

Minutes of the Council (Planning) Meeting held on Wednesday 23 April 2014

Present Councillor Mrs R Hopkinson (Chairman)
Councillors S Abbott, P Anstey, Ms L Bray, J Fraser, C Fuller, D Jones,
Mrs A Lock, P Pearson and R Taylor.

In Attendance Mrs K Gilby (Administrative Assistant)

PL 126/13 Apologies

Apologies were received from Councillors N Holder, M Jackson, D Jarman, N Pocock, M Simpkins, Mrs I Thompson and P Whalley.

PL 127/13 Public Question Time and Petitions

There were none.

PL 128/13 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.

There were none.

PL 129/13 Applications

NESTON WARD

14/03177/REM Former Bath and Portland Stoneworks, Westwells – Erection of 39 dwellings and associated highways – relating to condition 22 of 12/02106/FUL

Resolved: that the application be refused on the grounds that changing the proposed material from reconstituted stone to render would be detrimental to the appearance of the finished scheme.

14/03202/FUL 9 Greenhill – Demolition of existing garage and erection of new garage with study/bedroom over.

Resolved: that, subject to a condition that the use of the new garage be contemporaneous with the main dwelling, no objections be raised.

PICKWICK WARD

14/03255/LBC Corsham Court, High Street – Strip and relay roofs, add insulation, works to chimney and bell housing, works to rainwater goods and repointing.

Resolved: that no objections be raised.

14/03692/TCA Corsham Court, High Street – Reduce overhanging branches to 1 Horse Chestnut Tree by 2 metres and to 1 Horse Chestnut Tree by 1.5 metres.

Resolved: that no objections be raised.

RUDLOE WARD

14/03208/FUL 3 Long Close Avenue – Erection of detached double garage.

Resolved: that no objections be raised.

TOWN WARD

14/03715/FUL Dairy Cottage, Lacock Road – Replacement of existing porch and domestic store.
14/03792/LBC

Resolved: that no objections be raised.

14/02805/FUL St Patricks RC School, Lacock Road – Extension to form new classroom space and lightweight covered pergola.

Resolved: to support the application.

PL 130/13 Amended/Additional Plans

There were none.

PL 131/13 Decisions

(1) Approvals

NESTON WARD

14/02527/TCA Neston Triangle – 10% thin, shape, reduce crown height by 2 metres and crown reduction by 1 metre to 1 Purple Plum Tree, fell 1 Rowan and 1 Purple Plum Tree.

PICKWICK WARD

14/00789/FUL 18 Academy Drive – Replace and move existing 1.8 metre fence with 2.2 metre fence.

14/01109/FUL 9 Mansion House Mews – Replacement shed and erection of greenhouse replacing existing playhouse.

TOWN WARD

13/07075/VAR Springfield Sports Centre, Beechfield Road – Variation of Condition 20 of 12/00718/FUL relating to approved plans.

14/02329/TCA The Paddock, Lacock Road – Removal of two branches from two Beech Trees.

(2) Refusals

NESTON WARD

* 13/06799/VAR Former Bath and Portland Stoneworks – Variation of condition 22 of 13/00595/S73 relating to revision of site boundary fencing.

TOWN WARD

* 14/01067/VAR Cherry Tree Cottage, Thingley – Variation of Condition 2 of 11/01796/FUL to allow retention of existing building.

(3) Withdrawn

There were none for this meeting.

(4) Void

There were none for this meeting.

PL 132/13 Neighbourhood Plan for Corsham

Report and Terms of Reference attached.

Resolved:

- i) that the Neighbourhood Plan Steering Group Terms of Reference be approved*
- ii) that the Steering Group be set up at the next Full Council Meeting*
- iii) that the Chairman of the Steering Group be appointed at the next Full Council Meeting*
- iv) that following the next Full Council Meeting, the first meeting of the Steering Group be arranged*
- v) that the Town Clerk and Members would attend Box Parish Council Meeting on 24 April 2014 to discuss the boundary.*

PL 133/13 Notification of Intention to Prepare Two New Development Plan Documents

Wiltshire Council had published its intention to prepare the following Development Plan Documents (DPDs):

- Wiltshire Housing Site Allocations DPD; and
- Chippenham Site Allocations DPD.

