

Minutes of the Council Meeting held at the Town Hall on Monday 11 July 2022

Present Councillor S Abbott (Chairman)
Councillors H Belcher, N Brakspear, J Brook, A Brown, T Ellis, N Farmer,
R Hopkinson, D Jarman, A Morris, G Ward, A White

In Attendance DC K Golledge (Wiltshire Police)
Mrs M Jones (Head of Finance & Administration)
D Martin (Chief Executive)
Mrs S Thomas (Head of Community Services)

44/22 Apologies

Apologies had been received from Councillors T Bush, A Crockford, M Jackson,
G McCaffery, J Robertson and T Smith.

45/22 Public Question Time and Petitions

There were none.

46/22 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.

Councillor T Ellis declared a non-pecuniary interest in Agenda Item 55/22 – Flooding
at Monks Lane Pond, Gastard/Neston Border (*F&A Cttee 5. 22/06/2022*) - as the
flooding problem was in the vicinity of her residence. She left the meeting for the
discussion and decision on the item.

47/22 Minutes of the Town Council Meeting held on 13 June 2022

Resolved

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

48/22 Matters Arising from the above Minutes

There were no matters arising.

49/22 Policing and Community Safety

DC Golledge reported that the Community Policing Team had been targeting anti-social behaviour and speeding in the town. The tripod speed camera had been in operation on the A4, Pickwick and Newlands Road.

Youths had been seen on the roof behind Londis and damage had been caused to properties as they had been running and jumping across the flat roofs. The Corsham School had helped identify some of the youths involved.

The Chapel Garden behind Café Grounded had also been attracting anti-social behaviour. The vegetation in the garden was going to be cut back to make it less attractive for anti-social behaviour to take place.

The armed male who had attempted a robbery at Londis had pleaded guilty and was awaiting sentencing.

The Police Cadets worked alongside the Community Policing Team at the Corsham Food Festival and at Box Revels.

Councillors raised issues about speeding farm vehicles in the town and villages; stolen bicycles and motor cross bikes, and cars parked across dropped kerbs.

50/22 Chairman's Announcements

The Chairman thanked Councillors and Staff for organising and helping at the very successful Summer Fete which took place at Springfield Recreation Ground on 9 July. The Hurricane flypast was a spectacular sight.

The Chairman attended an event at Wiltshire College, Lackham, to discuss their sustainability credentials.

On 26 June, the Chairman and Chief Executive had a meeting with Nina Roberts of the Bath Stone Quarry Museum Trust to discuss the Museum Trust's collection on stone mining artefacts.

The Chairman attended the Royal British Legion Centenary Service at St Bartholomew's Church where a new stained-glass window was unveiled.

The Chairman attended a WALPA meeting.

On 6 July, the Chairman took part in the artist interviews for the Portland Rise/Potley Community Art Project.

On 7 July, the Chairman, Councillor N Brakspear and the Finance and Planning Officer attended a pre-planning consultation at the Brushworks, Pickwick Road.

The Chairman reported that Corsham Cricket Club had celebrated its 175th Anniversary.

51/22 Correspondence

- i) Members Information Sheets Nos. 522 and 523 were noted.
- ii) Late correspondence – There was none.

52/22 Reports from Council representatives appointed to outside bodies

Councillor N Farmer had attended the Trustees meeting at the Pound Arts. He also reported that the community garden project was going well.

Councillor N Farmer attended the Sparks Festival which was a successful event supporting the mental health of the year 9's at The Corsham School.

Councillor N Farmer, the Chief Executive and Head of Community Services attended a Contextual Safeguarding Workshop which was very useful and interesting.

Councillor R Hopkinson reported that she had taken part in the Corsham in Bloom judging along with our external judges. The Chairman would accompany the judges on 28 July for the allotment judging.

Councillor A White reported that the Walking Festival had gone well and that the ticket sales processed by The Pound had been very efficient. A questionnaire had been sent to people who took part in the walks and very positive feedback had been received.

Councillor A Brown reported that the two Corsham Youth Zone workers had left their positions and the posts are being advertised. The Rise Trust outreach workers would work through the summer programme.

Councillor D Jarman reported that the Chamber of Commerce had held its second meeting at Corsham Digital Mansion.

Councillor H Belcher reported that The Brunel Shed had won two awards at the Men's Shed Association. One for their Community Project at Corsham Regis School and a Health and Wellbeing Impact of the Year award for the Memory Shed.

53/22 Notes of Recent Committee Meetings

The following notes of informal Committee Meetings had been circulated for information and comment:

Finance and Administration held on 22 June 2022 – noted.

Council (Planning) held on 29 June 2022 – noted.

54/22 Minutes of the Corsham Youth Council meeting held on 27 June 2022

The Minutes were noted.

