

Minutes of the Council Meeting held at the Town Hall on Monday 13 November 2017

Present Councillor Mrs R Hopkinson (Chairman)
Councillors S Abbott, N Farmer, C Fuller, M Jackson, D Jarman, D Jones,
R Le-Var, S Moysey, R Taylor and Mrs A White

In Attendance Mrs D Johnston (Finance Assistant)
D Martin (Chief Executive)
S Lodge (KIK Radio)

150/17 Apologies

Apologies were received from Councillors Miss T Alberga, P Anstey,
Mrs K Duckhouse, J Maloney, N Pocock and Mrs M Wakeman.

151/17 Public Question Time and Petitions

There were none.

152/17 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.

153/17 Minutes of the Town Council Meeting held on 9 October 2017

Resolved

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

154/17 Matters Arising from the above Minutes

There were no matters arising.

155/17 Chairman's Announcements

Past Appointments

October

- 10 Sports Forum
- 12 House of Lords Reception with Corsham Institute
- 16 WW1 – Corsham Commemorates meeting
- 17 Corsham in Bloom Presentation Evening

November

- 7 Strategic Planning with Michael Ambjorn (consultant)
- 8 Chamber of Commerce breakfast meeting
- 9 Meeting with Adam Schallamach, Vice Chairman of the Swindon and Wiltshire Local Enterprise Partnership regarding the Railway Station
- 12 Remembrance Service and Parade

Forthcoming Appointments

November

- 14 Meeting with Chippenham Town Council
MOD Community Liaison Panel
- 16 Broadwood School expansion consultation
- 17 Joint Clerks/Chairman/SLCC Training and Networking Day
- 23 Artists Café – The Pound
- 23 Corsham Area Board Meeting
- 25 Wishing Tree in Corsham High Street
- 27 CYC – making Christmas decorations for St Bart's tree
- 30 Christmas Window Judging

December

- 1 Christmas Lights Switch on Event
- 12 Strategic Plan Workshop

Other Issues

Draft Corsham Neighbourhood Plan Consultation running until 13 December 2017.

156/17 Policing and Community Safety

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

A warrant was executed at Thingley caravan site and £30,000 worth of Network Rail cabling was located. As well as cabling, three dismantled firearms (shotguns) were recovered and were sent away for testing and forensic analysis. A cannabis

cultivation set-up was also located however the cannabis had been moved. All these finds were located on public land and not attributable to any of the residents.

On 19 October, unknown suspects gained access to a house in Meadland and stole jewellery.

On 21 October, unknown suspect/s scratched a blue Renault Scenic parked on Dickens Avenue causing damage to the bodywork.

Between 6 and 7 November, entry was gained to a property on Coulston Road and car keys were stolen. The suspect then stole the victim's vehicle which contained £1,300 cash. Two male suspects aged 22 and 23 years from Bath were arrested and have been released from custody under investigation. The stolen car has been recovered.

On 11 November, unknown suspect/s gained entry into a building site welfare unit at Thingley by drilling off the locks. Once inside they stole tools and equipment. The value of the items stolen is approximately £8,000.

On 12 November, unknown suspect/s knocked down a wooden arch in the front garden of a property on Oliver Avenue, completely destroying it.

157/17 Correspondence

- i) Members Information Sheets Nos. 383 and 384 were noted.
- ii) Late correspondence – there was none.

158/17 Reports from Council representatives appointed to outside bodies

Councillor S Moysey had attended the Wiltshire Community First AGM and awards ceremony for young people/carers in this area.

Councillor N Farmer assisted with The Pound Arts Trust Magic and Mayhem Ghost Walk, helped by Councillor Mrs K Duckhouse.

Councillor S Abbott and the Chief Executive attended the Wiltshire Association of Local Councils Executive Meeting to seek support in amending the criteria of the Local Council Award Scheme.

159/17 Minutes of the Council (Planning) Meeting held on 11 October 2017

Resolved

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

160/17 Matters Arising from the above Minutes

There were no matters arising.

161/17 Minutes of the Finance and Administration Committee meeting held on 18 October 2017

Resolved

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

162/17 Matters Arising from the above Minutes

There were no matters arising.

163/17 Minutes of the Council (Planning) Meeting held on 1 November 2017

Resolved

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

164/17 Matters Arising from the above Minutes

There were no matters arising.