Further to the previous Planning Meeting on 2 April 2014 (PL124/13), Wiltshire Council was consulting on the scope of the Wiltshire Housing Site Allocations DPD and the Chippenham Site Allocations DPD. Councillor P Pearson had attended a meeting on 8 April regarding the Chippenham Site Allocations DPD.

Councillor P Pearson reported on the meeting he had attended. Chippenham's Site Allocations had all been set back to zero and sites would be re-considered. Further details were available on Wiltshire Council's website.

Resolved: that Wiltshire Council's intention to prepare the two Development Plan Documents be noted. Councillors wishing to comment on the scope of the documents could do so individually via the website.

PL134/13 Notification of Intention to Prepare a New Development Plan Document and Consultation on the Sustainability Appraisal Scoping Report Addendum

Comments on the proposed scope of the Draft Gypsy and Traveller Development Plan Document (DPD) and Sustainability Appraisal (SA) Scoping Report were invited during the six week consultation period, running until Monday 19 May. The SA Scoping Report was available for viewing and commenting on, through Wiltshire Council's consultation website: <http://consult.wiltshire.gov.uk/portal>

Resolved: that Wiltshire Council's intention to prepare a new Development Plan Document be noted. Councillors wishing to comment on the Scope of the Draft Gypsy and Traveller Development Plan Document and Sustainability Appraisal Scoping Report Addendum could do so individually via the website.

PL135/13 Wiltshire Core Strategy Consultation on Schedule of Proposed Modifications and Associated Documents April 2014

Wiltshire Core Strategy Consultation on Schedule of Proposed Modifications and Associated Documents April 2014 were available to view and comment on, until 27 May 2014. Further details were available:

http://consult.wiltshire.gov.uk/portal/spatial_planning/wcs/wiltshire_core_strategy_proposed_modifications_april_2014

Resolved: that Wiltshire Council's Core Strategy Consultation on the Schedule of Proposed Modifications and associated documents be noted. Councillors wishing to comment could do so individually via the website.

The meeting commenced at 7.30pm and closed at 8.05pm. There were no members of the public present at the meeting.

CHAIRMAN

DATE

Councillors' decisions on planning applications are based on the information available to them at the time of the meeting.



Minutes of the Council Meeting held on Monday 12 May 2014

Present Councillor Mrs R Hopkinson (Chairman)
Councillors S Abbott, A Bosley, Ms L Bray, J Fraser, N Holder, M Jackson,
D Jarman, D Jones, Mrs A Lock, Miss M Morgan, N Pocock, M Simpkins,
R Taylor, Mrs I Thompson, Mrs M Wakeman, P Whalley

In Attendance Mrs M Jones (Administration Officer)
D Martin (Town Clerk)

01/14 Apologies

Apologies were received from Councillors P Anstey, C Fuller and P Pearson.

02/14 Election of the Chairman of the Council

Councillor J Fraser proposed that Councillor Mrs R Hopkinson be elected as Chairman for the forthcoming Council year, seconded by Councillor M Jackson. There being no further nominations, it was:

Resolved

That Councillor Mrs R Hopkinson be elected Chairman of Corsham Town Council for the forthcoming year.

03/14 Declaration of Acceptance of Office by the Chairman

Councillor Mrs R Hopkinson accepted the Office of Chairman for the forthcoming year and signed the Declaration of Acceptance of Office.

04/14 Election of Vice Chairman of the Council

Councillor Mrs R Hopkinson proposed that Councillor P Pearson be elected as Vice-Chairman for the forthcoming Council year, seconded by Councillor J Fraser. There being no further nominations, it was:

Resolved

That Councillor P Pearson be elected Vice-Chairman of Corsham Town Council for the forthcoming year.

05/14 Public Question Time and Petitions

There were none.

06/14 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.

There were none.

07/14 Minutes of the Town Council Meeting held on 14 April 2014

Minute 268/13 Public Forum - With reference to the parking situation at Pound Pill, the Minute was amended to include the suggestion that further improvements be made in this location.

