

Minutes of the Council Meeting held at the Town Hall on Monday 13 January 2020

Present Councillor S Abbott (Chairman)
Councillors P Anstey, N Farmer, R Hopkinson, M Jackson, D Jarman,
D Jones, R LeVar, S Moysey, G Sanders, M Wakeman, A White and
C Woodward

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

195/19 Apologies

Apologies were received from Councillors L Bray and C Fuller.

196/19 Public Question Time and Petitions

There were none.

197/19 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.

198/19 Minutes of the Council Meeting held on 9 December 2019

Resolved

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

199/19 Matters Arising from the above Minutes

There were no matters arising.

200/19 Policing and Community Safety

Sergeant Richard Marshall had provided a written report on policing in Corsham which included the following recent incidents of note:

On 8 December at a property in Neston an unknown suspect had stolen the owner's motorcycle from the remote garage at the location. Suspects had been identified and an arrest would follow.

On 16 December in Charles Street a local male had been the victim of a robbery at knife point. The male had been stabbed from behind and an attempt made to steal his dog. The male's injuries were not life threatening. Enquiries were ongoing to identify suspects.

On 20 December a known male had been found in possession of cannabis. He was given a fixed penalty for possession of Class B drugs.

On 1 January 2020 a local male had been seen in the street with what was believed to be a gun. The suspect had pointed it in the air and 'shot it'. The male was also seen to 'beat his dog' which had subsequently been seized due to the dog being an illegal breed and for the dog's welfare. Further to this a cannabis plant had been located within the suspect's property. The male was later arrested and had been released under investigation.

201/19 Chairman's Announcements

Local Plan Review Meeting – The Chairman attended the Local Plan Review meeting on 16 December 2019.

Neighbourhood Plan Social Evening – The Chairman attended a social evening at the Town Hall on 19 December to thank volunteers for their time and input in helping to produce the Neighbourhood Plan.

Policing in Corsham – The Chairman, Chief Executive, Police Sgt R Marshall, Councillors, Wiltshire Council officers and a local resident attended a meeting held at the Town Hall on the 10 January 2020 to discuss local police issues.

Local Enterprise Partnership (SWLEP) – The Chairman attended the SWLEP meeting on 13 January 2020 at Mansion House to discuss progress towards the Corsham Rail Station.

The Chairman informed Councillors that Councillor T Alberga had resigned.

202/19 Correspondence

- i) Members Information Sheets Nos. 438 and 439 were noted.
- ii) Late correspondence:

A place had become available on a Chairing Skills Course run by WALC on 17 January. Any Councillors who were interested in attending were asked to contact the Town Hall.

A Corsham Flood Risk Briefing Drop-in Session would be held on 4 February at the Town Hall from 4-8pm.

203/19 Reports from Council representatives appointed to outside bodies

Councillor R Hopkinson had attended the Corsham Connections meeting. The Group was developing a website to support lonely and isolated people through providing a central database.

Councillor R Hopkinson reported, as the Corsham Sponsors Refugees representative, that the refugee family now living in Corsham were settling in well.

Councillor N Farmer had attended a Health and Wellbeing meeting with K Gaskin. An event was being organised for the spring to help bring people together with an art therapy workshop.

Councillor A White reported that the Jargeau Twinning visit plans were well underway and that 61 visitors were expected to be coming to Corsham in May 2020.

Councillor A White reported that the Walking Festival brochure had now been drafted.

Councillor G Sanders reported that David Trick of Bath Rugby was supporting the Day of Cycling at Corsham Rugby Club along with local cycling clubs and Spindles of Corsham High Street.

204/19 Minutes of the Finance and Administration Committee meeting held on 11 December 2019

Resolved

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

205/19 Matters Arising from the above Minutes

There were no matters arising.

206/19 Minutes of the Council (Planning) meeting held on 18 December 2019

Resolved

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

207/19 Matters Arising from the above Minutes

There were no matters arising.

208/19 Minutes of the Council (Planning) meeting held on 8 January 2020

Resolved

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

209/19 Matters Arising from the above Minutes

There were no matters arising.

210/19 Budget 2020/21 (*Minute F&A 22/19, P&A 49/19 and CS 45/19*)

With reference to the Finance and Administration Committee meeting held on 11 December 2019 the draft budget was discussed.

