

**Minutes of the Council Meeting held at the Town Hall on Monday 11 July 2016**

**Present** Councillor Mrs R Hopkinson (Chairman)  
Councillors J Fraser, C Fuller, D Jarman, D Jones, Mrs A Lock, P Pearson,  
N Pocock, Mrs I Thompson, Mrs M Wakeman and P Whalley

**In Attendance** Mrs M Jones (Head of Finance and Administration)  
S Lodge (KIK Radio)  
Sgt R Lungu  
D Martin (Chief Executive)  
M Unwin (Dorset & Wiltshire Fire and Rescue Service)

**50/16 Apologies**

Apologies were received from Councillors S Abbott, P Anstey, Miss L Bray,  
M Jackson, J Mitchell and R Taylor.

**51/16 Public Question Time and Petitions**

There were none.

**52/16 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.

**53/16 Minutes of the Council Meeting held on 13 June 2016**

**Resolved**

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

**54/16 Matters Arising from the above Minutes**

There were no matters arising.

## 55/16 Chairman's Announcements

### *Past Appointments*

June

- 14 - Retailers Meeting
- 15 - Community Governance Review Meeting
- 15 - Further Leafield Meeting
- 17 - Walking Festival Opening – Springfield
- 20 - Cricket Match – Wiltshire v Cornwall
- 20 - Annual Site Visits
- 23 - Community Governance Review Meeting
- 29 - CIB walk round
- 30 - MOD Cocktail Party

July

- 1 - Town Team Meeting
- 8 - South West in Bloom Judging
- 11 - Local Corsham in Bloom judging

### **Forthcoming Activities**

July

- 12 - Local Corsham in Bloom Judging
- 14 - Market Towns Forum at the Town Hall
- 15 - Mock interviews at The Corsham School
- 18 - Site visits
- 20 - Leafield Meeting – Chief Executive attending

## 56/16 Policing and Community Safety

***Dorset & Wiltshire Fire and Rescue Service Update*** - Mark Unwin from Corsham Fire Station gave an update which included the following:

Over the past four months Corsham Fire Service had dealt with 77 incidents, comprising of 18 primary fires, seven road traffic collisions, 23 false alarm calls, six secondary fires and a chemical fire in Westbury. They had also assisted other fire services in the area. The merger between Wiltshire and Dorset has been in operation since 1 April 2016. Recruitment days were scheduled for 24 and 25 July.

***Corsham Neighbourhood Policing Team Update*** – Sgt Lungu gave the following update:

Sgt Lungu explained how the planned changes to the Neighbourhood Policing Team would affect Corsham. From October the NPT would start their shifts in Chippenham and be deployed to Calne, Chippenham or Corsham. They would work in teams and each team would be responsible for responding to incidents and following through the

incident to the end. A team would still be operating from the Campus and the volunteer service would still be available to the public.

***PC Hazel Anderson had sent the following report on recent policing and community safety issues including:***

Following a road traffic accident at the Cross Keys, an adult male from Calne had been found in possession of a large quantity of class A drugs to the value of £21,500 and approximately £28,000 in cash. He was arrested on suspicion of possession with the intent to supply.

Cannabis plants were found in a flat on the High Street along with Class A drugs. Enquiries were made and an adult male was arrested and is on bail for Possession of Cannabis with intent to supply.

A local male had been sentenced to 42 days in prison for breaching a civil injunction. Stolen property from a burglary at Automattic Comics had been recovered. An adult male was arrested for stealing alcohol from McColl's.

Unknown suspect/s had used force to snap off some climbing frame equipment at Springfield Recreation Ground.

Two unknown suspects had forced entry into a vehicle then rolled it down a hill where it had collided with a stationary caravan. The suspects then ran off. Enquiries with regard to CCTV images were being investigated.

A number of vehicles on Park Lane and the High Street had their windows smashed. Enquiries were made to try and identify those responsible.

A bicycle was stolen from a driveway on Orchard Road and another bike stolen from a communal area within a block of flats on Dickens Avenue. A window was broken at Head Office hairdressers in the High Street. Enquiries were being made.

### **57/16 Correspondence**

- i) Members Information Sheets Nos. 349 and 350 were noted.
- ii) Late correspondence – There was none.

### **58/16 Reports from Council representatives appointed to outside bodies**

*Walking Festival* – Councillor Mrs I Thompson reported that the Walking Festival had gone very well and many walkers from outside of Corsham had attended. The Campus was an excellent venue and the catering was very good. She thanked everyone at the Town Council for their help and support.

*Corsham Railway Station Town Team Meeting* – Councillor P Pearson had chaired the Town Team meeting where the Guide to Rail Investment Process (GRIP 1 and 2) report had been discussed.

**59/16 Minutes of the Council (Planning) meeting held on 15 June 2016**

**Resolved**

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

**60/16 Matters Arising from the above Minutes**

There were no matters arising.

**61/16 Minutes of the Finance and Administration Committee meeting held on 29 June 2016**

**Resolved**

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

**62/16 Matters Arising from the above Minutes**

There were no matters arising.

**63/16 Minutes of the Council (Planning) meeting held on 6 July 2016**

**Resolved**

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

**64/16 Matters Arising from the above Minutes**

There were no matters arising.

**65/16 Minutes of the Corsham Youth Council Meeting held on 13 June and 4 July 2016**

**Resolved**

That the Minutes be noted.

