Corsham
TOWN COUNCIL

Minutes of the Council Meeting held at the Town Hall on Monday 14 September 2026

Present	Councillor A Brown (Chair) Councillors S Abbott, H Belcher OBE, J Brook, T Ellis, P Freestone, C Kerr, A Mackie, R Munn, N Pocock, I Scrannage, V Steadman and A White.
In Attendance	Superintendent J Brain (Wiltshire Police) Mrs K Gilby (Head of Finance & Administration) D Martin (Chief Executive) Sergeant M Tripp (Wiltshire Police) Chief Inspector L Williams (Wiltshire Police)
In Attendance Online	Councillors R Hopkinson, D Jarman and G McCaffery

104/26 Apologies

Apologies had been received from Councillors A Calkin and G Ward.

105/26 Public Question Time and Petitions

There were none.

106/26 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.

Councillor R Hopkinson declared a non-pecuniary interest in *Agenda item 16 - The Pound Arts Trust, Project 2028* as a volunteer at The Pound. She remained online during the discussion and decision on the item.

107/26 Minutes of the Council Meeting held on 10 August 2026

Resolved

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

108/26 Matters Arising from the above Minutes

There were no matters arising.

109/26 Policing and Community Safety

Sergeant M Tripp was present at the meeting and gave the following report:

During August, the Neighbourhood Policing Team had been involved in a number of community engagements including a safety talk at Corsham Primary School summer camp, a horse tack-marking session at Wadswick Country Store, attendance at the Air Ambulance Fete and St Bart's Consultation Event.

Recent incidents of note:

On 15 August a suspect was arrested for drug driving.
On 16 August a suspect was arrested for drink driving (this was in collaboration with the MOD Police).
On 17 August a non-dwelling burglary took place in Pickwick Road and tools were stolen.
On 21 August a non-dwelling burglary took place at Wick Farm, in this instance storage containers were targeted.
On 24 August three juveniles were arrested for harassment.
On 25 August a flat-bed vehicle was stolen from Leafield Industrial Estate.
On 29 August three bicycles were stolen from a shed in South Street.
Also, on 29 August a motorbike was stolen from Potley Lane.
A youth had been interviewed for three bicycle thefts, possession of cannabis and shoplifting. The incidents had all occurred in the Corsham Town area.

Sergeant Tripp had included some crime comparison figures which would be added to the next Members' Information Sheet.

Superintendent J Brain and Chief Inspector L Williams were welcomed to the meeting. They explained that demand for the police had been very high over the summer period for both frontline and investigating officers. Town Councillors raised concerns that since the Police Hub had moved out of the Springfield Campus the crime figures had seemed to increase. Superintendent Brain explained that Wiltshire Police was facing challenges around the need to save money. The plan to move the Corsham Neighbourhood Policing to Calne was part of this. There was currently no date for the move. The Response Team would be staying in Chippenham, so emergency response times should not be affected.

Town Councillors had previously queried whether it would be possible for the Police and MOD Police to work more collaboratively. This had been scoped but was not possible due, in part, to their computer systems not being compatible. There was a good working relationship.

Councillors explained that the crime statistics the Town Council receives cover parts of Chippenham but do not cover the villages in the Corsham parish. This mismatch made it difficult to get a true picture of crime in the area. Chief Inspector Williams would see if anything could be done to align the boundaries or give clearer figures and would get back to the Town Council.

Concerns were raised that there would be an increase in non-productive time whilst officers travel between Calne and Corsham. There were also concerns regarding the availability of workstations for members of the policing team and areas for rest breaks. The Chief Inspector did not see travelling time as non-productive as this contributed to visible policing. He felt that community relationships assisted with providing workstations and that report writing could be done in public spaces. He explained that Wiltshire is a very safe county and that Wiltshire Police has to save money whilst adapting to changes in the types of crimes being investigated such as cybercrime and exploitation, which were on the rise.

Councillors mentioned that, despite introducing 20mph limits in some areas, speeding was still an issue and asked if it would be possible for more enforcement to take place. The Superintendent explained that this was a focus for Neighbourhood Policing Teams but that it was intelligence led. There was also a lack of detection devices, and the police were looking for funding to purchase more. Councillors were encouraged to keep reporting incidents. For enforcement to take place the police need metro-count data. Metro-counts can be requested for specific areas but there was a cost implication for this and not all locations were suitable. Councillors felt that there should be other routes to enforcement.

