

Minutes of the Council Meeting held at the Town Hall on Monday 8 January 2024

Present Councillor H Belcher OBE (Chair)
Councillors S Abbott, N Brakspear, A Brown, N Farmer, R Hopkinson,
D Jarman, A Jones, A Mackie, G McCaffery, J Roberton, A Thomas,
G Ward, A White and R Williams

In Attendance Mrs M Jones (Head of Finance and Administration)
D Martin (Chief Executive)
Sgt M Tripp (Wiltshire Police)
D Walters (Wiltshire Councillor)

199/23 Apologies

Apologies were received from Councillors T Bush, T Ellis and M Jackson.

200/23 Public Question Time and Petitions

There were none.

201/23 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.

202/23 Minutes of the Town Council Meeting held on 11 December 2023

Resolved

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

203/23 Matters Arising from the above Minutes

There were no matters arising.

204/23 Policing and Community Safety

Sgt Tripp gave an update on recent policing incidents which included the following.

DC Golledge was now back policing in Corsham. Sgt Tripp also reported that the Corsham Community Policing Team had carried out 44 community engagements during December.

The Co-op break-in after Christmas had been carried out by criminals from outside of the area. They stole cash but nothing else from the store.

Police patrols at Springfield Community Campus and recreation ground were ongoing.

The police e-bike, funded by the Town Council, was now at police headquarters and would be in use in the coming weeks.

205/23 Chair's Announcements

The Chair had attended a Christmas Carols and wine evening at Pickwick Manor.

206/23 Correspondence

- i) Members Information Sheet No. 560 was noted.
- ii) Late correspondence – there was none.

207/23 Reports from Council representatives appointed to outside bodies

Councillor Robertson informed the Council that Corsham Climate Action would be showing a film called Once You Know at The Pound Arts Centre on 6 February at 7.30pm.

Councillor Robertson had been promoting the X31 and 231 new bus timetables to local residents and organisations.

Councillor Brown informed the meeting that the Big Blue Bus, which provides a warm space for young people, would be at Springfield Campus on Wednesdays from 7-8pm, starting on 17 January.

On 19 January the Chair had attended the Potley and Pockeridge Community Association meeting. It was reported that the Brunel Shed was busy with many new projects.

208/23 Minutes of the Finance and Administration Committee Meeting held on 13 December 2023

Resolved

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

209/23 Matters Arising from the above Minutes

There were none.

210/23 Minutes of the Council (Planning) Meeting held on 20 December 2023

Resolved

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

211/23 Matters Arising from the above Minutes

There were none.

212/23 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 was considered. 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 had 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).

Resolved

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.

213/23 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, had been circulated.

The update was noted.

214/23 Corsham Parish/Town Council 130th Anniversary and 25th Anniversary of becoming a Town Council

January 2025 would be the 130th Anniversary of Corsham Parish Council being formed. This would be followed, in May 2025, by the 25th Anniversary of the Town Council changing from a parish council. Councillors were asked to consider whether these anniversaries should be celebrated and for any suggestions for marking the occasions. The Town Council previously celebrated the 125th but not the 20th anniversaries. Some of the plans for the 125th 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.

A discussion took place and ideas included an event around what Corsham may look like in 20 years' time and to celebrate what the Town Council does by having an open day at the Town Hall with Councillors and officers available to speak to the public. Also, to ask young people what they think Corsham would look like in the future.

Resolved

That the Community Services Committee be delegated to deal with the details of any event or celebration to mark the Town Council's anniversaries.

215/23 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, a request to bring the start time of all Council and Committee meetings forward from 7.30pm to 7pm was discussed.

Resolved

That the start time for Council and Committee meetings changes to 7pm.

216/23 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.

