

Minutes of the Council Meeting held at the Town Hall on Monday 14 November 2016

Present Councillor P Pearson (In the Chair)
Councillors S Abbott, P Anstey, Ms L Bray, J Fraser, C Fuller, D Jones,
J Mitchell, N Pocock, M Simpkins, R Taylor, Mrs I Thompson,
Mrs M Wakeman, P Whalley.

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

129/16 Apologies

Apologies were received from Councillor N Farmer, Mrs R Hopkinson, M Jackson, D Jarman and Mrs A Lock.

130/16 Public Question Time and Petitions

Roger Fido, Chairman of the Twinning Association thanked the Town Council for the donation towards the 35th Twinning Anniversary visit and reported that the visitors from Jargeau, France had a great weekend visiting Cheddar and Wells. The visitors enjoyed a celebration dinner at Corsham School where 130 people attended. Mr Fido asked that the Town Council continued to support the Twinning Association.

131/16 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.

132/16 Minutes of the Council Meeting held on 10 October 2016

Resolved

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

133/16 Matters Arising from the above Minutes

There were no matters arising.

134/16 Chairman's Announcements

Past Appointments

October

- 11 – Corsham in Bloom Presentation Evening
- 13 – Reception at House of Lords re Corsham Institute
- 18 – Tablet to Tablet Exhibition by Corsham Institute
- 21 – Launch of WW1 Hospital Exhibition in the Town Hall. Thanks to all Councillors, staff and volunteers who helped. It was a great success, with around 3,000 visitors over two weeks, and over £1,300 raised for charities
- 29 – Jargeau Twinning visit

November

- 1 – MOD Community Liaison Panel Meeting in the Town Hall
- 11 – Centenary Fields Plaque unveiling at The Batters. Thank you to Councillor S Abbott for standing in for the Chairman
- 13 – Remembrance Service and Parade

Forthcoming Appointments

November

- 17 – Market Towns meeting in Melksham
- 21 – Bath Spa University Liaison Panel meeting
- 23 – Christmas decoration and craft session with Corsham Youth Council

December

- 2 – Christmas Lights Switch On
- 7 – Broadwood Cups (Mother and Toddler Group)
- 7 – Community Matters Conference at Springfield Campus

135/16 Correspondence

- i) Members Information Sheets Nos. 358 and 359 were noted.
- ii) Late correspondence – There was none.

136/16 Reports from Council representatives appointed to outside bodies

Councillor C Fuller attended Planning Training in Devizes and found the course very useful.

Councillor P Whalley attended Potley and Pockeridge Community Centre Management meeting and reported that the Brunel Shed was doing really well and now operated two sessions. They were still looking for community projects to work on.

Councillor S Abbott reported that Fairtrade status had been resubmitted for accreditation for Corsham as a Fairtrade Town.

Councillor Mrs I Thompson reported that Kevin Wilson was now the Chairman of Corsham Walking Festival. Preparation of walking routes for the 2017 Festival was well underway.

Councillor R Taylor had attended the RUH AGM in September.

137/16 Policing and Community Safety

Corsham Neighbourhood Policing Team – Following re-organisation of the Neighbourhood Policing Teams, there would no longer be monthly reports specifically for the Town Council. PC Hazel Anderson had informed the Chief Executive that, in future, reports prepared for the Area Board would be amended slightly before being forwarded to the Town Council.

Councillors expressed disappointment that they would no longer receive monthly policing reports or attendance at meetings. The Town Council had always valued Police attendance at least every few months as a way of engaging with the community and enabling two-way dialogue over local issues and concerns. Area Board meetings were less frequent than Town Council meetings and this could result in out-of-date information being disseminated.

The Chief Executive would write to PC Hazel Anderson and request more up-to-date information in time for Council meetings.

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 121 incidents, comprising of: 20 primary fires; 4 road traffic accidents; 37 false alarm calls and 53 callouts and standbys. They had also received repeated calls to Thingley and the railway sidings. House fires had been on the increase and residents were being warned of the dangers of leaving laptops and mobile telephones on charge overnight.

Recruitment and training was ongoing and a recent training exercise at the MOD, where all agencies were involved, had been very successful.

Since the merger between Wiltshire and Dorset Fire and Rescue Services there had been an increase in callouts as two appliances now attend each time. If further callouts were received, appliances from neighbouring areas had to attend, whereas previously the second appliance would have attended. The Chief Executive would write to the Chief Fire Officer to raise the Town Council's concerns over the increase in callouts to fewer incidents as it appeared to be inefficient use of limited resources.

138/16 Minutes of the Finance and Administration Committee meeting held on 12 October 2016

Resolved

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

139/16 Matters Arising from the above Minutes

There were no matters arising.

140/16 Minutes of the Council (Planning) meeting held on 19 October 2016

Resolved

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

141/16 Matters Arising from the above Minutes

There were no matters arising.

142/16 Minutes of the Council (Planning) meeting held on 9 November 2016

Resolved

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

143/16 Matters Arising from the above Minutes

There were no matters arising.

