



# MALMESBURY TOWN COUNCIL

Minutes of the **Town Hall and Facilities Committee Meeting**  
Held in Malmesbury Town Hall on **12<sup>th</sup> June 2025** at 7 pm.

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**Present:** Councillors P Exton, G Grant, K Drake, M Crawford-Price, R Sanderson and S D'Arcy.

**Also present:** Claire Mann (Town Clerk) Cllrs J Akhtar & O Wallis

In the absence of Cllr Hastings, Cllr Exton chaired the meeting.

**TH&F/25/30 To receive declarations of interest.**

None received.

**TH&F/25/31 To receive apologies**

Apologies received from Cllr Hastings.

**TH&F/25/32 Public participation in respect of items included in this agenda**

None received.

**TH&F/25/33 To approve minutes of the meeting held on the 13<sup>th</sup> March.**

The minutes were approved and signed as a correct record.

**TH&F/25/34 To receive income & expenditure report**

The report was noted.

**TH&F/25/35 To note and consider Project Status Report.**

The report was noted. Cllr Exton asked if three phase electricity supply at the Market Cross was correct, believing it to be unavailable at that site. The Town Clerk will check and confirm.

It was agreed that Cllr Drake will work with the Town Clerk to identify improvements that might be made to the Ladies Toilets and will bring proposal to future meeting.

The Town Clerk will arrange a meeting with the electrician and Cllr D'Arcy to re-visit the work required at the Market Cross to install an electricity supply.

A temperature check will be undertaken in the upstairs rooms of the Town Hall to determine potential requirement of air conditioning and a report will be presented to a future meeting.

**TH&F/25/36 To consider proposal to Policy & Resources to increase the TH&F Committee membership.**

It was agreed to propose an increase of membership by one additional Councillor.

**TH&F/25/37 To consider request from Caerbladon to use the Birdcage Walk during the Pride of Place Malmesbury Festival.**

It was agreed to allow Caerbladon to use Birdcage Walk and thanks were expressed to Caerbladon for their work.

**TH&F/25/38 To consider request about Gallery Hire during recent lift renovations.**

Following discussion it was agreed that the Gallery hirer would receive a fifty percent refund.

**TH&F/25/39 To consider continuation of allocation of room hire for Carnival (£600 2024/25)**

It was agreed that the Carnival would be permitted to use the Town Hall to the value of £600 without being charged.

**TH&F/25/40 To consider way forward with developing Commercial Property Register in the Town.**

The Town Clerk was asked to investigate this and to present a report to the next TH&F meeting.

**TH&F/25/41 To consider request for Malmesbury Model Railway to be permanently sited in the Town Hall (verbal report Cllr James)**

In the absence of Cllr James, this item was deferred.

**TH&F/25/42 To note expenditure of £11,213.11 for replacement of swings at Filands Park.**

The expenditure was noted.

**TH&F/25/43 To review working groups and their membership.**

Members discussed the existing working groups operating under the TH&F. The following was resolved;

- |      |  |   |
|------|--|---|
| i.   | <u>Flying Monk Grounds Working Group</u> | Dissolve  |
| ii.  | <u>Open Spaces (Green Areas)</u>         | Cllrs J Akhtar and Exton, W Bull, A Kyte, representative from Fruitful Malmesbury and C Doody will be asked if she wishes to remain on the group. |
| iii. | <u>Outdoor Skate Park/Pump Track</u>     | Cllrs Grant, D'Arcy and Power   |
| iv.  | <u>Town Hall Projects</u>                | Cllrs D'Arcy, Crawford-Price, Sanderson and Exton.  |

**TH&F/25/44 To note resolution of Full Council (FC/25/74) and progress objectives of the Malmesbury Community Park.**

The Town Clerk was asked to convene a meeting of the Working Group as soon as possible to progress.

**TH&F/25/45 To consider increase in Town Hall hire, current rates attached.**

Following discussion it was agreed to freeze the room hire in the Town Hall and to review in one years' time.

**TH&F/25/46 To confirm affiliation with the Museum and Civic Trust for use of the adopted telephone box at the Triangle.**

It was agreed to work with the Museum and the Civic Trust to make the Telephone Box a site of historical interest, this will be reviewed annually.

**TH&F/25/47 To consider proposal for digital signage in the Town Hall from the Hope Church.**

Members noted the report. It was resolved not to commit the Council financially at this stage but to ask Hope Church to release the scope of work to potential suppliers and to request clarity on the ownership and maintenance of the screen.

Meeting closed at 7.59pm