

Minutes of the Council Meeting held at the Town Hall on Monday 11 February 2019

Present Councillor S Abbott (Chairman)
Councillors Miss T Alberga, Mrs R Hopkinson, D Jarman, S Moysey,
Mrs G Sanders, Mrs M Wakeman, Mrs A White and Miss C Woodward

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

217/18 Apologies

Apologies were received from Councillors P Anstey, Miss L Bray, M Jackson,
D Jones, N Farmer, R LeVar, N Pocock and R Taylor

218/18 Public Question Time and Petitions

There were none.

219/18 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.

220/18 Minutes of the Council Meeting held on 14 January 2019

Resolved

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

221/18 Matters Arising from the above Minutes

There were no matters arising.

222/18 Chairman's Announcements

The Chairman attended an Area Board meeting where Richard Moulton of Wiltshire
Council gave a presentation.

On 26 January the Chairman attended the litter pick which was organised by
Transcoco.

Interviews for the Lead Groundsman were held on 4 February and Neil Ash was appointed and will be joining the Town Council team on 25 February 2019.

On 7 February a Retailer Forum was held at the Town Hall, 4 businesses attended, the High Street survey and parking were discussed.

On Friday 8 February the Chairman, Chief Executive and Head of Technical Services met with Tim Martienssen from Wiltshire Council to discuss Public Realm progress.

On 8 February the Chairman and Chief Executive attended the Swindon and Wiltshire Rail Study Workshop.

223/18 Policing and Community Safety

PC Hazel Anderson from the Community Policing Team had sent a written report on recent policing and community safety issues.

On 10 January an unknown male suspect had entered the Co-op in the Martingate Centre and selected items valued at approximately £100 and left without paying for them.

On 12 January an unknown male had used a fake £50 note to pay for goods in the Co-op, Martingate Centre. He had then returned asking to exchange the change he had received as he stated the notes were fake, he had swapped real notes for fake ones.

On 14 January an unknown group of youths had thrown bagged dog faeces over the back-garden fence of a property at the Tynings, this had happened every morning for 3 days.

On 27 January unknown suspects had stolen the front number plate from a Fiat car parked on Churchill Way.

224/18 Correspondence

- i) Members Information Sheets Nos. 415 and 416 were noted.
- ii) Late correspondence:

An invitation had been received for Councillors and staff to attend the Fairtrade Event at The Pound on Tuesday 5 March.

Councillors and staff are invited to the gallery opening of local artist Jonathan Sanders on 1 March, please RSVP to the office.

225/18 Reports from Council representatives appointed to outside bodies

Councillor Mrs G Sanders had met with Adam Walton of Transcoco and had an update on up and coming events. On 26 February at the Pound a workshop on agenda setting for the year and on March 2 a Give and Take Day had been organised at Selwyn Hall, Box.

Councillor Mrs R Hopkinson attended the Youth Zone management meeting on 8 February and reported they are in a sound financial position to continue and grow.

Councillor Mrs R Hopkinson attended the Sports Club Forum at the Town Hall on 5 February.

Councillor Miss T Alberga reported that the High Street survey was going well, and 30 questionnaires had been completed.

226/18 Minutes of the Community Services Committee meeting held on 16 January 2018

Resolved

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

227/18 Matters Arising from the above Minutes

There were no matters arising.

228/18 Minutes of the Council (Planning) meeting held on 23 January 2019

Resolved

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

229/18 Matters Arising from the above Minutes

There were no matters arising.

230/18 Minutes of the Property and Amenities Committee meeting held on 30 January 2018

Resolved

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

231/18 Matters Arising from the above Minutes

There were no matters arising

232/18 Minutes of the Corsham Youth Council meeting held on 28 January 2019.

Resolved

That the minutes be noted.

233/18 Corsham Rail Station Update (*Minute 200/18 and others*)

The Chairman and Chief Executive updated the Council on the recent Swindon and Wiltshire Rail Study Workshop, and the subsequent meeting of the Corsham Town Team.

