

Minutes of the Council Meeting held at the Town Hall on Monday 14 August 2023

Present Councillor H Belcher (Chair)
Councillors S Abbott, N Brakspear, J Brook, A Brown, T Ellis, N Farmer,
D Jarman, A Mackie, A Thomas, G Ward, A White and R Williams

In Attendance Mrs M Jones (Head of Finance & Administration)
D Martin (Chief Executive)
PCSO J Moore (Wiltshire Police)
PC A Neish (Wiltshire Police)
Sgt M Tripp (Wiltshire Police)
D Walters (Wiltshire Councillor)

76/23 Apologies

Apologies had been received from Councillors R Hopkinson, M Jackson and J Roberton.

77/23 Public Question Time and Petitions

There were none.

78/23 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.

There were none.

79/23 Minutes of the Town Council Meeting held on 10 July 2023

Resolved

That the Minutes be approved as a true record and signed by the Chair.

80/23 Matters Arising from the above Minutes

There were no matters arising.

81/23 Policing and Community Safety

Sgt Tripp updated the Town Council on policing and community safety issues including recent speed checks carried out in Corsham, drug offences, anti-social

behaviour and e-scooters causing an issue in the town. PCSO Redmond had carried out talks with young people about the consequences of carrying offensive weapons.

Councillors raised concerns about cycling in the Martingate Centre and anti-social behaviour in the dog walker's car park on Lacock Road.

82/23 Chair's Announcements

The Chair mentioned that the trial for one additional hour's free parking in Corsham for Blue Badge holders had been agreed by Wiltshire Council.

The Chair also mentioned that ITV Production Company, Happy Prince who had recently carried out filming in the High Street, had made donations to various local charities.

The Chair reminded Councillors that the Street Fair was on Saturday 9 September. If Councillors were able to help at this event, they were asked to let the Tourism and Events Officer know.

83/23 Correspondence

- i) Members Information Sheets Nos. 549 and 550 were noted.
- ii) Late correspondence – There was none.

84/23 Reports from Council representatives appointed to outside bodies

Councillor Abbott informed Councillors that Corsham Climate Action would be having a stall at the Street Fair on 9 September. On 7 October there would be an 'Apple Day' at the Community Orchard and on 11 November an Energy Saving event at the Springfield Campus.

85/23 Minutes of the Council (Planning) Meeting held on 12 July 2023

Resolved

That the Minutes be approved as a true record and signed by the Chair.

86/23 Matters Arising from the above Minutes

There were none.

87/23 Minutes of the Property and Amenities Committee Meeting held on 19 July 2023

Resolved

That the Minutes be approved as a true record and signed by the Chair.

88/23 Matters Arising from the above Minutes

There were none.

89/23 Minutes of the Community Services Committee Meeting held on 26 July 2023

Resolved

That the Minutes be approved as a true record and signed by the Chair.

90/23 Matters Arising from the above Minutes

There were none.

91/23 Minutes of the Council (Planning) Meeting held on 2 August 2023

Resolved

That the Minutes be approved as a true record and signed by the Chair.

92/23 Matters Arising from the above Minutes

There were none.

93/23 Minutes of the Strategic Planning Working Group Meeting held on 27 July 2023

Resolved

That the Minutes be approved as a true record.

94/23 Matters Arising from the above Minutes

There were none.

95/23 Middlewick House Open Garden Update (*Minute 29/23*)

At the June Council meeting when policing and community safety had been discussed, Councillors raised issues about cars being driven too fast down Middlewick Lane during the Middlewick House Open Garden event, putting pedestrians 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.

Subsequently, 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 was the largest annual 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 was expected to grow to around 10,000 visitors over the next two or three years so the situation would need to be monitored.

The update was noted.

96/23 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.'

Resolved

That Councillors inform Councillor Brown or the Community Wellbeing Officer if they are interested in using their specific skills to support projects being led by the Town Council's Community Wellbeing Working Group.

97/23 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-open 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.

The update was noted.

98/23 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.

The update was noted.

99/23 Council Vacancy (*Minute 68/23*)

There was one Town Councillor vacancy, which had arisen through the resignation of Stephen Senior (Corsham Ladbrook Ward). As no election had been called, the vacancy would be filled by co-option. Notices of the vacancy had been advertised with a closing date of 5pm on 4 September 2023. Should one or more applications be received, co-option would take place at the September Council meeting.

The update was noted.

100/23 Vacancies on Committees, Other Groups and Outside Bodies (*Minute 69/23 and others*)

Further to the previous meeting there were opportunities to fill the remaining vacancies on committees, other groups and outside bodies.

Resolved

- i) That Councillor R Williams be appointed to the Finance and Administration Committee for the remainder of the Council year.
- ii) That Councillor N Farmer be appointed to the Wiltshire Market Towns Forum for the remainder of the Council year.

101/23 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. There were no new issues.