The Chief Executive asked if external funding was being sought and was assured that any possible sources of funding were looked into. The Chief Executive mentioned that, in previous years, Town Councils had come together to fund an additional PCSO and that it may be possible for local councils to contribute towards equipment costs.

110/26 Chair's Announcements

On 13 August the Chair attended the ATB Skateboard Event at Springfield to support the Skatepark Group's fundraising.

On 16 August the Chair attended a sponsors' afternoon at the Corsham Bowls Club with members of Corsham Area Board.

On 20 August the Chair met with the Mayor of Jargeau as she and her family were holidaying in this area. Forging stronger links with Jargeau through sport, art etc had been discussed.

On 26 August the Chair met with members of The Pound Arts Trust to discuss future plans for the venue.

On 27 August the Chair attended a launch event at The Porch for the NHS App. 21 older people were signed up; champions would be in the surgery to help and advise those who do not have IT equipment or need help to navigate the website for re-ordering prescriptions etc.

On 3 September the Chair was informed by Barry Cox and Jon Brennan that the Park Lane Community Garden (PLCG) had reached the finals of the RHS and BBC's The One Show's Growing Together Award 2026 for Community Gardening.

The One Show visited the PLCG on Wednesday 9 September to carry out filming and interviews.

Forthcoming events:

On 15 September the Chair would be helping the Beaver Scouts, at the Scout Hut in The Laggar as they worked towards their reading badge.

On 16 September the Chair would be attending the Local Youth Network Meeting at Corsham Gymnastics Academy (CGA).

On 19 September a Skate Park fundraising event would be taking place in the rear car park at Springfield Community Campus.

On 3 October the Chair would be attending the Fairtrade Information and Quiz event at The Pound as part of Fairtrade Fortnight.

The next Corsham Area Board Meeting would be held on 8 October, 7pm at Corsham Town Hall.

On 22 October the next Business Breakfast would be held at the Corsham Digital Mansion - 8am start. The focus of this breakfast would be on the work of the Town Council (Strategic Plan, Neighbourhood Plan, etc).

Councillor Training would be held on 26 October at 7pm at the Town Hall, focusing on the work covered by the Property and Amenities and Community Services Committees.

111/26 Correspondence

i) Members Information Sheet Nos. 627 and 628 were noted.

ii) Late correspondence – A card had been received from Jargeau.

112/26 Reports from Council representatives appointed to outside bodies

Twinning - Councillor R Munn reported that plans for the Twinning visit at the end of October were quite advanced. Hosts had been found for all 32 visitors and there would be a fundraiser on 26 September at The Corsham Club.

Corsham Youth Zone/The Rise Trust - Councillor A Brown reported on the work of the Corsham Youth Zone and The Rise Trust. Rise would be extending their work to use the empty unit behind The Chapel in Martingate. This would be open on Friday nights.

113/26 Minutes of the Finance and Administration Committee Meeting held on 19 August 2026

Resolved

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

114/26 Matters Arising from the above Minutes

There were none.

115/26 Minutes of the Council (Planning) Meeting held on 26 August 2026

Resolved

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

116/26 Matters Arising from the above Minutes

There were none.

117/26 Minutes of the Property and Amenities Committee Meeting held on 9 September 2026

Resolved

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

118/26 Matters Arising from the above Minutes

There were none.

119/26 The Pound Arts Trust, Project 2028

The Director and Chair of Pound Arts had recently presented a report to a number of Councillors on the thoughts around future proofing the organisation *(see attached presentation).* The presentation contained 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 has asked for 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.

Councillors expressed support for The Pound and how it contributed to Corsham and aligned with the new Strategic Plan. Councillors would like to see The Pound thrive and agreed that a new business plan would be essential in facilitating this, especially as it could attract significant Arts Council and other external funding.

The Pound was seeking a contribution towards consultancy costs to produce a new business plan.

Councillors were also keen that The Pound Trustees should seek assurances that the consultancy costs were competitive, the right person was appointed and that the balance of funds be sought elsewhere. There was also a suggestion of linking with Bath Spa University and other Arts venues to explore whether some sharing of resources could take place.

