

Minutes of the Council Meeting Held Remotely on Monday 11 January 2021

Present Councillor S Abbott (Chairman)
Councillors H Belcher, L Bray, A Brown, A Crockford, T Ellis, N Farmer,
R Hopkinson, M Jackson, D Jarman, 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)

130/20 Apologies

Apologies had been received from Councillor L Jefferson.

131/20 Public Question Time and Petitions

There were none.

132/20 Declarations of Interest

There were none.

133/20 Minutes of the Council Meeting held on 12 December 2020

Resolved

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

134/20 Matters Arising from the above Minutes

There were no matters arising.

135/20 Policing and Community Safety

No report or updates had been received.

136/20 Chairman's Announcements

The Chairman thanked staff for brightening up the town for Christmas by working safely to put up the Christmas lights in what had been a very challenging time. Thanks also to Aimee Holmes, Caroline Rudge and Martin Campbell for the 'Together' art installation on the Town Hall windows, which was enjoyed by many residents and visitors to Corsham.

The Chairman informed Councillors that, sadly, former Councillor Charles Fuller passed away on 28 December after a long illness. He joined the Town Council in 1979 and served on the Council for over 40 years having had a break in service. Charles had many interests and achievements during his time with the Town Council. Charles was remembered for his long service.

137/20 Correspondence

- i) Members' Information Sheets Nos. 482 to 483 were noted.
- ii) Late correspondence – A letter had been received from Wiltshire Council informing the Town Council that the Gladman Planning Inquiry (land North of Bath Road) was to be held virtually from 26 January. Anyone wishing to attend the virtual meeting would need to register. Details of the meeting and how to attend would be sent to all Councillors.

138/20 Reports from Council Representatives Appointed to Outside Bodies

Councillor A White reported that Walkers are Welcome wanted to thank the Town Council for their recent grant and continued support. A new print run of the walking maps had been made and any profits would be given to local charities. Councillor White would report back at a future meeting.

Councillor A White informed the meeting that the Pickwick Conservation Area Appraisal needed approval. This would be taken to a future Council (Planning) meeting for consideration.

139/20 Minutes of the Finance and Administration Committee Meeting held on 16 December 2020

Resolved

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

140/20 Matters Arising from the above Minutes

There were no matters arising.

141/20 Minutes of the Council (Planning) Meeting held on 23 December 2020

Resolved

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

142/20 Matters Arising from the above Minutes

There were no matters arising.

143/20 Budget 2021/22 (*Minute F&A 7/20, P&A 16/20 and CS 27/20*)

With reference to the Finance and Administration Committee meeting held on 14 December 2020 the draft budget was circulated.

The Town Council's overall draft budget currently showed a net increase in spend of £72,620 with a precept increase £45,607 (4.63%). However, a reduction in the number of Band D Equivalent properties increases the figure to 5.56% per property. The overall Band D Equivalent charge would increase from £199.09 to £210.15 (an increase of £11.06 per year).

Resolved

- i) That the draft budget proposals for 2021/22 be approved, resulting in an overall budget of £1,172,442.
- ii) That a Precept of £1,030,642 for 2021/22 be approved

144/20 Local Elections in 2021

The next local elections are due to take place on 6 May 2021. This would include changes to all ward boundaries since the previous elections in 2017. The number of Town Councillors would remain at 20 but the number of wards would be reduced from five to four.

The four new wards would be as follows:

Corsham Gastard Ward (One Councillor)

Corsham Ladbrook Ward (Eight Councillors)

Corsham Neston Ward (Three Councillors)

Corsham Pickwick Ward (Eight Councillors)

The Council was keen to encourage people to stand for re-election/election, especially as there were two Councillor vacancies. Details on the election process will be published by Wiltshire Council in due course.

Resolved

That the 2021 Local Election update be noted.

145/20 Strategic Plan Update (*Minute SP 06/20 and others*)

The latest report for 2020/21 had been circulated. Previous quarterly reports for 2020/21 had been suspended due to Covid-19 becoming a high priority. A general update had been presented to the Strategic Planning Working Group on 24 September 2020. Despite the impact of the pandemic, good progress was being made in several areas.

