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2 July 2019

Dear Councillor

You are hereby summoned to attend the Council Meeting to be held at the Town Hall on Monday 8 July 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 10 June 2019 – *attached*.
5. Matters Arising from the above Minutes – *for information only*.
6. Chairman's Announcements.
7. Policing and Community Safety – To consider policing and community safety issues.
8. Correspondence –
  - i) As mentioned in Members Information Sheet Nos. 425 and 426 – *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 19 June 2019 – *attached*.
11. Matters Arising from the above Minutes – *for information only*.
12. Minutes of the Finance and Administration Committee meeting held on 26 June 2019 – *attached*.
13. Matters Arising from the above Minutes – *for information only*.
14. Minutes of the Property and Amenities Committee meeting held on 3 July 2019 – *to follow*.
15. Matters Arising from the above Minutes – *for information only*.
16. Swindon and Wiltshire Rail Study Update (*Minute 222/18 and others*) – Further to previous discussions, the Rail Strategy Report commissioned by Swindon and Wiltshire Local Enterprise Partnership, Swindon Borough Council and Wiltshire Council has been published (available at [https://swlep.co.uk/docs/default-source/strategy/rail-strategy/swlep-rail-strategy-final-09-05-2019.pdf?sfvrsn=9e3ac01c\\_4](https://swlep.co.uk/docs/default-source/strategy/rail-strategy/swlep-rail-strategy-final-09-05-2019.pdf?sfvrsn=9e3ac01c_4)). The report is due to be considered by the SWLEP on 23 July. The Corsham Railway Station Town Team have been considering the report and an update on the outcome of its meeting on 5 July will be given at the Council meeting. The Rail Strategy Report is a positive step forward for Corsham Station as it features in the top five priorities along with other proposed Great Western mainline stations at Swindon West (Royal Wootton Bassett) and Swindon East. The Town Council is asked to support the Town Team in ensuring the station project has the best possible chance of success. This is likely to include lobbying, further research and developing strong partnerships with other organisations such as Royal Wootton Bassett Town Council and Swindon Borough Council – *for consideration*.
17. Corsham Neighbourhood Plan Update (*Minute 53/19 and others*) – Further to previous meetings, the Examiner has visited Corsham and produced a list of 10 questions and further points for clarification (available at <https://www.dropbox.com/s/1d44hhea1ldce9x/Questions%20of%20Clarification%20from%20the%20Examiner%2024%20June%202019.pdf?dl=0>). The responses are being drafted by Town Council and Wiltshire Council officers and will be published online once submitted. The Examiner may raise further points depending on the responses received but has stated that she is confident at this stage that a hearing will not be needed – *for information and comment*.
18. VE Day 75 – 8-10 May 2020 – SSAFA, the Armed Forces Charity has written to town and parish councils regarding celebrations and commemorations for the 75<sup>th</sup> Anniversary of VE Day (see attached letter). Details have been forwarded to the Royal British Legion, RAFA, MOD Corsham, St Bart's and Corsham Twinning Association for them to think about what they might want to do. St Bart's have already said they are happy to get involved. Details will also be sent to the local pubs and hotels as everyone's being encouraged to take part in The Nation's Toast to the Heroes of WW1 at 3pm on 8 May. Members are asked what the Town Council might want to do to mark the anniversary – *for consideration*.

19. Review of Annual Town Meeting/Community Awards/new event for Grant recipients (*Minute 09/19*) – Further to the Annual Town Meeting and Community Awards Presentation, Members are asked to consider any changes it may wish to make to the format for future years. It has been suggested that the Town Council may wish to separate the Annual Town Meeting from the Community Awards Presentations. The presentations could then be combined with an event for previous year's grant recipients to congratulate them and talk about their work and achievements – *for consideration*.
20. Environment Task Group (*Minute 278/18*) – Further to the April 2019 Council meeting, the Environment Task Group has been set up and met in May and June, with a further meeting planned in July. The Group is working towards an action plan for reducing the carbon footprint of the community. The attached Terms of Reference have been drafted for Council approval – *for consideration and approval*.
21. General Data Protection Regulations (GDPR) Policy for Councillors (*Minute 27/19 and others*) – Further to the GDPR training sessions and the May Council meeting, a GDPR policy has been drafted to help make Councillors aware of how to manage data covered by the Data Protection Act 2018, including when they cease to be a Councillor. The draft policy is attached – *for approval*.
22. Strategic Plan Update (*Minute 277/18 and others*) The first quarterly report of 2019/20 is attached – for consideration.
23. Issues for Corsham Area Board Consideration (*Minute 33/19 and others*) – Further to previous meetings, this regular agenda item asks the Town Council to identify issues for Area Board consideration – *suggested issues invited*.
24. 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.**