Resolved

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

08/14 Matters Arising from the above Minutes

There were no matters arising.

09/14 Town Council Meeting at Gastard Village Hall

Councillors were asked to provide feedback on the Council Meeting held on 14 April 2014 and discuss the format of other Council Meetings.

In general, it was felt that the meeting was useful and informative for the Gastard residents. Councillors' comments included:

- The meeting was too long;
- Questions from residents could be submitted prior to the meeting;
- Highlight on the agenda that questions for Wiltshire Council can be passed on through the Town Council, but not be resolved by the Town Council;
- Highlight when the Area Board Meetings take place;

- The PA system would be an advantage as some residents found it difficult to hear everything that was being said.

10/14 Matters Arising from the Annual Town Meeting held on 10 April 2014

There were no matters arising.

11/14 Chairman's Announcements

Past Appointments

April

- 23 – Greensquare consultation on the housing development at Rudloe
- 24 – Meeting with Tanvir Bush of Bath Spa University regarding the Sensibility Festival
- 28 – Presentation of Community Awards to Corsham Primary School Knitters and Crochet Club

May

- 1 – Meeting with Wiltshire Councillor Jonathon Seed regarding the Campus
- 6 – Interview with BBC Points West regarding Poldark filming
- 8 – Corsham Area Transport Group meeting
- 9 – Wiltshire Sound interview regarding Poldark
- 10 – Corsham in Bloom launch at the Corsham Gardeners Show

Forthcoming Activities

- 13 – MoD visit
Bath Spa University regarding artwork for the Town Hall
- 14 – Meeting with Wiltshire Councillor John Thomson regarding parking in Corsham
- 15 – Meeting with Russ Tunney, The Pound Arts Centre regarding the Service Level Agreement
- 17 – Mansion House Open Day
Corsham Hockey Club Launch
- 19 – WW1 Centenary Commemorations Meeting
- 20 – Spring Tining visit
Meeting with Wiltshire Council officers regarding the parking review
Corsham Churches Food Bank AGM
- 27 – Staffing Review Panel meeting

June

- 3 – Wadswick Green Tour
- 8 – Jargeau twinning visit to Corsham

12/14 Policing and Community Safety

PC Hazel Anderson had given her apologies but sent a report on recent policing and community safety issues including:

The Corsham Neighbourhood Policing Team would be moving to the new campus in early July. Special Constable Millis Miller was joining Corsham NPT.

Corsham NPT had attended a number of multi-agency meetings which had proved beneficial to other agencies and the NPT itself.

An adult male had been charged for being in possession of cannabis. A youth had been issued with a Local Resolution as a result of assaulting another youth at the skate park. A runner had been bitten by a dog near to Ladbrook Farm - enquiries had been made. Three youths were caught spray painting a garage door - the Police had contacted the families.

13/14 Appointments to Committees, Working Groups and Panels, and Election of Committee Chairmen and Vice-Chairmen

i) Appointment of Amenities Committee (9 to 12 Members)

Councillors P Anstey
Ms L Bray
J Fraser
C Fuller
Mrs R Hopkinson
D Jones
Mrs A Lock
N Pocock
M Simpkins (Vice-Chairman)
R Taylor
Mrs I Thompson
Mrs M Wakeman (Chairman)

ii) Election of Chairman and Vice-Chairman of the Amenities Committee

Councillor J Fraser proposed that Councillor Mrs M Wakeman be elected Chairman of the Amenities Committee for the forthcoming year, seconded by Councillor D Jones. There being no further nominations it was:

Resolved

That Councillor Mrs M Wakeman be elected Chairman of the Amenities Committee for the forthcoming year.

