

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

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4 April 2017

Dear Councillor

You are hereby summoned to attend the Council Meeting to be held at the Town Hall on Monday 10 April 2017 at 7.30pm.

Yours sincerely

David J Martin  
CHIEF EXECUTIVE

#### **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 13 March 2017 – *attached*.
5. Matters Arising from the above Minutes – *for information only*.
6. Chairman's Announcements.
7. Correspondence –
  - i) As mentioned in Members Information Sheet No. 368 and 369 (to follow) – *to note*.
  - ii) Correspondence from Corsham's twin town of Jargeau following the London Terror Attack.
  - iii) Late correspondence – *to note*.
8. Reports from Council representatives appointed to outside bodies.
9. Policing and Community Safety – To consider policing and community safety issues – *for information and comment*.
10. Minutes of the Council (Planning) meeting held on 15 March 2017 – *attached*.

11. Matters Arising from the above Minutes – *for information only.*
12. Minutes of the Community Services Committee meeting held on 22 March 2017 – *attached.*
13. Matters Arising from the above Minutes – *for information only.*
14. Minutes of the Property and Amenities Committee meeting held on 29 March 2017 – *attached.*
15. Matters Arising from the above Minutes – *for information only.*
16. Minutes of the Council (Planning) meeting held on 5 April 2017 – *to follow.*
17. Matters Arising from the above Minutes – *for information only.*
18. Minutes of the Corsham Youth Council meeting held on 3 April 2017 – *to note.*
19. Local Elections – To consider matters which may arise from the Local Elections on 4 May 2017. The Statement of Persons Nominated will be published by 4pm on 5 April 2017 and will be available at the meeting.
  - i) Quorum and Co-options – A minimum of seven councillors are required in order to have a quorum, which would then be able to fill any vacancies through co-option. If necessary, this will be discussed in more detail at the Annual Council Meeting on 8 May.
  - ii) General Power of Competence – In order to continue to be able to use the General Power of Competence, at least two thirds (14no.) of Town Councillors must hold office as a result of being elected as opposed to being co-opted. Provided this limit is reached, the Town Council must, at its Annual Council Meeting, resolve to declare that it meets the relevant criteria for eligibility. The criteria include relevant qualifications and training for the Chief Executive.
  - iii) Local Council Award Scheme (Quality Gold) – In order to be able to reapply for Quality Gold or Quality Level under the LCAS when it expires in November 2019, at least two thirds of the Town Councillors must hold office as a result of being elected as opposed to being co-opted. Other criteria apply. For the Foundation Level Award, there is no lower limit for the number of Councillors who are elected.
  - iv) Declarations of Acceptance of Office – In order to participate in Council meetings and vote, Councillors are required to sign a Declaration of Acceptance of Office. This must be done before or at the first Council meeting unless the Council permits it to be before or at a later meeting fixed by the Council. Failure to sign the Declaration will result in the seat being declared vacant and a casual vacancy arising. It is recommended that the Town Council resolves to permit the signing and proper witnessing of Declarations of Acceptance of Office up to or at the Council meeting on 12 June 2017  
  
*– for comment and 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 7.10pm.**

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