

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

**Present** Councillor S Abbott (Chairman)  
Councillors Mrs T Alberga, P Anstey, Ms L Bray, N Farmer, M Jackson,  
D Jarman, R Le-Var, Mrs G Sanders, R Taylor, Mrs M Wakeman,  
Mrs A White and Miss C Woodward

**In Attendance** M Head (Corsham Institute)  
Mrs D Johnston (Finance Assistant)  
D Martin (Chief Executive)

**104/18 Apologies**

Apologies were received from Councillors C Fuller, D Jones, Mrs R Hopkinson,  
S Moysey and N Pocock.

**105/18 Public Question Time and Petitions**

There were none.

**106/18 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.

**107/18 Minutes of the Council Meeting held on 13 August 2018**

**Resolved**

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

**108/18 Matters Arising from the above Minutes**

*Minute 87/18* – Strategic Plan – A meeting of the Strategic Planning Working Group  
had been set for 1 October 2018.

*Minute 102/18* – Railway Station – Members of the Town Team had taken the  
decision to not commission a study on the economic case until the Wiltshire Rail  
Strategy had been progressed.

## **109/18 Chairman's Announcements**

The Chairman and several other Councillors had attended the Family Day at MOD Corsham on 8 September 2018.

## **110/18 Policing and Community Safety**

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

A young adult from Spring Tynings had pleaded guilty to offences of assault, which was racially aggravated, at Swindon Magistrates Court.

On 9 August, a van parked on Oliver Avenue had the rear doors left open by unknown person who had removed tools.

On 17 August, an unknown suspect stole a handbag that was left unattended in the Methuen Arms Hotel and later attempted to withdraw money and purchased goods. Enquiries were ongoing.

On 18 August, an unknown male entered Tongs fish and chip shop and tried to use a fake £20 Scottish note.

Between 19 and 22 August, unknown suspect/s had spray-painted something offensive on a wall in The Knowle.

## **111/18 Correspondence**

- i) Members Information Sheets Nos. 404 and 405 were noted.
- ii) 405 3. Housing Green Paper – This item would be considered at the next Council meeting, in particular consultation on a Rough Sleeping Strategy.
- iii) Late correspondence – The Chairman read out a thank you card to Councillors from Simon Scott, following his retirement.

## **112/18 Reports from Council representatives appointed to outside bodies**

Cllr P Anstey attended the Pockeridge and Potley Community Association meeting held at the Brunel Shed on 29 August. Four sessions a week are now run, one is for those suffering from memory loss. Several community projects had been completed and they were keen to do more.

Cllr Mrs A White attended the Walking Festival committee meeting. This year, 27 different walks were set but this would be reduced next year due to a shortage of volunteers. Their AGM would be held on 4 October and all were encouraged to attend.

Cllr N Farmer updated Councillors on the Story Town Project and invited them to attend Red Forge Studio on 28 and 29 October to spend five minutes on camera to tell their story on film.

## **113/18 Minutes of the Finance & Administration meeting held on 15 August 2018**

### **Resolved**

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

## **114/18 Matters Arising from the above Minutes**

*Minute F&A 14/18 Grant Applications* - Cllr P Anstey highlighted that the Town Council was helping fund Corsham Youth Zone's excellent work with local young people.

## **115/18 Minutes of the Council (Planning) meeting held on 22 August 2018**

### **Resolved**

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

## **116/18 Matters Arising from the above Minutes**

There were no matters arising.

## **117/18 Electoral Review of Wiltshire: Warding Arrangements (*Minute 27/18 and MIS 405*)**

Members discussed the Local Government Boundary Commission for England's consultation on an electoral review of Wiltshire Council. Views were being sought on future division boundaries and the review could recommend changes to the electoral arrangements of parish and town councils under certain circumstances. Further information was available at [www.lgbce.org.uk](http://www.lgbce.org.uk).

Councillors discussed the imbalance in the number of electors that each Town Councillor represented. It was shown that by 2024 there would be a huge difference between the number of electors per Town Councillor in Corsham Gastard Ward and the number in Corsham West Ward.

It was also highlighted that Wiltshire Council's Corsham Town Division included part of Chippenham Parish which had been in Corsham parish prior to the Community Governance Review in 2017. This is the area to the north east of the A350 at Hunters Moon.

A suggestion was also made to transfer Corsham West Ward from Corsham Without and Box Hill Division to Corsham Pickwick Division.

### **Resolved**

- i) That the Boundary Commission for England be asked to change the number of Town Councillors for Corsham Gastard Ward from two to one, and the number of Town Councillors for Corsham West Ward from one to two;

- ii) That the Boundary Commission for England be asked to transfer the area to the north east of the A350 at Hunters Moon to the relevant Chippenham Division.
- iii) That Councillors P Anstey and S Abbott, in consultation with Councillor Mrs Ruth Hopkinson, consider whether Corsham West Ward or one of the Box parish wards should be transferred to a different Division.

### **118/18 Sharing Land Values with Communities**

The Town Council discussed supporting an open letter to the Ministry of Housing, Communities and Local Government (MHCLG) which had been prepared by several campaign organisations regarding capturing more of the uplift in land values for investment in better community benefits. It was felt that whilst there were many concerns about land use and development, the principles within the letter were valid.

