

## Malmesbury Town Council

Minutes of the Community and Town Promotion Committee held in the Hobbes Parlour, Malmesbury Town Hall on Thursday 8<sup>th</sup> January, commencing at 7.00pm

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**Present:** Cllr S Cox (chair)                      Cllr S Poole  
              Cllr AR Woodcock                      Cllr Mrs A Kettleby (vice chair)  
              Cllr Mrs C Doody                         Cllr G Grant

**1. Apologies.**

Apologies were received from Cllr F Caton and Cllr R Sanderson.

**2. Public Question Time.**

None

**3. Declarations of Interest.**

None

**4. To approve the Minutes of previous meeting, 6<sup>th</sup> November 2014.**

**Resolved:** Minutes approved.

**5. To receive report from TIC.**

- Visitor numbers were generally as expected.
- It was **resolved** that the Committee Clerk would find out about alternative postcards that could be sold in the TIC and that she would also make enquiries about the Malmesbury Guide.
- It was **resolved** that an extraordinary meeting would be called on the 5<sup>th</sup> February to discuss budget allocation for postcard production amongst other budgetary requirements.
- Cllr Poole asked if it would be possible to have the display cabinets illuminated by extra spotlights.
- Cllr S Cox notified the Committee that a sale had been lost through not having a Card Machine, it was **resolved** that the Committee Clerk would investigate the installation of a card machine.

**Action:** Committee Clerk to

- investigate the change of postcard sales
- engage with The Town Clerk with regard to lighting of the display cabinets.
- engage with Town Clerk about the installation of a Card Machine.

**6. To receive Income and Expenditure report.**

It was **resolved** that the Chairman will speak to Deputy Clerk with a request to account for TIC consumables and stock purchases separately and also that Gallery Sales are accounted for through the TIC.

**7. To review & consider planning of forthcoming events.**

- Cllr Poole has been in contact with a representative of the BBC History magazine because they are keen to hold the event in Malmesbury again this year. The magazine has requested a larger marquee at the Cloister Gardens which would include vehicular access, the owner of Abbey House has included in the conditions of sale of the Abbey House that vehicular access be granted to the Cloister Gardens during the BBC History weekend. BBC History Magazine has also requested a suitable site for 'smart' porta loos, it was **resolved** that this would need to be dealt with by the Town Hall & Facilities Committee. Cllr Cox suggested that young people be 'employed' as 'meeters and greeters' in the Town offering directions to local amenities.
- Cllr Kettley is progressing well with plans for St Aldhelms Fair. It was **resolved** that a budget for the event will be allocated at the extraordinary meeting on the 5<sup>th</sup> February.
- The Town Clerk has been asked to put the floral displays in Malmesbury as part of the Malmesbury In Bloom out to tender. Following discussion it was **resolved** that Cllr Poole would speak to the Deputy Town Clerk with regard to replacing metal railings at various locations in the Town, it is an issue that would need to be raised with Wiltshire council.
- The Committee Clerk advised the meeting that the Town Team also has plans to organise a Food Festival, it was **resolved** that she would speak to the Town Team at their next meeting to encourage working together on the project.
- Cllr Cox has approached WOMAD organisers with the intention of getting the shuttle bus to go further into the festival site to assist older & disabled people. It is also necessary to give some consideration to the theme for the MTC trade stand.
- Cllr Cox would like to seek permission from Wiltshire Council to create a mural under the Bypass Bridge that could possibly generate a Town Trail, similar to the 'Pig Trail in Bath'.

**8. To discuss the publication of the Festival Town Leaflet and its content.**

It was agreed that at the extraordinary meeting being held on the 5<sup>th</sup> February to allocate a budget for the production of the Festival Town Leaflet and to allow time for Committee Clerk to confirm events and dates.

**Meeting closed at 8.50pm**