165/17 Minutes of the Community Services Committee Meeting held on 8 November 2017

It was pointed out that there had been an error with the page numbering.

Resolved

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

166/17 Matters Arising from the above Minutes

There were no matters arising.

167/17 Minutes of the Strategic Planning Working Group Meeting held on 3 October 2017

Resolved

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

168/17 Matters arising from the above Minutes

There were no matters arising.

169/17 Minutes of the Corsham Youth Council meeting held on 16 October 2017

Resolved

That the Minutes be noted.

170/17 Corsham Railway Station Town Team Update (*Minute 142/17 and others*)

Further to the previous Council meeting, Peter Pearson (Chairman of the Corsham Railway Station Town Team) and the Town Council Chief Executive gave a presentation report to update Councillors on the Corsham Railway Station project (*copy attached to these minutes*).

171/17 Revised Proposals for New Parliamentary Constituency Boundaries in the South West (*Minute 147/16*)

Further to the Council meeting in November 2016, the Boundary Commission for England was consulting on revised proposals for the new constituency boundaries. The Town Council had previously *Resolved*:

- i) That Corsham Town Council objected to the proposed County Constituency names as they included the names of towns that other towns and villages do not identify with. In Particular, Corsham had no associations with Trowbridge.
- ii) That it was recommended that the County Constituencies were named after general geographical areas such as West (or Western) Wiltshire County Constituency for the proposed Trowbridge County Constituency, and North (of Northern) Wiltshire County Constituency for the proposed Chippenham County Constituency.

Pages 18-21 (Paras 3.41 to 3.53) of the latest consultation dealt with Wiltshire. Para 3.52 states that the assistant commissioners had decided that the two constituencies should be called North Wiltshire and West Wiltshire as opposed to Chippenham and Trowbridge. The proposed name change was in accordance with the Town Council's previous recommendation.

Corsham Pickwick, Corsham Town and Corsham Without and Box Hill Wards would fall within the West Wiltshire constituency whilst Box and Colerne would fall within the North Wiltshire constituency.

Resolved

That Corsham Town Council supports the revised proposals for the new parliamentary constituency boundaries, in particular the constituency names of North Wiltshire and West Wiltshire.

172/17 Twinning Visit to Jargeau (*Minute 49/17*)

Councillor Mrs K Duckhouse (Twinning Representative) was due to carry out a presentation on her Twinning visit to Jargeau but was unavailable due to illness. The presentation would be deferred to the December Council Meeting. The Chief Executive informed Members that Corsham had brought back the Peter Henderson Twinning Trophy for the first time in several years after winning a music quiz.

173/14 Co-options to Fill Current Councillor Vacancies

There were Councillor vacancies for co-option to Corsham Gastard and Corsham Town Wards. Nominations to fill the two vacancies had been advertised and two applications had been received. Gillian Sanders was prepared to stand in either ward, whilst Carrie Woodward had applied for the Corsham Town Ward only. It was agreed that both candidates were suitable for co-option.

Resolved

- i) That Carrie Underwood be co-opted as Councillor to the Corsham Town Ward.
- ii) That Gillian Sanders be co-opted to the Corsham Gastard Ward.

174/17 Authorisation of cheques and payments

Online Banking Payments

Name	Amount
Salaries & Payments - CTC Staff	£20,022.13
Wiltshire Pension Fund - Pension Contribution for November	£6,080.66
HMRC - Tax & NI for November 2017	£6,332.78
Methuen Hall Trust - CTC Room Hire for October 2017	£624.00
Sharon Thomas - Reimbursement for CIB Trophy Engraving (Timpson)	£90.00
Beazer Electricals - Supply 2 x White 2D Lamps, Electrical Work to Replace Metal Cabinet for Balcony Sockets.	£287.28
J H Jones - Excavate Trench Play Area to Neston Rec/Grave Digging	£914.00
Corsham Print - Neighbourhood Plan Newsletters, Autumn Newsletters, Community Consultation Banner, What's On Booklet	£2,495.00
Travis Perkins - Items for Play Areas, Flat 2 A/House and Stock	£216.04
Ross Office Supplies - Stationery Items	£182.84
Caroline Rudge - Artist Materials to Re-paint the Town Lion	£129.77
Newsquest - Advertising for Free Friday Parking, Christmas, Visit Corsham	£573.33
Idverde - Tree Works at 'The Batters', Grounds Maintenance and Toilet Cleansing	£3,577.67
Steve Abbott - Travelling Expenses for South West in Bloom Presentation	£115.20
Wiltshire Turf Supplies - Turf for Cemetery	£11.52
Alarms & Electricals - Annual Service Contract for Intruder Alarm at Guide Hut	£84.00
Corsham Area Heritage - Contribution towards Electricity for Arnold House	£119.07
Baker & Baker - Grounds Team Consumables	£221.98
Lye Automotive - Replace Drivers Mirror Assembly, Replace Light Bulb, Investigate Van Roof Beacon, Required New Trace to Beacon.	£768.52
Konica Minolta - Photocopy Printing	£125.32

