

Minutes of the Council Meeting held at the Town Hall on Monday 12 July 2021

Present Councillor S Abbott (Chairman)
Councillors H Belcher, J Brook, A Brown, J Corbett, A Crockford, T Ellis,
N Farmer, R Hopkinson, M Jackson, D Jarman, J Robertson and A White

In Attendance PC L Fletcher (Wiltshire Police)
Mrs M Jones (Head of Finance and Administration)
D Martin (Chief Executive)

48/21 Apologies

Apologies were received from Councillors S Driver, L Jefferson and R Preen.

49/21 Public Question Time and Petitions

There were none.

50/21 Declarations of Interest

Councillor R Hopkinson declared a non-pecuniary interest in *Agenda Item 11 - A4 (Cross Keys) Speed Limit Assessment and Speed Limits Throughout Corsham* as a Wiltshire Councillor and a Chair of Wiltshire Council's Community Area Transport Group.

51/21 Minutes of the Annual Council Meeting held on 14 June 2021

Resolved

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

52/21 Matters Arising from the above Minutes

There were no matters arising.

53/21 Policing and Community Safety

PC Les Fletcher reported that the Community Policing Team was concentrating on drug issues. An arrest had been made in connection with supplying drugs in the Corsham area.

The CPT was also investigating damage to pianos which had been placed in the High Street by The Pound as part of the Blue Sky Festival. CCTV footage may help in catching the culprits.

PC Fletcher was asked about the police drop-in sessions at the Martingate Centre which were taking place regularly in one of the empty units. PC Fletcher said the sessions had been very useful and the public were pleased with their presence and felt it was making a difference.

It was reported that there had been incidents of anti-social behaviour and drug use at the small play area on Freestone Way. PC Fletcher would include this area on patrols.

54/21 Chairman's Announcements

The Chairman had attended the following meetings and events:

On 24 June, the Chairman attended a WALPA meeting and introduced Wiltshire Councillor N Botterell, Cabinet Member at Wiltshire Council to the members.

On 26 June, the Chairman and Councillor R Hopkinson attended the official opening of the Corsham Bowls Club after their extensive upgrade of the bowls green.

On 29 June, the Chairman and Councillor R Hopkinson held a successful mentoring evening with newly elected and co-opted Councillors. Any new councillor who would like the support of a mentor should let the Chairman or Head of Finance and Administration know.

On 7 July, the Chairman, along with the Chief Executive and Head of Technical Services, interviewed five architects for the new workshop project.

A meeting had taken place with Atkins on 30 June to discuss the next stage of the Public Realm improvement project.

On 8 July, the Chairman, Chief Executive and others had a meeting with A Hall of The Martingate Centre to discuss planned improvements to the area and general matters of mutual interest.

The Chairman reminded Councillors to monitor their emails at least two or three times per week.

The Chairman informed Councillors that the new Environmental Project Officer had started and was working two days a week until September when her post becomes full time.

55/21 Correspondence

- i) Members Information Sheets Nos. 497 and 498 were noted.
- ii) Late correspondence
Wiltshire Council's Parking Services Engineer, M Cope, had contacted the Chief Executive to discuss the resurfacing of the High Street Car Park. The work would take place on 26 and 27 July.

56/21 Reports from Council representatives appointed to outside bodies

Councillor N Farmer attended the Pound Arts board meeting and reported that the Blue Sky Festival events had been sold out. The theatre bookings were half of their normal capacity due to the Covid pandemic. Hopefully, the situation would improve once restrictions were lifted.

Councillor N Farmer and others had attended a GreenSquare meeting to discuss issues such as West Corsham and public realm.

Councillor A Brown attended a Corsham Youth Zone meeting. Volunteer and young people numbers were low, so they needed to encourage more young people to come along. Outside summer activities were being advertised locally and on social media. Long term, the group were looking at young people and mental health issues.

Councillor H Belcher visited the Brunel Shed at Potley on 21 June to see the work that had been carried out there.

Councillor A White attended the Pickwick Association meeting. The Chairman was standing down and new members had come forward.

57/21 Notes of Recent Committee Meetings

The following notes of informal Committee Meetings were attached for information and comment.

Community Services held on 16 June 2021.

Council (Planning) held on 23 June 2021.

58/21 A4 (Cross Keys) Speed Limit Assessment and Speed Limits throughout Corsham (*Minute 6. P&A Meeting 26/05/2021*)

Further to the Property and Amenities meeting on 26 May, Members considered a report which recommended considering reducing the speed limit to 40mph on the A4 from the Cross Keys junction to the 30mph limit at Pickwick, and to consider adopting a maximum speed limit of 30mph throughout Corsham.