Resolved

That subject to assurances outlined above, the Town Council contributes up to £3,400 towards an Organisational Business Plan for The Pound.

120/26 Annual Governance and Accountability Return for the Year Ended 31 March 2026

The Annual Governance and Accountability Return had been audited and the Notice of Conclusion of Audit was being advertised on the Town Council's website.

A copy of Section 3 - External Auditor Report and Certificate 2025/26 was *attached.* The External Auditor, PKF Littlejohn LLP, had included one item under 'Other matters not affecting our opinion which we draw to the attention of the authority'. It stated *'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, had 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.

Resolved

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.

121/26 Issues for Corsham Area Board Consideration *(Various Minutes)*

The next Area Board Meeting would take place at Corsham Town Hall on 8 October 2026.

There were no new issues.

122/26 Strategic Plan Update *(Minute 102/26 and others)*

Further to previous meetings, the Strategic Plan had been finalised and published. Copies were available in the Town Hall and on the Town Council's website. The first Monitoring Report was considered. Councillors were pleased with the progress which had already been made.

Resolved

That the first Monitoring Report be noted.

123/26 Authorisation of cheques and payments

Salaries & Payments - CTC Staff	£44,939.01
Prudential - AVC Payment Emp 72	£250.00
Wiltshire Pension Fund - Pension Contributions for September	£13,976.47
HMRC - Tax & NI for September	£18,454.02
Methuen Hall Trust - Use of Council Chamber and Main Hall in August	£794.02
Methuen Hall Trust - Use of Rooms for Smaller Meetings in August	£314.02
All Boxed Ltd - Confidential Waste Shredding Bags	£87.60
Amazon - Strimmer Line, Syringes, Radar Toilet Keys, Dyson Fans x 2, Coffee, Paper Towels, 'Wet and Forget'	£834.40
ATBShop Ltd - FUEL event at Skatepark	£300.00
BC&A Accounting Solutions (DCK Accounting Solutions Ltd) - VAT Partial Exemptions Preparation	£630.00
Corsham Band - Performance at Street Fair	£125.00
Corsham Print Ltd - Adverts, Heritage Open Day Leaflets, Street Fair Advertising	£741.00
Corsham Tyre Service - Tyres for Trailer	£190.20
Country Mini Skips Ltd - Skip Hire x 2	£640.00
Crossman Ecology (Alex Crossman Environmental Consulting) - Bat Survey and Report for Arnold House and Guide Hut	£1,140.00
Diamond H20 Compliance Ltd - Water Hygiene Contract (01.09.26 - 30.11.26)	£569.40
DLP Planning Ltd - Review of Neighbourhood Plan and Modification Statement	£420.00
Georgina Hounsome - Revisions to Corsham Retail Map	£600.00
Great West Way Ltd - Literature Distribution for BTTS (Trade Show)	£204.00
Hire Standards Ltd - Hire of Petrol Mower	£276.76
Iain Cotton - Michael Pennie Artwork Refurbishment/Installation	£300.00
Idverde Ltd - Grounds Maintenance and Public Toilet Cleaning Contract for August	£5,309.60
Jacqueline Anderson - Moving Moments Sessions x 2 for Neston Over 60s	£120.00
J H Jones & Sons - Gravedigging x 3	£1,950.00
Kingfisher Media Ltd - Advertising in Bath Visitor Guide	£468.00
M Hirst - Reimbursement for Vehicle Lamps and Wheel Bolts for Trailer	£54.00
Milk & Tweed Studio Ltd - Web Hosting and Website Support for September	£426.00
My Skills For Life - Fire Awareness Training (29 Sept) and Medical Cover for Skate Jam	£980.00
Newsquest Media Group - Street Fair Advertising	£331.23
PB Bus Marketing Ltd - No.10 Bus leaflets	£396.00
PKF Littlejohn LLP - Review of Annual Governance & Accountability Return	£2,520.00
P Marshall - Reimbursement for Work Shorts	£72.44
Rogerdean (James Creighton) - P.A. System for Street Fair	£450.00

