for Council and Committee Meetings (*Minute 170/23*) – Further to the change of start time of the December 2023 Council meeting, it has been requested that the Council considers bringing the start time of all Council and Committee meetings forward from 7.30pm to 7pm – *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. 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.**