Corsham
TOWN COUNCIL

Town Hall, High Street, Corsham, Wiltshire SN13 0EZ

Tel: 01249 702130 Email: towncouncil@corsham.gov.uk www.corsham.gov.uk

13 August 2026

To: All Members of the Finance and Administration Committee: Councillors S Abbott, H Belcher, N Brakspear, J Brook, A Brown, J Coward, T Ellis, R Hopkinson and G Ward.

All other Members of the Council for information.

Dear Councillor

The next meeting of the Finance and Administration Committee will be held on Wednesday 19 August 2026 in the Town Hall at 7.00pm.

Yours sincerely

David J Martin
CHIEF EXECUTIVE

Press and Public – To observe the meeting online or take part in Agenda Item 2 - Public Question Time and Petitions, please click here or email dmartin@corsham.gov.uk for instructions.

AGENDA

1. Apologies.

2. Public Question Time and Petitions.

3. 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.

4. Matters Arising from the Minutes of the Finance and Administration Committee Meeting held on 17 June 2026 – *for information only.*

5. Grant Applications (Third Round) – The grants scheme for 2026/27 is being publicised. Three grant applications have been received for consideration at this meeting including one for the 2027/28 draft budget. The balances of the grants budgets for 2026/27 are as

follows: Grants General/Section 137 (budget heading 102/1260 and 102/1262) £11,300; Methuen Hall (budget heading 102/1261) £25,600; Arts Centre (budget heading 102/1265) £10,000; Gastard Village Hall (budget heading 102/1269) £0; Corsham Windband Association (budget heading 102/1276) £0; Leafy Lane Playing Field (budget heading 102/1277) £0.

There are earmarked reserves as follows: Grant Reserve (Peacock Arts Trail) (budget heading EMR 347) £750; Grant General (budget heading EMR 350) £6,165); Grant Tourism/CADT (budget heading EMR 361) £867. There is a separate earmarked reserve for Twinning (budget heading EMR 363) £981, which is used as a grant alongside the twinning budget of £500 (Community Services Committee budget heading 301/3101).

At its first meeting following the local elections in May 2025 the Town Council adopted the General Power of Competence. This means the Council rarely needs to rely on Section 137 Powers to use its resources (there is a limit on how much can be spent each year using Section 137 Powers).

The Community Services Committee has a Health and Wellbeing Grants Budget of £7,500 (budget heading 301/3114) and Health and Wellbeing earmarked reserve of £13,951 (budget heading EMR 346).

Details of the grant applications are as follows:

Awarded 2025/26	**Requested 2026/27**	**Applicant & Purpose**
General Grants		
£0	£750	Neston Allotments – Towards a sensory garden and a 'portaloo' toilet.
£0	£750	Corsham Cricket Club – Towards relaying and renovating the cricket square (Stage 1)
Section 137		
None for this meeting.		
Requested for 2027/28		
	£5,000	Corsham Cricket Club – Towards relaying and renovating the cricket square (Stage 2)

– for consideration and decision.

6. Review of the Grants Scheme – Officers have commenced a review of the grants scheme as one of the actions identified in the Strategic Plan 2026-2030. The initial meeting identified a number of areas which could be updated and improved. Suggested changes include: moving Health and Wellbeing Grants from the Community Services Committee to the Finance and Administration Committee; increasing all in-year grants from £750 to a £2,000 maximum; creating a web-based application form alongside a paper version; improving clarity over the grant criteria and information to be provided by applicants; promoting the grants scheme more widely to increase take up; creating a new Community Services Committee 'Business Events Grants' scheme targeted at supporting the town

centre (with a maximum of £2,000 per application). The aim is to introduce changes from April 2027 - *comments and further suggestions are welcome.*

7. Detailed Income and Expenditure Accounts (including the Town Hall) – To consider the financial report – *for review.*

8. Exclusion of Press and Public

   Recommendation: That the press and public (including anyone attending online) be excluded from the meeting for the next item of business to consider confidential personal information covered by the Data Protection Act 2018.

9. Staffing Update *(Minute F&A 08/26 and others)* – The Chief Executive will give an update on staffing matters including a request for a change of working days and annual pay increases – *for information.*