

Minutes of the Council Meeting held at the Town Hall on Monday 11 September 2017

Present Councillor Mrs R Hopkinson (Chairman)
Councillors S Abbott, Miss T Alberga, P Anstey, Ms L Bray, N Farmer,
M Jackson, D Jarman, D Jones, S Moysey, N Pocock, R Taylor and
Mrs A White

In Attendance M Head (Corsham Institute)
Mrs M Jones (Head of Finance and Administration)
S Lodge (KIK Radio)
D Martin (Chief Executive)
M Unwin (Dorset & Wiltshire Fire and Rescue Service)

104/17 Apologies

Apologies were received from Councillors Mrs K Duckhouse, C Fuller, R Le-Var,
R Preen and Mrs M Wakeman.

105/17 Public Question Time and Petitions

There were none.

106/17 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.

107/17 Minutes of the Town Council Meeting held on 14 August 2017

Resolved

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

108/17 Matters Arising from the above Minutes

There were no matters arising.

109/17 Chairman's Announcements

Past Appointments

August

23 – CATG

31 – Objective setting for Chief Executive

September

6 – Northern Area Planning Meeting Gladman/Redrow Application on the agenda

7 – Market Towns Forum

11 – Corsham Area Board

Forthcoming Appointments

September

13 – Chamber of Commerce Breakfast Meeting

16 – Street Fair (Reminder)

27 – Bath NHS Trust AGM

29 – Town Team Meeting

30 – Wiltshire Fairtrade event (Springfield)

Other Announcements

The Chairman announced that Councillor Mrs D Anstis had resigned from the Town Council. A Notice of Vacancy was being produced.

The Chairman reminded new Councillors of the need to submit their profile information to the Head of Community Services soon, ready for the newsletter.

The Chairman handed out invites to Councillors for the Peacock Arts Trail launch on 29 September.

110/17 Policing and Community Safety

PC Hazel Anderson had sent the following report on recent policing and community safety issues including:

On 15 August, an unknown suspect had entered an unsecured room and stolen a purse at the Springfield Community Campus. On 18 August, two unknown male youths entered the Campus, searched through the bags in a staff area and stole £25 from a handbag. On 29 August, an unknown suspect had stolen a blue and orange mountain bike while it was unattended outside the Campus.

On 18 August, unknown suspects had gained entry into a Ford Transit van which was parked on Priory Street and stolen various tools.

On 15 August, two male suspects had entered The Corsham School whilst it was open for staff and site contractors and stolen two iPads to the value of £700.

Between 1 and 4 September, an unknown person had stolen a small bowser containing fuel from a building site on Queens Avenue.

Over the course of the weekend 2 - 4 September, unknown persons had keyed a black Ford Focus parked in Priory Street.

On 1 September, a warrant under Section 23 Misuse of Drugs Act 1971 was executed at an address in Charles Street. A quantity of drugs had been seized along with a Section 5 firearm. Two adults had been arrested.

Corsham and other neighbouring areas had been experiencing theft of tools from vans. A large quantity of tools had been recovered and seized by Police. Details had been put on Facebook highlighting to those who may have been a victim of such a crime to contact the Police with details such as serial numbers etc. The property was being held at Gablecross Police Station, Swindon.

Dorset & Wiltshire Fire and Rescue Service Update – Mark Unwin from Corsham Fire Station gave an update which included the following:

Over the past three months Corsham Fire Service had dealt with 98 call outs. They had also responded to callouts to assist South West Ambulance Service to gain access to properties where life was at risk. They had been called out several times to Box mines where people had ignored the warning signs that some of the entrances had been closed. Hanson, the owners of the mines, was working with the MOD Police to try and stop entry to the mines. A fire at Fiveways Industrial Estate had caused damage to property.

111/17 Correspondence

- i) Members Information Sheets Nos. 379 and 380 were noted.
- ii) Late correspondence – there was none.

112/17 Reports from Council representatives appointed to outside bodies

Councillor N Farmer reported that he had attended the Creative Corsham Artists' Café on 6 September which was well attended.

Councillor N Farmer would be attending the Fairtrade event on 30 September.

Councillor N Pocock had attended the Local Youth Network meeting prior to the Council meeting. Youth numbers were on the increase with 30-40 young people attending. Next year they were hoping to organise a residential trip.

113/17 Minutes of the Finance and Administration Committee Meeting held on 16 August 2017

Resolved

That, with amendment of the page numbers, the Minutes be approved as a true record and signed by the Chairman.

114/17 Matters Arising from the above Minutes

There were no matters arising.

115/17 Minutes of the Council (Planning) Meeting held on 30 August 2017

Resolved

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

116/17 Matters Arising from the above Minutes

There were no matters arising.

117/17 Minutes of the Property and Amenities Committee Meeting held on 6 September 2017

Resolved

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

118/17 Matters Arising from the above Minutes

There were no matters arising.

119/17 Nationwide Building Society (*Minute 88/17 and others*)

Further to previous meetings, Nationwide had attended two drop-in sessions at the Town Hall with fortnightly visits planned. There had been a good deal of interest, with 1,200 signatures (as at 4 September) to the petition requesting Nationwide's presence in the town. Officers planned to meet with Nationwide in the coming week to discuss what happens next.

120/17 Future provision of community and primary care in Chippenham, Melksham and Trowbridge

It had been brought to the Town Council's attention that Wiltshire Clinical Commissioning Group (CCG) was proposing a new service model for healthcare in the local area. It was understood that the proposal was for a model as follows:

- One town would get a Hub - a fully functioning community hospital;
- One town would get a Spoke - a smaller scale community hospital with a reduced range of facilities;
- All three would get Urgent Treatment Centres.

