

**Minutes of the Corsham Railway Station Town Team meeting  
held on Friday 20 May 2022 via MS Teams**

**Present**

Councillor S Abbott (Chair - Corsham Town Council)  
Councillor H Belcher (Corsham Town Council and Wiltshire Council)  
Councillor A Crockford (Corsham Town Council)  
A Cudlipp (Resident and Volunteer)  
P Deaves (GWR)  
Rt Hon M Donelan (MP)  
Councillor R Hopkinson (Corsham Town Council and Wiltshire Council)  
C Johnson (Resident and Corsham Civic Society Rep)  
P Johnson (TransWilts)  
C Nuttall (Atkins)  
D Perrett (Wiltshire Council)  
D Phillips (Wiltshire Council)  
P Pearson (Resident and Volunteer)  
A Tucker (Atkins)  
Councillor G Ward (Corsham Town Council)  
Councillor A White (Corsham Town Council)

**In attendance**

Mrs K Gilby (Finance and Planning Officer, Corsham Town Council)  
D Martin (Chief Executive, Corsham Town Council)  
L Hall-Wilson (Office Manager and Parliamentary Assistant for Rt Hon Michelle Donelan MP)

**TT 97 Apologies**

Apologies had been received from M Baker (MOD Corsham), L Gosling (Wiltshire Council), R Murphy (Wiltshire Council), N Spreadbury-Clews (MOD Corsham), P Tapscott (Resident and Volunteer), P Whalley (Resident and Volunteer)

J Strachan (Bath Spa University) and M Turner (GWR).

**TT 98 Election of Chairman and Vice Chair**

Councillor S Abbott was elected Chairman for the remainder of the Council year.  
Councillor R Hopkinson was elected Vice-Chair for the remainder of the Council year.

**TT 99 Welcome and Introductions**

S Abbott welcomed everyone to the meeting and those present introduced themselves

**TT 100 Minutes of the Meeting held on 18 February 2022**

The Minutes were approved as a true record.

**TT 101 Matters Arising from the above Minutes**

The four weekly RYR meetings were very useful.

## TT 102 Overview of the Strategic Outline Case Proposal

A Tucker provided an overview of the Strategic Outline Business Case (SOBC) Proposal (presentation slides attached). Work on the SOBC has been commissioned and work would start in earnest next week. The work is broken down into five main tasks:

Task 1: Developing the Strategic dimension to the SOC

Task 2: Undertaking a high-level rail operational feasibility assessment that builds on the previous work undertaken in 2015

Task 3: Developing a high-level outline station design and indicative cost estimation

Task 4: Developing the economic dimension to the SOC through the development of a bespoke trip-based demand model

Task 5: Supporting the drafting of the financial, commercial and management dimension to the SOC

The work would be in line with Transport Analysis Guidance (TAG) and would hopefully lead to an SOC and then Final Business Case.

Atkins would appreciate any policy background, key stakeholder views and any data or survey information.

The RYR meetings were discussed. **ACTION:** DM to discuss attendance at these meetings with R Murphy and DfT.

**ACTION:** The possibility of smaller working groups would be explored with Atkins. Any working groups would need to be overseen by the Town Team. **ACTION:** M Donelan and A Crockford to suggest names for inclusion in any working groups.

It was queried whether the 2021 census data could be used. This would depend on the release date.

In terms of the programme, it was hoped to hold a workshop in July and a further one in mid to late August.

## TT 103 Stakeholder Engagement Plan

D Martin explained the work that had been undertaken to produce the Stakeholder Engagement List. **ACTION:** The list would be circulated to all members for their consideration and any suggested additions should be emailed to D Martin ([dmartin@corsham.gov.uk](mailto:dmartin@corsham.gov.uk)) by 5pm on Tuesday 31 May. 2022. **ACTION:** Arrange a meeting between D Martin, D Perrett, R Murphy and Atkins to discuss the Stakeholder Engagement Plan to include what questions needed to be asked and when.

## TT 104 Any other business

There was none.

## TT 105 Date and Time of Next Meeting

Early July exact date to be confirmed. The possibility of a face-to-face meeting to be explored.