

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

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3 September 2024

Dear Councillor

You are hereby summoned to attend the Council Meeting to be held at Corsham Town Hall on Monday 9 September 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](mailto: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 12 August 2024 – *attached*.

5. Matters Arising from the above Minutes – *for information only*.

6. Policing and Community Safety – To consider policing and community safety issues – *for information and comment*.

7. Chair's Announcements.

8. Correspondence –
  - i) As mentioned in Members Information Sheet Nos. 577 and 578 (*to follow*) – *to note*.
  - ii) Late correspondence – *to note*.
9. Reports from Council representatives appointed to outside bodies.
10. Minutes of the Finance and Administration Committee Meeting held on 21 August 2024 – *attached*.
11. Matters Arising from the above Minutes – *for information only*.
12. Minutes of the Council (Planning) Meeting held on 28 August 2024 – *attached*.
13. Matters Arising from the above Minutes – *for information only*.
14. Car Parking – Since Wiltshire Council’s new parking meters were introduced in August, complaints have been received about the effect it will have on school drop off and pick up, and for those using the car parks more than once per day.

Condition 15 of Wiltshire Council’s Parking Order, introduced in 2022, states: ‘Where the driver of a vehicle is required by any sign or notice displayed in a Parking Place to obtain and display a ticket to cover any free parking period, such ticket shall be obtained immediately on leaving the vehicle in the parking place from the Pay and Display Ticket machine referred to in Article 11, only one ticket to cover any free parking period may be obtained in any 24 hour period’.

The complaints and comments received include:

- No option to pay for a ticket in the same car park within 24 hours
- The parking meters are not user friendly/are over complicated
- Unclear instructions on machines
- Not being able to park twice could result in more traffic and parking on Lacock Road, especially around school drop off and pick up times
- Affordability, during a cost of living crisis
- Impact on child safety if additional vehicles are on the road
- Lack of parking enforcement in Lacock Road
- Limited number of parking passes given to the schools
- Free on-street parking is inadequate
- A school crossing patrol person is needed.

The Funding Agreement between the Town Council and Wiltshire Council for free parking in Corsham does not mention a time period which must elapse before a second free ticket can be obtained.

It has been suggested to Wiltshire Council’s Parking Services Manager that consideration should be given to the return period being reduced and/or two one-hour free tickets per day being permitted. This might, however, have cost implications.

The Parking Services Manager has responded stating *'Customers should be able to purchase a ticket on the same day as using a free ticket. I have asked the supplier to check this.*

*My team have contacted the schools in Corsham to make them aware of the school permit scheme and we are moving at speed to issue as many as they need. This should address any concerns there.'*

Corsham's school terms begin on 4 and 5 September 2024 so there may be further feedback prior to the Council meeting – *for discussion.*

15. Update on Health Care and Pharmaceutical Services for Corsham (*Minutes 70/24, 42/24 and others*) – With reference to the attached letter and report by NHS England and the South West Pharmaceutical Services Regulations Committee, Bath and North East Somerset, Swindon and Wiltshire ICB has refused the application by Careplus Pharmacy Ltd to provide pharmaceutical services in Corsham town centre. There are no appeals rights.

Whilst this is very disappointing, para 10 of the Committee report states that the SW CCHub Pharmacy Team will work with remaining pharmacies to ensure providers have planned for additional demand. Given the concerns raised during the consultation, it was agreed that the Pharmacy Team should raise this with Shaunaks Pharmacy as an operational issue. Para 33 of the report affirms this.

In addition, a meeting is being arranged between the Town Council and Shaunaks as a follow-up to issues raised at the meeting held on 26 June 2024 – *for information and comment.*

16. Corsham Fire Service – It has been reported in the press that Dorset and Wiltshire Fire and Rescue Service is planning to reduce the number of fire engines in several towns, including Corsham. Corsham currently has two engines, and the plan is to remove one by the end of September 2024. This does not include the MOD fire engine which is primarily to protect MOD personnel and assets. The Town Council is asked to consider the issue as a community safety concern – *for consideration.*
17. Annual Governance and Accountability Return for the Year Ended 31 March 2024 – The Annual Governance and Accountability Return has been audited and the Notice of Conclusion of Audit is being advertised on the Town Council's website. No issues or concerns have arisen. A copy of Section 3 - External Auditor Report and Certificate 2023/24 is *attached – for information.*
18. 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.*
19. 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.**