The CCG would be holding a meeting at Chippenham Town Hall on 11 October at 7pm.

Resolved

Councillor N Farmer would attend the meeting on behalf of the Town Council.

121/17 Wiltshire Council Waste Management Strategy Consultation and Household Recycling Centre Refurbishment Programme

Wiltshire Council had provided a briefing note on planned changes to the Waste Management Strategy and Household Waste Recycling Centre Refurbishment Programme. The residents' consultation survey could be found on Wiltshire Council's website or at <https://surveys.wiltshire.gov.uk/snapwebhost/s.asp?k=150452367706>.

Councillors were encouraged to support the consultation and complete the online survey.

122/17 Vacancies on committees, other groups and outside bodies (*Minute 100/17 and others*)

Further to previous meetings, opportunities to fill the remaining vacancies on committees, other groups and outside bodies had been discussed with the newest Councillor, Councillor Mrs M Wakeman. She was willing to join the Community Services Committee and World War One Centenary Commemorations Group. This required Council approval.

Resolved

That Councillor Mrs M Wakeman be appointed to the Community Services Committee and World War One Centenary Commemorations Group for the remainder of the Council year.

123/17 Strategic Plan Monitoring and Evaluation (*Minute 51/17 and others*)

Further to the June 2017 Council meeting the Chief Executive provided an update of progress with the Strategic Plan. Each Committee monitors its specific actions at every meeting.

Resolved

The updated Strategic Plan Monitoring and Evaluation sheets were noted.

124/17 Authorisation of cheques and payments

Online Banking Payments

Salaries & Payments - CTC Staff	£17,935.92
Wiltshire Pension Fund - Pension Contribution for September 2017	£5,470.71
HMRC - Tax & NI for September 2017 - Reference 214PR001684021612 17 6	£6,063.30
Methuen Hall Trust - CTC Room Hire for August 2017	£397.50
Excalibur - Monthly IT Service and Support as per Contract Plan	£375.60
SLCC Enterprise - 2 x Delegates for Data Protection Training	£396.00
The Commuter Magazine - Advertising in South West Trains Magazine	£150.00
Proludic - Trampoline Springs for Springfield Play Area	£68.04
Newsquest Media Group - Advertising Junior Corsham in Focus, Buddy Magazine, Calne Connects Magazine, Street Fair	£735.60
Travis Perkins - Allotments & Play Area Maintenance	£112.81
Artefacto Publishing - 24 x Visit Corsham Bags and 24 Cards	£153.12
Visit Wiltshire - Visit Wiltshire Autumn Campaign	£390.00
Online Playgrounds - Bolt Protection Caps for Play Equipment	£52.50
Corsham Tyre Service Ltd - Repairs to Great Wall Vehicle	£185.42
Corsham Print - Business Cards for Stephanie Szakalo, Corex Signs for Street Fair and Banner Stickers for Street Fair.	£186.00
Police & Crime Commissioner - Policing Corsham Street Fair 16/09/2017	£475.56
The Bath Magazine - Advertising the Street Fair in the Bath Magazine	£180.00
J H Jones - Grave Digging	£540.00
Idverde - Grounds Maintenance and Public Conveniences Cleaning	£4,304.73
Auditing Solutions Ltd - Provision of Internal Audit	£504.00
Cosh Designs - 3 x Advertisements and Artwork, CTC Summer Newsletter with Artwork.	£753.00
CMS Architects - Architectural Fees for Land at Bradford Road	£1,770.00
Baker & Baker - Groundsteam Consumables	£168.59
Keith Marland - Bus Shelter Cleaning as per Schedule	£300.00
Johns Associates - Neighbourhood Plan Design Guide and Final Document	£13,107.24
Amadou Diagne - Performance at Street Fair 16/09/17	£100.00
Mines Leisure Hire - Hire of 25 Wooden Benches for Street Fair 16/09/17	£108.00

Grant

The Last Baguette Theatre Company	£460.00	IB
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Payment by Cheque

Petty Cash	£131.37	7660
Royal Mail - Autumn Newsletter Delivery	£600.00	7661
Royal Mail - Neighbourhood Plan Newsletter Delivery	£600.00	7662

J T Creighton - Supply of PA system for Stage at Street Fair	£400.00	7663
Charge Card		
Hampshire Flag - Merchant Navy Day Flag	£73.66	
John Lewis - Hoover Floorhead	£48.45	
Amazon.co.uk - SDHC Memory Card	£14.98	
Espares - Vacuum Wand Handle	£41.98	
Sub total	£57,354.08	
Cheques/Internet Banking Paid Outside of Meeting		
There were none		
Payments Made by Direct Debit/Standing Order		
West Mercia Energy - Newlands Road Public Conveniences Electricity	£41.40	
West Mercia Energy - Guide Hut Electricity	£24.14	
Vodafone - Mobile Telephones	£213.42	
Peninsula - Health & Safety Advice	£260.40	
Peninsula - Provision of HR Consultancy	£300.00	
Mainstream Digital - Call Charges and Quarterly Charge	£157.35	
Hills Waste Solutions - Waste Collections and Skip Exchange	£486.64	
SGW Payroll Ltd - Monthly Payroll Processing	£50.88	
Viking - Stationery and Postage	£684.34	
Wiltshire Council - Business Rates for Public Conveniences	£86.00	
UK Fuels	£93.26	
SUB TOTAL	£2,397.83	
TOTAL	£59,751.91	

Resolved

That the cheques and transfers be authorised for payment.

The meeting commenced at 7.30pm and closed at 8.23pm. There were no members of the public present at the meeting.

CHAIRMAN

DATE