

Minutes of the Council Meeting held at the Town Hall on Monday 13 August 2018

Present Councillor S Abbott (Chairman)
Councillors P Anstey, Ms L Bray, N Farmer, C Fuller, Mrs R Hopkinson,
D Jones, R Le-Var, Mrs G Sanders, R Taylor, Mrs M Wakeman,
Mrs A White, Miss C Woodward

In Attendance J Baker (Press)
M Head (Corsham Institute)
Mrs D Johnston (Finance Assistant)
D Martin (Chief Executive)
Inspector M Luffman (Wiltshire Police)
M Unwin (Dorset & Wiltshire Fire & Rescue Service)

83/18 Apologies

Apologies were received from Councillors Miss T Alberga, M Jackson, D Jarman,
N Pocock and S Moysey.

84/18 Public Question Time and Petitions

There were none.

85/18 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

86/18 Minutes of the Council Meeting held on 9 July 2018

Resolved

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

87/18 Matters Arising from the above Minutes

Minute 75/18 Adoption of the Strategic Plan 2018-2022 - Following the adoption of
the Strategic Plan the Chief Executive gave an update on progress to date and the
next stages.

88/18 Chairman's Announcements

Head of Technical Services – The Chairman wished to put on record the Town Council's thanks to Simon Scott who was retiring in September. Simon had done an excellent job and the fruits of his work over the past four years could be seen throughout Corsham. Some projects were still ongoing and Councillors were looking forward to seeing the outcomes.

Appointment update on recruitment of new Head of Technical Services - Interviews had taken place on 6 August and an offer had been made and accepted by one of the candidates. He was due to start in mid-October.

Neighbourhood Plan – This was currently with the examiner. If the outcome of the examination was favourable the next key stage would be a referendum. Due to the length of time each stage of the process takes, the referendum may not take place until early 2019.

Plastic Waste Initiative – The Chairman highlighted the meeting of the Area Board, attended by Councillor N Farmer, where a Plastic Waste Initiative was covered. Much of this was being led by Transcoco. This initiative was fully supported by the Town Council and Councillor Mrs G Sanders would be representing the Town Council on the project.

89/18 Policing and Community Safety

Inspector Mark Luffman gave a presentation on the Daily Demands of Policing in Wiltshire Today. The presentation was very informative and Councillors were invited to ask questions throughout. All Councillors felt that they had a much clearer understanding of policing demands as a result.

90/18 Dorset & Wiltshire Fire & Rescue Service

Mark Unwin gave an update on the service. He reported that there had been 84 call-outs for Corsham in July 2018, which was the highest recorded in his 39 years of service. Mr Unwin announced his retirement from Corsham at the end of August, although he would stay in the Fire Service with an inspection role for the foreseeable future. Darren Nixon would be taking over the role as Watch Manager.

The Chairman gave a vote of thanks for Mr Unwin's excellent work and dedication to Corsham during all his years of service.

91/18 Correspondence

- i) Members Information Sheets Nos. 402 and 403 were noted.
- ii) All Councillors and Staff had been invited to the County of Wiltshire Carol Service by the Lord-Lieutenant of Wiltshire, Mrs Sarah Rose Troughton, being held at St Bartholomew's Church at 12 noon on Tuesday 4 December 2018.
- iii) Late correspondence – there was none.

92/18 Reports from Council representatives appointed to outside bodies

Corsham Walking Festival - Councillor Mrs A White reported that the Walking Festival Committee had met and was discussing improving the signage for next year's event. The Festival was well supported and funded and would be held from 7-9 June 2019.

Pound Arts Centre – Councillor N Farmer had attended a very positive meeting of the Pound Arts Trust.

Plastic Waste Initiative – Councillor N Farmer reported that he had attended the Area Board meeting to discuss ideas for a plastic-free Corsham.

Corsham Sponsors Refugees - Councillor Mrs R Hopkinson reported that the group was going well and had been shortlisted for an award.

93/18 Minutes of the Council (Planning) meeting held on 11 July 2018

Resolved

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

94/18 Matters Arising from the above Minutes

There were no matters arising.

95/18 Minutes of the Community Services meeting held on 18 July 2018

Resolved

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

96/18 Matters Arising from the above Minutes

There were no matters arising.

97/18 Minutes of the Property and Amenities meeting held on 25 July 2018

Minute P&A 6/18 CCTV Annual Report – The Minute was amended to state; 'The CCTV Annual Report was reviewed and approval was deferred to a future meeting.'

Resolved

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

98/18 Matters Arising from the above Minutes

There were no matters arising.

99/18 Minutes of the Council Planning meeting held on 01 August 2018

Resolved

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

100/18 Matters Arising from the above Minutes

There were no matters arising.

101/18 Minutes of the Youth Council Meeting held on 09 July 2018

Resolved

That the Minutes be noted.

102/18 Swindon and Wiltshire Rail Study

It was reported that consultants Systra had recently been appointed by Swindon and Wiltshire Local Enterprise Partnership (SWLEP), Wiltshire Council and Swindon Borough Council to provide an evidence base and develop a strategy to inform and support SWLEP's approach to investment in the rail network. This would inform and guide both Swindon Borough Council and Wiltshire Council's Local Plan and Local Transport Plan with the aim of economic and social development up to 2036. The research included a survey regarding rail developments and improvements such as new stations. The information would be used to inform an initial set of options to be assessed within the study. The Chairman of the Corsham Station Town Team had prepared a draft response for consideration. A further suggestion, which was to add Thingley Junction to the list of suggestions was discussed but dismissed so that the focus would remain on a new rail station for Corsham.