55/22 Strategic Plan 2022-2026 'An Engaged Community' (Minute 33/22 and others)

Further to the previous meeting, the central theme of the new Strategic Plan was 'An Engaged Community – Making life in Corsham better through equality, accessibility and inclusivity'. The Chief Executive asked the Council to consider what an engaged community meant to them so a new engagement plan, aligned to the new Strategic Plan, could be produced and implemented. The Town Council's 'Community Engagement Statement of Intent and Community Strategy', produced in 2015 and updated annually, was discussed. Points and comments raised during the discussion included:

- Engagement is when issues belong to the people
- What the Town Council might mean by quality, quantity and diversity of engagement
- A large part of the community does not know what the Town Council or Wiltshire Council does
- The community could do more if they were more engaged
- Engagement could be increased through facilitation e.g. funding, encouragement and cutting out bureaucracy
- The Town Council needs to be approachable, including via social media
- Going out to engage rather than people coming to the Town Council
- The Town Council does not give itself enough credit and could celebrate success more
- The Neighbourhood Plan consultation was a very good example of effective community engagement
- The recent Public Realm consultation was effective
- Need to devise outputs in our policy/guidance/toolkit to measure the difference that engagement makes
- The Town Council and Wiltshire Council need to know each other's thinking to make the right decisions confidently
- Build community volunteering
- How to engage with disabled people and those on low incomes
- Hold events that demonstrate dynamism and vision
- There is good engagement through the Community Wellbeing Group
- Councillor Bush would be happy to look at the data and may collect it through her 'We are the People' initiative
- Councillors should take on cases on behalf of those who would not approach the Town Council via the Town Hall.

It was agreed to continue to draft the engaged community aspects of the Strategic Plan for consideration as a future meeting.

56/22 Flooding at Monks Lane Pond, Gastard/Neston Border (F&A Cttee 5. 22/06/2022)

At the informal Finance and Administration meeting on 22 June, it had been reported that the Town Council had been approached by Wiltshire Council's Drainage Team regarding a proposal to address longstanding problems of flooding at Monks Lane Pool on the Gastard/Neston ward boundary. The Principal Drainage Engineer was seeking a financial contribution of £10,000 to £20,000 towards the major project. Following the meeting, further information had been sent to the Committee members

seeking 'in principle' support. The information, including the history of the problems and funding options, had been agreed in principle by Committee members, subject to trying to keep the Town Council's contribution down. It was recommended that, in principle, the Town Council endorses contributing up to £20,000 towards the drainage scheme, capped at 25% of the whole project. This would be funded from the Strategic Plan earmarked reserve.

Resolved

That, in principle, the Town Council endorses contributing up to £20,000 towards the drainage scheme, capped at 25% of the whole project. This would be funded from the Strategic Plan earmarked reserve.

57/22 Corsham Railway Station (*Minute 16/22 and others*)

Further to previous Council meetings, the Chief Executive provided feedback on the Restoring Your Railways Steering Group meeting with Wiltshire Council and key partners on 24 June 2022 and progress with stakeholder engagement, including responses from landowners.

The Finance and Planning Officer had drafted a SurveyMonkey survey on the Railway Station Project to engage with the public. Letters had been sent to landowners with four responses being received at the time of the meeting. The deadline for responses was the end of July. The Chairman and Chief Executive visited one landowner who was opposed to his land being included as part of the Railway Station Project.

58/22 Corsham Town Council Health and Wellbeing Working Group Terms of Reference

The name of the Health and Wellbeing Working Group had caused some confusion as it was similar to the Corsham Area Board's Health and Wellbeing Group. It was recommended that the Town Council's Group be re-named 'Corsham Community Wellbeing Group' and that the Terms of Reference be updated accordingly. This would include expanding the remit of the Group to include families and vulnerable people.

Resolved

That the Town Council's Group be re-named 'Corsham Community Wellbeing Group' and that the Terms of Reference be updated.

59/22 Issues for Corsham Area Board Consideration (*Various Minutes*)

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

60/22 Council Vacancy (*Minute 230/21 and others*)

There was currently one Town Councillor vacancy for co-option. The vacancy was in Corsham Neston Ward. Nominations to fill the vacancy had been advertised but no applications had been received by the closing date. The remaining vacancy was

being advertised with a closing date of 5pm on Monday 1 August 2022. Councillors were encouraged to promote the vacancy through their contacts.

61/22 Covid-19 Emergency Update, Recovery Plan

The Chief Executive reported as follows:

- As of 1 July 2022, there were 48 Covid cases in Corsham. Nationally Covid cases were rising.
- Wiltshire Council was directing people who were still shielding to follow the published Government guidance.

