

**Minutes of the Council Meeting held at the Town Hall on Monday 8 August 2022**

**Present** Councillor S Abbott (Chairman)  
Councillors H Belcher, N Brakspear, J Brook, A Brown, T Bush, T Ellis,  
N Farmer, R Hopkinson, D Jarman, A Morris, G Ward and R Williams

**In Attendance** Mrs M Jones (Head of Finance & Administration)  
Mrs R Sellens (Administrative Officer)

**63/22 Apologies**

Apologies had been received from Councillors M Jackson, G McCaffery, J Roberton, T Smith and A White.

Councillor J Roberton's request to further extend her non-attendance at face-to-face meetings due to family health reasons was discussed.

**Resolved**

That Councillor Roberton's non-attendance at face-to-face meetings be extended for another six months.

**64/22 Public Question Time and Petitions**

There were none.

**65/22 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.

Cllr Abbott declared a non-pecuniary interest given his links to the High Street where his wife rents a retail unit. Cllr Abbott would update his Register of Interests.

**66/22 Minutes of the Town Council Meeting held on 11 July 2022**

**Resolved**

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

## **67/22 Matters Arising from the above Minutes**

There were no matters arising.

## **68/22 Policing and Community Safety**

i) Cllr Abbott reported that due to a policing reorganisation, DC K Golledge had been redeployed from the Corsham area. Representations opposing this move had been made to the PCC and Chief Constable from Cllr Hopkinson and the Chief Executive.

### **Resolved**

That the Chairman and Councillor R Hopkinson would request a meeting with the Chief Constable and the PCC to discuss the redeployment of DC K Golledge.

ii) Councillors considered signing up to the recently launched Community Safety Charter to tackle crimes in public spaces (see <https://www.ourwatch.org.uk/charter>). The aim of the Community Safety Charter was to involve a wider range of local organisations, charities, businesses, and groups in crime prevention activity and extend the scope of this work towards a goal of eliminating harassment, anti-social behaviour and intimidation.

### **Resolved**

That Councillors consider the Charter in detail and submit comments to Mrs S Thomas, Head of Community Services, to take forward to the next Community Services meeting on 14 September 2022.

## **69/22 Chairman's Announcements**

On 13 July the Chairman and Chief Executive attended a meeting with 10 Signals Regiment. It was agreed the Regiment would assist with future events such as the Fete and Street Fair if appropriate.

The Chairman and Chief Executive had visited Trowbridge Town Council to find out about equipment used for hybrid meetings.

On 27 July the Chairman attended a meeting with Option 24/7 to discuss bus services.

On the 28 July the Chairman took the Corsham in Bloom judges to the town's allotment sites.

On 1 August the Chairman took part in Planning training with Councillors.

On 5 August the Chairman attended a meeting with Phil Bowley of GreenSquare Accord.

## **70/22 Correspondence**

- i) Members Information Sheets Nos. 524 and 525 were noted.
- ii) Late correspondence – there was none.

## **71/22 Reports from Council Representatives Appointed to Outside Bodies**

Councillor A Brown gave an update on Corsham Youth Zone and the difficulties with recruiting new volunteers.

Councillor T Ellis was due to visit the Wiltshire Air Ambulance with the Corsham Walking Festival group.

Councillor T Bush had visited the Fair Frome community project.

## **72/22 Notes of Recent Committee Meetings**

The following notes of informal Committee Meetings had been circulated for information and comment:

Community Services held on 13 July 2022 – noted. The Chair reminded Councillors to help at the upcoming Street Fair and StoryTown events.

Council (Planning) held on 20 July 2022 – noted.

Property and Amenities held on 27 July 2022 – noted.

## **73/22 Public Art Task Group (*CS Committee Note 5, 13 July 2022*)**

Further to a previous Community Services meeting it was agreed to establish a Task Group to assist with the commissioning of certain public art projects. Councillors Abbott, Crockford and Farmer had expressed interest in being members of the Group. Following a request for further members, Cllr Hopkinson had also offered to join. Councillors were asked to formalise membership of the Public Art Task Group.

### **Resolved**

That Councillors S Abbott, A Crockford, N Farmer and R Hopkinson be members of the Public Art Task Group.

## **74/22 Corsham Railway Station (*Minute 57/22 and others*)**

Further to previous Council meetings, the Chairman provided feedback on the Restoring Your Railways Steering Group meeting with key partners on 22 July 2022. There was also an update on progress with stakeholder and community engagement, including an overview of responses from the public survey which had a closing date of 5 August. The survey had produced 1,500 responses with 40% saying they would use the station more than once a week. Atkins were due to complete a Business Case by early December.

## **75/22 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.

## **76/22 Council Vacancy (*Minute 60/22 and others*)**

There remains one Town Councillor vacancy for co-option. The vacancy was in Corsham Neston Ward. Nominations to fill the vacancy had been re-advertised but no applications were received by the closing date. The remaining vacancy was being advertised with a closing date of 5pm on Monday 5 September 2022. Members were again encouraged to promote the vacancy through their networks.

## **77/22 Covid-19 Emergency Update/Recovery Plan (*Various Minutes*)**

There were no updates to report.