Councillor Mrs M Wakeman proposed that Councillor M Simpkins be elected Vice-Chairman of the Amenities Committee for the forthcoming year, seconded by Councillor Mrs A Lock. There being no further nominations, it was:

Resolved

That Councillor M Simpkins be elected Vice-Chairman of the Amenities Committee for the forthcoming year.

iii) Appointment of Leisure Committee (9 to 12 Members)

Councillors S Abbott
P Anstey
Ms L Bray
C Fuller
N Holder (Vice-Chairman)
M Jackson (Chairman)
D Jones
Mrs A Lock
N Pocock
M Simpkins
R Taylor
Mrs M Wakeman

iv) Election of Chairman and Vice-Chairman of the Leisure Committee

Councillor R Taylor proposed that Councillor M Jackson be elected Chairman of the Leisure Committee for the forthcoming year, seconded by Councillor Mrs M Wakeman. There being no further nominations it was:

Resolved

That Councillor M Jackson be elected Chairman of the Leisure Committee for the forthcoming year.

Councillor A Lock proposed that Councillor N Holder be elected Vice-Chairman of the Leisure Committee for the forthcoming year, seconded by Councillor M Simpkins. There being no further nominations, it was:

Resolved

That Councillor N Holder be elected Vice-Chairman of the Leisure Committee for the forthcoming year.

v) Appointment of Finance and General Purposes Committee (9 to 12 Members)

Councillors S Abbott
P Anstey (Chairman)
J Fraser (Vice Chairman)
Mrs R Hopkinson
N Holder
M Jackson
D Jarman
D Jones
P Pearson
M Simpkins
R Taylor
Mrs M Wakeman

vi) Election of Chairman and Vice-Chairman of the Finance and General Purposes Committee

Councillor Mrs R Hopkinson proposed that Councillor P Anstey be elected Chairman of the Finance and General Purposes Committee for the forthcoming year, seconded by Councillor M Jackson. There being no further nominations, it was:

Resolved

That Councillor P Anstey be elected Chairman of the Finance and General Purposes Committee for the forthcoming year.

Councillor Mrs R Hopkinson proposed that Councillor J Fraser be elected Vice-Chairman of the Finance and General Purposes Committee for the forthcoming year, seconded by Councillor M Jackson. There being no further nominations, it was:

Resolved

That Councillor J Fraser be appointed Vice-Chairman of the Finance and General Purposes Committee for the forthcoming year.

vii) Appointment of Accounts Sub-committee (4 Members + 2 reserves)

Councillors P Anstey (reserve)
J Fraser
M Jackson
P Pearson
R Taylor
Mrs M Wakeman (reserve)

viii) Appointment of Strategic Planning Working Group (8 to 10 Members)

Councillors S Abbott
P Anstey
J Fraser
N Holder
Mrs R Hopkinson
M Jackson
D Jarman
P Pearson
N Pocock
R Taylor

ix) Appointment of Communications and Marketing Working Group (6 to 8 Members)

Councillors S Abbott
Ms L Bray
C Fuller
D Jarman
Mrs A Lock
N Pocock
R Taylor

x) Appointment of Neighbourhood Planning Steering Group (5 to 6 Members)

Councillors S Abbott
N Holder

Mrs A Lock
P Pearson
N Pocock
P Whalley

xi) Appointment of Community Awards Panel (4 to 5 Members)

Councillors S Abbott
Ms L Bray
J Fraser
Mrs R Hopkinson
P Whalley

xii) Appointment of Staffing Panel (5 Members)

Councillors S Abbott
P Anstey
Miss M Morgan
M Simpkins
Mrs M Wakeman

xiii) Appointment of Appeals Panel (5 Members)

Councillors Ms L Bray
J Fraser
M Jackson
N Pocock
P Whalley

14/14 Appointments to Outside Bodies

Resolved

That the following appointments to outside bodies be made for 2014/15:

- i) Bath Spa University Liaison (1 Member) – Mrs R Hopkinson
- ii) Campaign to Protect Rural England (1 Member) – C Fuller
- iii) Chippenham Vision (1 Member) – P Pearson
- iv) Community First (1 Member + 1 reserve) – S Abbott and N Pocock (reserve)
- v) Corsham Area Development Trust (1 Member + 1 reserve) – P Anstey and N Pocock (reserve)
- vi) Corsham Area Transport Group (2 Members) – Mrs I Thompson and Mrs A Lock