62/22 Authorisation of cheques and payments

Salaries & Payments - CTC Staff	£23,741.56
Wiltshire Pension Fund - Pension Contribution for July 2022	£7,510.69
HMRC - Tax & NI for July	£7,883.74
Methuen Hall Trust - Hire of Council Chamber and Town Hall for July	£552.00
Roger Dean - PA System for Taste of Corsham and Summer Fete	£800.00
Tudor Environmental - Round-up, Ladder	£475.46
Workwear Express - Works Jacket, Hat and LFT Tests	£124.65
Amazon - Dowel Rods for Summer Fete Project, Gazebos	£351.94
Corsham Print - Play Area Signs, Taste of Corsham Brochures, Banners - Fiver Fest, Banners and Corex Boards - Summer Fete, Posters for Fiver Fest and Sticker Design - Canine Corsham	£1,948.00
Amac Window Cleaning - Bus Shelter Cleaning	£480.00
TCPA - Planning Webinar Six Delegates	£180.00
Simply Sweepers - Road Sweeping Zones 3 and 4	£675.60
Allens Catering - Tables/Benches for Taste of Corsham and Fete, Various Giant Games	£676.48
Visit Wiltshire - Partner Renewal	£930.00
Idverde - Grounds Maintenance and Toilet Cleaning	£3,049.70
Kevin Brown - Performance at Taste and Use of Amplifier	£155.00
Karen George Art - Mentoring for Artists Workshops x 3	£480.00
Rachel Avent - Support and Co-ordination for Taste of Corsham	£700.00
SLCC - Webinar x 2	£84.00
Dragonfly Music - Busking	£50.00
Corsham Stationery - Art Supplies for Summer Fete	£65.90
Pear Technology - Constraints Map	£648.00
J H Jones - Gravedigging x 2	£710.00
Caroline Rudge - Potley Art Presentation	£150.00
M B Bells - Fix Faulty Hand Dryer Public Toilets, Flat 1 Electrical Work	£746.89
The Local Look - Advertising	£576.00
Brooks Smith - Corsham Map First Payment	£1,200.00
Pound Arts Trust - Musicians/Performers Fees for Taste of Corsham	£500.00
Your Wiltshire - Advertising	£78.00
Kandu Arts - Potley Art Presentation	£150.00

Boson Web with Milk and Tweed - Website Support June and July	£1,800.00	
Matthew Tett - StoryTown Preparation	£150.00	
Charles Wilson - Telehandler Hire	£643.50	
Proludic - Fitness Equipment Signs	£186.91	
Sam Bernald Ross - Performance at Taste	£75.00	
Newsquest - Advertising Summer Fete in June and July	£660.02	
Travis Perkins - Paving Slabs and Cement for Springfield and Cemetery	£307.01	
Emma Bevan - Allotment Overpayment Refund	£46.00	
Mrs Estcourt - Allotment Overpayment Refund	£6.00	
The Plant Kitchen - Helper Food at Taste of Corsham	£70.00	
Global - Advertising Free Parking	£1,244.36	
Mrs McCormack - Allotment Overpayment Refund	£2.00	
My Skills for Life - First Aid Course	£130.00	
Carol Clarke - DBS Check Reimbursement	£18.00	
APSE - Training Course	£346.80	
St John Ambulance - First Aid Cover for Street Fair	£120.00	
Mr P Beazer - Fitting of Bins and Benches at Springfield	£1,115.00	
GWP Medical Services Ltd - Medical Provision for Summer Fete	£216.00	
Suzy Condrad - Music Performance at Summer Fete	£100.00	
Pizza Your Heart - Helper Food at Summer Fete	£163.00	
Corsham Windband Assoc - Music Performance at Summer Fete	£125.00	
ATG Media Ltd (Coach Tours UK) - Advertising	£300.00	
Streetmaster - 1 x Memorial Bench 1 x Woodland Bench LRC	£1,857.65	
Cheque		
Petty Cash	£164.19	7794
Sub total	£65,520.05	
Grants		
Wiltshire Air Ambulance	£500.00	
TEDx Corsham	£500.00	
Corsham Wind Band	£500.00	
Age UK Wiltshire	£500.00	
Park Place Neighbourhood Watch Scheme	£500.00	
Cheques/Internet Banking Paid Outside of Meeting		
Clayzer Laser Clay Pidgeon Shooting (Clayzer) - Deposit	£100.00	
Royal Mail - Under Payment Correction	£1.42	
Payments Made by Direct Debit/Standing Order		
SSE - Guide Hut Electricity	£13.77	
West Mercia Energy - Guide Hut Electricity	£85.08	
West Mercia Energy - Public Conveniences Electricity	no invoice	
SGW Payroll - Monthly Payroll Processing July	no invoice	
Excalibur - Mobile Telephone	£274.80	
Peninsula - HR & Health and Safety Advice	£439.18	
UK Fuels - Fuel Card Annual Fee	£120.00	
Vodafone - Monthly One Net Mobile Telephones	£617.55	
Viking - Stationery	£204.38	

Hills Waste - Refuse Collection and Bins for Taste

£703.44

SUB TOTAL

£5,059.62

TOTAL

£70,579.67

Resolved

That the cheques and transfers be authorised for payment.

The meeting commenced at 7.30pm and closed at 9.09pm. There was one member of the public at the meeting.

CHAIRMAN

DATE