

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

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8 October 2024

Dear Councillor

You are hereby summoned to attend the Council Meeting to be held at Corsham Town Hall on Monday 14 October 2024 at 7.00pm.

Please would members of the Accounts Sub-committee arrive by 6.40pm.

Yours sincerely



David J Martin
CHIEF EXECUTIVE

Press and Public – To observe the meeting online or take part in Agenda Item 2 - Public Question Time and Petitions, please click [here](#) or email dmartin@corsham.gov.uk for instructions.

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 9 September 2024 – *attached*.
5. Matters Arising from the above Minutes – *for information only*.
6. Policing and Community Safety – To consider policing and community safety issues including recent incidents in Corsham town centre which are affecting residents and businesses – *for consideration*.
7. Chair's Announcements.

8. Correspondence –
 - i) As mentioned in Members Information Sheet Nos. 579 and 580 – *to note*.
 - ii) Late correspondence – *to note*.
9. Reports from Council representatives appointed to outside bodies.
10. Minutes of the Community Services Committee Meeting held on 11 September 2024 – *attached*.
11. Matters Arising from the above Minutes – *for information only*.
12. Minutes of the Council (Planning) Meeting held on 18 September 2024 – *attached*.
13. Matters Arising from the above Minutes – *for information only*.
14. Minutes of the Property and Amenities Committee Meeting held on 25 September 2024 – *attached*.
15. Matters Arising from the above Minutes – *for information only*.
16. Minutes of the Council (Planning) Meeting held on 9 October 2024 – *to follow*.
17. Matters Arising from the above Minutes – *for information only*.
18. Minutes of the Neighbourhood Plan Delivery and Monitoring Group Meeting held on 5 September 2024 – *attached*.
19. Matters Arising from the above Minutes – *for information only*.
20. Minutes of the Corsham Youth Council Meeting held on 30 September 2024 (*attached*) – *to note*.
21. Corsham Fire Service (*Minute 117/24*) – Further to the September Council meeting the Chief Executive wrote to the Dorset and Wiltshire Fire and Rescue Service to ask for the rationale for reducing the number of fire engines in Corsham and to raise concerns about the lack of stakeholder engagement and consultation over the matter. The response was included in Members' Information Sheet no. 579 dated 18 September. The response suggested contacting Wiltshire Councillors who are Fire Authority Members.
Since the removal of one of the two fire engines from Corsham took place, it has been reported in the press that there was a fire in Corsham which received a delayed response due to the lack of a second fire engine – *for discussion*.
22. Model Code of Conduct – The Town Council adopted its current Code of Conduct in 2012. At the time Wiltshire Council produced the model and most local councils in the county adopted it. Wiltshire Council has recently updated its own Code of Conduct but due to some of the contents not being applicable to town and parish councils, it is recommended that the Town Council adopts the model produced by the Local Government Association. The model can be found here:
<https://www.local.gov.uk/sites/default/files/documents/Local%20Government%20Association%20Model%20Councillor%20Code%20of%20Conduct%202020%20WEB.pdf> – *for approval*.

23. Wiltshire Independent Remuneration Panel: Allowances Survey – The Independent Remuneration Panel is undertaking a review of city, town, and parish allowances within the Wiltshire unitary authority area. City, town and parish councils can choose to pay their members an allowance, known as a 'parish basic allowance', to recognise the time and effort Councillors put into their parish duties. They may also make an allowance available to its Chair. There is no obligation on councils to pay any allowances or for councillors to accept an allowance.

No review of city, town and parish allowances has been undertaken in Wiltshire since the county became a unitary authority in 2009 and the Panel is looking to devise a standard scheme, fair to all, which towns and parishes can refer to if they wish to pay allowances. The Panel is therefore circulating a survey to all city, towns, and parish clerks (**closing date 28 October 2024**) to understand the current position regarding allowances and to capture comments and suggestions. The Chief Executive can respond on the Council's behalf. Councillors may also complete a separate response to the survey. The survey can be found here <https://surveys.wiltshire.gov.uk/s/4t54cm>. The WIR Panel may follow up certain responses but only from respondents who have agreed to be contacted. If respondents wish to be interviewed/meet the panel, then the panel will make every effort to meet such requests.

It should be noted that the 'parish basic allowance' cannot be paid to co-opted Councillors so, if implemented, it would result in a two-tier system – *for consideration*.

24. Strategic Plan 2022-2026 Update (*Minute 71/24 and others*) – The seventh monitoring report, in the form of a RAG (Red/Amber/Green) Report and update sheet, is attached – *for information and comment*.
25. Corsham Climate Change Action Plan 2022-2030 Update (*Minute 240/23*) – The Climate Change Action Plan (Appendices 1 and 2) have been reviewed and updated (*copy attached*) – *for consideration*.
26. Community Engagement Update - The second annual Community Engagement Update which summarises community engagement activity over the past year is attached. The level of engagement has been high and continues to be a key theme across the Town Council's wide range of services – *for information and comment*.
27. Meeting with Sarah Gibson MP – The MP has requested a meeting with Town Councillors to enable her to listen to concerns, problems and opportunities which Councillors want to share and to discuss communication channels. The MP would prefer an informal chat as opposed to attending a Full Council meeting – *for consideration*.
28. Corsham Area Board Issues (*Various Minutes*) – This regular agenda item asks the Town Council to identify issues for Area Board consideration and receive a Wiltshire Councillor update on key points covered at Corsham Area Board meetings – *for discussion*.
29. Authorisation of cheques and payments – A list will be available at the meeting.

A Meeting of the Accounts Sub-committee will take place at 6.40pm.

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