



# MALMESBURY TOWN COUNCIL

## Minutes of the Full Council Meeting

Held in Malmesbury Town Hall on Tuesday 18<sup>th</sup> November 2025 at 7.00pm.

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**Present;** Cllrs James, Hastings, Power, J Akhtar, Paget, Crawford-Price, I Wallis, O Wallis, Exton, RP Jones and Grant.

**Also present:** Claire Mann (Town Clerk)

### MAYORS ANNOUNCEMENTS

Cllr James stated that since the last Full Council routine meeting he had attended a meeting at Malmesbury Primary School with Head, Chair of Governors, James Dyson Foundation, and Roz Savage MP, Remembrance services at Memorial Gates, Abbey and Abbey's Field of Remembrance, a meeting with Friends of Riverside and Malmesbury Skatepark, Malmesbury Concert Band and a meeting with Mike Dawson of Wilts Council re Riverside.

Cllr James was also pleased to report that Cllr Sanderson is at home convalescing.

**FC/25/124 To receive declarations of interest.**

None received.

**FC/25/125 To receive apologies for absence.**

Apologies received from Cllrs M Akhtar, D'Arcy, Sanderson, Drake & Hughes.

**FC/25/126 Public participation on items of business included on the agenda.**

None received.

**FC/25/127 To receive an update from the Town Clerk on correspondence in the last month.**

The Town Clerk reported that she had been notified by Wiltshire Council that £100 will be credited to the Town Council from the Election charges as the original invoice was incorrect.

The Town Clerk stated that interviews for the additional Caretakers role will be taking place the following day and that she will be attending the SLCC Wiltshire branch meeting on Friday and will report back to the next Full Council meeting.

**FC/25/128 To receive and adopt the minutes of the Full Council meeting held on the 28<sup>th</sup> October.**

It was noted that the numbering sequence was incorrect, subject to amendment the minutes were approved and signed as a correct record.

**FC/25/129 To receive and note the minutes of the Policy & Resources meeting held on the 21<sup>st</sup> October.**

The minutes were noted.

**FC/25/130 To receive and note the minutes of the Planning & Environment meeting held on the 14<sup>th</sup> October.**

The minutes were noted.

**FC/25/131 To receive and note the minutes of the Town Hall & Facilities meeting held on the 4<sup>th</sup> September 2025.**

The minutes were noted.

**FC/25/132 To receive and note the minutes of the Town Hall & Facilities meeting held on the 9<sup>th</sup> October**

The minutes were noted.

**FC/25/133 To receive and note the minutes of the Community Engagement & Town Promotion meeting held on the 16<sup>th</sup> October.**

The minutes were noted.

**FC/25/134 To consider and approve Terms of Reference for the Town Centre Open Spaces & High Street Regeneration working group.**

Following discussion it was agreed that the group will report back to Full Council not Policy & Resources and subject to that amendment it was resolved to approve the proposed Terms of Reference.

**FC/25/135 To receive an update from representatives of Malmesbury Town Council on the following organisations;**

- i. **Wiltshire Association of Local Councils & Society of Local Council Clerks**  
Nothing to report.
- ii. **Malmesbury Conservation Group**  
Nothing to report.
- iii. **Malmesbury Town Team**  
The report from Cllr Drake was noted.
- iv. **Malmesbury & District Twinning Association**  
Nothing to report.
- v. **Operational Flood Group**  
Cllr D'Arcy not present.
- vi. **Local Highways & Footpaths Improvements Group**  
Nothing to report.
- vii. **Local Youth Network Management Group**  
Cllr M Akhtar not present.
- viii. **Movies @ Malmesbury.**  
Cllr D'Arcy not present.
- ix. **Bus Service improvement**  
Nothing to report.
- x. **Health & Well-being Forum.**  
Nothing to report.
- xi. **Community Safety Forum**  
The Town Clerk was asked to confirm a suitable date with the Police.
- xii. **Joint Neighbourhood Plan**  
Nothing to report.
- xiii. **Cotswolds National Landscape Board.**  
Cllr Sanderson not present.
- xiv. **Athelstan Statue**  
Cllr Sanderson not present.

**FC/25/136 To receive an update from Wiltshire Councillors. This may include urgent actions to be considered by the Council.**

Cllr Grant reported the following;

- It would be proposed to add the extension of the 30mph speed limit to the S106 agreement when the application for the Pump Track and Skate Park is submitted.
- Cllr Martin Smith (WC) has met with the LCWIP and Keith Freeguard and is making good progress, Cllr Smith is leading on this.
- Cllr Grant has met with Malmesbury Primary School and St Joseph's to discuss the expansion at Malmesbury Primary School.
- The LYN group will be meeting next week.
- Members were asked if they felt sufficiently warned about the recent flooding; The matter sits with the Environment Agency, Wiltshire Council is only able to provide encouragement to follow advice but has no authority to take action.

**Meeting closed at 7.26pm**