

**Minutes of the Council Meeting held at the Town Hall on Monday 10 December 2018**

**Present** Councillor S Abbott (Chairman)  
Councillors Miss T Alberga, Miss L Bray, N Farmer, C Fuller,  
Mrs R Hopkinson, M Jackson, D Jarman, D Jones, J Maloney, S Moysey,  
Mrs G Sanders, Mrs M Wakeman.

**In Attendance** Mrs M Jones (Head of Finance and Administration)  
D Martin (Chief Executive)

**171/18 Apologies**

Apologies were received from Councillors P Anstey, R LeVar, N Pocock, R Taylor,  
Mrs A White and Miss C Woodward.

**172/18 Public Question Time and Petitions**

There were none.

**173/18 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.

**174/18 Minutes of the Council Meeting held on 12 November 2018**

**Resolved**

That the Minutes be approved as a true record and signed by the Chairman.

**175/18 Matters Arising from the above Minutes**

There were no matters arising.

**176/18 Chairman's Announcements**

The Chairman reported that the Christmas Lights Switch-on on 7 December had  
been a fantastic event which was enjoyed by everyone. He thanked the Town  
Council staff for their hard work in making it a success. He also thanked all  
Councillors who attended and helped.

The Chairman reported that the Wishing Tree event on 1 December was also well attended and he thanked the Town Council staff for their hard work. All donated funds were going to go to the Chairman's charities, Wiltshire Mind and Doorway.

The Chairman reported that he had attended a Hub Club Friday evening session at Springfield where many young people were participating in activities and were having a great time.

On 22 November the Chairman had attended Wiltshire Council's 'Focus on the Future' meeting where delegation of services had been discussed.

On the 24 November the Chairman took part in the Transcoco litter pick. The litter pick concentrated on the pathways around The Corsham School.

The Chairman reported that the Parking and Retail meeting held on 26 November had been well attended.

The 'Corsham Commemorates WW1' group's get-together on 3 December was an enjoyable evening and many who had been involved over the last four years had attended.

On 4 December, the Chairman, Councillors and officers attended the Lord Lieutenant's Carol Service at St Bartholomew's Church.

### **177/18 Policing and Community Safety**

No written policing report had been received in time for the meeting.

Corsham had a new PCSO Tim Eddy, who started at the beginning of December. He was shadowing PCSO S Redmond for a short period.

### **178/18 Correspondence**

- i) Members Information Sheets Nos. 411 and 412 were noted.
- ii) Late correspondence – there was none.

### **179/18 Reports from Council representatives appointed to outside bodies**

Councillor Mrs G Sanders had attended a Transcoco meeting at The Pound on 27 November. She reported that the single-use plastic audit was going well. A litter pick was arranged for 22 November, a Give and Take Day on 2 March and a Fairtrade event on 8 March 2019.

Councillor N Farmer had attended a Fairtrade meeting where it was reported that Corsham had achieved Fairtrade Town status for a further year.

Councillor N Farmer reported that the 'Open' art exhibition was being held at The Pound. Local artists work would be on display from 8 – 23 December.

Councillor N Farmer and the Arts and Tourism Officer had attended the Creative Café meeting on 30 November.

Councillor Mrs R Hopkinson had attended the Corsham Commemorates WWI 'wash-up' meeting on 3 December and reported that the evening was enjoyed by everyone. Kevin Gaskin was thanked for producing the Corsham Commemorates 'Duty Nobly Done' book which he had worked so hard on.

Councillor Mrs R Hopkinson had attended the Hub Club at Springfield. She reported that the all-weather pitch was being used by the Hub Club and the Corsham Youth Zone. The two clubs were coming together, and the Hub Club was providing good progression for young people.

Councillor Mrs R Hopkinson reported that the Corsham Sponsors Refugees initiative was going very well. The paperwork had been completed and a meeting with the Home Office would take place in the near future.

**180/18 Minutes of the Council (Planning) meeting held on 14 November 2018**

**Resolved**

That the Minutes be approved as a true record and signed by the Chairman.

**181/18 Matters Arising from the above Minutes**

There were no matters arising.

**182/18 Minutes of the Property and Amenities Committee meeting held on 28 November 2018**

**Resolved**

That the Minutes be approved as a true record and signed by the Chairman.

**183/18 Matters Arising from the above Minutes**

There were no matters arising.

**184/18 Minutes of the Council (Planning) meeting held on 5 December 2018**

**Resolved**

That the Minutes be approved as a true record and signed by the Chairman.

**185/18 Matters Arising from the above Minutes**

There were no matters arising.

## **186/18 Planning Application, Corsham Pickwick Ward**

Application No: 18/10739/CLE Certificate of Lawfulness to show implementation of planning permission 13/05188/OUT (Outline planning application for erection of up to 150 dwellings, up to 1,394sqm B1 offices, access, parking, public open space with play facilities and landscaping).

