

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

**Present** Councillor S Abbott (Chairman)  
Councillors H Belcher, N Brakspear, J Brook, A Brown, N Farmer,  
R Hopkinson, M Jackson, D Jarman, A Morris, G Ward and R Williams

**In Attendance** DC K Golledge (Wiltshire Police)  
Mrs M Jones (Head of Finance and Administration)  
D Martin (Chief Executive)

**215/21 Apologies**

Apologies were received from Councillors T Bush, A Crockford, T Ellis, G McCaffery, J Roberton, T Smith and A White.

**216/21 Public Question Time and Petitions**

There were none.

**217/21 Declarations of Interest**

There were none.

**218/21 Minutes of the Council Meeting held on 14 March 2022**

**Resolved**

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

**219/21 Matters Arising from the above Minutes**

There were no matters arising.

**220/21 Policing and Community Safety**

DC Golledge updated Councillors on recent policing issues.

The person who carried out an alleged assault of a young person outside Café Grounded had been identified and spoken to. Gatherings of youths outside Londis were happening less frequently.

A car which had been abandoned in Lacock Road Cemetery car park had been removed. Speed checks were continuing on Pickwick Road, Cross Keys and Valley Road.

School engagement with young adults at Notton School, Lacock was continuing. Batheaston Youth Club had been temporarily closed due to Corsham youths attending and causing trouble.

Neighbourhood Policing Teams were continuing to operate together across Corsham, Chippenham and Calne to carry out drug warrant arrests.

The CCTV camera had been moved to Springfield Recreation Ground.

## **221/21 Chairman's Announcements**

The Chairman had attended the following meetings and events:

On 17 March the Chairman, Chief Executive and Councillor R Hopkinson met with parents of young people using the BMX track to talk about improving the track and upgrading the facility.

On 24 March the Chairman attended a Public Rights of Way meeting. A discussion on maintaining the Rights of Way in Corsham took place.

On 28 March the Corsham School and Town Council Liaison meeting took place.

On 28 March the Corsham Area Board Climate Group meeting was held.

On 28 March a catch-up meeting with A Hall, owner of the Martingate Centre, took place.

Also, on 28 March, there had been a Local Youth Network meeting.

On 31 March the Chairman attended the interviews for a Tourism and Events Officer at the Town Hall.

On 9 April the Town Council held an event at Beechfield Nature Area called 'Go Wild in Corsham' in conjunction with Wiltshire Wildlife Trust and Stephanie Millward MBE. The event was to get children out into nature and learn about their local environment, wildlife and habitats. The event was attended by 31 children.

On 24 April Corsham 10k would take place. Volunteers were required to marshal the route.

## **222/21 Correspondence**

- i) Members Information Sheets No. 516 and 517 were noted.
- ii) Late correspondence – There were none.

## **223/21 Reports from Council Representatives Appointed to Outside Bodies**

Councillor N Farmer attended The Pound Arts board meeting. He informed Councillors that a grant from the Arts Council had been received and the new community garden at The Pound had been started.

Councillor N Farmer attended the Boundary Commission Electoral Boundary review consultation.

Councillor N Farmer attended the Local Youth Network meeting.

Councillor A Brown reported that the Rise Trust Outreach worker had started in Corsham the previous week. The funding had been received for young people to go to an Outdoor Education Centre.

Councillor D Jarman reported that the Chamber of Commerce was attempting to start up again. There would be a meeting in May to see what support there was from local businesses.

Councillor D Jarman reported that the Digital Mansion had hoped to hold a quarterly business networking event in the town and he would help them to get the event off the ground.

## **224/21 Notes of Recent Committee Meetings**

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

Council (Planning) held on 16 March 2022 – noted.

Community Services held on 23 March 2022 – noted.

Council (Planning) held on 6 April 2022 – noted.

## **225/21 Corsham Eco Fair**

The first Town Council/Corsham Climate Action Eco Fair was held on 2 April 2022 in the town centre and at Corsham Community Campus. There were 14 stalls, and several hundred people attended the free event over the four-hour duration. Feedback and engagement from visitors and stallholders had been very positive. It is hoped to run the event annually and increase the number of stalls. Councillors thanked the Environmental Project Officer and other staff for organising the event.

Specific comments included were:

- Make it obvious that there were two sites i.e. the Town Centre and Springfield
- Consider including music somehow
- Consider expanding to The Pound and Corsham Digital Mansion

It was agreed that the event would be held annually and be overseen by the Community Services Committee as part of the Town Council's events programme.

### **226/21 Corsham Railway Station (*Minute 207/21 and others*)**

Further to the previous Council meeting, the Chief Executive provided feedback from the Restoring Your Railways Steering Group meeting with Wiltshire Council and key partners on 1 April 2022. Meetings were continuing every four weeks. The latest update was that a Department for Transport grant letter had been signed by Wiltshire Council and sent to the Section 151 Officer.

