



MALMESBURY TOWN COUNCIL

Minutes of the **Community Engagement & Town Promotion Committee Meeting**

Held in Malmesbury Town Hall on **Thursday 17th July 2025** at 7.00pm.

Present: Cllrs Drake, Crawford-Price, O Wallis, M Akhtar, H Hughes, I Wallis & Power.

Also present: Claire Mann (Town Clerk) and two members of the Rise Trust.

Danielle Blake from The Rise Trust gave a presentation on its activity and aspirations. Danielle stated that there is currently two strands to the work of the group and they are to provide a Youth Club and Safe Place and Street based work.

Members of the Rise Trust left the meeting

CE&TP/25/43 To receive declarations of interest.

None received.

CE&TP/25/44 To receive apologies.

Apologies received from Cllrs Hastings & James.

CE&TP/25/45 Public participation in respect of items included on this agenda.

None received.

CE&TP/25/46 To approve minutes of meetings held on 19th June 2025.

The minutes were approved and signed as a correct record of the meeting.

CE&TP/25/47 To receive income and expenditure report to date.

Following discussion it was agreed that the Town Clerk will ask Cllr Grant at Wiltshire Council for a copy of the contract between Wiltshire Council/Malmesbury Area Board and the Rise Trust. The income and expenditure report was noted.

CE&TP/25/48 To receive TIC report.

The report was noted. It was agreed to request that event names are added to the visitor number graphs and to convene a meeting of the TIC review working group as soon as possible.

CE&TP/25/49 To receive update on communications with Charlton Park events' organisers

Cllr Drake had not been able to contact Charlton Park but will approach the Chair of Charlton Parish Council, the item will remain on the agenda.

CE&TP/25/50 To consider report from MAGIC Malmesbury on Community Day.

Members considered the report and following discussion it was agreed that MAGIC Malmesbury could use the Town Hall free of charge but to advise the group that it would be subject to availability.

CE&TP/25/51 To consider way forwards with Communication Strategy.

It was agreed that Cllr O Wallis will pick this up with The Town Clerk and will present a draft strategy to the Committee in September.

- CE&TP/25/52** **To define Terms of Reference for all working groups within CE&P.**
- Members considered the Terms of Reference for Beacon Events, Late Night Shopping, MTC working with TT and TIC Review Working Groups amendments were made and will be circulated to all Council members.
- CE&TP/25/53** **To receive an update on working groups and events;**
- i. Late Night Shopping (Cllr Drake)**
Cllr Drake had circulated notes ahead of the meeting.
 - ii. Town Team events (Cllr Drake)**
The legacy from Athelstan 1100 is upcoming.
 - iii. Rise Trust (CM)**
Covered previously in the meeting and the Town Clerk was asked to request a report of the group's activity.
 - iv. PR & Comms (CM)**
Members noted the report.
 - v. TIC Review**
This had been covered under the Terms of Reference discussion.
 - vi. EAT Festival (CM)**
Following discussion it was agreed that the Council wants the food festival to take place on the Sunday closest to the Feast of St Aldhelm (25th May)
 - vii. September Art Month inc. High Street Plus Gallery (Cllrs Drake and Power)**
This is progressing.
 - viii. Beacon Events 2025 (Cllr James) – to consider donation for cakes at the Abbey for the afternoon tea.**
It was agreed to grant £100 to the Abbey for cakes for the Afternoon Tea on VJ Day (15th August)
 - ix. Leaflet update and distribution (CM)**
The Town Council awaits a proposal from the Town Team for distribution to take place in February..
 - x. St Aldhelm's Day**
This will be reviewed in September.
 - xi. Malmesbury In Bloom 2025 (CM)**
The Town Clerk provided an update on competition entrants, Cllrs Crawford-Price and Power will work together to get the judging underway.

The meeting closed at 9.10pm