

Malmesbury Town Council

Minutes of the meeting of the Community and Town Promotion Committee held in the Malting Hall, Malmesbury Town Hall on Thursday 4th June, commencing at 7.00pm

Present: Cllr Mrs S Poole Cllr ACR Woodcock Cllr S Cox
 Cllr Mrs C Doody Cllr G Grant

Also present: 2 members of the public

1. Apologies.

Apologies were received from Cllrs Sanderson, Jones & Kettlety.

2. Public Question Time.

None

3. Declarations of Interest.

None

4. To approve Minutes of previous meeting (14th May 2015)

Minutes approved.

- Cllr Cox stated that St Aldhelm's Fair had been a great success and expressed thanks to Cllrs Doody & Kettlety. Cllr Poole reiterated this and proposed that a letter of thanks be written to Julia Bowen for her hard work and involvement in the event. Cllr Poole will request feedback & comments from all Councillors to provide possible ideas for improvement to build on St Aldhelm's Fair 2016.
- Cllr Poole stated that since Malmesbury School had pulled out of the Magna Carta celebrations in Salisbury there is a lack of volunteers at the event and as there are seven places left on the minibus, will put out an invite to all Councillors to take part if they wish and extended the invite to members of the Town Team.

5. To clarify the situation regarding funding of Food Festival.

Cllr Cox stated that the Food Festival is to be a partnership between Malmesbury Town Council, Waitrose and the Carnival and that to keep sponsorship even amongst the groups, Malmesbury Town Council might offer £500 to the event. It was proposed by Cllr Grant that since £1000 had originally been allocated, a maximum of £600 be committed as this will be the approximate fee for the Cotswold Chef, Rob Reece. All **agreed**, payment to be made direct to the chef.

6. To confirm expenditure of 'Meeter & Greeter' tabards.

The Committee had not realised that the original specification for the production of Tabards had only included printing on the front at a cost of £150, printing on the front and back incurred a cost of £279. The committee agreed retrospectively that the additional cost was worth expending to ensure marking on both sides and on this occasion supported the action taken. It was noted by the Committee that there may have been an under spend on the allocated £1500 for St. Aldhelm's Fair and **resolved** that the extra £129 could be spent on the tabards.

7. To receive Income & Expenditure report – Report 1.

Cllr Poole will endeavour to contact Malmesbury in Bloom sponsors who remain unpaid.

8. To receive a report from tic – Report 2.

It was noted that tic visitor numbers were at 266 for the day of St Aldhelm's Fair. Cllr Poole proposed that she write a report to build on the event next year, to include a detailed financial report of the income and expenditure this year.

9. To plan Malmesbury Town Council's participation of WOMAD – Report 3.

Cllr Poole proposed that a similar theme and format to last year be used, this would utilise money spent on foamex photographs. All **agreed**. Councillor Cox will put together a hamper from local shops as a prize for the adult competition, the question is still to be decided and a children's activity will be decided with a prize for each day of the festival. It was **resolved** that a maximum of £200 be allocated to the event from the Projects budget. Cllr Poole will email all Councillors to confirm interest in manning the stall so that a rota can be set up. Cllr Cox stated that in previous years he has approached WOMAD organisers to assist elderly and disabled visitors to the festival with transport that goes further into Charlton Park. This he will do again. Cllr Doody mentioned that a badge making machine had been used at St Aldhelm's Fair for children and had been very successful at low cost, this could be an option for the children's activity at WOMAD.

10. To receive a verbal report for the production of Calendar 2016.

The Committee has been given permission from the Civic Trust & Mike Lewis to use their photographs to produce the Calendar. It will be necessary to choose 12 photos from each, Cllr Poole will make enquiries as to how best this can be done as the presentation is no longer on at the Museum.

The meeting closed at 8.10pm