Royal Mail - Delivery of Autumn Newsletter in October	£738.18
Screwfix Direct Ltd - Work Trousers for Groundsperson	£32.99
Simply Sweepers Ltd - Road Sweeping Zones 3 and 4 (July) and Zones 1 and 2 (Sept)	£3,319.59
SLCC Enterprises Ltd - Practitioners' Conference 3-4 March 2027	£546.00
Spoke Safe Ltd - Initial 50% payment towards Cycle Locker	£5,226.00
SSE Energy Supply Ltd - Springfield Lighting Electricity for August	£63.78
Streetmaster (South Wales) Ltd - Benches x 3 for Ladbrook Lane Cemetery	£4,358.40
T Boughey - Reimbursement of Eye Test Fee and Cont towards Lenses	£85.00
The Sealed Knot Ltd - Appearance at Almshouses for Heritage Open Day	£240.00
Travis Perkins - Saw, Face Masks, Postcrete, Gully Grating, Plumbing Supplies, Bleach, Topsoil, Bulk Bags, Timber, Concrete Screwbolts, Gloves, Drill Bit, Masonry Painting Supplies, Filter Half-Mask	£376.39
Visit West Ltd - Membership Renewal (Sept 2026 - Aug 2027)	£630.00
Walcot M F Ltd - Fabrication of Sign Posts x 2	£102.00
WES Doors (William Eatwell) - Door Repairs at Arnold House	£1,444.80
Wiltshire Council - Room Hire at Springfield Campus 6 July for Skatepark Drop-In	£129.60
Wired Publishing - Advertising in West Wilts Magazine	£210.00
Woods Business Services Ltd - Desk Chairs x 2	£484.37
Workwear Express Ltd - Fleece Jackets for Grounds Team Staff	£293.78
Your Wiltshire - Advertising in August and September Magazines	£130.00

Grants

Neston Allotments - Sensory Garden and 'Portaloo' toilet	£750.00
Corsham Cricket Club - Towards Relaying and Renovation of Cricket Square	£750.00

Cheque

Petty Cash - Petty Cash Items	£198.21

Charge Card

August Statement

123 Reg - Domain Renewal for Visit.Corsham.co.uk	£31.18
The Events Industry Forum Ltd - Subscription to the Purple Guide	£60.00
Site King Safety Workwear - Trousers for Member of the Grounds Team	£48.60
B&Q - Hose Adapter	£14.59
Garden and Hire Spares Ltd - Chainsaw Files	£161.50
Autospeedwatch Ltd - Move Autospeedwatch Camera	£58.20
My Skills For Life - Emergency First Aid at Work Course (PM)	£80.00
Sub total	***£119,426.33***

Cheques/Internet Banking Paid Outside of Meeting

Post Office Ltd - Vehicle Tax Renewal (WV68 OVO)	£360.00
Samuel Lindup - Poster Artwork	£275.00
HAGS-SMP Ltd – Supply/Installation of Play Equipment - Coppershell	£59,039.99

Payments Made by Direct Debit/Standing Order

Hills Waste - Waste collections and Duty of Care	£925.74
Onecom Ltd - IT Managed Services Agreement, MS365 and VBUC, Connectivity for August	£1,828.73
Peninsula - HR and H and S Provision	£460.72
SGW Payroll Ltd - Payroll Processing for August	£64.32
SSE Energy Supply Ltd - CCTV Electricity for August	£49.16
UK Fuels - Fuel for Work Vehicles	£316.68
Viking Office UK Ltd - Stationery, Office Equipment and Items for StoryTown	£325.59
Vodaphone - Phone Services	£190.43
Vodaphone - Mobile Phone Charges	£422.13
West Mercia Energy - Electricity for Arnold House (June & July) x 2 Meters	£376.36
West Mercia Energy - Electricity for Public Toilets (July) less WME Trading Benefit Credit Note	£73.34
West Mercia Energy - Electricity for Guide Hut (July) less WME Trading Benefit Credit Note	£88.11
SUB TOTAL	***£64,796.30***
TOTAL	**£184,222.63**

Resolved

That the cheques and transfers be authorised for payment.

The meeting commenced at 7.00pm and closed at 8.46pm. There were no members of the public present at the meeting.

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CHAIR DATE