144/16 Minutes of the Corsham Youth Council meeting held on 17 October 2016

Resolved

That the Minutes be noted.

145/16 Paralympic Legacy

The Chief Executive updated the Council on discussions over Stephanie Millward's Paralympic Legacy.

Stephanie had been invited to help switch on the Christmas lights along with the winner of the Christmas Card Competition. Corsham Swimming Club supported an annual award in recognition of Stephanie and her achievements. The Street Naming file had been updated in anticipation of a suitable development coming up where Stephanie's name could be considered. Councillor P Whalley had been exploring, with Wiltshire Council, the possibility of the swimming pool at the Springfield Campus being named after Stephanie, but it was yet to be discussed by Wiltshire cabinet members.

146/16 Corsham Digital Mansion (*Minute CS 25/16 iii, 150/15 and others*)

Further to the Community Services Committee meeting on 14 September, the Town Council was asked to form a clear view on what it thinks Corsham Digital Mansion should be. Since the Committee meeting, Wiltshire Council had held a consultation event at Springfield Campus, and would be carrying out a presentation to the Corsham Community Area Board on 23 November. The proposal was to transform the Mansion House into a new centre for start-up and small businesses focussed on digital innovation. A planning application was due to be submitted by the end of November. The Town Council Chief Executive sits on the Mansion House Design User Group from a community use and public realm perspective.

The Town Council discussed the consultation on Corsham Digital Mansion. Several comments and observations were made. These were not necessarily the overall views of the Town Council. The Town Council would provide a formal response to the planning application in due course.

The following comments were made:

- The Town Council was keen for the Digital Mansion to happen, but had reservations and lack of understanding over the running, delivery and funding of the facility;
- Supported the idea, but the space needed to be more flexible;
- The new build needed to be open plan;
- Lack of public space for exhibitions and displays;
- Would like the high front wall lowered or removed to open up visibility;
- Needed to learn from other examples in Bath, Bristol, Salisbury etc to see what worked best;

- Question over the level of suitable experience of the main stakeholders (Wiltshire Council, Corsham Institute and Bath Spa University);
- Shortage of parking on site;
- Location of bins difficult to access;
- Access/pathway to the cycle shed seemed difficult;
- Totally supportive of the concept.

Resolved

That the Chief Executive writes to Tim Martienssen, Head of Service, Economic Development and Planning at Wiltshire Council, to convey Town Councillors' comments.

147/16 Initial Proposals for new Parliamentary Constituency Boundaries in the South West

The Boundary Commission for England was reviewing Parliamentary constituency boundaries and must make recommendations for new boundaries in September 2018. Under the proposals, Corsham Pickwick and Corsham Town Wards would be in Chippenham County Constituency and Corsham Without and Box Hill would be in Trowbridge County Constituency. The current consultation ends on 5 December 2016.

Resolved

- i) That Corsham Town Council objected to the proposed County Constituency names as they included the names of towns that other towns and villages do not identify with. In particular, Corsham had no associations with Trowbridge.
- ii) That it was recommended that the County Constituencies were named after general geographical areas such as West (or Western) Wiltshire County Constituency for the proposed Trowbridge County Constituency, and North (of Northern) Wiltshire County Constituency for the proposed Chippenham County Constituency.

148/16 Twinning Gifts

Further to the recent 35th Anniversary Twinning visit to Corsham, the former Mayor of Jargeau presented the people of Corsham with a book about the Loiret area of France, and a china bowl. It had been suggested that the book be donated to the library at the Springfield Campus and that the bowl be kept in display in the Council Chamber.

Resolved

That the book was donated to the Library as a reference book and the china bowl be displayed in the cabinet in the Council Chamber.

149/16 Payphones Consultation

BT was consulting on its programme of proposed public payphone removals. There were 184 public payphones in Wiltshire which had very low usage and BT was proposing to remove them following a full consultation. The payphones proposed for removal in Corsham parish were as follows:

<i>Location</i>	<i>Number of calls in the last 12 months</i>
Elley Green, Neston	3
Hatton Way, Corsham	39
Pickwick Road, Corsham	67
Potley Lane	6
Silver Street, Gastard	0

BT had placed consultation notices in the relevant payphone kiosks. Reasons for any objections to the removal of specific payphones would need to be given, rather than a blanket objection.

Resolved

That the Town Council objected to the removal of the telephone box in Pickwick Road due to its higher usage and being on a main road where it was needed for making emergency calls.