Issues discussed in relation to A4 (Cross Keys) included:

- The environmental impact of acceleration/braking
- Historic fatal incidents in the vicinity
- The cost-effectiveness of the proposals
- Engineering solutions which may be needed

Issues discussed in relation to a 20mph limit included:

- Community safety issues
- Carbon reduction/environmental concerns
- Encouragement of walking and cycling
- Having a 20mph limit where appropriate

- Reviewing speed limits in specific locations rather than everywhere
- The aspiration of reducing 40mph limits to 30mph be supported in appropriate locations
- The requirement for each road being assessed as a separate project

Resolved

- i) That the implementation of a 40mph speed limit on the A4 between the Cross Keys junction and the 30mph limit at Pickwick be supported;
- ii) That the Property and Amenities Committee be asked to further explore which roads would be most suited to a reduction in speed limits from 40mph to 30mph;
- iii) The roads where a 30mph limit is proposed be prioritised for future consideration by the Community Area Transport Group.

59/21 Councillors Allowances Budget (*Minute 5. F&A Meeting 09/05/2021*)

Further to the Finance and Administration meeting on 9 June, Members were asked to consider if or how the Members' Allowances budget of £5,000 could be used. The budget had been agreed at the Council meeting in January 2021 with the hope that it might encourage more people to stand in the May elections. Unfortunately, only 13 people stood for election. Whilst Members who were elected or elected unopposed were eligible to receive allowances (under a scheme which would need Wiltshire Council approval) those who were co-opted were not permitted to receive an allowance. If allowances were introduced, it would appear unfair that only 13 out of 20 councillors could claim them.

Resolved

That the Town Council does not proceed with setting up a members' allowance scheme.

60/21 Consultation on Proposed Changes to Parliamentary Constituency Boundaries

Further to the Chairman's email to Councillors on 1 July, Members considered a presentation and report by the Chairman and Vice-Chair on an alternative to the proposals which were currently out for consultation. The alternative proposals were discussed and supported.

Resolved

To submit an alternative proposal, as set out in the report, to the Boundary Commission for England.

61/21 Neighbourhood Plan Delivery and Monitoring Group, Membership and Terms of Reference (*Minute DMG 57, NP D&M Group meeting 17/06/2021*)

Further to the NP D&M Group meeting on 17 June, it was highlighted that there were current vacancies on the Group from members of the community. Suggestions of suitable volunteers who could be approached were welcomed. Councillors H Belcher

and R Hopkinson, who were on the Group as Town Councillors, were eligible and happy to join as Wiltshire Councillors. This would enable two other Town Councillors to join the Group.

Regarding the Terms of Reference, the Group was exploring the need to review the current Corsham Neighbourhood Plan to ensure it remained relevant and robust.

It was recommended that the Terms of Reference be updated to include a review of the neighbourhood plan within its purpose and tasks.

Resolved

- i) That Councillors H Belcher and R Hopkinson be the Wiltshire Councillors for the Neighbourhood Plan Delivery and Monitoring Group.
- ii) That the Terms of Reference be updated to include a regular review of the neighbourhood plan within its purpose and tasks.

62/21 Vacancies on committees, other groups and outside bodies (*Minute 12/21 and 13/21*)

Further to the Annual Council Meeting on 17 May there were opportunities to fill the remaining vacancies on committees, other groups and outside bodies. Unfilled vacancies following the meeting would be filled at future meetings.

Resolved

- i) That Councillor J Robertson be appointed to the Property and Amenities committee.
- ii) That Councillor R Preen be appointed to the Community Services committee.
- iii) That Councillor T Ellis be appointed to the Neighbourhood Planning Delivery and Monitoring Group.
- iv) That Councillor S Abbott be appointed as the Town Council's Corsham Local Youth Network Representative (Reserve).
- v) That Councillor J Brook be appointed as the Town Council's Potley and Pockeridge Community Association representative.

In addition, members of the following informal, ad hoc forums were appointed/re-appointed:

Resolved

- vi) That Councillors S Abbott, N Farmer and R Hopkinson be appointed to the Retail Forum.
- vii) That Councillors A Brown, J Corbett and R Hopkinson be appointed to the Sports Forum.

63/21 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.

64/21 Co-options (*Minute 20/21 and others*)

There were currently four Councillor vacancies for co-option as follows: Corsham Neston Ward (two vacancies), Corsham Ladbrook Ward (one vacancy), Corsham Pickwick Ward (one vacancy). Two nominations had been received to fill the vacancies.

