

**Minutes of the Meeting of the Community Services Committee Meeting held at  
Corsham Town Hall on Wednesday 18 January 2017**

**Present** Councillor S Abbott (Chairman)  
Councillors Ms L Bray, N Farmer, Mrs R Hopkinson, M Jackson, D Jones,  
N Pocock and Mrs I Thompson

**In Attendance** Mrs R Avent (Tourism and Events Officer)  
Mrs S Thomas (Head of Community Services)

**CS 45/16 Apologies**

Apologies were received from Councillors C Fuller, D Jarman, Mrs A Lock and R Taylor.

**CS 46/16 Public Question Time and Petitions**

There were none.

**CS 47/16 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.

**CS 48/16 Matters arising from the Minutes of the Community Services Committee Meeting held on 16 November 2016**

There were none.

**CS 49/16 Reports from Council representatives appointed to outside bodies**

*Community Awards* – Cllr Mrs R Hopkinson had taken part in a BBC Wiltshire radio interview on 18 January to promote the Community Awards scheme.

*Bath Spa University/Paper Nations* – Cllr Mrs R Hopkinson was due to meet with Lynne Taylor from Bath Spa University, along with the Head of Community Services and Tourism and Events Officer, to discuss how the Town Council could help promote the Paper Nations creative writing project locally.

*Corsham Walking Festival* – Cllr Mrs I Thompson had attended a recent Corsham Walking Festival meeting at which a number of matters had been raised. The Head of

Community Services had already been contacted by the Chairman of the Festival and the various matters, including renewal of the town's Walkers are Welcome status and potential free parking on Saturday 10 June 2017, were in hand.

**CS 50/16 Strategic Plan Monitoring and Evaluation (Minute CS 36/16, CS 24/16, CS 27/15, SP 4/15 and others)**

The Head of Community Services gave an update on progress made on those Strategic Plan themes covered by the Community Services Committee: Destination Corsham; Alive with Centres of Excellence; Open to Business and Safe and Healthy Community.

It was suggested that there may be an opportunity for Corsham Institute/Corsham TV to look at the production of an app that could run alongside the *Corsham in Focus* photographic treasure hunt being put together by local photographer Andy Rose and designer Tim Jollands (*Note 2 – Destination Management Plan Update – Attracting People; Note 3 – Use Innovating Ways of Local Marketing*).

The update was noted.

**CS 51/16 Review of the Town's Christmas Events and the Christmas Lights Switch-On and Displays (Minute CS 42/16, CS 27/16 and others)**

The Committee was asked to review the Council's festive activities and consider any further improvements and changes for 2017. Overall feedback had been very positive and the attendance was high at both the Wishing Tree and the Lights Switch-On.

It was felt that the second stage in the High Street worked particularly well and should be repeated. Areas to consider for improvement in 2017 included better lighting in the stalls, although all stallholders are already invited to bring their own lights; closing the road earlier to allow for more set-up time, and adding a more traditional/religious aspect to the entertainment at the Town Hall with carol singing. More Councillors were needed to help on the evening as the lack of assistance at the event, particularly at the end, meant those staff and Councillors who were there were over-stretched and there was insufficient back-up should an emergency have occurred.

**Resolved**

- i) That the Tourism and Events Officer would consider the logistics of closing the High Street earlier than the current 4pm to allow more time for Town Council staff and stallholders to set up the event.
- ii) That a wider survey of Councillors, staff and others involved be taken to discover their thoughts on including more carols/a more religious aspect to the entertainment on the main stage, for example a choir leading carol singing at the end of the evening.
- iii) That the date of this year's Christmas Lights Switch-On - Friday 1 December 2017 - be highlighted to Councillors, particularly from May 2017 onwards following the local elections, and that all Councillors are asked to sign up to help as early as possible.

**CS 52/16 Taste of Corsham – 17 June 2017 (Minute CS 43/16)**

The Tourism and Events Officer gave an update on the plans for Taste of Corsham, the Town Council's first food festival, which would take place on Saturday 17 June 2017, and asked for ideas for activities and stalls. So far 24 companies had committed to taking part and activities would include a competition to design a new pie recipe; wine tasting to theatre, and a number of other food and drink tastings.

A number of suggestions were made for possible stallholders, plus the inclusion of a children's activity that would feature butter-making.

The update was noted.

**CS 53/16 Street Fair (Minute CS 40/16, CS 17/16 and others)**

Following the resolution at the Community Services Committee meeting on 16 November 2016 that the Street Fair become an annual event, the Committee was asked to approve the date of Saturday 16 September 2017 for this year's Street Fair.

**Resolved**

That the Street Fair be held on Saturday 16 September 2017.

**CS 54/16 Corsham Cultural Strategy and Action Plan (Minute CS 25/16)**

Following approval of the Creative Corsham Strategy and its associated Action Plan, the Head of Community Services and Tourism and Events Officer updated the Committee on recent activity.

The Town Council would be more heavily involved in this year's Peacock Arts Trail, running a schools' competition and using the Town Hall as a venue; Make Believe Arts were looking at running a series of story walks in the town centre and a possible Pumpkin Festival in October; a meeting had taken place with Elizabeth Cameron from Bath Spa University's Research and Enterprise Office, with a number of suggestions for events and joint-working on projects; the Creative Corsham Strategy would be sent out to all the stakeholders involved in its research, and, following a call-out to local businesses, All the Pretty Things had volunteered to hold the first Artists' Cafe event on Wednesday 1 March.

The update was noted.

The meeting commenced at 7.30pm and closed at 8.09pm. There were no members of the public present.

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CHAIRMAN

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DATE