The Planning Application was considered.

### **Resolved**

To object to the application on the following grounds:

- i) The activity carried out on site does not constitute material development.
- ii) If the activity carried out was classed as material development, it should not have taken place. This would have been contrary to Pre-commencement Condition 22 of the Planning Permission 13/05188/OUT which has not been discharged.
- iii) Furthermore, should additional evidence to support the Town Council's objections to the Application be forthcoming prior to the consultation deadline, the Chief Executive, in consultation with the Council Chairman and Vice-chairman, be authorised to submit further information.

## **187/18 Wiltshire for Refugees (*Minute 258/17*)**

The Town Council supports Corsham Sponsors Refugees which aims to help a family of refugees settle in Corsham.

In addition, there was a national 'Our Turn' campaign which the Town Council was requested to support. As part of the campaign, Wiltshire Council was being asked to pledge several places for child refugees over the next 10 years.

A representative of Wiltshire for Refugees gave a presentation to update Councillors on the campaign and to highlight how the Town Council could support it.

### **Resolved**

- i) That the Town Council supports the 'Our Turn' campaign;
- ii) That Wiltshire Council be asked to support at least 10 places for child refugees across Wiltshire each year for the next 10 years starting in 2020.

## **188/18 Strategic Plan Report – Theme 1: A Safe and Healthy Community Report**

The Council considered a report by the Head of Community Services about the Strategic Plan priority aimed at contributing towards tackling old-age loneliness and exploring opportunities to bring old and young together; promoting diversity and equality and exploring opportunities for improving education for all (Objective

SH1). The report was welcomed. There was support for the work being carried out, and several suggestions and ideas were put forward including: exploring how the University of the Third Age (U3A) works; meeting members of the Health and Wellbeing Board so that the role and activities of the board can be explained; supporting further work with schools and Corsham Institute; supporting inclusion of an intergenerational element for all Town Council events; finding out how adults can gain access to further formal education; and encouraging/promoting online safety, especially for older people.

### **189/18 Strategic Plan Report – Theme 3: Opportunities to Thrive**

Councillors considered a report by the Head of Community Services about the Strategic Plan priority on how the Town Council promotes, assists and supports community groups in providing opportunities to thrive (Objective OT2).

The report was welcomed. It was suggested that a community audit be carried out to identify what groups or networks were already in existence.

### **190/18 Corsham Parish/Town Council 125<sup>th</sup> Anniversary and 20<sup>th</sup> Anniversary of becoming a Town Council**

It was highlighted that January 2020 would be the 125<sup>th</sup> Anniversary of Corsham Parish Council being formed. This would be followed, in May 2020, by the 20<sup>th</sup> Anniversary of the Town Council being changed from a parish council. Councillors felt that the anniversaries should be celebrated and made suggestions for marking the occasions, including: commemorative pens and pencils; tree planting; a civic event; a timeline of the Parish/Town council, and an exhibition.

#### **Resolved**

That Officers would consider the suggestions for celebrating the Town Council's anniversaries and produce a report for consideration at a future meeting.

### **191/18 MOD Corsham Community Liaison Panel**

Further to the previous Council meeting, the meeting with the MOD had been rearranged for Tuesday 8 January 2019 and would take place at MOD Corsham in the evening.

Names of those Councillors wishing to attend the MOD meeting were taken and the preferred start time was 7pm.

### **192/18 Corsham Digital Mansion Visit**

Names of Councillors wishing to visit Corsham Digital Mansion at 12 noon on Monday 17 December were taken. For those who were unable to make it, a further visit would be arranged in the New Year.

## 193/18 Issues for Corsham Area Board Consideration (*Minute 146/18*)

Further to the appointment of Councillors N Farmer and Miss C Woodward to the Area Board meetings with the town and parish councils, at the first meeting it was agreed that the local councils be invited to have a regular item on their agendas to identify issues for Area Board consideration.

### **Resolved**

That items to be put forward for discussion at future Area Board meetings included:

- i) 20mph zones and speed limits;
- ii) Health and Wellbeing, in order to gain a better understanding of the role of the Health and Wellbeing Board;
- iii) The future management arrangements for Corsham Digital Mansion.