- vii) Corsham Area Young People's Issues Group (2 Member) – Mrs I Thompson and Miss M Morgan
- viii) Corsham Chamber of Commerce (1 Member + 1 reserve) – D Jarman and Mrs A Lock (reserve)
- ix) Corsham for Walking (1 Member) – Mrs I Thompson
- x) Corsham in Bloom Committee (up to 5 Members) – Ms L Bray, Mrs R Hopkinson, D Jones and Mrs I Thompson
- xi) Corsham Twinning Association (1 Member) – Miss M Morgan
- xii) Corsham Youth Council (2 Members) – Mrs R Hopkinson and N Pocock
- xiii) Emergency Planning Volunteer (1 Member) – C Fuller
- xiv) Fairtrade (1 Member) – S Abbott
- xv) MOD Community Liaison – J Fraser, Mrs R Hopkinson, D Jones, Mrs A Lock, P Pearson and Mrs M Wakeman
- xvi) Potley & Pockeridge Community Association (1 Member + 1 reserve) – P Whalley and Mrs A Lock (reserve)
- xvii) The Pound Arts Trust Ltd (1 Member + 1 reserve) – N Pocock and R Taylor (reserve)
- xviii) Rudloe Community Association (1 Member) – D Jones
- xix) Springfield Liaison Group (2 members) – S Abbott and M Jackson
- xx) Town Council Surgery (4 Members) – M Simpkins
- xxi) Wiltshire Association of Local Councils (1 Member + 1 reserve) – Mrs A Lock and N Holder (reserve)
- xxii) Wiltshire Market Towns Forum (1 member) Mrs R Hopkinson
- xxiii) World War One Centenary Commemorations (up to 4) Ms L Bray, J Fraser, C Fuller, Mrs M Hopkinson, N Pocock and P Whalley

15/14 Appointment of Representative on Environment Issues (1 Member)
Councillor C Fuller

16/14 Appointment of Representative on Health Issues (1 Member)
Councillor R Taylor

17/14 Correspondence

- i) Members Information Sheets Nos. 294 and 295 were noted.
- ii) Late correspondence – There was none.

18/14 Reports from Council representatives appointed to outside bodies

Councillor Mrs I Thompson informed Councillors that the first Corsham Walking Festival would take place on 28 June 2014.

19/14 Minutes of the Council (Planning) Meeting held on 23 April 2014

Resolved

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

20/14 Matters Arising from the above Minutes

There were no matters arising.

21/14 Minutes of the Leisure Committee Meeting held on 7 May 2014

Resolved

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

22/14 Matters Arising from the above Minutes

There were no matters arising.

23/14 Minutes of the Corsham Youth Council Meeting held on 28 April 2014

Resolved

That the Minutes be noted.

24/14 Corsham Community Campus (*Minute 278/13 and others*)

The Chairman of the Community Campus Operations Board reported that construction of the Campus was on schedule and the moving date for the library, Neighbourhood Policing Team, Wiltshire Council officers and Youth Services would be early July. The newly appointed Community Engagement Officer, Penny Bell, would now be the primary point of contact for the Campus.

25/14 Closure of the Corsham branch of NatWest Bank

The Town Council had been informed that NatWest, Corsham branch was closing. Its business would be transferred to the Chippenham branch, although some services would be available from the Post Office.

After a discussion, it was agreed that the Town Clerk would write to Nik Bungay, Regional Manager, to express Corsham Town Council's disappointment and concern that NatWest had decided to close its Corsham Branch and to enquire: whether the ATM would remain in place permanently (if not, how long would it remain in place and usable); to what degree would services transfer to the Post Office and when; which services would transfer to Chippenham or elsewhere; what was likely to happen to the NatWest building, and was it owned or leased by NatWest.

26/14 Local Highways Workshop

Wiltshire Council Highways Department had organised an Annual Community Engagement Event on 19 May 2014 for town and parish councils. The Town Council was invited to send representatives.

Resolved

That Councillor P Whalley represents the Town Council at the Workshop.

27/14 Wiltshire Assembly

The Town Council was invited to send representatives to the Wiltshire Assembly on 3 July 2014. The theme of the Assembly was 'Our Ageing Population – Integrating Health and Social Care'.

