

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

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6 July 2021

Dear Councillor

You are hereby summoned to attend the Council Meeting to be held **at the Town Hall** on Monday 12 July 2021 at 7.30pm.

**Covid-19 Requirements: Please follow the attached Guidance for Attending In-person Meetings.**

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 June 2021 – *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. 497 and 498 – *to note*.
  - ii) Late correspondence – *to note*.

9. Reports from Council representatives appointed to outside bodies.
10. Notes of Recent Meetings – The following notes of informal Committee and Council (Planning) Meetings are available for information and comment:

Community Services held on 16 June 2021 – *attached*.

Council (Planning) held on 23 June 2021 – *attached*.

– *for information and comment*.

11. A4 (Cross Keys) Speed Limit Assessment and Speed Limits throughout Corsham (*Minute 6. P&A Meeting 26/05/2021*) – Further to the Property and Amenities meeting on 26 May, Members are asked to consider the **attached** report which recommends reducing the speed limit to 40mph on the A4 from the Cross Keys junction to the 30mph limit at Pickwick, and to consider adopting a maximum speed limit of 30mph throughout Corsham – *for consideration*.
12. Councillors Allowances Budget (*Minute 5. F&A Meeting 09/05/2021*) – Further to the Finance and Administration meeting on 9 June, Members are asked to consider if or how the Members' Allowances budget of £5,000 could be used. The budget was agreed at the Council meeting in January 2021 with the hope that it might encourage more people to stand in the May elections. Unfortunately, only 13 people stood for election. Whilst Members who are elected or elected unopposed are eligible to receive allowances (under a scheme which would need Wiltshire Council approval) those who are co-opted and not permitted to receive an allowance. If allowances were introduced, it would seem unfair that only 13 out of 20 councillors could claim them – *for discussion*.
13. Consultation on Proposed Changes to Parliamentary Constituency Boundaries – Further to the Chairman's email to Councillors on 1 July, Members are asked to consider the **attached** presentation/report by the Chairman and Vice-Chair on an alternative to the proposals which are currently out for consultation. The consultation can be found here: <https://boundarycommissionforengland.independent.gov.uk/2023-review/> – *for consideration*.
14. Neighbourhood Plan Delivery and Monitoring Group, Membership and Terms of Reference - (*Minute DMG 57, NP D&M Group meeting 17/06/2021*) – Further to the NP D&M Group meeting on 17 June, it is highlighted that there are current vacancies on the Group from members of the community. Suggestions of suitable volunteers who could be approached are welcomed. Councillors Helen Belcher and Ruth Hopkinson, who are on the Group as Town Councillors, are also eligible to join as Wiltshire Councillors, which could enable two other Town Councillors to join the Group.

Regarding the Terms of Reference, the Group is exploring the need to review the current Corsham Neighbourhood Plan to ensure it remains relevant and robust. It is recommended that the Terms of Reference are updated to include a review of the neighbourhood plan within its purpose and tasks.

- *for consideration*.

15. Vacancies on committees, other groups and outside bodies (*Minute 12/21 and 13/21*) – Further to the Annual Council Meeting on 17 May there are opportunities to fill the remaining vacancies on committees, other groups and outside bodies. Any unfilled vacancies following this meeting can be filled at future meetings. The current vacancies are:

*Committees and other groups*

Property and Amenities – one

Community Services – two

Finance and Administration – two

Accounts Sub-Committee – two reserves

Neighbourhood Planning – two possible (see agenda item 14)

*Outside bodies*

Campaign to Protect Rural England – one reserve

Community First – one reserve

Corsham Local Youth Network – one reserve

Potley and Pockeridge Community Association – one (The current representative, Cllr Helen Belcher, has been appointed as a Wiltshire Councillor)

In addition, it would be useful to appoint/re-appoint members of the following informal, ad hoc forums:

Retail Forum – up to three members

Sports Forum – up to three members

- If any Councillor would like to fulfil any of the above roles, they can be appointed at the Council meeting – *for consideration*.

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. Co-options (*Minute 45/21 and others*) – There are currently four Councillor vacancies for co-option as follows: Corsham Neston Ward (two vacancies), Corsham Ladbrook Ward (one vacancy), Corsham Pickwick Ward (one vacancy). Nominations to fill the vacancies which followed the local elections have been advertised and two nominations received by the closing date. Nomination details for the candidates are attached. Candidates have stated which ward or wards they wish to stand in. The applicants are Tracy Smith – Corsham Pickwick Ward and Ann Morris – any ward. Members need to decide whether they think any or both candidates are suitable before a ballot or voting takes place. The remaining vacancies will be advertised once the wards with vacancies are confirmed – *for consideration/co-option*.
18. Covid-19 Emergency Update, Recovery Plan – The Chief Executive will give an update on Covid-19 matters – *for consideration*.
19. 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.**