**66/16 The Batters – Centenary Fields Programme, First World War Commemorations (Minute 43/16)**

At the previous Council meeting it was agreed that, subject to the legal costs being acceptable to the Town Council, The Batters be nominated as a Centenary Field. The Town Council's Solicitors had subsequently agreed to carry out the legal work for this initiative, including the Land Registry disbursements, pro bono. On this basis, the application for a Deed of Dedication had been submitted to Fields in Trust.

## Resolved

That Goughs, the Town Council's Solicitors, be thanked for agreeing to carry out the legal work regarding the Deed of Dedication for The Batters, pro bono.

### 67/16 Authorisation of cheques and payments

#### Online Banking Payments

Name	Amount
Salaries & Payments - CTC staff	£17,132.20
Wiltshire Pension Fund - Pension Contribution for July 2016	£5,723.41
HMRC - Tax & NI for July 2016	£5,023.81
Methuen Hall Trust - Quarterly Grant	£5,500.00
Methuen Hall Trust - CTC Room Hire for June 2016	£282.01
Maintenance Payment CS	£134.66
Methuen Hall Trust - Main Hall Hire Market Town Forum Networking Event	£103.00
J H Jones & Sons - Grave Digging	£290.00
Travis Perkins - Maintenance Items/Security Fencing & Crowd Barrier Hire/CIB Materials for Dorothy House Display	£254.61
Artisan Hire Centre - Hire of Generator for Summer Fete	£94.80
Lyndon Smith - Condition Survey of Public Toilets	£300.00
Emma Leith - Yarn Bombing for WW1 Commemoration	£240.00
The Little Zoo - Animal Display for Summer Fete	£335.00
Brooks Smith Creative - Create Corsham 'Summer' Illustrations	£240.00
Beazer Electricals - 2 x Lamps for Public Toilet	£12.48
DCM Projects Ltd - Supply/Fit Rubber Mulch Surface at Springfield Play Area	£4,896.00
S J Aplin - 2 x Pairs of Chains for Flat Seat Swings.	£103.20
T W Landscapes Ltd - Turf for Cemetery	£8.64
St John Ambulance - Provision of First Aid Cover for Fete	£102.00
Chelsea Magazine Company - Quarter Page Advert in 'The English Garden'	£312.00
Pear Technology - Cemetery/Neighbourhood Plan Mapping and Staff Training	£981.00
COSH Design - Visit Wiltshire/Summer Newsletter Artwork	£252.00
B&Q - Primer/Paint for Dorothy House Tulip Display for CIB	£28.32
Corsham Print - Printing of Summer Newsletters	£638.00
Alarms and Electrical - Service Fire Extinguishers at Arnold House & Guide Hut	£412.75
The Landscape Group - Grounds Maintenance	£1,946.15
Newlands Road Garage - Van Running Costs	£225.02
The Co-op Funeral Service - Refund Duplicated Payment for Colin Fry Interment	£340.00
The Consortium - Office Chair	£222.59

Corsham Tasty Bites - Buffett Lunch CIB Judging Day	£100.00	
Baker & Baker - Miscellaneous Grounds Team Items	£126.60	
Media 10 Ltd - Advertising in Good Homes Magazine	£360.00	
Johns Associates - Neighbourhood Plan		
Consultancy/Springfield Outdoor Gym Consultancy Work	£1,530.00	
Eberlin Design - Online Survey Hosting - Neighbourhood Plan	£240.00	
<b>Payment By Cheque</b>		
Petty Cash	£150.54	7586
Adam Harris - Over Night Security for Springfield Summer Fete	£50.00	7587
Elmer Catering - Staff and Helpers Food at Summer Fete	£60.00	7588
Southern Electricity - CCTV Electricity Supply	£15.72	7589
Southern Electricity - Skate Park Electricity Supply	£63.77	7590
MYO - Staff and Helpers Refreshments at Summer Fete	£45.00	7591
<b>Grants</b>		
AFC Corsham	£500.00	IB
The Wiltshire Bobby Van Trust	£500.00	IB
The Wiltshire School of Gymnastics	£262.50	IB
Age UK Ltd	£220.00	IB
The Last Baguette Theatre Company	£460.00	IB
<b>Charge Card</b>		
Xylem Water solutions - Pressure Switch for Bowser Pump	£32.29	
Mackerel Sky/Thrive - Fee for Event Management Training	£5.50	
PPL UK - Music Licence for Fete	£61.02	
Amazon - Peacock Stickers for Peacock Feather Trail	£24.75	
	<b>£50,941.34</b>	
<b>Sub total</b>		
<b>Cheques / Internet Banking Paid Outside of Meeting</b>		
Royal Mail Group Ltd - Newsletter delivery	£600.00	7585
APL Media Ltd - Advertising Corsham in Mail on Sunday Supplement	£600.00	IB
<b>Payments Made by Direct Debit/Standing Order</b>		
Southern Electric (Electricity supply to Guide Hut)	£35.00	
Peninsula - Health & Safety Advice	£260.40	
Peninsula - Provision of HR Consultancy	£300.00	
Mainstream Digital - Call Charges	£9.97	
Hills Waste Solutions - Waste Collections from Town Hall/Bins at Fete	£317.04	
SGW Payroll Ltd - Monthly Payroll Processing	54.72	
Vodafone - Mobile Telephone Charges	£168.19	
Viking - Stationery	18.59	
Wiltshire Council - Business Rates for Public Conveniences	£120.70	
	<b>£2,484.61</b>	
<b>SUB TOTAL</b>		
	<b><u>£53,425.95</u></b>	

**Resolved**

That the cheques and transfers be authorised for payment.

The meeting commenced at 7.30pm and closed at 8.21pm. There were no members of the public present.

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CHAIRMAN

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DATE