102/23 Authorisation of cheques and payments**Accounts for Payment - Corsham Town Council - 14 August
Online Banking Payments**

Name	Amount
Salaries & Payments - CTC Staff	£24,992.88
Wiltshire Pension Fund - Pension Contribution for August 2023	£8,237.69
HMRC - Tax & NI for August	£8,505.66
Methuen Hall Trust - Hire of Council Chamber and Town Hall for July	£627.00
Community Heartbeat - Defibrillator Replacement Electrode Pads	£73.14
Corsham Area Heritage and Info Centre - Contribution Towards Electricity	£773.99
Primary Times - Advertising in August Edition	£282.00
Newsquest - Advertising Corsham in Swindon Advertiser	£114.00
Trevor Furness - High Street Busking on 8 July	£50.00
Sam Bernald Ross - Busking at Coronation Celebrations 6 May	£50.00
Charles Saunders - Black Bags and Paper Hand Rolls for Grounds Team	£232.63
Woodys - Supply and Deliver Lunch for Business Leaders Networking Event	£90.00
Wiltshire Council - All Day Free Parking for Taste of Corsham	£108.80
Wiltshire Council - Recruitment Advertising - Environmental Project Officer	£185.40
Wiltshire Council - Hire of Community Room at Springfield Campus for July Council Meeting	£62.64
Corsham Print - Newsletter Printing and Design, Advert Resize, Corex Boards, Back to School Window Stickers and Parent Passports, Canine Stickers, Walking Map, Summer Trail Advert, Disabled Parking Sign,	£2,596.60
Amac Window Cleaning - Bus Shelter Cleaning x 20	£576.00
DCM Surfacing - Resurfacing Springfield, Neston, Westwells Play Areas	£28,954.14
Mr D Moss - High Street Busking on 17 July	£50.00
Cooke Automotive - Service and MOT Vehicle WV14 CYC	£276.48
Ideverde - Monthly Toilet Cleaning and Grounds Maintenance	£3,567.49
Travis Perkins - Installation Fixings for New Bins in Lacock Rd Cemetery - Bulk Bag of Bark, Screws and Postcrete	£170.02
Destination Bristol (Visit West) - Visit Corsham Summer Advertising	£420.00
A T Graphics Ltd - Advertising in Coach Tours UK	£300.00
J H Jones - Remove/Dispose of a Dead Deer at Allotments, Grave Digging x 2, Litter Picking	£2,122.00
Amazon Business - Microphone Adapters for Meeting Owl, Disposable Gloves, Sweets for Holiday Trails, Digital Timers for Christmas Lights	£182.05
Universal Tool Hire - Hire of Power Grass Scythe	£233.34
Alpha Rod - Clear Blockage at Public Toilets	£168.00
Pear Tree Studios - Redesign of Corsham Walking Map	£320.00
James Harriman - High Street Busking 24 June	£50.00

Military Wives Choir - High Street Busking on 22 July	£50.00	
Milk and Tweed Studio Ltd - Interactive Retail Map for Website	£2,304.00	
Spaldings Ltd - PVC Water Hose and Fixings	£83.36	
Milk and Tweed Studio Ltd - Website Hosting and Support	£978.00	
Your Wiltshire - Advertising in August	£156.00	
Wired Publishing (West Wilts Magazine) - Visit Corsham Advert	£384.00	
West Country Walling - Part Payment for Dry Stone Plinth at Cross Keys for Public Art	£2,872.50	
Greenway Plant & Labour Ltd - Groundworks for Cross Keys Plinth	£1,200.00	
M C Publishing Ltd - Bath Life Magazine Advert in August	£180.00	
James Creighton (Roger Dean) - PA System Hire for Street Fair	£450.00	
Jack Peeters - High Street Busking 5 August	£50.00	
Freddie Barr - High Street Busking 29 July	£50.00	
Bath Recovery Group - Citroen Relay Tipper Delivery to Corsham Auto Repairs	£129.36	
Mirage Signs - Sign for 2 Hours Free Parking in Newlands Road Car Park	£156.00	
Kompan Ltd - Top Soil ,Turf and New Equipment for Katherine Park Play Area	£52,878.00	
Langley Nurseries - Hanging Baskets, Planted Poles, Hay Baskets, Bedding Plants, Compost for High Street Summer Displays	£4,588.44	
Neston News - Adverting Corsham as a Destination	£300.00	
Wanna Face Paint - Face Painting for Street Fair	£200.00	
Brooks Smith Gallery Ltd - Retail Map Alterations for Website	£240.00	
Charge Card		
Autospeedwatch - Speed Camera	£589.00	
Swell UK Ltd - Pond Plant Baskets	£50.78	
SLCC Enterprise - Council as a Landlord Training	£42.00	
Eventbrite - Winning Strategies for Funding Webinar Training	£52.04	
Eventbrite - Social Media in Local Council Webinar Training	£52.04	
123 Registration - Storytown Domain Renewal	£69.56	
Wickes Building - Play Sand for Pockeridge Play Area	£12.00	
DC Cables - Reusable Cable Ties	£32.34	
Cheque		
Petty Cash	£157.09	7810
Vehicle Tax for WV68 OVO	£320.00	7811
Sub total	£152,998.46	
Cheques / Internet Banking Paid Outside of Meeting		
Corsham Hardware - Grounds Team and Caretakers Consumables Jan to July	£507.11	
Payments Made by Direct Debit/Standing Order		
West Mercia Energy - Public Conveniences Electricity	£79.34	
West Mercia Energy - Guide Hut Electricity	£73.56	
UK Fuels - Fuel for Work Vehicles	£363.39	
Hills Waste - Refuse Collection and Skip Exchange	£992.83	
SGW Payroll - Monthly Payroll Processing	£52.80	
Peninsula - Monthly HR & H&S Consultancy	£304.98	
Bridge Solutions - Monthly IT Support July and August and Portal Hard Drive	£1,975.32	

Viking - Stationery and Notice Stand for Lacock Road Cemetery	£175.49
Vodafone - One Net Mobile Telephones	£729.01
Mainstream Digital - Quarterly Line Rental	£45.00
SSE - Springfield Utilities	£110.85
PWLB - Cemetery Loan	£3,709.94
SUB TOTAL	£9,119.62
TOTAL	<u>£162,118.08</u>

Resolved

That the cheques and transfers be authorised for payment.

The meeting commenced at 7.30pm and closed at 8.20pm. There was one member of the public at the meeting.

CHAIR

DATE