

Malmesbury Town Council

Minutes of the Community and Town Promotion Committee held in the Hobbes Parlour, Malmesbury Town Hall on Thursday 5th March, commencing at 7.00pm

Present: Cllr Mrs A Kettley Cllr S Poole
 Cllr AR Woodcock Cllr G Grant
 Cllr Mrs C Doody

Other Councillors present: Cllr Mrs K Power

Also present: Rob Green (Malmesbury Town Team)
 Ashton Scott
 Lisa Gore

1. Apologies.

Apologies were received from Cllr S Cox and Cllr R F Sanderson.

2. Public Question Time.

None

3. Declarations of Interest.

None

4. To approve the Minutes of previous meeting, 5th February 2015

Resolved: Minutes approved.

5. Cllr Kettley introduced Rob Green of Malmesbury Town Team and it was agreed by all to bring Item 6 forward on the Agenda.

To discuss Town team Presentation made on 26th February 2015.

Rob Green of Malmesbury Town Team, gave a brief overview of the presentation made by the Town Team on the 26th February and his role as Project Co-ordinator. Rob is spending time with various bodies around the town in order to understand the components which make Malmesbury operate. He reiterated that the Town Team is very keen to work **with** the Town Council and that continued co-ordination is necessary. Rob distributed the Town Team Action Plan and his Scope of Role to the Committee for information purposes. Subject to ratification by Full Council, it was suggested that Cllr Kettley is put forward as representative of Malmesbury Town Council on the Town Team.

6. Progress action points from previous meetings.

WOMAD Cllr Poole notified the Committee that the pitch had been booked and that Malmesbury Town Council's 'Formal Acceptance' form was being posted within the next few days.

Food Festival Waitrose will assist with sponsoring the event and have offered their Green Token Scheme, they will also be a part of the Taste & Talk session at the Festival. A Chef from the Cotswolds will come and give a talk following on from the Taste & Talk session. It is proposed that the Market Cross area will be occupied by the Food Festival at Petticoat Lane during the Carnival celebrations. Local businesses have been approached to become involved and the majority are very keen. It is anticipated that expense will be generated by the fee for the Chef and also the production and distribution of advertising material.

Action: Cllr Grant will investigate the design & distribution of a programme of events.

Youth Project Cllr Doody requested that in the absence of Cllr Cox, she is able to organise the exhibiting of students' work in the Hub. All **agreed**.

Festival Strategy It was **agreed** by all that 10 Tabards are to be produced in burgundy for 'Festival Makers' to wear at the various festivals in Malmesbury.

Clean Up Day Cllr Grant has spoken to Wiltshire Council regarding necessary protocols for a Clean Up Day. Their equipment has to be booked in advance and there is currently a waiting list of approximately six months and that Waitrose operated a similar system. The project was deferred until the Autumn.

Action: Cllr Grant will produce a report for a proposed Clean Up Day for use in the Autumn.

Rob Green & Cllr Woodcock left the meeting.

7. To receive Income & Expenditure Report.

Cllr Poole will send letters for Malmesbury in Bloom sponsorship in the near future to ensure they are accounted in the correct financial year.

8. To Receive a report for St. Aldhelms Day Fayre & to make a decision on financial provision for the event.

Following a detailed breakdown of expenses, anticipated income and a brief outline of planned activities, Cllr Poole proposed that £1,500 be allocated to the organisation of the event, figures altered slightly as per the Report in that there would be no hire charges from MTC for the use of rooms in the Town Hall or the use of the Cloister Gardens, the Long Bow Association make a charge of £250 and that a grant has been awarded of £250 from the Area Board & the Local Youth Network for Archery at the event. **All agreed.**

9. To receive report from TIC

The Clerk is to discuss the purchase of new design postcards for sale in the TIC with the Town Clerk.

10. To receive an update on Malmesbury in Bloom.

Cllr Poole informed the committee that the contract for the floral displays that are part of Malmesbury in Bloom has been awarded to the successful bidder.

The meeting closed at 9pm