## **78/22 Authorisation of cheques and payments**

Salaries & Payments - CTC Staff	£24,989.33
Wiltshire Pension Fund - Pension Contribution for August 2022	£7,952.23
HMRC - Tax & NI for August	£8,438.10
Methuen Hall Trust - Hire of Council Chamber and Town Hall for August	£552.00
Methuen Hall Trust - Hire of Main Hall for Health/Wellbeing Art Group	£78.00
Amazon - Fans, Sweets for Summer Trail, HDMI Cables x 3, Cookery Books for Community Cookery Classes	£267.24
Idverde - Public Toilet Cleaning and Grounds Maintenance	£3,049.70
Jo Taylor - Fee Proposal Public Art Project	£75.00
Anya Beaumont - Fee Proposal Public Art Project	£75.00
Simply Sweepers - Street Sweeping Zone 5	£619.20
Corsham Print - Summer Newsletter Design and Print and Street Fair Banner Stickers	£1,077.00
Letitia Bradley - Taste of Corsham Workshop	£150.00
Goughs Solicitors - Legal Fees Asset Transfer	£1,800.00
Hextalls Surveyors - Building Surveys Arnold House and Guide Hut	£1,260.00
SLCC - National Conference Ticket	£150.00
Trevor Batham - Busking 16 July 2022	£50.00
Langley Nurseries - Summer Hanging Baskets, Planters, Bedding Plants	£4,745.10
Public Policy - Rebuilding the UK's Night-Time Economy Seminar	£118.80
Frederick Fry - Sweet Misery - Summer Busking/Fete Performances	£175.00
Workwear Express - Flow Flex Covid Test Kits x 10	£107.16
Clayzer - Laser Clay Pigeon Shooting and Instructor for Summer Fete	£525.00
Lauren Groves (Small Business Sidekick) - Set up StoryTown Holding Page and Hosting	£75.00
The Rise Trust - 1st and 2nd Payment Detached Youth Work Sessions	£7,177.50

Cooke Automotive - Service and MOT Vehicle WV14 CYC	£229.24	
Why Sports - Improving Health and Increasing Activity Conference	£132.00	
Everbubbles - Memorial Tree Plaque Roger Fido	£41.38	
Thornbury Surfacing Ltd - Neston Rec Basketball Repair and Skate Park Entrance Repair	£11,282.40	
Tracey Kelly - Busking on 23 July 2022	£50.00	
Bath Magazine - Advertising Street Fair in Bath Life Magazine	£180.00	
Proludic Ltd - Replacement Outdoor Gym Equipment Parts for S/field	£687.33	
R J Harrow RJH Blast Cleaning - Blast Clean Bin for Springfield	£60.00	
Travis Perkins - Plumbing Items for Guide Hut Toilets	£43.16	
Corsham Opticians - Repay Hanging Baskets as Paid Twice	£120.00	
Boson Wed with Milk and Tweed - Website Support August 2022 and Web Hosting for CTC and Visit Corsham	£954.00	
Sam Bernald Ross - Busking on 9 July 2022	£50.00	
SLCC Enterprise - GDPR Principles and Policies Training	£42.00	
Naturally Social Ltd - StoryTown Facebook IT Support	£51.00	
Matthew Tett - Work for StoryTown Preparation in August	£150.00	
In2Sport - 1 x Sports Coach for Street Fair	£240.00	
Wired Publishing (West Wilts Magazine) - Corsham Spotlight Article	£304.80	
Anywhere Deckchairs - 36 x Deckchairs for Street Fair + Refundable Deposit	£666.00	
J H Jones - Gravedigging	£385.00	
Caroline Rudge - Potley Art Project Instalment One of Four	£6,250.00	
Group Travel World Media Ltd - Advertising in Group Travel Magazine	£240.00	
Fabing Boutique - Face Painting at Street Fair	£90.00	
Brighter Side - IT Support Final Website Work and Annual Neighbourhood Plan Costs	£1,722.95	
Cliff Gater - Busking 5 August	£50.00	
Global Radio - Advertising Free Parking in Corsham	£1,116.72	
BakerLou Music - Acoustic Performance at Taste of Corsham	£75.00	
<b>Grants</b>		
Kandu Arts - Community Project Work	£500.00	
<b>Cheque</b>		
Petty Cash	£114.73	7795
<b>Sub total</b>	<b>£89,459.07</b>	
<b>Cheques / Internet Banking Paid Outside of Meeting</b>		
Local Toilet Hire Ltd - Hire of Event Toilets x 2 for Street Fair - £390.00		
<b>Payments Made by Direct Debit/Standing Order</b>		
West Mercia Energy - Guide Hut Electricity May and June	£143.79	
West Mercia Energy - Public Conveniences Electricity	no invoice	
SSE - Skate Park and CCTV Electricity	£321.58	
SGW Payroll - Monthly Payroll Processing	no invoice	
Excalibur - Monthly IT Provision	no invoice	
Peninsula - HR & Health and Safety Advice	£439.18	
Vodafone - Monthly One Net Mobile Telephones	£617.76	
Viking - Stationery and Postage	£479.43	

Hills Waste - Refuse Collection	£423.17
Hills Waste - Bins for Summer Fete	£312.60
PWLB - Loan Repayment	£3,709.94
Mainstream Digital - Quarterly Line Rental	£41.40
<b>SUB TOTAL</b>	<b>£6,488.85</b>

**TOTAL** **£95,947.92**

**Direct Debits and Payments Taken and Reconciled in July**

UK Fuels - Fuel, and Annual card Fee	£306.95
SGW Payroll - Monthly Payroll Processing July	£56.64
Excalibur - Monthly IT Provision	£800.10

**Charge Card**

St John Ambulance - Mental Health Workplace First Aid Course	£366.00
Alfreshco - Spray Paint for Skatepark Repaint	£495.36
Toolstation UK - Paint Brushes, Paint for Skatepark	£82.92
Travis Perkins - 4 x Anchor Bolts	£31.02

**Resolved**

That the cheques and transfers be authorised for payment.

The meeting commenced at 7.30pm and closed at 8.24pm. There were no members of the public at the meeting.

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CHAIRMAN

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DATE