

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

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3 May 2016

Dear Councillor

You are hereby summoned to attend the Annual Council Meeting to be held at the Town Hall on Monday 9 May 2016 at 7.30pm.

Yours sincerely

David J Martin
CHIEF EXECUTIVE

AGENDA

1. Apologies.
2. Election of the Chairman of the Council.
3. Declaration of Acceptance of Office by the Chairman.
4. Election of Vice Chairman of the Council.
5. Public Question Time and Petitions.
6. 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.

7. Minutes of the Town Council Meeting held on 11 April 2016 – *attached*.
8. Matters Arising from the above Minutes – *for information only*.
9. Matters Arising from the Annual Town Meeting held on 21 April 2016 – *draft minutes attached – for information only*.
10. Chairman's Announcements.
11. Policing and Community Safety – To consider policing and community safety issues.

12. Appointments to Committees, Working Groups and Panels, and Election of Committee Chairmen and Vice-Chairmen:

- i) Appointment of Property and Amenities Committee (9 to 12 Members)
- ii) Election of Chairman and Vice Chairman of the Property and Amenities Committee
- iii) Appointment of Community Services Committee (9 to 12 Members)
- iv) Election of Chairman and Vice Chairman of the Community Services Committee
- v) Appointment of Finance and Administration Committee (9 to 12 Members)
- vi) Election of Chairman and Vice Chairman of the Finance and Administration Committee
- vii) Appointment of Accounts Sub-Committee (4 Members + 2 reserves)
- viii) Appointment of Neighbourhood Planning Steering Group (5 to 6 Members)
- ix) Appointment of Community Awards Panel (4 to 6 Members)
- x) Appointment of Staffing Panel (5 Members)
- xi) Appointment of Appeals Panel (5 Members)
- xii) Appointment of Strategic Planning Working Group (normally comprises of the Chairmen and Vice-Chairmen of the Council and Committees (up to 8 Members)

13. Appointments to Outside Bodies:

- i) Bath Spa University Liaison (2/3 + Council Chairman)
- ii) Campaign to Protect Rural England (1 + reserve)
- iii) Community First (1 + reserve)
- iv) Corsham Area Transport Group (2)
- v) Corsham Chamber of Commerce (1 + reserve)
- vi) Corsham in Bloom (up to 4)
- vii) Corsham Local Youth Network (2 + reserve)
- viii) Corsham Railway Station Town Team (3)
- ix) Corsham Twinning Association (1 + reserve)
- x) Corsham for Walking (1)
- xi) Corsham Youth Council (2 + reserve)
- xii) Emergency Planning Volunteer (1)
- xiii) Fairtrade (1)
- xiv) Potley and Pockeridge Community Association (1 + reserve)
- xv) Pound Arts Trust Ltd (1 + reserve)
- xvi) Rudloe Community Association (1)
- xvii) Town Council Surgery (4 members)
- xviii) Wiltshire Association of Local Councils and NALC (1 + reserve)
- xix) Wiltshire Market Towns Forum (1)
- xx) World War One Centenary Commemorations (up to 6)

14. Appointment of Representative on Environment Issues (1 Member + reserve)

15. Appointment of Representative on Health Issues (1 Member + reserve)

16. Correspondence –

- i) As mentioned in Members Information Sheet Nos. 345 and 346 (*to follow*) – *to note*.
- ii) Late correspondence – *to note*.

17. Reports from Council representatives appointed to outside bodies.
18. Minutes of the Council (Planning) meeting held on 13 April 2016 – *attached*.
19. Matters Arising from the above Minutes – *for information only*.
20. Minutes of the Finance and Administration Committee meeting held on 20 April 2016 – *attached*.
21. Matters Arising from the above Minutes – *for information only*.
22. Minutes of the Council (Planning) meeting held on 4 May 2016 – *to follow*.
23. Matters Arising from the above Minutes – *for information only*.
24. Minutes of the Corsham Youth Council meeting held on 18 April 2016 – *to note*.
25. Recycling Facility, Post Office Lane Car Park, Corsham (*Minute 256/15 and others*) – Further to the previous meeting, the Town Council is asked to consider supporting Wiltshire Council's plan to remove the recycling facility from Post Office Lane Car Park. The site has been problematic for some time due to fly-tipping and unauthorised commercial use. Alternative recycling facilities are provided through the black box scheme and there are clothing and textile banks in a number of locations around the town. The Town Council has received several complaints about the fly-tipping and unsightly appearance of the recycling facility. The Town Council previously supported removal of the site in order to accommodate coach parking facilities, although this is currently on hold pending the Public Realm Study and Corsham Framework. The suggestion of removing the facility was raised at the Annual Town Meeting and received no adverse feedback – *for consideration*.
26. Community Governance Review Update (*Minute 266/15 and others*) – Further to previous meetings, Wiltshire Council has provided a further update on the Community Governance Review. Wiltshire Council is sending letters directly to residents in the area to the west of the current Box/Corsham parish boundary (*see attached plan*) i.e. those within the area covered by the amendment put forward by Councillor Phil Whalley at the Wiltshire Council meeting in November 2015. A meeting between Wiltshire Council's CGR Working Group, Box Parish Council and Corsham Town Council representatives is likely to take place in June with a view to reporting to Wiltshire's Full Council meeting on 12 July 2016. A brief Town Council statement for those affected is being prepared for distribution. Clarification has been sought from Wiltshire Council regarding how they intend to deal with other residents affected by the possible boundary changes in the Rudloe Estate and to the north <http://www.wiltshire.gov.uk/council/communitygovernancereview.htm> east of the A350 Chippenham/Corsham boundary – *for information and comment*.
27. 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.