#### **Resolved**

That the open letter to MHCLG be supported.

### **119/18 Committee Vacancies (*Various minutes*)**

Further to previous meetings, Councillor Miss T Alberga had volunteered to fill one of the remaining Committee vacancies.

#### **Resolved**

That Councillor Miss T Alberga be appointed to the Property and Amenities Committee for the remainder of the Council year.

### **124/18 Authorisation of cheques and payments**

#### **Accounts for Payment - Corsham Town Council – 10 September 2018**

##### **Online Banking Payments**

<b>Name</b>	<b>Amount</b>
Salaries & Payments - CTC Staff	£16,164.36
Wiltshire Pension Fund - Pension Contribution for September 2018	£5,004.47
HMRC - Tax & NI for September – Reference 214PR001684021612 17 06	£4,802.80
Methuen Hall Trust - CTC Room Hire for August 2018	£378.00
Workwear Express - 5 x Polo Shirts, 12 x Hi Viz Vests	£149.92
Valuation Office Agency - Valuation for Land proposed as New Cemetery, Lacock Road	£774.36
Travis Perkins - 6 x Slabs	£58.39
The Play Inspection Company - Gym Post Installation Inspection	£354.00
Visit Wiltshire - Participation in Visit Wiltshire Autumn Campaign, Photography and Editing for Social Media Course	£480.00

Bath Tourism Plus - Visit Bath Membership, Quarter Page Advert in the Official Bath Visitor Guide	£1,518.00
Konica Minolta - Hire of Copier 24/8/18 to 23/11/18, Copy charges	£562.02
Excalibur - Endpoint Protection for 9 Users, 36 MOS Renewal	£903.96
New Masterplanning - 50% Fee for Stage 3 Project, Work undertaken from March 2018 until 24 August 2018	£6,690.00
J H Jones - Landscaping work to Springfield Recreation Ground	£6,912.00
Corsham Print - Street Fair Banner Stickers, Illustrated Guide to Corsham Brochures	£414.00
Lance Print - Quarter Page Advert in Wiltshire WI Newsletter, Sept 2018	£97.19
Kingfisher Media Ltd - Advertisement in Wiltshire Hotel Bedroom Publication	£294.00
Media Clash Ltd - 1/4 Page Advert in the Bath Life Magazine for Street Fair	£120.00
Idverde - Grounds Maintenance, Public Toilet Cleaning	£2,939.60
Emorsgate Seeds - 1750g Rhinanthus Seeds (Springfield)	£436.80
Complete Business Solutions - Stationary	£41.83
Harbour Publications - Advertisement in Western Times	£108.00
CMS Architects - Ongoing Work for Depot & Allotments	£726.00
Hotline Group Ltd - Logo Printed Pencils	£198.00
Redpin Publishing - Half Page Advert - Life in Melksham Magazine	£120.00
Keith Marland - Bus Shelter Cleaning as per the Schedule	£300.00
The Bath Magazine - Advertisement for Street Fair	£180.00
Cooke Automotive - Repairs to Great Wall Vehicle	£390.75
Amazon Business - Children's Gifts for Street Fair Competition	£52.96
Wired Publishing - Quarter Page Advert for Street Fair	£118.80
Jennifer Crook - Music Entertainment for Street Fair	£100.00
Anthony Brookes Surveys Ltd - Topographical Survey & Buried Services Trace at New Cemetery Land	£1,620.00

### Payment By Cheque

		Chq No.
Petty Cash	£68.54	7698
Mr J T Creighton - Supply of PA System for Street Fair 15 September 2018	£400.00	7699
Royal Mail - Delivery of Autumn Newsletter	£602.77	7700
Ben Powell - Music Entertainment for Street Fair	£100.00	7701

### Grants

Corsham Youth Zone - First Instalment of Two Grant Payments	£2,000.00	IB
Corsham Bowls Club	£500.00	IB
Peacock Arts Trail	£500.00	IB

### Charge Card Statement

No Statement Received

### Sub total

**£57,181.52**

**Cheques / Internet Banking Paid Outside of Meeting**

There were none

**Payments Made by Direct Debit/Standing Order**

	No	Invoice
West Mercia Energy - Newlands Road Public Conveniences Electricity	Received	
West Mercia Energy - Guide Hut Electricity	£19.05	
Vodafone - Mobile Telephones	£228.22	
Peninsula - Health & Safety Advice & HR Consultancy	£392.40	
SGW Payroll - Monthly Payroll Processing	£50.88	
Hills Waste Solutions - Waste Collections and Skip Exchange	£217.28	
Excalibur - Monthly Contract for IT Support	£403.92	
Wiltshire Council - Business Rates for Public Conveniences	£89.00	
Mainstream Digital - Telephone Charges and Fraud Protection	No	Invoice
UK Fuels - Fuel for Work Vehicles	Received	
	£183.75	
<b>SUB TOTAL</b>		<b>£1,584.50</b>
<b>TOTAL</b>		<b><u>£58,766.02</u></b>

**Resolved**

That the cheques and transfers be authorised for payment.

The meeting commenced at 7.30pm and closed at 8.35pm. There were no members of the public present.

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CHAIRMAN

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DATE