

Minutes of the Council Meeting Held Remotely on Monday 14 September 2020

Present Councillor S Abbott (Chairman)
Councillors P Anstey, H Belcher, L Bray, A Crockford, T Ellis,
N Farmer, R Hopkinson, M Jackson, D Jarman, R LeVar, S Moysey,
G Sanders, A White, C Woodward

In Attendance Sgt R Marshall (Wiltshire Police)
D Martin (Chief Executive)
R Sellens (Finance and Administration Assistant)
P Whalley (Wiltshire Councillor)

51/20 Apologies

Apologies were received from Councillors A Brown and C Fuller.

52/20 Public Question Time and Petitions

There were none.

53/20 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.

54/20 Minutes of the Council Meeting held on 10 August 2020

Resolved

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

55/20 Matters Arising from the above Minutes

Minute 47/20 – Proposed Temporary Footpath Closure, The Batters - Councillor G Sanders reported that permanent works by Wessex Water to the sewage system were still being planned with investigation into vibration measures along the railway. The Chief Executive would be meeting the Project Manager at The Batters to discuss reinstatement works following the temporary system testing.

56/20 Policing and Community Safety

Sgt R Marshall reported on work to target speeding, particularly by those who were driving between Calne, Chippenham and Corsham. Rural Crime Patrols were also working to target rogue traders and drug issues. There had been a reduction of calls relating to drugs in Corsham.

Sgt Marshall was thanked for his team's responsiveness and proactive approach, in particular concerning anti-social behaviour issues around Meriton Rec. There was some concern raised about slow and incomplete responses from the 101 service.

57/20 Chairman's Announcements

The Chairman had met with Wiltshire Area Localism and Planning Group (WALPA) and Malmesbury Town Council to discuss common planning issues. Other meetings included the MOD Liaison Panel and with Care UK. The latter was to discuss the pre-application planning meeting for a potential care home in Pickwick.

58/20 Correspondence

- i) Members' Information Sheets Nos. 464 to 468 were noted.
- ii) Late correspondence – there was none.

59/20 Reports from Council Representatives Appointed to Outside Bodies

Councillor Farmer met with representatives from The Pound to discuss the StoryTown initiative and other projects. Councillor Farmer reported that the retailers liked having the buskers and this initiative would continue for a further few weeks. The Chief Executive asked Councillors to encourage traders to feedback on both the busking and free parking initiatives as this anecdotal evidence would help with planning next year's budget.

Councillor White highlighted the Walking Festival AGM taking place on 8 October.

Councillor White reported that Roger Fido had been re-elected Chair of the Twinning Association.

Councillor Hopkinson reported that Corsham Sponsors Refugees continued to support the refugee family, and this would be ongoing.

60/20 Minutes of the Council (Planning) meeting held on 26 August 2020

Resolved

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

61/20 Matters Arising from the above Minutes

Planning Minute PL 21/20 New Premises Licence Application – 19 Chapel Knapp, Gastard - The Chairman outlined previous concerns the Town Council had about this application. These had now been resolved through Wiltshire Council's licensing team and the Town Council had withdrawn the objections.

Planning Minute PL 25/20 England Tree Strategy – The Chairman had submitted his response to the England Tree Strategy.

62/20 Notes of Recent Committee Meetings

Notes of the following informal Committee Meetings had been circulated to Councillors for comment:

Community Services held on 12 August 2020 -

It was confirmed that there were plans to have a limited number of market stalls in the Martingate Centre every Saturday in December as well as to continue with the putting up of the lights. Due to the Covid-19 emergency, there would be no switch-on event.

Thanks and appreciation were given for the work with the Area Board on health and wellbeing by the Head of Community Services. Councillor Hopkinson reported that the Area Board was pleased with progress being made on health and wellbeing.

Finance and Administration held on 19 August 2020 -

It was reported that the Corsham Cricket Club had been asked for additional information regarding their grant application.

63/20 Corsham Youth Council 2020/21

Further to the Head of Community Services contacting the primary schools for advice on how CYC may run this year, Corsham Primary School had replied to suggest CYC could run online, as long as safeguarding advice was followed. They would be happy to facilitate their representatives taking part. The Head of Community Services was waiting to hear back from the other schools for their opinion on running CYC via Zoom.

64/20 The Future of Neighbourhood Planning in Wiltshire

The Chairman reported that he was considering whether there were benefits of the Town Council being part of Wiltshire Area Localism and Planning Group (WALPA). Councillors would have the opportunity to comment on WALPA once further information had been received.

65/20 Issues for Corsham Area Board Consideration (*Various minutes*)

No new issues were raised.

