

Town Hall, High Street, Corsham, Wiltshire SN13 0EZ

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3 November 2020

Dear Councillor

You are hereby summoned to attend the Council Meeting to be held online via MS Teams on Monday 9 November 2020 at 7.30pm. To take part in the meeting, click [here](#) or email dmartin@corsham.gov.uk for joining instructions.

Yours sincerely



David J Martin
CHIEF EXECUTIVE

Press and Public – To observe the meeting online, please click [here](#) or email dmartin@corsham.gov.uk for instructions. If you have any questions or wish to petition the Town Council as per Agenda Item 2, please refer to the guidance on our website (<https://www.corsham.gov.uk/meetings/fullcouncil.php>).

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 12 October 2020 – *attached*.
5. Matters Arising from the above Minutes – *for information only*.
6. Policing and Community Safety – To consider policing and community safety issues.

7. Corsham Chamber of Commerce – Ben Leighton from Corsham Chamber of Commerce will be in attendance to discuss the Chamber and the impact of the Covid-19 emergency on local businesses – *for discussion*.
8. Chairman’s Announcements.
9. Correspondence –
 - i) As mentioned in Members’ Information Sheet Nos. 473 to 475 (475 to follow) – *to note*.
 - ii) Late correspondence – *to note*.
10. Reports from Council representatives appointed to outside bodies.
11. Minutes of the Council (Planning) Meeting held on 28 October 2020 – *attached*.
12. Matters Arising from the above Minutes – *for information only*.
13. Notes and Minutes of Recent Committee and Working Group Meetings – The notes of the informal Finance and Administration Committee held on 21 October 2020 are attached. Formal evening Committee meetings will resume from November. These will still be held remotely for the time-being – *for information and comment*.
14. Committee Vacancies and Outside Bodies – As a result of the recent Councillor vacancies, the following positions arise:

Property and Amenities Committee – One position
Finance and Administration Committee – Two positions
Accounts Sub-Committee – One position
Health Topic – One position (Reserve)

- *volunteers to fill the positions are sought*.
15. GDPR Update – Further to previous meetings, the GDPR action plan has been updated. The next formal review by the Town Council’s Data Protection Officer will take place remotely in December or January – *for information and comment*.
16. 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*.
17. Authorisation of cheques and payments – A list will be available at the meeting – *for approval*.
18. Covid-19 Emergency Update, Recovery Plan – The Chief Executive will give an update on Covid-19 matters – *for information and comment*.

The Methuen (Town) Hall meeting will take place immediately after the Council meeting.