217/23 Authorisation of cheques and payments

Salaries & Payments - CTC Staff	£30,857.55
Wiltshire Pension Fund - Pension Contribution for January	£10,141.74
HMRC - Tax & NI for January	£10,298.97
Methuen Hall Trust - Hire of Council Chamber and Town Hall for January	£710.98
Methuen Hall Trust - Reimburse Perfect Rooms Refund Paid to CTC in Error	£39.80
Wiltshire Council - Flat 2 Arnold House Council Tax	£207.00
A T Graphics Ltd - Advertising Corsham in Coach Tours January Edition	£216.00
Corsham Print - Active Travel Map Draft Artwork, Souper Friday Banner	£79.20
Visit Wiltshire - 4 x Training Courses for Tourism and Events Officer	£270.00
Corsham Tasty Bites - Helpers Refreshments at Christmas Lights	£173.30
Newsquest - Christmas in Corsham Advert in Wiltshire Times, Free Parking Advert	£306.00
Travis Perkins - Locks for Noticeboard	£19.15
Idverde - Monthly Grounds Maintenance and Public Convenience Cleaning	£3,567.49
Balloonitude - Balloon Modelling at Christmas Lights	£260.00
SLCC - Annual Membership Renewal	£560.00
Corsham Windband - Busking on 23 December	£50.00
St John Ambulance - First Aid Cover at Christmas Lights	£316.80
Simply Sweepers - Street Sweeping Zones 2 and 3	£1,260.00
Community Heartbeat Trust - Defibrillator for Town Hall	£2,277.60
Screwfix - 1 x Pair Safety Boots	£34.99
Planks Dairies - Milk Deliveries to the Town Hall in December	£35.40
Your Wiltshire - Quarter Page Advert in January 2024 Edition	£78.00
The Pound Arts Trust - Grant 2nd Instalment for 2023/24	£2,000.00
Milk and Tweed - Website Support, Web Hosting and Interactive Retail Map	£2,274.00
Global Media Group - Radio Advertising December/January	£720.28
Proludic - Spare Parts for Spring Seesaw	£195.15
Visit Wiltshire - Advertising in Visitor Guide and Visitor Map 2024	£336.00

Brighter Side - Web Hosting Neighbourhood Plan Prior to Milk & Tweed	£78.00	
Charles Saunders - Heavy Duty Black Bags for Grounds Team	£189.90	
No.3 The Deli - Climate Literacy Training Lunch x 10	£99.00	
Carpentryright - Supply and Fit Vinyl Flooring in Arnold House Flat 2 Kitchen	£427.55	
Dignity Funerals - Repay - Paid CTC in Error for an Interment	£600.00	
Clarity Water Hygiene - Legionella and Water Management Contract Dec 2023 to November 2024 for Arnold House, Guide Hut and Public Conveniences	£2,365.20	
SLCC Enterprise Ltd - Staff Training Webinar Courses	£288.00	
ES Electrical - Connection of New Water Heater Arnold House	£60.00	
Landcare Tree Nursery - Replacement Oak Tree for Neston Rec	£165.00	
Alarms & Electrical - Annual Service of Intruder Alarm/Fire Alarms A/House	£387.60	
The Rise Trust - Detached Youth Work Sessions 1/4/23 to 31/3/24	£3,625.00	
Everbubbles - Memorial Plaque for Tree Lacock Road	£43.58	
Greenway Training - LANTRA Powered Pole Saw Pruner Course	£300.00	
Grants		
Corsham Cricket Club Under 18 Academy	£750.00	
Jaqueline Anderson Artist	£631.70	
Neston Memorial Hall	£750.00	
Charge Card		
Survey Monkey - Annual Renewal	£408.00	
Euro Car Parts - Sack Truck Tyres x 4	£25.93	
Workwear Express - Safety Goggles	£14.41	
Eventbrite - Online Conference 'Future of Ageing'	£180.00	
Active Wear - Safety Clothing	£35.89	
Garden Hire and Spares Ltd - STIHL Blade Fixing Kit	£29.09	
Safety Signs for Less - Non-Smoking Signs for Bus Shelters	£11.86	
Cheque		
Petty Cash	£114.00	7815
Sub total	£78,908.63	
Cheques / Internet Banking Paid Outside of Meeting		
Corsham and Colerne Military Choir - Wishing Tree Performance	£150.00	
London Hearts - Defibrillator for Royal Oak	£900.00	
T A Waldron - Arnold House Roof Work	£7,735.20	
Payments Made by Direct Debit/Standing Order		
West Mercia Energy - Public Conveniences Electricity	£75.46	
West Mercia Energy - Guide Hut Electricity	£87.77	
UK Fuels - Fuel for Work Vehicles	£212.42	
Hills Waste - Refuse Collections and Bins for Christmas Lights	£765.46	
SGW Payroll - Monthly Payroll Processing	£58.56	
Peninsula - Monthly HR & H&S Consultancy	£460.72	
Bridge Solutions - Monthly IT Support	£871.32	
Vodafone - One Net Mobile Telephones	£776.95	
Viking - Stationery	£143.88	
SSE - Springfield Electricity	£112.09	
SSE - Guide Hut Electricity	£24.18	
SUB TOTAL	£12,374.01	

TOTAL

£91,282.64

Resolved

That the cheques and transfers be authorised for payment.

The meeting commenced at 7.30pm and closed at 8.20pm. There were no members of the public present.

CHAIR

DATE