

MALMESBURY TOWN COUNCIL

Minutes of the Town Promotions & Tourism Committee Meeting held in the Assembly Room, Malmesbury on 8 July 2010 at 7.00pm

Present: Councillor: Mrs C Doody – Chairman
Councillor S Cox
Councillor I Henderson
Councillor Mrs R Miles
Councillor M Snell
Councillor A Stamp
Councillor A C R Woodcock

Public Participation: No members of the public
No press

Apologies : Councillor A Carnegie

12. Declaration of Interest
None given

13. Minutes
The Minutes of 17 June 2010 were received and adopted.

From the Minutes of 17 June the following items were updated :

Date of meeting to be corrected. Initialled by Chairman.

WOMAD :

Members suggested that perhaps a 4 hour rota for each of two days would be a better workable time. Thus giving Councillors flexibility on the hours they work.

Tickets to be offered to Groundsmen and staff.

Sarah Knight has been invited to the Council / Tourist Information Stall to sell her photos and cards. Although her sales will give the Council a 20% commission members thought that it needed to be clarified if she has paid any 'Commercial Fees' and clarity on her terms and conditions at the stall. Tourist Officer to clarify.

ACTION : Tourist Officer

14. Kite Festival

The Chairman outlined the cancellation insurance for this event. As assurances had been given that the event will go ahead should there be adverse weather conditions, no insurance will be taken.

Costings :

Commercial Traders will pay a trading fee of approx £250.00 for 2 days of trading.

Members suggested that perhaps certain elements of the event could be sponsored, ie the generator. Letter to be drafted.

ACTION : The Chairman / Clerk

Publicity – Councillor A Stamp has offered to make-up some publicity boards, possibly an A3 size. Various options need to be considered for roadside erection as there are members of the public who are complaining about the amount of ad-hoc signs located in the town.

ACTION : Councillor A Stamp

Phil Rice to be asked about the legality of roadside signs.

ACTION ; Phil Rice

Car parking charges and camping charges to be verified. The costs for these facilities will go to Mr & Mrs Weaver, but possibly a percentage back to the Council, Letter to be drafted for the Weavers outlining terms and conditions

ACTION : The Chairman / Clerk

A Draft Programme for the event is being prepared by Jon Caton.

Kite Flyers to be paid for attending the event and their accommodation is to be paid for.

Estimated costs for the event are running in excess a 1.5K.

To help offset the costs of this event the Chairman is organising an "Eilmer Dinner" at £16.00 per head. This will be held in the Town Hall on 4 December 2010.

Poetry Book – Caroline Kennedy from Malmesbury Library is going round the schools to help encourage entries to the event.

The deadline has been extended to 24 July 2010.

A desired entry of 100 poems are needed for the publication. Depending on number of entries the finished version will either be a booklet and a hard-back publication.

TITLE?? Bob Browning is holding an exhibition in September and there will be talks in the Town Hall. The event is being sponsored by the Civic Trust.

Members suggested that charity collection boxes go round at the Festival as there is no entry fee. A named charity was not given.

- 15. Tourist Information Centre** - Members were given a copy of Report No.2 (typed as Report No.1). Most of the report contents have been covered in the previous item No.14.

The last two reports have been brief and a full statistical report is required for the next meeting.

ACTION : Tourist Officer

- 16. Business / Information Boards** – The Chairman has spoken to Councillor J Lawton who is currently revamping the boards at the Long Stay Car Park and Cross Hayes. The boards will be in place very soon.

17. **Theatre Productions** – Councillor A Stamp has sent an e mail, this evening, to the administrator to be put on to headed paper and sent to Athelstan Players. It is to be confirmed but is likely that the players will put a production on in the Town Hall in Spring 2011.

18. **Eilmer 2010** – Following the visit to London to see the Flying Monk Production it looks like the production will also be performed in Malmesbury Abbey and the local schools.

The Chairman intends to work closely with the Abbey when the production is played there.

ACTION : The Chairman

Eilmer Flags – The amounts raised by Councillor S Cox from local businesses needs to be confirmed to the Committee.

ACTION : Phil Rice

Carnival Programme - Members were please to learn that the Carnival Programme contains reference to Eilmer.

Paper Aeroplane Competition – this event has been rescheduled to Friday 9 July and will be held at the school and not the Cloister Garden. The Chairman and Councillor Cox will be there to participate in judging.

A 1st, 2nd and 3rd prize in the form of a book token will be presented to the winners.

Hot Air Balloon Workshop in the Library will be sponsored by The Rotary Club of the South Cotswolds.

The Chairman is pleased that various organisation are putting on events for the Eilmer Festival throughout the year.

History of Flight – The Chairman intends to visit the Science Museum. Councillor I Henderson explained that there is no recording of the ‘First Man Flight at the museum.

Councillor Henderson’s letter to be put forward to enable an official mention.

The Chairman will be asking the help of Historian Michael xxxxx to take this request forward.

ACTION : The Chairman, Councillor I Henderson

19. **Alive & Kicking** – A meeting has taken place with The Mayor and the Committee await details of the meeting.

ACTION : The Mayor

20. **Markets** – no update has been received directly from the market management. Details awaited from The Mayor.

ACTION : The Mayor

21. **Malmesbury Town Guide** – The Chairman has been in contact with Cotswold Media. A draft copy, of what has been produced to date, was shown to members.

Two local families have been identified for the Photo Cover.

The delivery date is now probably September 2010. Only 16 advertisements have been taken to date.

Events in Malmesbury, for the coming year, to be put into the publication in the rear section.

Local clubs and association have been asked for their 'history' and this will be included in the guide.

The map in the guide will contain 'Icon Buildings and social landmarks', although some Icon building are now owned privately these will probably not be included in the Guide to give owners their privacy.

Members thought that as money is very tight for local businesses the Town Guide may be replaced with information being displayed electronically in the Town Hall.

- 22. Bloom in Malmesbury** – Sponsorship letters have started to go out to possible sponsors.

The Chairman and members have identified some streets for entry and entry forms are being given to the areas identified.

Members and Groundsmen are still encouraging entries as an ideal number of 10 is required.

- 23. Correspondence** – none received.

Councillor Mrs R Miles left the meeting at 8:05pm

The meeting closed at 8:40 pm