Corsham
TOWN COUNCIL

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

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8 September 2026

Dear Councillor

You are hereby summoned to attend the Council Meeting to be held at the Town Hall on Monday 14 September 2026 at 7.00pm.

Please would members of the Accounts Sub-committee arrive by 6.40pm.

Yours sincerely

David J Martin
CHIEF EXECUTIVE

Press and Public – To observe the meeting online or take part in Agenda Item 3 - 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. Minutes of the Council Meeting held on 10 August 2026 – *attached.*

5. Matters Arising from the above Minutes – *for information only.*

6. Policing and Community Safety – To consider policing and community safety issues. Superintendent James Brain and Chief Inspector Leighton Williams will be present to discuss various policing matters of local concern – *for information and comment.*

7. Chair's Announcements.

8. Correspondence –

   i) As mentioned in Members Information Sheet Nos. 627 and 628 – *to note.*
   ii) Late correspondence – *to note.*

9. Reports from Council representatives appointed to outside bodies.

10. Minutes of the Finance and Administration Committee Meeting held on 19 August 2026 – *attached.*

11. Matters Arising from the above Minutes – *for information only.*

12. Minutes of the Council (Planning) Meeting held on 26 August 2026 – *attached.*

13. Matters Arising from the above Minutes – *for information only.*

14. Minutes of the Property and Amenities Committee Meeting held on 9 September 2026 – *to follow.*

15. Matters Arising from the above Minutes – *for information only.*

16. The Pound Arts Trust, Project 2028 – The Director and Chair of Pound Arts recently presented a report to a number of Councillors on the thoughts around future proofing the organisation *(see attached presentation).* The presentation contains two main options: Option 1: Lean and Focussed, and Option 2: Scale Up and Sustain. Option 1 would mean shrinking the organisation, whilst Option 2 would see it expand. Pound Arts would like the Town Council's initial views on matters such as the future of the building (currently leased from Wiltshire Council); the Town Council's vision for The Pound; its value to the community, and thoughts on what would make the facility and services sustainable – *for discussion.*

17. Annual Governance and Accountability Return for the Year Ended 31 March 2026 – The Annual Governance and Accountability Return has been audited and the Notice of Conclusion of Audit is being advertised on the Town Council's website.

    A copy of Section 3 - External Auditor Report and Certificate 2025/26 is *attached.* The External Auditor, PKF Littlejohn LLP, has included one item under 'Other matters not affecting our opinion which we draw to the attention of the authority'. It states *'The smaller authority has not been able to provide evidence of the consideration of the independence of the internal auditor upon appointment. In accordance with the Practitioners' Guide Paragraph 4.11 it is considered best practice to review the independence of the internal auditor on an annual basis.'*

    The Internal Auditor, Auditing Solutions Ltd, has updated its contract terms for 2026/27 onwards to include a paragraph confirming its total independence from the Town Council's decision-making processes and maintenance of accounting and other records.

    Recommendations:
    i) That the Annual Governance and Accountability Return for the Year Ended 31 March 2026 be noted;
    ii) That the Town Council confirms its independence from the Internal Auditor, Auditing Solutions Ltd.

18. Issues for Corsham Area Board Consideration *(Various Minutes)* – This regular agenda item asks the Town Council to identify issues for Area Board consideration and receive a Wiltshire Councillor update on key points covered at Corsham Area Board meetings. The next Area Board Meeting will take place at Corsham Town Hall on 8 October 2026 – *for discussion.*

19. Strategic Plan Update *(Minute 102/26 and others)* – Further to previous meetings, the Strategic Plan has been finalised and published. Copies are available in the Town Hall and on the Town Council's website. The first Monitoring Report is *attached – for consideration.*

20. Authorisation of cheques and payments – A list will be available at the meeting.

A Meeting of the Accounts Sub-committee will take place at 6.40pm.

The Methuen (Town) Hall meeting will take place immediately after the Council meeting.