



# MALMESBURY TOWN COUNCIL

Minutes of the  
**Full Council Meeting**  
Held in Malmesbury Town Hall on Tuesday 14<sup>th</sup> January 2025 at 7.00pm.

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**Present;** Cllrs P Exton, G Grant, I Wallis, W Jones, S James, K Drake, J Slade, RP Jones, L Crawford-Price, R Hastings, C Doody, K Power, R Sanderson, M Crawford-Price and C Ritchie,

**Also present:** Claire Mann (Town Clerk) and one member of the public.

## MAYORS ANNOUNCEMENTS

Cllr Exton notified Members that he had attended four events since the last meeting;

- Nine Lessons and Carols at The Abbey.
- Singing in the New Year.
- The Squirrels meeting at St Mary's Hall.
- Opening of Malmesbury Pharmacy.

**FC/25/01 To receive declarations of interest.**

None received.

**FC/25/02 To receive apologies for absence.**

Apologies received from Cllrs Slade & Power.

**FC/25/03 To receive public questions on items of business included on the agenda.**

Cllr Exton thanked Mubashir Akhtar for his work to highlight the difficulties that will be faced by residents during the closure of the Post Office.

**FC/25/04 To receive and adopt the minutes of the Full Council meeting held on the 19<sup>th</sup> December 2024.**

The minutes were approved and signed as a correct record.

**FC/25/06 To receive and note the minutes of the Town Hall and Facilities Committee meeting on the 7<sup>th</sup> November 2024.**

The minutes were received and noted.

**FC/25/07 To receive and note the minutes of the Planning & Environment Committee meeting held on the 17<sup>th</sup> December.**

It was pointed out that the Minerva Survey is stated as taking place in February 2024, it should be 2025. The minutes of the meeting were received and noted.

**FC/25/08 To confirm temporary accommodation of Malmesbury Post Office in the Town Hall during the closure of the Coop and potential expenses incurred (provision of broadband and additional security)**

The Town Clerk updated members on recent correspondence with the Post Office and Coop. It was agreed that the Council will press both organisations to maintain the service as to what is available usually.

It was agreed to pay for the separate broadband band line and additional security, this will be reviewed.

**FC/25/09 To consider report from Cllr Sanderson on provision of transport during Post Office closure.**

The report from Cllr Sanderson was considered. It was agreed to pay the Cartmell Bus £250 to ensure the transport to Sherston on a Wednesday and Friday could be made available to residents, up to £500 would be allocated depending on the length of time the transport will be needed.

The request will also be forwarded to St Paul Malmesbury Without Parish Council as it is likely that residents of that Parish will also require transport.

**FC/25/10 To consider all working groups (to review relevance and membership) List attached.**

Following discussion it was agreed that each Committee will consider the relevance and membership of its own working groups.

**FC/25/11 To confirm precept request to Wiltshire Council (to be submitted by 20<sup>th</sup> January)**

Members considered the recommendation from the Policy and Resources Committee. It was agreed to request £572,454 for 2025/26. Cllr W Jones requested his abstention to vote was minuted as a non-resident of the Parish of Malmesbury.

**FC/25/12 To consider proposed meeting schedule for 2025/26**

The proposed dates were accepted with minor amendments.

**FC/25/13 To consider the next steps in undertaking a Streetscape Audit as envisaged and agreed in the developing signage and streetscape project.**

Cllr Ritchie had circulated a report ahead of the meeting, following discussion it was resolved to accept the proposals;

- Divides Malmesbury into a number of Audit Areas, or 'Routes', (which may in turn be divided between surveyors).
- Runs a PR campaign to recruit volunteers (surveyors) directly and through the Project's stakeholder groups (e.g. The Malmesbury River Valley Trust, Malmesbury Civic Trust, Athelstan Museum, etc.).
- Develops appropriate risk assessments and ensures the Audit is conducted safely.
- Runs a training workshop for prospective volunteers.
- Collects and assesses the Audit information received and develops this into a prioritised and resourced action plan

**FC/25/14 To consider way forward for Service Devolution and Asset Transfer by Wiltshire Council.**

It was noted that this would be picked up at the next Policy 7 Resources meeting as per minute ref. FC/25/10.

**FC/25/15 To receive updates from representatives of Malmesbury Town Council on the following organisations;**

- i. **Wiltshire Association of Local Councils & Society of Local Council Clerks**  
No update received.
- ii. **Malmesbury Conservation Group**  
No update received.
- iii. **Malmesbury Town Team**  
Cllr L Crawford-Price reported that the Town Team had met the previous evening and a written report will be circulated shortly.
- iv. **Malmesbury & District Twinning Association**  
No update received.
- v. **Operational Flood Group**

- No update received.
- vi. **Local Highways & Footpaths Improvements Group**  
No update received.
- vii. **Local Youth Network Management Group**  
No update received.
- viii. **Movies @ Malmesbury.**  
No update received.
- ix. **Bus Service improvement**  
Cllr Doody had circulated a recent email to all but it was noted that outcomes were dependant on the formulation of the Heart of Wessex Combined Authority.
- x. **Health & Well-being Forum.**  
No update received.
- xi. **Community Safety Forum**  
No update received.
- xii. **Cotswolds National Landscape Board.**  
Cllr Sanderson had summarised the consultation of the Management Plan, it was agreed that the Town Council supports further investigative works, the Planning & Environment Committee will consider future correspondence on the Plan.
- xiii. **Athelstan Statue**  
The Chair of the Group had emailed the Town Clerk notifying the Council that Wiltshire Council has requested an on-site test excavation by appointed archaeologist before a full planning application can be submitted. Members resolved to support the request.

**FC/25/16 To receive an update from Wiltshire Councillor, Gavin Grant.**

Cllr Grant updated the Council on the following matters;

- Wiltshire Council had met to discuss a Combined Authority with Somerset & Dorset and to consider the alignment of Police, Fire & Rescue and the Integrated Care Board.
- Housing number requirements have hugely expanded.
- Wiltshire Council Local Plan is at consultation stage, additional development sites are likely to be submitted shortly.
- At the next election (May 2025) Malmesbury will be divided into four wards with a total of seventeen Councillors.

**Meeting closed at 9.11pm**