Corsham
TOWN COUNCIL

Minutes of the Property and Amenities Committee Meeting held at Corsham Town Hall on Wednesday 9 September 2026

Present	Councillor T Ellis (Chair) Councillors S Abbott, H Belcher OBE and J Brook
In Attendance	D Martin (Chief Executive) J Whittleton (Head of Technical Services)
In Attendance Online	Councillor R Hopkinson

P&A 32/26 Apologies

Apologies were received from Councillors N Brakspear, J Coward and G Ward.

P&A 33/26 Public Question Time and Petitions

None received.

P&A 34/26 Declarations of Interest

There were none.

P&A 35/26 Matters Arising from the Minutes of the Property and Amenities Committee meeting held on 22 July 2026

There were none.

P&A 36/26 Play Equipment at Coppershell Playing Field *(Minute P&A 23/26 and others)*

The Head of Technical Services gave an update on the installation of new play equipment at Coppershell Playing Field. The contractor had returned to the site and relocated the basket swing at their own expense. An independent ROSPA inspection had confirmed that there was now a clear two metre gap between the basket swing and the zip wire and that it now accorded with the provisions of the relevant safety standard, BS EN1176. The play area was now in full use.

Resolved

To note the update.

P&A 37/26 Springfield Skatepark *(Minute P&A 59/25 and others)*

The Head of Technical Services gave an update on the Springfield skatepark project. Work had been taking place to provide information in support of a planning application, which Maverick Industries (the skatepark designers) had

hoped to submit later in the year. Unfortunately, the drainage engineer commissioned to undertake a drainage and flood risk assessment had raised an issue with the proposed design. The engineer had told Maverick that as the land was known to be contaminated and was within Source Protection Zone II, a drainage scheme that incorporated a soakaway was unlikely to be approved by the planning authority. The drainage engineer's advice meant that Maverick would have to revisit the design and incorporate open sections where water could naturally drain from. It would also mean that a 'build-up' design, rather than a design built into the ground would need to be developed in order to have a drop from all parts of the skatepark. A build-up design would likely require a greater volume of concrete than a design constructed below ground level, increasing costs associated with that element of the project. However, it would also reduce the extent of groundworks required and lessen the need to excavate, remove and dispose of contaminated soil, potentially resulting in cost savings elsewhere within the project.

This was an unfortunate development as Maverick's initial design had received universal support from skaters all over the town and had been viewed as quite a special design. Maverick would now look at producing a new build-up design, which aimed to incorporate many of the characteristics and features that made the initial design so popular.

Issues discussed included:

- That removing contaminated earth from a large section of Springfield was likely to be prohibitively expensive; and
- That Maverick was likely to produce a new design in three months and that the Committee would look at it then.

Resolved

To note the update.

P&A 38/26 Action Plan for the Town Transport Plan *(Minute P&A 60/25 and others)*

The Town Council's Town Transport Plan was adopted in early 2025. The Plan identified a series of interventions and categorised them into 'must do', 'should do' and 'can do' categories. In order to keep track of progress against these, officers had produced an Action Plan (circulated with the agenda) which the Committee was asked to consider.

Issues discussed included:

- The merits and demerits of installing lighting along an active travel route through Meriton Rec and that consultation was planned to take place on this possible intervention.

Consideration was also given the possibility of part-funding highway scheme to install an informal pedestrian crossing on the A4, near the junction with Middlewick Lane. The LHFIG had prepared the scheme with a view to submitting a request for funding through Wiltshire Council's substantive bid scheme. The Senior Traffic Engineer had costed the proposal at £32,000, had stated that the LHFIG contribution would be £3,607 and that the Town Council would need to contribute a minimum of £2,607 for the scheme to be taken forward.

Issues discussed included:

- That the proposed crossing accorded with TTP1 in the Action Plan – accessibility and safety upgrades to footways, crossings etc;
- That the substantive bid was more likely to be successful if the Town Council contributed more than the minimum town/parish contribution; and
- The budget for making contributions to such projects.

Resolved

1) To note the updated Action Plan.

2) To contribute up to £5,000 towards the A4 crossing scheme.

