

Minutes of the Council Meeting held at the Town Hall on Monday 12 August 2019

Present Councillor S Abbott (Chairman)
Councillors P Anstey, L Bray, N Farmer, C Fuller, R Hopkinson, M Jackson,
D Jones, R Le Var, S Moysey, G Sanders, M Wakeman and A White

In Attendance Mrs M Jones (Head of Finance & Administration)
Mrs R Sellens (Finance & Administration Assistant)
Inspector M Luffman (Wiltshire Police)

81/19 Apologies

Apologies were received from Councillors T Alberga, D Jarman and N Pocock.

82/19 Public Question Time and Petitions

There were none.

83/19 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.

84/19 Minutes of the Council Meeting held on 8 July 2019

Resolved

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

85/19 Matters Arising from the above Minutes

The Chairman reminded Council that the Neighbourhood Plan was discussed at the last meeting (*Minute 53/19 and others*) and the final Inspectors report will be discussed at the next Planning meeting on 21 August. Comments were welcome for the meeting.

86/19 Chairman's Announcements

9 July - the Chairman attended a MOD Liaison meeting.

11 & 25 July - the Chairman attended the Environmental Task Group meeting.

18 July - the Chairman attended the Chamber of Commerce Summer BBQ.

19 July - the Chairman attended a meeting with the Director and Project Manager of SWLEP about the Rail Strategy.

27 July - the Chairman attended a Transcoco litter picking event. Transcoco needed an organiser for the litter pick due to take place on 24 August if anyone wanted to volunteer.

2 August - the Chairman attended a Town Team meeting.

The Chairman reminded Councillors that helpers are required for the Street Fair on 14 September.

87/19 Policing and Community Safety

Inspector Luffman reported that the Police and Crime Commissioner had decided to change the format of the Crime Reports compiled for councils so that they reflected police strategic views and issues more personal to each town.

The Chairman asked Councillors for their views on the usefulness of including the detailed Crime Report in Council minutes. Following discussion, it was decided that Councillors wanted to keep the crime report as part of Council minutes.

The following report on recent policing and community safety issues was presented:

1 July - Unknown suspects had smashed the rear window of a grey Volkswagen van parked on Bath Road. Power tools and hand tools had been taken.

4 July - An unknown suspect had picked up a wallet from a bench on the High Street where the owner had put it down. The wallet contained £60-£70 in cash.

22 July - An unknown suspect had broken into a site office on Bradford Road and taken keys to open other areas. A laptop was taken.

26 July - Suspects had entered the Co-op in the Martingate Centre and stolen goods. They drove off and the vehicle was stopped by police officers. The stolen goods were in the vehicle and the suspects were arrested. Two men and a woman from Bristol were charged and given conditions not to enter any Co-op store in Wiltshire. They were due to appear in court in Swindon on 14 August.

3 August - An unknown suspect had stolen two children's bikes from outside a ground floor flat on Dicketts Road.

4 August - An unknown suspect had used a sharp instrument to cause deep scratches to two front doors on Groundstone Way (off Park Lane).

4 August - Unknown suspects had entered Corsham Commercial Centre on Potley Lane and forced entry by breaking padlocks to cages and stole three full canisters of Calor gas.

88/19 Correspondence

- i) Members Information Sheets Nos. 427, 428 and 429 were noted.

Councillors discussed the impact of the road works at Cross Keys. To find the potential effect on local business the Chairman had investigated the use of car parks and found that parking was 30% down on last year in the short-stay car park. Otherwise, the works were not having too much effect on the town. The Chairman had requested more information from Wiltshire Council on car park use.

Councillor White reported that re-routed buses were causing a problem with damage to trees on the corner of Priory Street and would follow this up with Faresaver.

- ii) Late correspondence – There was none.

89/19 Reports from Council representatives appointed to outside bodies

Councillor A White had attended a Twinning Association meeting.

Councillor A White had attended the Walking Festival debrief and reported that the festival had been very successful.

Councillor P Anstey had attended a meeting of the Potley and Pockeridge Community Association.

Councillor G Sanders had attended a Chippenham Town Council Civic Ceremony to celebrate volunteers on 21 July.

Councillor G Sanders had attended a Transcoco meeting.

90/19 Minutes of the Council (Planning) meeting held on 10 July 2019

Resolved

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

91/19 Matters Arising from the above Minutes

There were no matters arising.

