

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

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3 October 2017

Dear Councillor

You are hereby summoned to attend the Council Meeting to be held at the Town Hall on Monday 9 October 2017 at 7.30pm.

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 11 September 2017 – *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. 381 and 382 (*to follow*) – *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 20 September 2017 – *attached*.
11. Matters Arising from the above Minutes – *for information only*.
12. Minutes of the Community Services Committee meeting held on 13 September 2017 – *attached*.
13. Matters Arising from the above Minutes – *for information only*.
14. Minutes of the Corsham Youth Council meeting held on 25 September 2017 – *to note*.
15. Mansion House Update (*Minute 177/16 and others*) – Further to earlier meetings, Tim Martienssen (Head of Service) and Suzanne Gough (Senior Project Manager) of Wiltshire Council will present an update and answer questions on the Corsham Digital Mansion House project – *for information and comment*.
16. Corsham Neighbourhood Plan Consultation Draft (*Minute PL 51/17*) – Further to the update to the Council (Planning) meeting on 30 August, the draft Corsham Neighbourhood Plan will go to public consultation from 1 November to 13 December 2017. Reference copies of the draft Plan are available in the Town Hall and online on the Neighbourhood Plan website www.corshamneighbourhoodplan.co.uk (log in at the bottom of the web page is required). Members are asked to review and approve the draft Plan prior to the formal consultation process commencing – *for approval*.
17. Nationwide Building Society (*Minute 119/17 and others*) – Further to previous meetings, Nationwide has attended several drop-in sessions at the Town Hall with further visits planned. The Chief Executive will update the Town Council on a meeting being held with Nationwide representatives on 9 October – *for discussion*.
18. Corsham Railway Station Town Team Update (*Various Minutes*) – Further to earlier meetings, the Town Team met on 29 September to discuss progress. The Group approved the Terms of Reference and elected Peter Pearson as Chairman for the forthcoming year. Corsham Institute had agreed to continue to administer the Group. The next step was to arrange a meeting with Dr Carlton Brand, (Corporate Director) of Wiltshire Council to discuss an event later in the year with the MP and various stakeholders. The event would aim to agree stakeholders' responsibilities and a course of action, with timescales – *for information and comment*.
19. Old Cemetery Agreement (*Minute P&A 78/16*) – Further to the meeting of the Property and Amenities Committee on 29 March 2017 where it was Resolved '*That Wiltshire Council be approached and negotiations take place to enable the Town Council to take over responsibility for Ladbrook Lane Old Cemetery*', Officers, with advice from the Town Council's Solicitors, have reached Agreement to take over the site. Due to the legal status of closed churchyards and cemeteries, the freehold cannot be transferred. In accordance with Standing Order 22 a Town Council resolution is required before the Agreement can be signed. A copy of the Agreement is attached.

Recommendation

That responsibility for Ladbrook Lane Closed Cemetery be transferred to Corsham Town Council in accordance with the Agreement negotiated with Wiltshire Council.

20. Annual Return for the year ended 31 March 2017 – The Annual Return has been audited and advertised. No issues of concern were raised although the external auditor has asked that one matter not affecting the opinion be drawn to the attention of the Council for consideration. A copy of the point raised is attached and refers to the period for exercise of public rights being less than 30 days. However, it should be noted that the external auditor has made an error in the statement as it says the period ended 17 June 2017 when, in fact, it ended 17 July 2017. The Notice of Conclusion of Audit is being advertised on the Town Council's website – *for information and comment.*
21. Remembrance Parade and Service – Names of those Members attending the Remembrance Parade and/or Church Service on Sunday 12 November 2017 are requested – *names requested.*
22. Committee Vacancies – Following the resignation of Councillors Debbie Anstis and Roy Preen, there are currently vacancies on the Property and Amenities Committee (two) and Finance and Administration Committee (one). There is also a vacancy on the Appeals Panel. If any Councillor would like to fulfil any of these roles, they can be appointed at the Council meeting – *for consideration.*
23. NHS England Consultation on Proposed Pharmacy in Colerne – NHS England is inviting representations on an application to provide a Pharmaceutical Service in Colerne. A detailed explanation is included in the attached letter and application – *for consideration.*
24. Splitz Support Service AGM – Splitz Support Service has invited the Town Council to send a representative to its AGM at 12 noon on Wednesday 18 October at Trowbridge Rugby Club – *representative requested.*
25. 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.