## 194/18 Authorisation of cheques and payments

### **Online Banking Payments**

<b>Name</b>	<b>Amount</b>
Salaries & Payments - CTC Staff	£22,330.35
Wiltshire Pension Fund - Pension Contribution for December 2018	£5,796.68
HMRC - Tax & NI for December	£6,562.40
Methuen Hall Trust - CTC Room Hire for November 2018	£859.96
Methuen Hall Trust - Magic and Mayhem Events Invoice 2528	£334.98
Newsquest - Advertising WW1 Event, Christmas Lights	£325.27
The Play Inspection Company - Annual Playground Inspections	£419.58
Visit Wiltshire Ltd - Group and Travel Trade Package Renewal	£366.00
Weavern Books - Editorial and Design Work for Corsham Commemorates and 20 Copies of Corsham in Focus	£1,169.00
TGMS Ltd - New Cemetery Development Consultancy	£900.00
Park Lane Press Ltd - Printing of Corsham Commemorates Book	£1,100.00
Wiltshire College - IOSH Managing Safely Course	£575.00
Liskeard Town Council - Hire of Room for a Welfare Meeting	£17.00
ROSPA - Playground Inspection Course	£282.00
J Creighton - PA System/Stage Lighting for Christmas Lights	£400.00
Neston Park Joinery - Clean, Repair, Fix Calvry to Wall St Bart's	£729.60
Konica Minolta - Photocopier Rental and Printing Charges	£545.39
Kevin Gaskin - Research Work for Corsham Commemorates Book	£500.00
Baker & Baker - Ground staff Consumables	£121.98
Media Clash - Bath Life Advert	£150.00
Furnitubes International - Metal Bench for Town Centre	£627.60
Amazon Business - Bluetooth Portable Speaker, Toilet Paper Dispenser, Ethernet Switch	£129.70
Streetmaster - Bench for Beechfield Nature Park	£644.40
Innov8 Sportz - Payment for Corsham Hub Club, Nov and Dec	£490.00

Travis Perkins - Wood and Ballast for Securing Christmas Trees	£30.15	
Corsham Print - Corex Signs and Banners for Christmas Lights	£292.80	
Wiltshire Council - Christmas Lights Car Park Suspension Charge	£450.00	
Goughs Solicitors - Professional Charges for Legal Services	£2,203.80	
Idverde - Public Toilet Cleaning, Grounds Maintenance Contract	£2,939.60	
Dave Hickory - Christmas Lights Entertainment	£220.00	
The Bath Magazine - Advertising Christmas Lights in Dec Edition	£180.00	
Handmade Cider - Reimbursement of Over Payment of Xmas Stall	£90.00	
Charles Wilson - Hire of Telehandler for Christmas Lights	£469.20	
Pear Technology - Pear Mapping Training	£102.00	
The Little Zoo - Reindeer Hire for Christmas Lights	£585.00	
Langley Nursery - Winter Planting, Xmas Tree, Cemetery Trees	£1,505.58	
Cosh Design - Visit Corsham Artwork	£84.00	
Keith Marland - Bus Shelter Cleaning	£300.00	
M A Music Leisure & Travel - Advert in Wiltshire Life in December	£492.00	
Alarms and Electrical - Guide Hut Intruder Alarm Service	£88.80	
<b>Payment By Cheque</b>		
Petty Cash	£264.79	7712
Royal Mail Group Ltd - Newsletter Delivery	£609.49	7713
St Patricks Primary School - Materials for WW1 Lantern Making	£229.00	7714
Caunters Solicitors Ltd - Professional Charges	£300.00	7715
The Corsham Band - Playing at Remembrance Day Parade	£175.00	7716
<b>Charge Card Statement</b>		
No Statement Received		
<b>Sub total</b>	<b>£56,988.10</b>	
<b>Cheques / Internet Banking Paid Outside of Meeting</b>		
Zurich Insurance - Extra Insurance Premium Vehicle WV68 OVO	£129.28	
SSP Payment	£1,270.29	
<b>Payments Made by Direct Debit/Standing Order</b>		
West Mercia Energy - Newlands Road Public Conveniences Electricity	£38.86	
West Mercia Energy - Guide Hut Electricity	£20.78	
Vodafone - Mobile Telephones	£225.55	
Peninsula - Health & Safety, HR Consultancy and Legal Services	£3,134.40	
SGW Payroll - Monthly Payroll Processing	£52.80	
Hills Waste Solutions - Waste Collections and Skip Exchange	£223.72	
Excalibur - Monthly Contract for IT Support	£465.12	
Wiltshire Council - Business Rates for Public Conveniences	£89.00	
Mainstream Digital - Telephone, Fraud Protection and Superfast Broadband	£151.94	
UK Fuels - Fuel for Work Vehicles	£108.68	
Viking Direct - Stationery	£327.38	
Public Works Loan Board	£21,648.13	
<b>SUB TOTAL</b>	<b>£27,885.93</b>	

**TOTAL**

**£84,874.03**

**Resolved**

That the cheques and transfers be authorised for payment.

The meeting commenced at 7.30pm and closed at 9.01pm. There was one member of the public present.

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CHAIRMAN

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DATE