92/19 Minutes of the Community Services Committee meeting held on 24 July 2019

Resolved

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

93/19 Matters Arising from the above Minutes

There were no matters arising.

94/19 Minutes of the Council (Planning) meeting held on 31 July 2019

Resolved

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

95/19 Matters Arising from the above Minutes

There were no matters arising.

96/19 Minutes of the Corsham Youth Council meeting held on 15 July 2019

That the Minutes be noted.

97/19 5G Technology

Concerns had been raised by two residents regarding the roll out of 5G technology across the country. The roll out had started in major cities. Background information was circulated about some of the concerns. Corsham supported a large number of high-tech businesses but also had some very sensitive environmental constraints such as the protected bat population. It was felt that the Town Council may wish to take a precautionary approach until clearer information on the impact of 5G was available.

The Chairman had researched a report by Public Health England which had included updated guidance (May 2019) on the use of 5G technology. This concluded that Public Health England would keep abreast of new information but that not much had changed since the introduction of 4G.

Resolved

That Corsham Town Council would continue to receive and review information about the roll out of 5G from the government. The Town Council would take a precautionary approach until clearer information on the impact of 5G was available.

98/19 Polling District and Polling Place Review Consultation

Wiltshire Council was undertaking a compulsory review of UK Parliamentary polling districts and polling places. Corsham's polling places were at Corsham Cricket Club, Springfield Campus, Leafy Lane Playing Fields Pavilion, Potley Community Centre (Brunel Shed), Scout and Guide Centre (The Lager), Gastard Village Hall and

Neston Memorial Hall. It was noted that the polling place for electors of Corsham West Ward was in Box parish. The Town Council was content for a polling station to remain at Leafy Lane Playing Fields even though it was in Box Parish.

Resolved

That the Polling District and Polling Place Review be noted.

99/19 Community Governance Review (CGR), Expression of Interest

Wiltshire Council was asking all town and parish councils whether there were any changes they would like to see to their governance arrangements. The previous CGR was carried out from 2014 and came into effect on 1 April 2017. The review process and Town Council's proposals created tensions with neighbouring Box Parish Council and some residents and, ultimately, a compromise boundary change was settled upon. It was felt that the previous process was flawed and that the final outcome was unsatisfactory and inappropriate. There was concern that similar issues might arise should another CGR be requested at this time. It was felt that it would be prudent to maintain the status quo whilst the Corsham Neighbourhood Plan was being finalised and defer a request for a CGR until after the next local elections at the earliest.

Resolved

That Wiltshire Council be informed that whilst the Town Council does not wish to request a CGR review at this time, it reserves the right to request a review in the future.

100/19 Community Facilities at Springfield Campus (*Minute PL 12/19 – Planning Application 18/10334/DP4 – Springfield Campus, Beechfield Road – Change of use of land for use by a nursery and erection of 1.8m high fence*)

At the Council (Planning) meeting on 19 June, there had been no objection to this application. At that meeting, it was agreed to put 'Community Facilities' on the full Council agenda for discussion.

It was acknowledged that the provision of nursery facilities was a positive community use of the Campus. However, Councillors discussed issues around the use of a community facility for commercial ventures generally and felt that the Town Council should be consulted when alternative uses are proposed for the Campus.

Resolved

That Wiltshire Council be asked to inform the Town Council of any changes to the community use of rooms at the Springfield Community Campus.

101/19 Lacock 43 Bridleway, Sandpits Lane

Wiltshire Council had been dealing with a number of queries regarding Lacock 43 Bridleway, which runs alongside the Corsham parish boundary. Wiltshire Council's Definitive Map Officer had requested information, comments or representations on the matter. A planning application related to the matter had been discussed by the

Town Council on 31 July 2019 (*Minute PL 28/19*) where concerns were raised about use of the bridleway by motorised vehicles.

Resolved

Councillors had nothing to add to the planning decision made on 31 July 2019 (*Minute PL 28/19*).

102/19 Issues for Corsham Area Board Consideration (*Minute 79/19 and others*)

Further to previous meetings, this regular agenda item asks the Town Council to identify issues for Area Board consideration. Councillor R Hopkinson suggested that, as previously agreed by Wiltshire Council, Residents Parking Permits be an Area Board agenda item for discussion.