The Town Council's overall draft budget showed an increase in spend of £133,152 with a precept increase £161,135 (19.56%) but the extra properties would bring the Band D Equivalent figure down to 17.99%. The overall Band D Equivalent charge would increase from £168.74 to £199.09 (an increase of £30.35 per year).

Resolved

- i) That the budget proposals for 2020/21 be approved, resulting in an overall budget of £1,099,822.
- ii) That a Precept of £985,035 for 2020/21 be approved.

211/19 Town Centre/Parking Survey Report (*Minute CS 44/19, P&A 73/18 and others*)

Further to previous Council and Committee meetings, Members considered a report (copy attached) on the recent town centre and parking survey. Responses to the survey showed that one hour's free parking in Corsham would encourage the vast majority of respondents to visit the town centre more often and stay longer. The Council was asked to approve the introduction of first-hour free parking in all public car parks in Corsham for an initial 12-month period. This would cost in the region of £75,000 plus the cost of advertising and promoting the scheme.

Resolved

- i) That the Town Council enters into an agreement with Wiltshire Council to provide one-hour free parking in Corsham's public car parks for an initial 12-month period, on terms to be agreed.
- ii) That, if possible, a break clause be included in the Agreement with Wiltshire Council.
- iii) That the scheme be reviewed and evaluated after six months of operation.
- iv) That marketing and promotion of one-hour free parking in Corsham be widely advertised.

212/19 Request to Support the Local Electricity Bill

The not-for-profit organisation Power for People had written to local councils asking them to support a Local Electricity Bill. The Bill:

- aimed to address the current situation, whereby the very large financial setup and running costs involved in selling locally generated renewable electricity to local

- customers result in it being impossible for local renewable electricity generators to do so;
- if made law, would make these financial costs proportionate to the scale of a renewable electricity supplier's operation and therefore empower councils, together with their communities, to sell locally generated renewable electricity directly to local people, businesses and organisations, and
 - would result in councils or community organisations that set up local renewable electricity companies receiving revenues that could be used to help fund local greenhouse gas emissions reduction measures and to help improve local services and facilities.

The proposal would be in line with the Town Council's approach to environmental issues.

Resolved

That the Town Council supports the proposal for a Local Electricity Bill.

213/19 Vacancies on Committees, Other Groups and Outside Bodies

Further to recent Councillor resignations, there were opportunities to fill vacancies on committees, other groups and outside bodies. The vacancies were:

Committees and other groups

Community Services Committee – two vacancies

Finance and Administration Committee – one vacancy

Neighbourhood Planning Steering Group/Delivery and Monitoring Group – one vacancy

Accounts Sub-Committee – one vacancy

Appeals Panel – one vacancy

Outside bodies

Wiltshire/National Association of Local Councils – one vacancy plus reserve.

Resolved

- i) That Councillor G Sanders be appointed to the Community Services Committee for the remainder of the Council year.
- ii) That the remaining vacancies be considered at a future meeting.

214/19 Review of Financial Regulations (*Minute F&A 23/10*)

At the Finance and Administration Committee meeting held on 11 December 2019, revised Financial Regulations, produced in accordance with recent guidance from the National Association of Local Councils, were considered. The Committee recommended that the updated Financial Regulations, as presented to the Committee, be approved by the Town Council.

Resolved

That the updated Financial Regulations be approved.

215/19 Strategic Plan Update (*Minute 143/19 and others*)

The third quarterly report was discussed and noted. Good progress was being made.

216/19 Community Awards 2020

The Community Awards Panel members had reviewed arrangements for the 2020 Awards Scheme. Posters and application forms were being produced and the awards scheme would be open for nominations until 6 March 2020. Presentation of the awards would take place at the 'Corsham Celebrates' event on 23 April 2020.

Members were strongly encouraged to promote the award scheme within the Corsham area.

217/19 Issues for Corsham Area Board Consideration (*Minutes 193/18 and 146/18*)

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

218/19 Co-option to Fill Councillor Vacancy, Corsham Town Ward (*Minute 193/19*)

Further to the previous meeting, Victoria Conrad decided to decline the offer of being co-opted to the Town Council. The three other original applicants had been given another opportunity to be co-opted to the position. It was agreed that all candidates were suitable for co-option and a ballot then took place.

The more recent vacancies for Corsham Pickwick Ward, following Neil Pocock's resignations, and Corsham Town Ward, following John Maloney's resignation, were being advertised.

Resolved

That Alan Brown be offered the position of co-opted Councillor for the Corsham Town Ward.