150/17 Authorisation of cheques and payments

Name	Amount
Salaries & Payments - CTC staff	£16,683.11
Wiltshire Pension Fund - Pension Contribution for September 2016	£5,476.24
HMRC - Tax & NI for Nov 2016 - Reference 214PR001684021612	£5,606.24
Methuen Hall Trust - CTC Room Hire for October 2016	£331.00
Hall Hire for Twinning Event on 31 October 2016	£80.00
Travis Perkins - Hardwood for WW1 Display, Repair to Standpipe at S/Field, Spray Adhesive for New Notice boards, Concrete Mix and Reinforcing Bar for Batters,	£203.53
WALC - 1 x Councillor for Planning Training	£114.00
Newsquest - Advertising WW1 and Free Parking, Christmas in Wiltshire Edition, Xmas in Corsham, Street Fair Advert	£1,060.08
The Play Inspection Co. Ltd - Annual Play Area Inspections	£479.52
Mike's Donkeys - Deposit for Christmas Lights	£50.00
Mediaclash - Advertising WW1 Exhibition in Bath Life	£120.00

Ruth Hopkinson - Travelling Expenses to House of Lords	£71.00	
Countrywide - Wood for Play Area Repairs	£11.17	
Celia James - Re-painting Letter on WW2 Memorial Station Road	£1,100.00	
Corsham Print - Corex Signs and Banners for WW1 Exhibition and Free Parking Fridays, Exhibition Posters	£1,154.40	
Workwear Express - 5 x Outdoor Winter Fleece for Grounds Team	£137.52	
Cosh Design - Logo Design and Artwork/Advert Designs for Various Papers/Magazines/Christmas Artwork	£606.00	
Konica Minolta - Photocopier Charges	£772.27	
Moonraker Masonry - Portland Stone for The Batters	£720.00	
Newlands Road Garage - Van Running Costs	£238.44	
Emma Leith - Yarn Bombing Materials and Installation 2nd Invoice	£200.00	
Brooks Smith Creative - Christmas Illustrations	£60.00	
St John Ambulance - Fire Marshall Refresher Course x 3 Delegates	£306.00	
Kingfisher Media Ltd - Advertising in Bristol Hotels Publication	£280.50	
Period Ideas - Advertising Corsham as a Destination in Period Homes Edition	£180.00	
Goughs Solicitors - Legal Fees Associated with new cemetery land	£5,164.00	
Eberline Web Design - Updates to website, Neighbourhood Plan Domain Name Renewal for 2 years.	£406.15	
Wired Publishing - Advertising Xmas Lights in West Wilts Magazine	£118.80	
M C Publishing - Advertisement in the Bath Magazine and Visit Corsham	£234.00	
Visit Wiltshire - Groups and Travel Trade Package, Jan to Dec 2017	£366.00	
Westlea Housing Assc (Green Square) - Cherry Picker Hire	£160.00	
Baker & Baker - Grounds Maintenance Consumables	£313.97	
Johns Associates - Neighbourhood Planning Consultancy	£1,035.00	
Greenbarnes - Backing Boards for Refurbishing Notice boards	£1,118.29	
A. P. Johnson - Roof Repairs to Public Conveniences	£1,650.00	
Idverde Ltd (formerly The Landscape Group) - Grounds Maintenance and Toilet Cleansing	£2,986.41	
MA Business & Leisure - Wiltshire Life Half Page Advert	£480.00	
The Community Heartbeat Trust - Defibrillator Package	£2,424.00	
Wiltshire Council - High Street Paving Works	£30,000.00	
Payment By Cheque		Cheque
Petty Cash	£291.34	7611
Wessex Water - Springfield Standpipe and Grove Road Allotment Water	£204.19	7612
Royal British Legion Poppy Appeal - Wreaths	£34.00	7613
Mr J Creighton (Rogerdean Promotions) - PA/Sound System for Xmas Lights	£400.00	7614
Charles Fuller - Travelling Expenses for Planning Training Course	£17.50	7615

Grants

Revitalise Respite Holidays £354.00 7616

Charge Card - October & November Statement

South West in Bloom - 1 x Delegate Ticket	£18.00
Dropbox - Upgrade Dropbox Storage for Website	£89.00
Wetransfer - Data Transfer for Film Location Library	£12.30
Plastor Ltd - Storage Boxes for Christmas Lights	£139.13
Majestic Wine - Wine for Corsham in Bloom Presentation and Glasses Hire	£245.70
Bluebell Trading Ltd - Photo Frames for Corsham in Bloom	£167.22
Ebay - 100 x Clear Christmas Baubles for Wishing Tree	£91.98
Majestic Wine - Wine for WW1 Opening Event & Glasses Hire	£202.81
Marks & Spencer - Canapés for WW1 Opening Event	£96.00
Pitchcare - Ecochem Multi Surface Algae Remover	£101.94
Sub total	£84,962.75

Cheques / Internet Banking Paid Outside of Meeting

Visit Wiltshire - 1/4 Page Display Advert of Corsham Visitor Map	£246.00
--	---------

Payments Made by Direct Debit/Standing Order

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	£259.46
Hills Waste Solutions - Waste Collections and Bins at Street Fair	£509.68
SGW Payroll Ltd - Monthly Payroll Processing	£52.80
Vodafone - Mobile Telephone Charges	£169.04
Viking - Stationery Items, 20 Reams Paper, Lever Arch Files, Calculator	£500.02
Wiltshire Council - Business Rates for Public Conveniences	£117.00
SUB TOTAL	£2,449.40

TOTAL **£87,412.15**

Resolved

That the cheques and transfers be authorised for payment.

The meeting commenced at 7.30pm and closed at 8.45pm. There was one member of the public present at the beginning of the meeting and none at the end.

CHAIRMAN

DATE