

**Minutes of the Meeting of the Community Services Committee Meeting held at  
Corsham Town Hall on Wednesday 11 May 2016**

**Present** Councillor S Abbott (Chairman)  
Councillors N Farmer, C Fuller, Mrs R Hopkinson, M Jackson, D Jones,  
Mrs A Lock, R Taylor.

**In Attendance** Ms C O'Sullivan (Tourism and Events Officer)  
Mrs S Thomas (Head of Community Services)

**CS 01/16 Apologies**

Apologies were received from Councillors Ms L Bray and Mrs I Thompson.

**CS 02/16 Public Question Time and Petitions**

There were none.

**CS 03/16 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 04/16 Matters arising from the Minutes of the Community Services Committee Meeting held on 16 March 2016.**

*Minute CS 58/15 Draft Community Activity Report* - Following the Annual Town Meeting on 21 April 2016, the Community Activity Report would be collated with the reports from the Committee Chairmen and circulated as widely as possible around the town, as previously discussed.

**CS 05/16 Reports from Council representatives appointed to outside bodies**

Cllr Ruth Hopkinson had been invited to the opening of the Walking Festival on the 17 June 2016.

**CS 06/16 Strategic Plan Monitoring and Evaluation (Minute CS 27/15, SP 4/15 and others)**

The Head of Community Services and Tourism and Events Officer reported on progress made on those Strategic Plan themes covered by the Community Services Committee: Destination Corsham; Alive with Centres of Excellence; Open to Business and Safe and Healthy Community.

The Head of Community Services confirmed that the Chief Executive was collating feedback on the recent Free Parking Fridays initiative and more details would be available at the next meeting.

The Head of Community Services reported that she, the Chief Executive and Head of Technical Services had met with the Tourist Information Centre staff to discuss the future of Arnold House, in light of the Town Council's decision to sell the building, and the provision of the service they provide. It was decided that the TIC would continue to offer its existing tourism service in the short-term, particularly through the summer months, and would be kept informed of the progress of the sale.

The Tourism and Events Officer updated the meeting on progress with the Arts Forum and questionnaire, under the Alive with Centres of Excellence theme. It was suggested that other groups, as highlighted in the Strategic Plan, should be consulted in a similar way, eg community groups and sport clubs/organisations.

Under the Open to Business theme it was suggested that Corsham Institute would be best-placed, in the long-term, to help facilitate business start-ups and create the facilities required. The Town Council would continue its close working relationship with CI and Digital Corsham to help this take place.

### **Resolved**

- i) That the good progress with the Strategic Action plans be noted, and promoted as widely as possible;
- ii) That other groups be included in the Alive with Centres of Excellence theme and Richard Rogers, Community Engagement Manager, be consulted regarding his existing contacts with Corsham's community and sports organisations;
- iii) That, following the Town Council's pre-planning meeting with Redrow Homes and their plans to build business units on the site on the A4, Corsham Institute be approached to establish whether there could be a demand for units within the digital technologies sector.

### **CS 07/16 Summer Fete 2016 and Other Events**

The Head of Community Services updated the Committee on the plans for this year's Summer Fete, on Saturday 11 June, from 12-4pm. She had met with the Garrison Sergeant Major at MOD Corsham to discuss further the MOD's involvement in the day, which would include a children's assault course, military vehicles and information stands, the running of the beer tent and a barbecue. Over 30 local groups and traders would be having stalls, plus there would be the Guide Dogs' Dog Show, donkey rides, birds of prey and the Little Zoo. An entertainment programme had been put together and Cllr Farmer had helped to source a new PA system company, as well as acts to perform. A Best Crown competition, for all ages, would also be part of the event, to highlight the Queen's 90<sup>th</sup> Birthday element of the occasion.

The Tourism and Events Officer reported on the success of the recent Shakespeare Live event which took place on 23 April. Plans for future events were underway, including a Find the Peacock Feather trail during the summer holidays which would engage businesses and shop owners in a similar way to the Easter Egg Hunt but would also include children's crafting activities.

A 'Taste of Corsham' Food Festival was currently under development with the Tourism and Events Officer working closely with The Methuen Arms.

The update was noted.

**CS 08/16 Corsham on Film**

The Tourism and Events Officer reported on the progress being made with the Corsham on Film project to highlight Corsham as a location to the film and TV industry. Michael Holman from Red Forge Studios was taking a number of new photographs of the town and the Tourism and Events Officer would be working closely with Creative England to develop and market the location pack in the next few months.

The update was noted.

The meeting commenced at 7.30pm and closed at 8.45pm. There were no members of the public present.

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CHAIRMAN

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DATE