234/18 Draft Corsham Neighbourhood Plan Update (*Minute 2098/18 and others*)

Further to the previous meeting, the Chief Executive updated the Council on the Neighbourhood Plan examination process. Wiltshire Council had completed a re-screening of the Plan and sent a report to Natural England for comment and nothing further had happened prior to the meeting. Wiltshire Council should be reporting back in the next few weeks.

235/18 Draft Calendar of Meetings (*Minute 211/18*)

Further to the previous meeting, a revised draft Calendar of Meetings had been produced for consideration. The number of weeks with two meetings had been reduced, although this has had an impact on the number of weeks between some committee meetings.

Resolved

That the Calendar of Meetings be approved.

236/18 Issues for Corsham Area Board Consideration (*Minutes 193/18 and 146/18*)

Further to previous meetings, this regular agenda item asked the Town Council to identify issues for Area Board consideration.

No new issues were raised.

237/18 Authorisation of cheques and payments

Name	Amount
Salaries & Payments - CTC Staff	£17,896.50
Wiltshire Pension Fund - Pension Contribution for February	£5,573.32
HMRC - Tax & NI for February	£5,709.95
Methuen Hall Trust - CTC Room Hire for January 2019	£428.00
Amazon Business - Mower Repair/Maintenance Book	£22.97
Corsham Print - Winter Newsletter & Art Exhibition Banner	£749.00
Tudor Environmental - Hedging/Planting Spade	£30.54
M&P Engineering - New Base for Second Town Lion	£420.00
Screwfix - Pin Punch Set, Grounds Equipment/Tools	£7.99
Cooke Automotive - Call Out to Broken Down Vehicle	£90.00
Mirage Signs Ltd - Supply 4x Metal Signs	£144.00
Corsham Area Heritage Trust - Electricity Arnold House	£515.05

Cosh Design - Banner Design & Artwork for Street Fair, Great West Way, Hub Club and 7'x2' Banner	£357.00	
Innov8 Sportz - January 2019 Drop in Sessions x 3	£140.00	
SLCC Enterprises - Practitioners Conference 1 x Delegate	£303.00	
Travis Perkins - Marking Paint, Flat 2 & Guide Hut Repairs	£19.72	
Idverde - Monthly Grounds Maintenance/Public Toilets	£2,939.60	
Beazer Electrical - Replace Lights in Public Toilets	£660.00	
Newsquest - Quarter Page Ad in Prime Wiltshire Magazine	£162.00	
Visit Wiltshire - Great West Way Discovery Training Course	£54.00	
Proludic - Wear Inserts for Springfield Play Equipment	£88.22	
Raycox Turf Ltd - Topsoil for Cemetery	£150.00	
Payment By Cheque		Chq No.
Petty Cash	£80.24	7719
Charge Card Statement		
No Statement Received		
Sub total	£36,541.10	
Cheques / Internet Banking Paid Outside of Meeting		
Coppins of Corsham - Chairman's Chain Alterations	£120.00	IB
Payments Made by Direct Debit/Standing Order		
West Mercia Energy - Newlands Road Public Conveniences Electricity	£37.65	
West Mercia Energy - Guide Hut Electricity	£21.32	
Vodafone - Mobile Telephones	£225.55	
Peninsula - Health & Safety Advice & HR Consultancy	£392.40	
SGW Payroll - Monthly Payroll Processing	£50.88	
Hills Waste Solutions - Waste Collections/Skip Exchange	£276.71	
Excalibur - Monthly Contract for IT Support	Credit from Dec	
Wiltshire Council - Business Rates for Public Conveniences	£89.00	
Mainstream Digital - Telephone Charges/Fraud Protection	£269.69	
Viking - Stationery and Postage Stamps	£228.64	
UK Fuels - Fuel for Work Vehicles	£157.68	
SUB TOTAL	£1,869.52	
TOTAL	<u>£38,410.62</u>	

Resolved

That the cheques and transfers be authorised for payment.

The meeting commenced at 7.30pm and closed at 8.19pm. There were no members of the public present.

CHAIRMAN

DATE