Resolved

- i) That Tracy Smith be co-opted to Corsham Pickwick Ward.
- ii) That Ann Morris be co-opted to Corsham Ladbrook Ward.

65/21 Covid-19 Emergency Update, Recovery Plan

The Chief Executive updated the Council on the following:

- Wiltshire Council's latest update on Covid-19 would be held online on 15 July.
- Online and face-to-face meetings were under review.
- The Town Council would review its meetings from September.
- The updated Government Guidelines to be announced on 19 July, resulting in an updated risk assessment.

66/21 Authorisation of Cheques and Payments

Online Banking Payments

Salaries & Payments - CTC Staff	£20,799.14
Wiltshire Pension Fund - Pension Contribution for July 2021	£7,012.04
HMRC - Tax & NI for July	£6,467.85
Methuen Hall Trust - Hire of Council Chamber for Office Space	£250.00
Methuen Hall Trust - Half Yearly Grant (2nd Payment)	£10,907.50
Screwfix - Safety boots x 2	£79.98
Idverde - Grounds Maintenance, Toilet Cleaning and Grass Cutting at New Cemetery	£3,468.01
Woods - Office furniture for the Chamber	£1,114.57
Royal Agricultural University - Safe Use of Pesticides Course	£250.00
Matt Owens - Busking 12 June 2021	£50.00
WALC - Training Webinar	£36.00
Corsham Print - Online Banner Ad Design and Free Parking Ad	£90.00
Walker Fire - Fire Risk Assessments Arnold House and Guide Hut	£468.00
Sue Harding - Busking 19 June 2021	£50.00
ES Electrical - Electrical Condition Report Public Toilets	£210.00
Alex Part - Busking 26 June 2021	£50.00
James Long - Memorial Checks	£2,304.00
Boson Web with Milk and Tweed - New Website Design and Development Payment 2	£1,432.80
Enterprise - Van Hire	£236.83

Newsquest - Advertising	£408.00	
Kevin Brown - Busking 22 May 2021	£50.00	
John Miller - Chainsaw Parts	£193.82	
Bradshaw Electric Vehicles - New Electric Vehicle	£38,359.37	
Visit Wiltshire - Annual Renewal	£930.00	
Tudor Environmental - Safety Equipment	£280.21	
J H Jones - Grave Digging	£710.00	
Town Crier - Free Parking Advertising	£66.00	
Langley Nurseries - Hanging baskets and Summer Bedding	£4,936.38	
Amazon - Cargo Net for Work Vehicle and 2 x Headsets	£67.79	
Amie Kitainik - Busking 10 July 2021	£50.00	
Brighterside - Website Support and Updates	£1,161.00	
Corsham Hardware - Grounds Team Items and Paint for Public Art at Springfield	£545.15	
Pear Technology - Mapping for the Stone Trollies	£204.00	
Cheque		
Petty Cash	£0.00	
SSE - Springfield and CCTV Electricity Supply	£150.38	7779
Charge Card		
Start Traffic Ltd - Anti-Rotational Sign Clips	£35.52	
Cotswold Poster Company - Corsham Greetings Cards	£17.00	
Green Tech - Treegator Watering Bags	£673.20	
Tudor Environmental - Micron Budget Knapsack Sprayer	£42.72	
Royal Agricultural University - Safe Use of Pesticides Course	£160.00	IB
Sub total	£104,317.26	
Cheques / Internet Banking Paid Outside of Meeting		
Payments Made by Direct Debit/Standing Order		
West Mercia Energy - Public Conveniences Electricity	£58.51	
West Mercia Energy - Guide Hut Electricity	£27.28	
Excalibur (Bridge Solutions) - Monthly IT Support and iPhone Mobile	£457.20	
SGW Payroll - Monthly Payroll Processing – No Invoice Received		
Hills Waste - Waste Collections and Skip Exchange	£693.05	
UK Fuels - Fuel for Work Vehicles	£605.29	
Vodafone - One Net Business Telephone/Mobile Charges	£502.39	
Peninsula - Employment Services	£390.04	
Wiltshire Council - Non-domestic Rates - Public Conveniences	£93.00	
Viking - Stationery Items, Cleaning Supplies and Office Equipment	£29.58	
SSE - Guide Hut	£13.77	
SUB TOTAL	£2,870.11	
TOTAL	<u>£107,187.37</u>	

Resolved

That the cheques and transfers be authorised for payment.

The meeting commenced at 7.30pm and closed at 9.11pm There were no members of the public present.

CHAIRMAN

DATE