219/19 Authorisation of cheques and payments

Name	Amount
Salaries & Payments - CTC Staff	£19,838.53
Wiltshire Pension Fund - Pension Contribution for January 2020	£6,436.31
HMRC - Tax & NI for January - Reference 214PR001684021612 17 0	£6,553.82
Methuen Hall Trust - CTC Room Hire for December 2019	£234.00
Methuen Hall Trust - Quarterly Grant	£3,995.00
People & Places - Design and Analysis of Town Centre Survey	£600.00
Corsham Print - Printing of Neighbourhood Plan & Supporting Documents	£2,510.00
The Pound Arts Centre - Art Award Certificates, Storytown Project	
Delivery and Contribution to Storytown Performance	£307.85
Music Leisure & Travel Ltd - 2 x Wiltshire Life Adverts for December and January	£570.00
Marquess of Bath Estate - 3 x Christmas Trees	£451.99

Innov8 Sportz - Young Adult Drop-in Sessions for December	£240.00	
The Little Zoo - Reindeer Hire for Christmas Lights	£585.00	
Tasty Bites - Helper Food for Christmas Lights	£107.00	
St John Ambulance - First Aid for Christmas Lights	£126.72	
AMac Window Cleaning - Quarterly Bus Shelter Cleaning x 20	£480.00	
Amazon – Grounds Team Consumables and Desk Calendars	£20.97	
Visit Bath Ltd - Advertising in Bath Visitor Guide 2020	£960.00	
Ideverde - Grounds Maintenance	£1,865.41	
Goughs Solicitors - Legal Services Land at Bradford Road, Corsham	£726.00	
SLCC - Annual Membership Fees	£483.00	
Tim Jollands - StoryTown Letterpress Workshop	£210.00	
Kingfisher Media Ltd - Advertising in Bath Hotel Bedroom Publication	£294.00	
WALC - Charing Skills Course for 1 x Councillor	£78.00	
The Brunel Shed - Materials for Alterations to Create Santa's Grotto	£83.00	
Corsham Hardware - Grounds Team Consumables (Aug 19 - Jan 20)	£169.84	
Langley Nurseries - Christmas Trees and Winter Planting	£1,086.30	
Alarms and Electrical - Annual Fire Alarm Service for Guide Hut and Arnold House	£327.60	
Ultra Warm Ltd - Landlords Safety Check for Gas Fire in Flat 1 Arnold House	£108.00	
Payment By Cheque		
Petty Cash	£189.92	7748
SSE - Skate Park Electricity	£132.67	7749
Grants		
iID (Inclusive Intergenerational Dance)	£500.00	IB
The Portable Wellbeing Studio	£500.00	IB
Charge Card		
Nesta - Future Fest Event 2020 x 2 Delegates	£160.00	
Ribbon Room - Ribbon for Giant Christmas Bells	£6.62	
Sports Warehouse - Materials for Making Giant Bells	£17.99	
Graff-City - Spray Paint for Giant Christmas Bells	£42.49	
Decathlon UK - 4 x Space Hoppers for Christmas Bells	£32.45	
Direct Global Trading (UK Christmas World) - Decorations for Santa's Grotto	£94.05	
Sub total	£51,124.53	
Cheques/Internet Banking Paid Outside of Meeting		
J H Jones - Grave Digging	£930.00	IB
Payments Made by Direct Debit/Standing Order		
West Mercia Energy - Newlands Road Public Conveniences Electricity	£35.77	
West Mercia Energy - Guide Hut Electricity	£27.80	
Peninsula - Health & Safety Advice and HR Bright Consultancy	£390.04	
SGW Payroll - Monthly Payroll Processing	£48.96	
Hills Waste - Waste Collections	£424.50	
Excalibur (Bridge Solutions) - Monthly Service Plan Contract for IT Support for December and January, iPhone 8	£1,847.38	
Wiltshire Council - Business Rates for Public Conveniences	£91.48	
UK Fuels - Fuel for Work Vehicles	£162.87	

Vodafone - One Net Business Telephone/Mobile Charges	£467.41
SSE - CCTV Electricity - Various Sites	£16.91
Water2Business - Allotment and Springfield Stand-pipe Water	£182.44
SUB TOTAL	£4,625.56
TOTAL	<u>£55,750.09</u>

Resolved

That the cheques and transfers be authorised for payment.

The meeting commenced at 7.30pm and closed at 8.55pm. There were no members of the public present.

CHAIRMAN

DATE