### **227/21 Strategic Plan 2022-2026 Update (*Minute 185/21 and others*)**

Further to previous meetings, an overview of the draft Strategic Plan priorities and objectives had been prepared and was discussed. Councillors were asked to check that the document covered the objectives clearly enough and whether anything was missing or needed amending. Once agreed, an action plan would be prepared in consultation with the Committees. It was suggested that the Safe and Healthy Community element be amended slightly to make it clearer.

#### **Resolved**

- i) That, subject to minor amendment, the overview of the Strategic Plan and key objectives for 2022-2026 be approved.
- ii) That an action plan be prepared in consultation with the Committees.

### **228/21 Committee Preferences and Representation on Outside Bodies**

The Chief Executive explained the process for deciding membership of committees and appointing representatives to outside bodies in preparation for the Annual Council meeting on 9 May 2022.

The process for Committee Preferences and representation on Outside Bodies was noted.

### **229/21 Issues for Corsham Area Board Consideration (*Various Minutes*)**

There were no specific issues identified.

### **230/21 Council Vacancies (*Minute 212/21 and others*)**

There had been 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 were received by the closing date. The remaining vacancy was being advertised with a closing date of 5pm on Thursday 28 April 2022. This was noted.

### **231/21 Covid-19 Emergency Update/Recovery Plan**

The Chief Executive reported that whilst restrictions were being lifted it was important to note that Corsham had one of the highest case rates in Wiltshire at the present time.

## 232/21 Authorisation of Cheques and Payments

Salaries & Payments - CTC Staff	£23,338.22
Wiltshire Pension Fund - Pension Contribution for April 2022	£7,544.46
HMRC - Tax & NI for April	£8,160.99
Methuen Hall Trust - Half Yearly Grant	£13,882.50
Methuen Hall Trust - Hire of Council Chamber and Town Hall for April	£552.00
Corsham Youth Zone - Grant 1st Instalment	£4,100.00
Corsham Bowls Club - Grant Approved F&A October 2021	£2,000.00
Wiltshire Council - Non-Domestic Rates Cemetery and Arnold House	£2,819.35
Pear Technology - Mapping Technical Support and Updates	£270.00
High Street Safari Ltd - The Queen's Platinum Jubilee Trail	£499.00
Great West Way - Annual Membership Renewal	£2,118.00
Amazon - Sweets and Easter Egg Prizes for Events, Paper Coffee Cups	£97.77
Rachel Avent - Co-ordinating/Organising Taste of Corsham Event	£400.00
The Local Look - Advertising in The Local Look Magazine April, May and June	£576.00
Community First - Annual Membership Renewal	£60.00
Workwear Express - Hi Vis Vests with Logo for Events and Litter picker Uniform	£355.62
Tudor Environmental - Safety Equipment for Grounds Team	£251.59
M & P Engineering - 14 x Bench Brackets for New Cemetery Benches	£182.00
Corsham Print - Correx Boards for Eco Fair and Business Cards	£348.00
Wiltshire Council - Contribution Towards Smiths Yard Street Sign	£27.98
Wiltshire Council - Parking Funding Agreement for Free Parking 2022-23	£92,000.00
Screwfix - Safety Boots Balance from Boots too Small and Sent Back	£7.00
SLCC Enterprise Ltd - Management in Action Conference	£454.20
Visit West - Advertising in Bath Visitor Guide 2022	£960.00
Wiltshire Association of Local Councils - Annual Subscription 2022/23	£1,760.23
<b>Cheque</b>	
Petty Cash	£208.34
SSE - Skate Park Electricity	£216.81
<b>Charge Card</b>	
NALC - Training Fighting Climate Change	£38.93
Great Western Railway - Train Ticket for SLCC	£60.40
Hampshire Flag Company - Jubilee Flag	£49.13
Local Toilet Hire - Toilets for Lacock Road Cemetery and Deposit for Taste of Corsham	£225.00
<b>Sub total</b>	<b>£163,563.52</b>
<b>Cheques/Internet Banking Paid Outside of Meeting</b>	
There were none	
<b>Payments Made by Direct Debit/Standing Order</b>	
SGW Payroll - Monthly Payroll Processing	£54.72
Excalibur (Bridge Solutions) - Monthly IT Support/Server Warranty	£420.00
Viking - Stationery	£138.34
Peninsula - Employment Services	£390.04

**SUB TOTAL**

**£1,003.10**

**TOTAL**

**£164,566.62**

**Direct Debits and Payments Taken and Reconciled in March**

West Mercia Energy - Guide Hut Electricity - £40.66

Vodafone - One Net Business Telephone/Mobile Charges - £605.64

SSE - Guide Electricity - £13.93

The Rise Trust - Funding Baby and Me Course Cost Tutor and Room Hire - £158.84

West Mercia Energy - Public Conveniences Electricity - £47.67

Hills Waste - Waste Collections and Skip Exchange at Cemetery - £699.29

UK Fuels - Fuel for Work Vehicles - £209.05

**Resolved**

That the accounts be authorised for payment.

The meeting commenced at 7.30pm and closed at 9.10pm. There were no members of the public present at the meeting.

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CHAIRMAN

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DATE