103/19 Authorisation of cheques and payments

Online Banking Payments

Name	Amount
Salaries & Payments - CTC Staff	£21,007.43
Wiltshire Pension Fund - Pension Contribution for August 2019	£6,684.48
HMRC - Tax & NI for August - Reference 214PR001684021612 17 0	£6,607.59
Methuen Hall Trust - CTC Room Hire for July 2019	£315.00
Methuen Hall Trust - Reimburse Invoice 2570 Paid in Error by Wiltshire Council	£140.00
Corsham Youth Zone Management Group - Grant - First Instalment	£1,750.00
Corsham Print - General Banner 'Supported by CTC', Newsletter Printing, WW1 Banner and Date Stickers for Street Fair Banner	£1,049.00
SLCC Enterprises Ltd - Social Media Training	£84.00
Travis Perkins - Rawbolts, Danish Oil, Planed Wood, Guttering	£32.59
Workwear Express - Caretakers Uniform	£62.39
Langley Nurseries - Summer Planting, Hanging Baskets, Planters, Poles etc	£4,269.00
Fawns - Legs for Balance Beam at Neston	£102.60
Tudor Environmental - Bowser Accessories for Watering	£45.36
Amazon Business - Sweets for Summer Trail	£25.57
Cosh Design - Artwork for Group Travel World and Summer Holiday Activities	£158.40
The Pound Arts Trust Ltd - Performers at Taste of Corsham	£360.00
Haine & Smith Opticians - Sight Test and Contributions Towards VDU Lenses	£59.95
Redpin - Advertising Summer Activities and Street Fair in 'Life In'	£318.00
Bring the Game Over - Deposit/Payment for Entertainment at Street Fair and Fete 2020	£310.00
Sutcliffe Play Ltd - New Swings and Safety Surface at Neston Rec	£6,900.00
Screwfix - Safety Clothing for Grounds Staff	£124.95
Newsquest - Advertising Summer Holiday Trails and Prime Magazine	£472.80
Wiltshire Council - Reimburse CIL Money Paid in Error	£908.26
Corsham Area Heritage & Information Centre - Contribution Towards Electricity at Arnold House	£249.27
Idverde - Grounds Maintenance and Toilet Cleansing	£2,939.60
Wired Publishing (West Wilts Magazine) - Advertising Street Fair	£118.80

I-West (BANES) - GDPR Services Annual Charge	£1,800.00	
Bath Spa University - Sponsorship of Show of Hands Exhibition	£150.00	
Corsham RFU - Advertising Board 2019-20 Season Sponsorship	£150.00	
DCK Accounting Solutions - VAT Partial Exemption Preparation and Submitting	£468.00	
J H Jones & Sons - Grave Digging	£1,150.00	
M C Publishing (The Bath Magazine) - Advertising in Bath Magazine	£180.00	
Matthew Tett - StoryTown Co-ordinator 1st Payment	£1,000.00	
Corsham Hardware - Grounds Team Consumables	£42.13	
Group Travel World (GTW) - Advertising in Travel World Magazine	£180.00	
Corsham Tasty Bites - Helpers Food at Taste of Corsham	£75.00	
Payment By Cheque		
Petty Cash	£120.06	7734
Post Office Ltd (DVLA) - Road Tax for WV68 OVO	£260.00	7735
Charge Card		
Appliances Direct - Larder Fridge for Arnold House	£129.92	
Office Furniture Online - Dry Wipe Weekly Planner Board	£46.80	
Eventbrite - Councillor Training	£190.00	
GS Products - Wire Rope Repair for Rope Swing at Meriton	£4.54	
Royal Images - Portraits for Operation London Bridge	£310.56	
St John Ambulance - First Aid Supplies	£58.60	
Sub total	£61,410.65	
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	£42.18	
West Mercia Energy - Guide Hut Electricity	£22.68	
Mainstream Digital - Line Rental Charges and Cancellation Fee	£317.10	
Peninsula - Health & Safety Advice and HR Bright Consultancy	£391.26	
SGW Payroll - Monthly Payroll Processing	£48.96	
Hills Waste - Waste Collections	£418.86	
Excalibur - Monthly Service Plan Contract for IT Support	£500.88	
Wiltshire Council - Business Rates for Public Conveniences	£91.48	
UK Fuels - Fuel for Work Vehicles	£276.18	
Viking - Stationery	£389.43	
Vodafone - One Net Business Telephone/Mobile Charges	£475.68	
SUB TOTAL	£2,974.69	
TOTAL	<u>£64,385.34</u>	

That the cheques and transfers be authorised for payment.

The meeting commenced at 7.30pm and closed at 8.50pm. There were no members of the public present.

CHAIRMAN

DATE