

Minutes of the Council Meeting Held Remotely on Monday 8 March 2021

Present Councillor S Abbott (Chairman)
Councillors L Bray, A Brown, A Crockford, T Ellis, N Farmer, R Hopkinson,
M Jackson, D Jarman, L Jefferson, R LeVar, S Moysey, G Sanders,
M Wakeman, A White and C Woodward

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

167/20 Apologies

Apologies had been received from Councillors P Anstey and H Belcher.

168/20 Public Question Time and Petitions

Four members of Transcoco joined the meeting remotely to petition the Town Council on *Agenda Item 14*, Local Plan Review Consultation.

169/20 Declarations of Interest

Councillors S Abbott and R Hopkinson declared a non-pecuniary interest in *Agenda Item 19*, Consultation on the Wiltshire Pension Fund Investment Strategy Statement 2021 as being past and present members of the pension scheme.

170/20 Minutes of the Council Meeting held on 8 February 2021

Resolved

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

171/20 Matters Arising from the above Minutes

There were no matters arising.

172/20 Policing and Community Safety

Sgt R Marshall had sent his apologies and his report would be circulated to Councillors.

173/20 Chairman's Announcements

The Chairman attended a WALPA Meeting on 9 February 2021.

The Chairman attended the Bath Spa University Liaison meeting on 16 February.

174/20 Correspondence

- i) Members' Information Sheets Nos. 488 to 489 were noted.
- ii) Late correspondence – A letter had been received from Corsham ASC thanking the Town Council for their recent grant.

175/20 Reports from Council Representatives Appointed to Outside Bodies

Councillor N Farmer had attended the Bath Spa University Liaison meeting and a follow-up Health and Wellbeing meeting.

Councillor N Farmer informed the meeting that he had attended the Area Board Health and Wellbeing Group Meeting.

Councillor N Farmer informed the meeting that he had attended a Celebrating Age meeting with Wiltshire Music Centre.

Councillor N Farmer had attended the Fairtrade film screening.

Councillor A White informed the meeting she had attended a Corsham Walking Festival meeting. Brochures and tickets were available for the Walking Festival on 11-13 June.

Councillor R Hopkinson reported that the refugee family that Corsham sponsors were moving away from Corsham but that the family would continue to be supported by Corsham Sponsors Refugees for up to a further two years.

Councillor A Brown informed the meeting that he had attended the Health and Wellbeing meeting with Bath Spa University.

176/20 Minutes of the Finance and Administration Committee Meeting held on 17 February 2021

Resolved

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

177/20 Matters Arising from the above Minutes

There were no matters arising.

178/20 Minutes of the Council (Planning) Meeting held on 24 February 2021

Resolved

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

179/20 Matters Arising from the above Minutes

There were no matters arising.

180/20 Local Plan Review Consultation: Addressing Climate Change and Biodiversity Net Gain (*Minute PL 91/20*)

Further to the Council (Planning) Meeting on 24 February, there were a number of questions in the section of the Local Plan Review which deal with addressing climate change and biodiversity net gain. Wiltshire Council's Global Warming and Climate Emergency Scrutiny Task Group (GW&CESTG) had produced and presented a thorough report on the matter to the Environment Select Committee (ESC) on 13 January 2021. Councillors were asked to endorse the recommendations within the GW&CESTG report. A detailed discussion took place. Points raised included:

Wiltshire Council must raise its ambitions with regards to tackling climate change. It should adopt, in full, the recommendations relating to local plan policies in the report of the Wiltshire Council Global Warming and Climate Emergency Scrutiny Task Group that was considered at the Council's Environment Select Committee on 3 January 2021. Corsham Town Council specifically supports:

- a. the prioritisation of climate change mitigation through spatial planning, including measures to optimise sustainable and active travel;
- b. the delivery of sustainable design and construction methods;
- c. the identification of suitable areas for different types of renewable energy generation, including a call for sites, and the encouragement of proposals and applications for renewable energy developments;
- d. measures to reverse the ecological crisis in order to achieve biodiversity net gain, with green and blue infrastructure at the heart of new developments, and to tackle flood risks and promote sustainable water management.

Wiltshire Council should be asked to pursue every possible avenue to ensure that homes granted permission from today, or as soon as possible thereafter, are built to carbon neutral standards such that they will not require retrofitting to meet Wiltshire Council's own 2030 target for carbon neutrality.

Resolved

That Corsham Town Council's response to the section of the Draft Local Plan Review Addressing Climate Change and Biodiversity Net Gain endorses the recommendations of the report by the Wiltshire Council Global Warming and Climate Emergency Scrutiny Task Group.