P&A 39/26 Start Dates for Allotment Tenancies *(Minute P&A 10/26 and others)*

At the Property and Amenities Committee meeting on 27 May 2026, Members considered a proposal to change the start dates for allotment tenancies from 1 April to 1 January. The proposal had been made to allow vacant plots to be allocated earlier in the growing year, which would mean that they were less likely to become overgrown and would allow new tenants to adequately plan their first growing season on their allotment. The Committee had resolved to undertake consultation with existing allotment tenants and persons on the waiting list and gave respondents four options: keep the start dates at 1 April, change the start dates to 1 January, change the start dates to 1 February or change the start dates to 1 October. The results of that consultation were circulated with the Agenda, and the Committee was invited to consider whether the start dates for allotment tenancies should now be changed.

Issues discussed included:

- That close to 55% of respondents supported the proposal to change the start dates to 1 January and that only 12% of respondents wanted to keep the start dates as they were; and
- That some plot holders had used the consultation to highlight that there were several plots in a poor/unworked condition this year. Some respondents had called for the Town Council to undertake biannual inspections of plots to ensure that they were being worked and kept in a reasonable state.

Resolved

To change the start dates for allotment tenancies to 1 January.

P&A 40/26 Wayleave Request

Consideration was given to a wayleave request from Openreach to site a pole with associated wiring and cables in Meriton Rec. Openreach had stated that the pole was needed to improve connectivity in the local area.

Issues discussed included:

- The impact this might have on the open space;
- What services would this pole provide and to whom;
- Whether there would be any cabling from the top of the pole and where this would run;

- The provisions of the Electronic Communications Code 2017 which gave telecommunications providers the ability to challenge any refusal through the Upper Tribunal (Lands Chamber).

Resolved

1) To ask Openreach for more information on what cabling will be installed and where it would go.

2) To delegate authority to the Head of Technical Services to decide on whether to approve the wayleave request.

P&A 41/26 Freight Action Plan Consultation

Consideration was given to the Freight Action Plan which Wiltshire Council was consulting on. As well as a high-level HGV Route Network, the action plan contained a series of Local Access Routes for a number of Wiltshire's market towns. The Committee was asked to consider whether it should make a submission as part of the consultation.

Issues discussed included:

- That the Action Plan did not include a Local Access Route for Corsham;
- Whether there would be merit in creating a Local Access Route for Corsham (linking the Leafield Industrial Estate with the A4 via Valley Road). If a route was established in the Action Plan, it might enable Wiltshire Council and the Town Council to tackle/limit freight movement elsewhere.

Resolved

To submit a response to the consultation suggesting that a Local Access Route for Corsham be included in the Freight Action Plan, linking the Leafield Industrial Estate with the A4 via Valley Road.

P&A 42/26 Pockeridge Wood – Woodland Management Plan

Consideration was given to a Woodland Management Plan that had been produced by Wiltshire Council and its contractor. The Town Council had been asked to comment on the plan ahead of it being submitted to the Forestry Commission. Having a plan in place would allow Wiltshire Council to access funding for managing the woodland and to obtain a felling licence for the area. Officers had already been through the plan and had a few comments to make including that the plan seemed to encompass some land (the Little Play Area, Katherine Park) that the Town Council managed and the need to consult with other local stakeholders including the MOD, Network Rail and local residents.

Issues discussed included:

- The need to manage deer and squirrels in a sensitive fashion;
- That the plan included provisions for climate resilience which included planting a variety of trees to guard against different weather conditions/diseases that might effect trees in the future.

Resolved:

To delegate authority to officers to formulate a response to the consultation including the points raised at the meeting.

P&A 43/26 Update on Local Highway & Footway Improvement Group Issues ***(Minute P&A 27/26 and others)***

The Committee received an update on the following LHFIG issues:

20mph limits: The Head of Technical Services reported that the Town Council's proposals for extending 20mph speed limits in the town centre had been submitted on 20 August 2026.

Traffic Survey Requests: Traffic survey requests had been submitted for Upper Potley (with a view to reducing the speed limit along Upper Potley and Potley Lane) and for the A4, outside the Copenacre development (with a view to securing Police enforcement of the speed limit).

Lacock Road Highway Improvement Form: The Highway Improvement Form requesting planters along the Lacock Road verge had been submitted. The Senior Traffic Engineer had responded by saying that there was already a request in the LHFIG system for Lacock Road and that a second request was unnecessary. Councillors/officers attending the LHFIG would need to raise the planter suggestion when the issue was next discussed at the LHFIG.

