



MALMESBURY TOWN COUNCIL

Minutes of the **Policy and Resources** Committee Meeting
Held in Malmesbury Town Hall on **Tuesday 10th February 2026**

Present; Cllrs S D'Arcy, P Exton, O Wallis, K Drake, I Wallis, S James, M Crawford-Price and R Hastings

Also present: Claire Mann, Town Clerk.

PR/26/10 To receive Declarations of Interest

None received.

PR/26/11 To receive apologies

Apologies received from Cllr Grant.

PR/26/12 Public participation in respect of items included in this agenda

No members of the public were present.

PR/26/13 To approve minutes of meeting held on the 6th January 2026.

The minutes were approved and signed as a correct record.

PR/26/14 To receive financial analysis report.

Following discussion it was noted that the Christmas Light expenditure should come from CIL funds and that the Eat Festival payment should come from the Wiltshire Towns Programme Grant.

The report was noted.

PR/26/15 To consider identified CIL expenditure.

It was agreed to use CIL funding for the proposed expenditure but to check whether the tree work at the Flying Monk Ground should be paid for by tenants. If not, the tree work should also come from CIL funds.

PR/26/16 To review MTC Publication Scheme policy, Risk Management Scheme, Market Cross Policy and Investment Policy.

Publication Scheme

It was agreed to undertake further work and present to next P&R meeting.

Risk Management

Following discussion additions would be made to include Lone Worker Policy and a desk top audit would be carried out to ensure compliance.

Use of market Cross
Investment Policy

Amendments to be made and presented to next meeting.
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PR/26/17 To approve 2026/27 Business Plan.

Following discussion it was agreed to change the precept information and publish the document.

PR/26/18 To consider purchase of new doors at public toilets.

It was agreed to defer this decision until the CCTV camera has been installed to cover the toilet doors.

PR/26/19 To consider investigative work into charging for use of external public toilets.

This item was also deferred to a future meeting.

PR/26/20 To consider purchase of ride-on mower for Groundsmen (prices in the region of £3k)

It was agreed to purchase a ride on mower up to the value of £3k.

PR/26/21 To consider monthly website maintenance retainer.

The report was noted by Members. Following discussion it was agreed that one hour per month will cover requirements.

PR/26/22 To consider installation of sub water meter for Jackdaws.

It was agreed to allocate up to £500 for the installation of a sub meter to measure water usage by the Jackdaws Café.

The meeting closed at 8.14pm