The Local Plan should not go forward in the current form and must ensure it meets Wiltshire Council's policies and targets. The Town Council would respond to the Draft Local Plan consultation with the points outlined above.

181/20 Environmental Action Plan Update (*Minute 257/19*)

Further to previous meetings, the Town Council's Action Plan on reducing carbon emissions had been updated. The Environment Task Group considered the update at its meeting on 25 February 2021. Progress made during the past year included: Town Council electricity changed to renewables since April 2020; changes to more energy efficient lighting in the Town Hall; the new workshop was being designed to carbon neutral standards; substantial tree and hedge planting completed at Lacock Road Cemetery; plans to rewild more amenity space underway; electric vehicle had been ordered, and some small grounds equipment replaced with electric-powered items. Other items within the Plan would be explored in detail once the Environmental Project Officer vacancy had been filled.

The updated was noted.

182/20 Corsham Railway Station Update (*Minute 155/20 and others*)

Further to previous meetings, the Chairman and Chief Executive updated Councillors on the latest bid to the Department for Transport's Restoring Your Railway Ideas Fund. Many Councils, the local MP and other organisations had supported the Corsham Railway bid. The outcome of the bid would be known in May/June 2021.

183/20 Annual Review of Standing Orders, Financial Regulations and Terms of Reference (*Minute F&A 17/20*)

At the Finance and Administration Committee meeting on 17 February it was reported that the annual review had been completed and only one change was proposed, which was to Part One: Standing Orders. The change was in response to the introduction of Find a Tender by the Cabinet Office from 31 December 2020. This meant notices would have to be published for some larger contracts on the new Find a Tender e-notification service. It was recommended that a sentence be added to Standing Order 18.3 stating 'Where high value contracts (usually above £118,000) are being let, they would also be published on the Find a Tender e-notification service'.

Resolved

That the proposed change to the Council's Standing Orders be approved.

184/20 Review of Investment Strategy (*Minute 260/19 and others*)

The Town Council was asked to undertake its annual Investment Strategy review for the new Financial Year. A copy of the Strategy and Policy had been circulated to Councillors. The potential impact of the Covid pandemic on returns was highlighted.

Resolved

That the Investment Strategy be approved and kept under regular review.

185/20 Consultation on the Wiltshire Pension Fund Investment Strategy Statement 2021

The majority of Town Council employees were members of the Wiltshire Pension Fund. The Pension Fund Committee was keen to continue to safeguard the assets, and the Committee had been carrying out significant, in-depth work over the last year on climate change risk. The Investment Strategy Statement (ISS) had been updated in line with the findings from the modelling, to include a new investment belief: 'In order to protect the Fund's investments into the future, the Fund supports a global warming scenario of 2°C or lower and states an ambition to achieve net-zero carbon emissions across all investment portfolios by 2050'.

The amended ISS would be debated and potentially adopted at the Committee meeting on 30 March 2021. In advance of this meeting, it had been agreed that the employers of the Fund should be consulted, in order that those views could be considered and fed back to the Committee.

Resolved:

That the following response be submitted:

1. Do you believe that climate change risk presents a threat to the future investment returns of the Wiltshire Pension Fund and, therefore by extension, that it could contribute to the risk that your contribution rates need to be raised? **Yes**
2. Do you support the Committee's approach in attempting to quantify the risk presented to the Fund and its employers by climate change? **Yes**
3. Do you support the new investment belief in the ISS? **No, the target should be brought forward to 2030**
4. Do you have any further comments on the newly amended draft ISS? **The target should be brought forward to 2030.**

186/20 Issues for Corsham Area Board Consideration (*Various minutes*)

Further to previous meetings, this regular agenda item asked the Town Council to identify issues for Area Board consideration. No new issues were raised.

187/20 Covid-19 Emergency Update, Recovery Plan

Updates included:

- NHS vaccination rollout had been excellent with many age groups now having had their first vaccinations.
- Wiltshire Council Champions were still operational.
- 97% of Test and Trace referrals had been reached.
- 15 Care Homes had reported new Covid cases, although cases had dropped significantly.
- The Town and Parish Councils election count would not take place until Sunday 9 May which meant the results would not be available until Monday 10 May. This would not give enough time for new Councillors to sign their declarations and so the Annual Council Meeting would now take place on Monday 17 May 2021.

The update was noted.