Resolved

That the Strategic Plan update be noted.

146/20 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.

147/20 Covid-19 Emergency Update, Recovery Plan

Updates included:

- The Town Hall was closed to the public again due to the latest lockdown.
- The Town Council was operating with a maximum of three members of staff in the offices at one time. All other officers were working from home on a rota basis.
- One member of staff was shielding as per Government instructions.
- Not many calls for help from the public as people were being directed to the NHS Responder Scheme and the Wiltshire Hub.
- A few complaints had been received via the Town Hall that more social distance signage was required in areas around the town including Co-op, Martingate Centre and Car Parks. Additional signs were being erected.
- The play areas remained open for exercise.
- Shaunaks Pharmacy was appealing for volunteer drivers. Anyone interested should contact Shaunaks direct.
- Test and Trace has improved with 80% of people being traced. Wiltshire Council are picking up on the missing 20% by contacting local people.

The update was noted.

148/20 Authorisation of cheques and payments

Accounts for Payment - Corsham Town Council - 11 January 2021

Online Banking Payments

Name	Amount
Salaries & Payments - CTC Staff	£19,563.31
Wiltshire Pension Fund - Pension Contribution for January 2021	£6,594.75
HMRC - Tax & NI for January	£6,903.17
Methuen Hall Trust - Hire of Council Chamber for Office Space	£250.00
Benjamin Powell - Christmas Busking in Corsham High Street	£50.00
Idverde - Grounds Maintenance Contract and Public Toilet Cleaning	£2,964.01
Wireless CCTV - CCTV Maintenance/Operation Performance Support for five Years	£3,600.00
Marquess of Bath's Estate - Christmas Trees	£348.48
SLCC - Annual Membership Fees	£538.00
Proludic - Parts for Play Equipment	£773.13
Flexi-E-Rent - Vehicle Hire for Grounds Staff	£717.44
Anya Beaumont Art - Springfield Public Art Payment 1	£3,000.00
Charles Wilson Ltd - Hire of Telehandler	£484.20
Professional Sportsturf Design - Lacock Road Cemetery Stage 4 Construction Monitoring	£960.00
Miss Aimee Holmes - Final Payment for Town Hall Art Installation	£1,500.00

Dawn Gorman - Publishing/Creating and Judging Storytown Competition	£200.00	
Matthew Tett - Administration of Storytown Competition	£120.00	
John Miller (Corsham) Ltd - Grounds Team Gardening Tools	£340.25	
Amazon - Desk Calendars x 3	£19.39	
Langley Nurseries - Summer Bedding Plants, High Street/Town Planters	£2,490.18	
Cheque		
Petty Cash -	£0.00	
Springfield Utilities	£132.99	7770
Walkers are Welcome - Annual Membership Fee	£90.00	7771
Charge Card		
Gent Works Ltd - Urinal Bacterial Cleaner and Replacement Valve	£100.80	
Emorsgate Seeds - Meadow and Cornfield Seed Mixture	£404.56	
Etsy Everbubbles - Memorial Tree Plaque	£29.99	
Survey Monkey - Annual Fee	£408.00	
Sub total	£52,582.65	
Cheques / Internet Banking Paid Outside of Meeting		
There were none		
Payments Made by Direct Debit/Standing Order		
West Mercia Energy - Public Conveniences Electricity	£55.16	
West Mercia Energy - Guide Hut Electricity	£19.13	
Peninsula - Health & Safety Advice and HR Bright Consultancy	£390.04	
SGW Payroll - Monthly Payroll Processing	£47.04	
Hills Waste - Waste Collections and Skip Exchange	£697.41	
UK Fuels - Fuel for Work Vehicles	£203.44	
Vodafone - One Net Business Telephone/Mobile Charges	£469.45	
Wiltshire Council - Business Rates for Public Conveniences	£96.00	
SSE - CCTV Electricity	£13.61	
SUB TOTAL	£1,991.28	
TOTAL	<u>£54,573.93</u>	

Resolved

That the cheques and transfers be authorised for payment.

The meeting commenced at 7.30pm and closed at 8.54pm. There were no members of the public present.

CHAIRMAN

DATE