66/20 Authorisation of cheques and payments

Online Banking Payments	
Name	Amount
Salaries & Payments - CTC Staff	£20,398.34
Wiltshire Pension Fund - Pension Contribution for September 2020	£6,632.66
HMRC - Tax & NI for September	£6,151.65
Methuen Hall Trust - Hire of Council Chamber for Office Space	£250.00
Methuen Hall Trust - Grant Towards Energy Efficiency Improvements	£6,883.92
Amazon - Disposable Face Masks, Radar Toilet Keys and Stickers	£46.92
Amac Window Cleaning - Cleaning Bus Shelters as per the Schedule	£480.00
Susan Harding - Busking on 8/8/20	£50.00
Kevin Brown Music - Busking on 15/8/20 and 5/8/20	£100.00
Wiltshire Publications Ltd - Advertising in Melksham News	£198.00
Travis Perkins - Landscaping Bark Bulk Bag, Sandolin Varnish, Green Treated Boards & Concrete Edging for Path	£221.38
SLCC Enterprise Ltd - Virtual National Conference and Webinar Training	£261.00
Wiltshire Council - Free Parking to 31 March 2021, part payment including additional hour	£39,458.93
Idverde - Monthly Grounds Maintenance and Toilet Cleaning. Tree Work at Neston Triangle	£3,099.25
Konica Minolta - Photocopier Hire and Printing Charges	£413.29
Enterprise Flexi-E-Rent - Hire of Vehicle for Grounds Staff	£717.44
MA Music Leisure & Travel - Advertising in Wiltshire Life Magazine	£492.00
Newsquest - Advertising in Wiltshire Living and Free Parking Advert in Gazette & Herald and Wiltshire Times	£303.17
Tudor Environmental - Safety Harness x 2	£262.80
Benjamin Powell - Busking on 15/8 and 22/8/20	£100.00
Dragonfly Music - Busking on 8/8/2020	£50.00
Mark Smulian - Busking on 22/8/2020	£50.00
Will Lawton Music - Busking on 22/8/2020	£50.00
Visit Bath - Membership Renewal	£423.00
Matthew Tett - Co-ordinating StoryTown 2020	£1,000.00
West Country Walling - Balance for Wall at Meriton	£2,810.50
Kyle Ashwood - Busking on 22/8/20	£50.00
Smartech Energy - Energy Efficiency Improvements in Public Conveniences	£535.42
Simon Fairlie (Scythes) - Beginners Set Scythe and Instruction Book	£147.00

Greenway Training - Brush Cutter & Strimmer Operator and Maintenance Course	£210.00
Anya Beaumont Art - Artwork for WWII Remembrance Garden Gates	£2,000.00
M J Fewes Ltd - Service of Vehicle WV68 OVO	£420.98
Proludic - Spare Parts for Outside Gym Equipment	£1,058.66
JH Jones & Sons - Grave Levelling, Grave Digging x 4	£1,773.00
Wicksteed Leisure Ltd - Crotch Strap for Cradle Seat	£35.40
Melksham Groundcare Machinery - Repair Lawnmower	£78.90
TDS of Melksham - Install New Hob, Flat 2 Arnold House	£75.00
James Harriman - Busking on 12/9/20	£50.00
Corsham Roofing & Building - Scaffolding for Arnold House	£950.00
Corsham Bookshop - 7 x copies 'The Lost Words' for Storytown	£126.00
Wiltshire Council - CATG Contribution for Dropped Kerb Crossing Points, Neston to Corsham	£1,364.00
Media Clash - Bath Life Visit Corsham Advert	£150.00
Cheque	
Petty Cash	£204.93
Royal Mail Door to Door Delivery - Autumn Newsletter Delivery	£600.00
Amie Kitainik - Busking 18/8/20	£50.00
Charge Card	
Public Policy Exchange - Delegate Fee for The Future of Our High Street Webinar	£118.80
XL Displays - Perspex Screens for Tourist Information Centre	£639.60
Tool Station - Solvent Free Silicone Sealant	£15.82
Sub total	£101,557.76
Cheques / Internet Banking Paid Outside of Meeting	
Forest of Dean Stone Firms Ltd - High Street Paving	£4,459.47
Payments Made by Direct Debit/Standing Order	
West Mercia Energy - Public Conveniences Electricity	£38.96
West Mercia Energy - Guide Hut Electricity	£30.37
Peninsula - Health & Safety Advice and HR Bright Consultancy	£390.04
SGW Payroll - Monthly Payroll Processing	£48.96
Hills Waste - Waste Collections	£449.30
Excalibur (Bridge Solutions) - Monthly IT Support & Services, 3 x Dell Laptops and Configuration	£613.53
UK Fuels - Fuel for Work Vehicles x 4 and Annual Card Charge	£292.85
Vodafone - One Net Business Telephone/Mobile Charges	£469.63
Wiltshire Council - Business Rates for Public Conveniences	£93.00
Mainstream Digital - Unlimited Broadband 10/08/20 - 09/11/20	£147.60
SUB TOTAL	£7,033.71
TOTAL	<u>£108,591.47</u>

Resolved

- i) That the cheques and transfers be authorised for payment.
- ii) That the additional grant of £5,736.60+VAT for the energy efficiency improvements to the Town Hall lighting be approved.

67/20 Covid-19 Emergency Update, Recovery Plan and Q&A

Updates included:

- Grant - The Town Council had received a small business grant of £10,000 towards Covid-19 costs. This related to Arnold House where business rates were applicable;
- Car Parking – The Chief Executive reported that it was too early to make use of initial car park data received from Wiltshire Council about the two-hours' free parking. Councillors were encouraged to feedback anecdotal evidence they might receive;
- Business Survey – This was to be addressed over the next month or two;
- Recovery Plan – The Plan had been updated. A further update would be made by the end of September once the volunteering aspects had been discussed at the Strategic Planning meeting on 24 September. The Plan would then be published online;
- Expected emerging recovery data from Wiltshire Council was not yet available;
- The Chief Executive reported that three hand sanitiser stations had been installed in town for public use.
- Face-to-face Council meetings could still not take place due to rules against meetings of more than six people.

The update was noted.

The meeting commenced at 7.30pm and closed at 8.35pm. There was one member of the public present at the start of the meeting and none at the end.

CHAIRMAN

DATE