

**Minutes of the Meeting of the Community Services Committee Meeting held at
Corsham Town Hall on Wednesday 19 September 2018**

Present Councillor N Farmer (Chairman)
Councillors Ms L Bray, M Jackson, D Jarman, Mrs G Sanders,
Mrs M Wakeman, Mrs A White and Miss C Woodward

In Attendance Mrs K Gilby (Planning and Events Officer)
Mrs S Thomas (Head of Community Services)

CS 26/18 Apologies

Apologies were received from Cllrs C Fuller and R Taylor.

CS 27/18 Public Question Time and Petitions

There were none.

CS 28/18 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.

CS 29/18 Matters arising from the Minutes of the Community Services Committee Meeting held on 18 July 2018

There were none.

CS 30/18 Reports from Council representatives appointed to outside bodies

There were none.

CS 31/18 Review of Taste of Corsham 16 June 2018 (*Minute CS 20/18 and others*)

The Planning and Events Officer reported on this year's Street Fair event which had, again, been very successful with excellent feedback from both visitors and stallholders alike. The Chairman asked that the staff were thanked for their hard work and effort in putting on another great event.

It was suggested that other similar events in local towns should be investigated for possible ideas to include in 2019. It was also suggested that information holders should

be available for the Town Council's stand to make the stand look better and to prevent literature from blowing away.

The update was noted.

CS 32/18 Christmas Lights Switch On 7 December 2018 (*Minute CS 22/18 and others*)

The Planning and Events Officer gave an update on the planning for this year's Christmas Lights Switch On, which was in its very early stages. There had been some discussion previously about moving the grotto and reindeer to avoid the congestion around the stage that had been a problem in 2017. The prime reason for the congestion had been The Flemish Weaver's decision to serve hot food outside under a large gazebo. As they had decided not to repeat that this year, it was felt the grotto and reindeer could remain where they were. A suggestion from a member of the public after last year's event regarding a specific area for disabled people and those with special needs was also being considered.

The entertainment running-order was coming together. This year, the act supplied by The Pound would perform before the lights were switched on rather than towards the end of the evening. This would allow them to do a sound-check; their equipment could be set up before the event began and taken down during the speeches, switch on and Father Christmas' arrival to avoid delays, and allow them time to get to The Pound for their later performance.

The update was noted.

CS 33/18 Corsham StoryTown 19-21 October (*Minute CS 21/18*)

The Committee was updated on the plans for the town's literary event, 19-21 October 2018. Over 30 events around the town were planned and would take place under the Corsham Storytown brand. The Pound, the Library, Corsham Bookshop, Bath Spa University and local writers and writing groups were already involved. There would be events for all age groups and abilities. Bath Spa University, under its Paper Nations/Dare to Write? project had funded a co-ordinator for StoryTown and the Town Council would be responsible for all the literature required, including the programme, and for much of the promotion through social media, posters, press advertising, etc.

As part of StoryTown, local residents would be invited to share their Corsham Stories either by writing them on special postcards that would be available at various venues around the town, including pubs and cafes, or by being videoed at Red Forge Studios as part of a larger local history project being run by Corsham Institute. It was also hoped that Corsham Stories would link up with a Celebrating Age project being run by local artist Penney Ellis. The postcards would form an exhibition and the videos would eventually be shown on Corsham TV. Details would be in the StoryTown programme and promoted separately via a Corsham Stories leaflet.

The end of StoryTown would be marked by the launch of Dare to Write?, a Paper Nations project that aims to make Corsham a Dare to Write? community. The launch and reception would take place from 3-4pm at the Town Hall on Sunday 21 October and all Councillors were invited.

It was hoped that Storytown would be the starting point for an ongoing, year-round series of events for writers.

The update was noted.

CS 34/18 Corsham Commemorates (*Minute CS 28/18 and others*)

The Head of Community Services gave an update on the work of the Corsham Commemorates group and the community projects and events planned to mark the end of the First World War in November and into 2019. While it now looked unlikely that the street theatre piece that The Pound was planning to produce would take place on 10 November, planning for the activities due to happen on the afternoon of 11 November (to keep them separate from the traditional Remembrance Sunday service and parade in the morning) was underway. It was hoped to re-create the events as news of peace being declared spread. This would involve putting bunting up on the houses in the High Street (with the bunting made by local schoolchildren), a short church service at St Bart's featuring the hymns that were sung on the day in 1918 and the ringing of the church bells. The original St Bart's war memorial, which had been lost for many years and was recently found in the chapel at Ladbrook Lane Cemetery, would be officially reinstated in the church. Alongside this, other events would include involvement in the Royal British Legion's Silent Soldier project and the There But Not There art project, both national schemes; a new version of the War Records of Corsham book featuring the updated research on the 115 War dead and a small exhibition commemorating 24 of Corsham's Women of World War One. The Corsham Cluster of schools had also put together a programme of events for the week of Remembrance Sunday/the centenary of the end of WW1. The schools were also planning to re-create, next year, the Peace Tea and Sports Day which took place on the national Day of Peace on 19 July 1919.

The Committee congratulated the Corsham Commemorates group on their award of a £6,000 Heritage Lottery Grant to help with the projects.

Cllr Fuller, in his role as President of the Corsham British Legion, had asked that the committee be informed of his suggestion that the Legion light 115 rockets on the evening of 11 November to mark the 115 names on the War Memorial and end the centenary commemorations. Cllr Fuller would be discussing the proposal with the British Legion Committee.

CS 35/18 Corsham Market (*Minute CS 23/18, 11/18 and others*)

Following on from the resolution that the market be a regular agenda item, the Head of Community Services had asked for an update from Wiltshire Council's Markets Officer. Unfortunately, this had not arrived in time for the meeting, but it was felt that there was nothing new to say and that the trading situation remained unchanged with the market continuing to run with only two regular stalls.

CS 36/18 Town Centre User Questionnaire (*Minute CS 12/18*)

At a recent Retailer Forum, the idea of Town Councillors surveying Corsham residents about their use of the town centre, and therefore promoting the businesses that are here at the same time, was discussed. It was suggested that Katherine Park would be a good first area to test the survey. The Committee was asked to approve the idea of the survey and for their suggestions.

The original idea of knocking on doors with a clipboard-style questionnaire was met with some concern, although it was also seen as a way for Councillors to meet their constituents. It was also felt that the questionnaire and promoting the town were two different ideas that should be kept separate.

Other ideas/concerns included: using multiple-choice questions; running the survey at events (although those people who do not come into town – the initial target of the survey – would be missed); using social media although, again, a section of residents would be missed as a result; inviting 50 people in to discuss the town as a focus group; taking the survey to established groups for them to answer; whether the survey should sit with the Strategic Plan Working Group rather than Community Services; when the survey should be undertaken, and what would be done with the results of a survey if the promotional aspect was lost.

Cllrs D Jarman and Mrs G Sanders volunteered to meet and discuss the survey proposal in more detail.

Resolved:

- (i) That the idea of the survey be approved;
- (ii) That Cllrs D Jarman and Mrs G Sanders meet to discuss the survey, its format and timing, in more detail and report back to a future meeting.

The meeting commenced at 7.30pm and closed at 8.42pm. There were no members of the public present.

CHAIRMAN

DATE