188/20 Authorisation of cheques and payments

Online Banking Payments

Name	Amount
Salaries & Payments - CTC Staff	£19,100.43
Wiltshire Pension Fund - Pension Contribution for March 2021	£6,397.39
HMRC - Tax & NI for March	£6,640.58
Methuen Hall Trust - Hire of Council Chamber for Office Space	£250.00
Amac Window Cleaners - Bus Shelter Cleaning as Per Schedule	£480.00
SLCC Enterprise - Operation London Bridge, Regeneration and Recovery Webinars	£84.00
Community Heartbeat - Battery and Adult Chest Pads	£375.60
Andrew Eberlin Brighter Side - Neighbourhood Plan Domain Renewal, Website Hosting and SSL Secure Certificate	£187.20
Corsham Print - Corsham Market Banner, New Christmas in Corsham Logo Design, Free Parking Correx Boards	£666.00
Landcare Nursery - Various Trees, Stakes, Support Belts and Strimmer Guards for Beechfield, Neston Rec and Coppershell	£369.45
Proludic - Replacement Caps and Trainer Wheel Kit for Springfield Play Equipment	£249.93
The Pounds Arts Trust Ltd - Grant (Conditional) 2nd Payment 2020/21	£2,000.00
The Pounds Arts Trust Ltd - Art Award - Discover StoryTown Project for Schools	£1,143.75
Corsham Bowls Club - Contribution Towards Public Defibrillator Maintenance	£280.00
J H Jones & Sons - Fencing at New Workshop Site and Grave Digging x 1	£1,902.00
Pear Technology - Amended and Printed Corsham Ward and Corsham Railway Land Maps	£369.60
Wiltshire Council - CATG Project A4 Speed Limit Review	£625.00
Workwear Express - Uniform for Outside Staff	£25.67
Idverde - Grounds Maintenance Contract, Toilet Cleaning January and February	£4,062.73
Mirage Signs - Signs for Outdoor Gym, Allotments and Play Areas	£672.00
Aquaclear Plumbing and Heating - Flat 2 Leak in Bathroom also Supply and Fit Kitchen Taps	£292.50
TAN Electrics Ltd - Replace Damaged Timed Lock at Skate Park	£231.60
Park Life UK - Supply Parts and Repair Springfield Roundabout	£2,520.00
Konica Minolta - Photocopying and Hire Charges	£326.83
Cooke Automotive - Faulty Electrics Repaired on Vehicle YX13 VJE	£519.00
Screwfix - Cable Ties, Dewalt Charger, Hazard Tape	£175.90
Visit Wiltshire - Wiltshire Travel Trade Group Membership	£276.00
Enterprise Flex-E-Rent - Vehicle Hire for Outside Staff	£648.00
Online Playgrounds - Birds Nest Swing for Meriton Play Area	£1,286.40
Auditing Solutions Ltd - 2nd Interim Internal Audit	£534.00
JKH Masonry Cleaning Ltd - War Memorial Cleaning	£690.00

Grants		
The Corsham School	£500.00	
Corsham ASC	£500.00	
Cheque		
Petty Cash	£0.00	
Royal Mail - Newsletter Delivery	£579.02	7772
Charge Card - 2 Statements Received	£0.00	
MG Plumbing Ltd - Repair to Gents Urinals in Town Hall (Funds to be Paid back to CTC)	£65.00	
Land Registry - Registering and Title Plan for Railway Land	£6.00	
Emorsgate Seeds - Wild Seed Cornfield Mixture for Springfield	£40.04	
Start Traffic Ltd - Safe Kerb Ramp	£49.88	
The Safety Supply Company - Valved Respirator Masks	£56.28	
Sub total	£55,177.78	
Cheques / Internet Banking Paid Outside of Meeting		
There were none		
Payments Made by Direct Debit/Standing Order		
West Mercia Energy - Public Conveniences Electricity	£35.37	
West Mercia Energy - Guide Hut Electricity	£21.22	
SGW Payroll - Monthly Payroll Processing	£47.04	
Hills Waste - Waste Collections and Skip Exchange at Cemetery	£665.89	
Excalibur (Bridge Solutions) - Monthly IT Support and Domain Renewal	£965.21	
UK Fuels - Fuel for Work Vehicles	£230.88	
Vodafone - One Net Business Telephone/Mobile Charges	£470.74	
Viking - Copier Paper, Coloured Paper, Envelopes, Note Pads, Computer Risers	£268.94	
Peninsula - Employment Services	£390.04	
Mainstream Digital - Quarterly Superfast Broadband Charges	£151.20	
SUB TOTAL	£3,246.53	
TOTAL	<u>£58,424.31</u>	

Resolved

That the cheques and transfers be authorised for payment.

The meeting commenced at 7.30pm and closed at 9.08pm. There were four members of the public present at the start of the meeting and none at the end.

CHAIRMAN

DATE