Resolved

That Councillors Miss M Morgan and R Taylor represent the Town Council at the Wiltshire Assembly.

28/14 Relate Mid Wiltshire Office Grand Opening

Relate Mid Wiltshire had invited a representative of the Town Council to the official opening of its new premises in Trowbridge on 22 May 2014.

Resolved

That Councillor Miss M Morgan represents the Town Council at the opening of Relate Mid Wiltshire's new premises in Trowbridge.

29/14 Authorisation of cheques and payments

Online Banking Payments

Name	Amount
Salaries - CTC staff	£14,899.69
Wiltshire Pension Fund - Pension Contribution for May 2014	£4,542.59
Methuen Hall Grant - First Quarter 2014/15	£7,641.25
CTC Room Hire for April 2014	£91.00
Wiltshire College - 2 x Delegates for Chainsaw & Maintenance Course	£600.00
Falon Nameplates - Cast Bronze Plaque	£106.38
Baker & Baker - Grounds Maintenance Items	£146.73
Streetmaster Ltd - Hawthorn Oak Memorial Bench	£553.20
Landscape Group - Ground Maintenance for April	£1,946.15
Beazer Electrical - Heaters/Towel Rail/Sockets/Humidistat at Arnold House and Electrical Work at Guide Hut	£978.00
J H Jones - Grave Digging	£280.00
Travis Perkins - New Water Points at Cemetery	£49.05
Newlands Road Garage - Fuel for Works Vans and MOT	£292.44
Wicksteed - Repairs to Swing at Dicketts Road	£27.55
S J Aplin Playgrounds Ltd - Resurfacing Work at BMX Track	£2,355.60
RFL Communications - IT Support Services	£742.66

Zurich Insurance - Annual Insurance Premium	£10,312.37	
Eberlin Design - Website Updates and Building Walkers are Welcome Webpage	£372.00	
G E King/M E Walsh - Dry Stone Wall Repairs at Meriton Recreation	£1,740.00	
JACS - Fixings for Emergency Signs	£24.00	
ES Electrical - Water Filters	£15.00	
Konica Minolta - Photocopier Charges	£332.99	
Hills Waste Solutions - Waste Collections	£148.72	
RBS - End of Year Close Down	£408.00	
David Ingram - Rental Income for Flat 2 Arnold House	£550.00	
Mirage Signs Ltd - 2 x No Parking Signs for Gates at Recreation Grounds	£264.00	
Western Global - Hose Reel & Heavy Duty Hose for Bowser	£221.59	
T W Landscapes Ltd - Turf for Centenary Gardens	£144.00	
Countrywide - Grounds Maintenance Sundries/Equipment/Tools	£122.97	
Payment By Cheque		Cheque
		No.
HMRC - Tax and NI for May 2014	£4,205.25	7372
Petty Cash - April 2014	£101.16	7373
Bristol Wessex Water - Allotment & Springfield Water	£34.90	7374
Wiltshire Council - Temporary Events Licence Fee for Summer Fete	£21.00	7375
Haine & Smith Opticians - 1 x Employee Eye Examination	£19.90	7376
The Corsham School - New Grant Cheque for £450 Grant Cheque 7368 For £500 Returned	£450.00	7377
Sub-total	£54,740.14	
Cheques/Internet Banking Paid Outside of Meeting		
There were none		
Sub-total	£0.00	
Payments Made by Direct Debit/Standing Order		
Southern Electric (Electricity supply to Guide Hut)	£15.00	
Peninsula - Health & Safety Advice	£260.40	
Peninsula - Provision of HR Consultancy	£300.00	
Viking - Stationery/Postage/Caretakers Consumables	£450.00	
Vodafone - Telephones/Mobiles	£185.16	
Mainstream Digital - Telephone Line Rental Charges	£259.79	
Hills Waste Solutions		
SUB TOTAL	£1,470.35	
TOTAL	<u>£56,210.49</u>	

Resolved

That the cheques and transfers be authorised for payment.

The meeting commenced at 7.30pm and closed at 9.00pm. There were no members of the public present at the meeting.

CHAIRMAN

DATE

