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5 November 2019

Dear Councillor

You are hereby summoned to attend the Council Meeting to be held at the Town Hall on Monday 11 November 2019 at 7.30pm.

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.
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 14 October 2019 – *attached*.
5. Matters Arising from the above Minutes – *for information only*.
6. Policing and Community Safety – To consider policing and community safety issues.
7. Chairman's Announcements.
8. Correspondence –
  - i) As mentioned in Members Information Sheet Nos. 434 and 435 – *to note*.
  - ii) Late correspondence – *to note*.

9. Reports from Council representatives appointed to outside bodies.
10. Minutes of the Council (Planning) meeting held on 23 October 2019 – *attached*.
11. Matters Arising from the above Minutes – *for information only*.
12. Minutes of the Finance and Administration Committee meeting held on 30 October 2019 – *attached*.
13. Matters Arising from the above Minutes – *for information only*.
14. Minutes of the Council (Planning) meeting held on 6 November 2019 – *to follow*.
15. Matters Arising from the above Minutes – *for information only*.
16. Minutes of the Corsham Youth Council meeting held on 21 October 2019 – *to note*.
17. Annual Town Meeting/Community Celebration 2020 (*Minute 75/19*) – Further to the Council meeting held on 8 July when the Annual Town Meeting and Community Awards Event was discussed, the attached report proposes ways to alter the format of the evening to make it more celebratory. Councillors are asked to agree a suitable name for the event and approve the suggested changes to the format – *for consideration*.
18. Corsham Parish/Town Council 125<sup>th</sup> Anniversary (*Minutes 255/18 and 190/18*) – Further to previous meetings, the working group set up to help progress the suggestions to mark the 125<sup>th</sup> Anniversary of the Town Council has met to discuss the plans. It was agreed to pursue the following actions:
  - Summer Fete (4 July) – Link to the 125<sup>th</sup> Anniversary, as well as something to mark 75<sup>th</sup> anniversary of VE Day;
  - Involve schools – Writing/art competition, possible project for StoryTown in October to find out what young people think Corsham will be like in 125 years' time;
  - Logo – New Corsham Town Council logo for the year, marking 125 years;
  - Exhibition – Start with a small exhibition at April's Annual Town Meeting, with a wider exhibition on display for a period in the summer;
  - Pencils – Order a supply linked to the anniversary in some way (logo or wording);
  - Civic Event/Annual Town Meeting – Give the Meeting a new look in the Town Council's 125<sup>th</sup> year;
  - Public Art/Mural – Potential to do something that links with Bath Academy;
  - Tree Planting – Ideas considered: working with Woodland Trust, potential for 1,250 trees – one for every child in Corsham, or create an anniversary woodland if suitable land could be identified;
  - Newsletter – January 2020's newsletter will be eight pages (dependent on cost), with the normal four pages supplemented by an 'anniversary special' featuring history, memories from former Chairmen/Councillors, pictures, etc.

*Recommendation: That the above suggestions be taken forward to mark the 125<sup>th</sup> Anniversary of Corsham Town Council.*

19. Payphone Consultation – BT has notified Wiltshire Council of a 90-day consultation period and process for the removal of 71 public payphones in Wiltshire. Wiltshire Council is canvassing the views of the local community (*see attached Briefing Note No. 19-033*). Two of the payphones are in Corsham. The number of calls in the past 12 months for the two planned for removal are: Dicketts Road (7 calls), and Kings Avenue (5 calls) – *for information and comment*.
20. Community Infrastructure Levy Income – Wiltshire Council has recently paid the Town Council almost £60,000 CIL income which should have been paid to Chippenham Town Council. This follows a series of errors where the Town Council has been paid CIL money which should have gone to other local councils. Concerns have been raised on each occasion, and assurances given that the problems are being resolved.

Previous errors include receipts due to Chippenham Town Council (almost £51,000); Colerne Parish Council (over £900); and Box Parish Council (almost £4,500). In total, Wiltshire Council has paid Corsham Town Council £115,477.77 which should have been paid to other Councils. Apart from the most recent error, all sums have been refunded. We are aware that similar errors have occurred with other Town Councils.

*Recommendation: That Wiltshire Council be refunded the CIL money which they paid in error, and that the concern be raised with the appropriate cabinet member.*

21. Councillor Vacancy for Corsham Town Ward, Co-option Process – Subject to candidates coming forward by the closing date of 2 December, the Town Council will be able to co-opt a new Councillor at the December Council meeting. The Chief Executive will outline the co-option process to be adopted – *for information and comment*.
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 – *suggested issues invited*.
23. 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.**