The Town Council considered the draft response and agreed to amend it to highlight air quality issues in Bath, where an Air Quality Management Zone was under consideration. Plans were being made to meet Wiltshire Council to discuss the case for Corsham Station.

Resolved

That the Chief Executive respond to the consultation survey with the case for Corsham, based on the response drafted by the Chairman of the Town Team, and also highlight air quality issues in Bath.

103/18 Authorisation of cheques and payments

Accounts for Payment - Corsham Town Council - 13 August 2018

Online Banking Payments

Name	Amount
Salaries & Payments - CTC Staff	£18,107.95
Wiltshire Pension Fund - Pension Contribution for August 2018	£5,588.64
HMRC - Tax & NI for May - Reference 214PR001684021612 17 05	£5,732.83
Methuen Hall Trust - CTC Room Hire for July 2018	£432.00
Corsham Rugby Club - Pitch side Advertising Renewal	£150.00
J H Jones - Soil & Shingle for Cemetery	£112.80
Online Playgrounds - Stainless Steel Shackles, Gate Spring	£162.36
Amazon Business - 3x Feeler Gauges, Heavy Duty iPad case	£40.44
Corsham Print - Business Cards KG, Design & Print 'Whats On' Booklets, Summer Newsletters	£1,580.00
Bath & North East Somerset Council - Data Protection Support Service	£1,800.00
Artisan - Hire of Generator for the Corsham Summer Fete	£94.80
The Pound ArtsTrust - Artists Cafe Sponsorship and 50% Payment for Street Theatre for Taste of Corsham	£500.00
Quoakle - 12 month Promotion on the Great Days Out Website	£72.00
CPA Horticulture - 1000L Bag of Bark	£84.92
St John Ambulance - First Aid Cover at Summer Fete	£110.40
Valuation Office Agency - Valuation of Arnold House	£1,129.08
Cosh Design - Design of Summer Newsletter, create advert and Poster for the Holiday Trail, Design and produce 4 Page A5 Leaflet re: Rail Link	£640.50
Travis Perkins - Line Marking Paint and Wood for Play Area, 40x Wooden Pegs for Allotment Plates, Panel Saw, Wood Screws, Brass HU Bibtap, Concrete, Sawn Timber, 2x Concrete Slabs	£268.80
Wiltshire Turf Supplies (T W Landscapes) - Supply Turf for Cemetery	£75.00
JACS - 7 x Steel Angles	£81.98
Newsquest - Summer Trail adverts, Facebook Wiltshire, Gaz & Herald, Wiltshire Star & E-Edition, Head of Technical Services Post - Advertisements	£1,469.51
Corsham Area Heritage & IC - 50% of Electricity Bill for Arnold House	£188.15
Wiltshire Council - Advertising Charges for Technical Services Post	£132.00
WALC - Training for Councillors in GDPR, Localism Act, Referendums etc.	£497.82
Idverde - Cleaning of Public Conveniences, Monthly Grounds Maintenance	£2,939.60
The Little Zoo - Corsham Summer Fete - Exotic Animal Display	£335.00

Wessex Tree Consultancy - Root Damage at Neston Recreation Ground, Visit Site, Inspect and Report	£520.00
Proludic - 4 x RR4800 Bearings Plus Delivery	£201.02
BB Fixings Ltd - Spray Paint, Various Gloves, Black Paint, Hacksaw Blades, Pong Go.	£111.97
Gingerwick - 226 x Allotment Plot Number Signs	£610.20
David Ingram - Management Fee for Flat 1, 31 High Street.	£32.40
Wired Publishing - 1 of 2 Quarter Page Ads for Corsham Street Fair	£118.80
Media Clash - Advert in the Bath Life Magazine	£120.00
Scewfix - Safety Wellingtons, Chainsaw Gloves	£34.98
Aceville Publications - 1/4 Page Advertisement in 'Great British Food'	£204.00
David Ogilvie Engineering - 3 x Corsham Theme Benches	£3,456.00
Greenbarnes Ltd - Oak SN 4A4 Noticeboard for Wall Mounting	£687.26
Dave Hickory - Balloon Entertainment at Summer Fete 7/7/18	£260.00
GTW Media Ltd - Half Page Advert in Issue 188/2018	£118.80

Payment By Cheque

Petty Cash	£160.79	Chq No. 7697
------------	---------	--------------

Charge Card - July & August Statements

First Fence - 6 x Heavy Duty Round Top Metal Fence Panels	£283.20
J A Supplies - First Aid Supplies	£82.36
J A Supplies - First Aid Supplies	£16.96
Tudor Environmental - Bag Holding Loop	£46.80
Arthur Beale Ltd - Brass Wall Eye Plate	£12.35

Sub total

£49,404.47

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	£36.54
West Mercia Energy - Guide Hut Electricity	£19.89
Vodafone - Mobile Telephones	£235.45
Peninsula - Health & Safety Advice & HR Consultancy	£392.40
SGW Payroll - Monthly Payroll Processing	£52.80
Hills Waste Solutions - Waste Collections and Skip Exchange	£602.18
Excalibur - Monthly Contract for IT Support	£403.92
Wiltshire Council - Business Rates for Public Conveniences	£89.00
Mainstream Digital - Telephone Charges and Fraud Protection	£267.09

Viking - Stationary Items, Postage, Grounds Team Consumables	£409.19
UK Fuels - Fuel for Work Vehicles	£180.47

SUB TOTAL **£2,688.93**

TOTAL **£52,093.40**

Resolved

That the cheques and transfers be authorised for payment.

The meeting commenced at 7.30pm and closed at 8.59pm.

CHAIRMAN

DATE