Danvers Road Highway Improvement Form: The Highway Improvement Form asking for the removal of the barriers between Danvers Road and Glebe Way had been submitted. The Highways Maintenance team had been in touch to state that the work had been programmed in this month.

Corsham to Chippenham Cycle Route Signage: The Head of Technical Services had met with Wiltshire Council's Principal Engineer to discuss cycle route signage for the Corsham to Chippenham route via Easton Lane. This issue had originally been raised by the Active Travel Group via a highway improvement request over a year ago. The Principal Engineer stated that she would speak with the Senior Traffic Engineer with a view to drawing up a draft signage scheme. It was hoped that this could his be shared with the Town Council (and Active Travel Group) for comment ahead of installation. The Principal Engineer stated that she would speak to colleagues in the Sustainable Transport team to see if there was a budget to fund the signage.

Resolved

To note the update.

P&A 44/26 Speed Indicator Devices (SIDs) and AutoSpeedWatch ***(Minute P&A 29/26 and others)***

Consideration was given to the deployment of the Town Council's Speed Indicator Devices (SIDs) and AutoSpeedWatch camera. SIDs had been recently deployed at Elley Green and at Valley Road. The statistics from these locations had been circulated with the agenda. The AutoSpeedWatch camera had recently been installed at Newlands Road and the threshold for

setting it off set at 32mph. It was too early to draw any conclusions from the data.

Consideration was also given to contributing up to £250 towards a capped post hole for a SID site at Westwells. The Committee had submitted a traffic survey at this location which had shown that the location would qualify for the deployment of a SID.

Resolved

To contribute up to £250 towards a capped post hole for SID deployment at Westwells.

P&A 45/26 Service Delegation and Asset Transfer *(Minute P&A 07/26 and others)*

The Chief Executive reported that he had contacted Wiltshire Council's Head of Estates about seven sites that the Committee had expressed an interest in managing – grassed areas at Brook Drive, Cresswells, Hatton Way, Newlands Road, Valley Road and Velley Hill and the Laggar Playing Field. He had been told that progress with SDAT was on hold and that it was unlikely to be resumed until such time as Wiltshire Council's Cabinet had approved a new SDAT policy.

The Head of Estates had been amenable to a request from officers to alter the boundary of the play area at Bences Lane to allow improvements to take place. The Town Council had been advised that it could produce a plan for the site and the two agreements that the Town Council had for Bences Lane (one covering the play area and one covering the open space) could be amended accordingly.

Issues discussed included:

- Councillor Belcher stated that Wiltshire Council's Cabinet was likely to consider a new SDAT policy at their October meeting.

Resolved

To note the update.

P&A 46/26 Changes to Wiltshire Council's Winter Resilience Support and Update on Community Preparedness

The Committee noted that the Parish Emergency Assistance Scheme was due to end following the 2026/27 winter. Going forward, the Town Council would need to decide whether to find its own supplier for gel sacs, road salt and emergency signage.

Issues discussed included:

- That maintaining stocks of winter supplies at current levels was unlikely to necessitate a budget over £1,000 per year.

Resolved

To note the update.

P&A 47/26 Budget Setting for 2027/28

The Chief Executive was in attendance to facilitate an initial discussion about the budget. He stated that there were a number of significant projects coming up, including works at Arnold House and the Guide Hut. He stated that although the general reserve was not large, there was around £1 million in various earmarked reserves, which he proposed to simplify/rationalise. Whilst a number of travel and highway EMRs could be collated he proposed to maintain a separate EMR for public realm.

Issues discussed included:

- That c.£600,000 would need to be allocated for Arnold House and the Guide Hut over the next three years;
- That other large expenditures could be anticipated on public realm improvements, the skatepark, transport initiatives and play areas;
- The merits of demonstrating the intention to spend by having project specific headings in the budget. This might ensure that there was transparency and clarity on what the Town Council was going to do in the next 18 months; and
- The possibility of reporting to this Committee on progress against various budgets.

Resolved

That the Chief Executive incorporates some of the points raised in this discussion when setting out a draft budget for consideration at a future meeting.

The meeting began at 7.00pm and ended at 8.34pm. There was one member of the public present.

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CHAIR DATE