Dale Valley Training - Powered Pole Pruning Course	£196.80
Wired Publishing - Christmas Lights Advert in West Wilts Magazine	£118.80
The Bath Magazine - Advertising in November Edition	£180.00
Coachtours UK - Advertising in Coach Tours UK November Edition	£240.00
Excalibur - 2 x PC's, Software, Installation and Dell Warranty	£1,745.38
COSH Design - Design and Artwork for Autumn Newsletter	£304.50
Playforce - Treated Wooden Beam for Play Area	£53.52
Eberlin Design - Website Updates and SSL Certificates for Website Address	£655.80
Harbour Publications Ltd - Advertising Christmas Lights in Western Times	£96.00
TGMS - Levels Survey at Land Lacock Road Cemetery	£1,164.00
Grant Thornton - Annual Return	£1,920.00
SLCC Enterprises Ltd - Regional Training Seminar	£82.80
Countrywide - Backpack Weed sprayer	£69.99
Workwear Express - Outside Staff Uniform	£281.14
MA Music, Leisure & Travel - Wiltshire Life half page display 2017	£480.00
Corsham Chamber of Commerce - Networking breakfast, RH	£10.00

Grants

Pound Arts Trust	£500.00
Corsham RFC	£500.00
Corsham Chamber of Commerce	£500.00

Payment by Cheque

		Chq No
Royal British Legion - Maintenance to War Memorial	£68.00	7670
Jenny Collier - 3 x Poppy Wreaths for Remembrance Day @ £17 each	£51.00	7671
Wessex Water - Water for Public Conveniences	£1,590.94	7672
Petty Cash	£245.36	7673
Royal Mail Group Ltd - Winter Newsletter	£600.00	7674

Charge Card

No Statement Received in Time for This Meeting

Sub total £54,625.14

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	£39.71
West Mercia Energy - Guide Hut Electricity	£23.88
Vodafone - Mobile Telephones	£217.83
Peninsula - Health & Safety Advice	£260.40
Peninsula - Provision of HR Consultancy	£300.00
Mainstream Digital - Call Charges and Quarterly Charge	£13.26
Hills Waste Solutions - Waste Collections and Skip Exchange	£260.43

SGW Payroll Ltd - Monthly Payroll Processing	£50.88
Excalibur - Monthly Contract for IT Support	£375.60
Wiltshire Council - Business Rates for Public Conveniences	£86.00
UK Fuels	£204.04
Viking - Stationery and Stamps	£244.35

SUB TOTAL £2,076.38

TOTAL £56,701.52

Resolved

That the cheques and transfers be authorised for payment.

175/17 Exclusion of Press and Public

Resolved

That the press and public be excluded from the meeting for the next item of business as it may disclose commercially sensitive information.

176/17 The Future of Arnold House (*Minute SP 04/17 and others*)

Further to previous meetings, the Strategic Plan Working Group had considered proposals for the future of Arnold House. Two proposals were considered by the Working Group which was making recommendations to the Full Council.

Resolved

- i) That the proposal for use of only the Guide Hut not be pursued and that the applicant be thanked for their interest and efforts in putting their plan forward;
- ii) That the proposal for the whole property be given preferred bidder status and that discussions take place with the proposer to develop the project, with a view to transferring the property at the appropriate time.

The meeting commenced at 7.30pm and closed at 8.59pm. There were two members of the public present at commencement of the meeting and none at the close.

CHAIRMAN

DATE