

Malmesbury Town Council

Minutes of the **Community & Town Promotion Committee Meeting**
Held in Malmesbury Town Hall on **Thursday 13th July 2023** at 7.00pm.

Present: Cllrs L Wood (Chair), Exton, Smith, Whatton, Wood, Power & Grant

Also present: Claire Mann (Town Clerk)

C&TP/23/74 To receive declarations of interest

None received

C&TP/23/75 To receive apologies

Apologies received from Cllrs Doody & Ritchie

C&TP/23/76 Public Question time in respect of items included in this agenda

None received

C&TP/23/77 To approve minutes of the meeting held on the 8th June

The minutes of the meeting held on the 8th June 2023 were approved and signed as a correct record. It was noted that the meeting with Scott Media & The Great West Way is yet to be organised.

C&TP/23/78 To receive Income & Expenditure report

The report was noted.

C&TP/23/79 To note Tourist Information report

The report was noted. Several requests were made for future reports;

- The title is amended of the graph
- Museum visitor numbers are integrated
- A chart is created showing the percentage of transactions (Cinema Tickets, Gallery Sales, TIC sales) and to include monetary values

C&TP/23/80 To note update from Town Clerk on production & distribution of Welcome Packs

The proposed content was agreed and also that they should go to all accommodation providers around Malmesbury as well as in Malmesbury.

C&TP/23/81 To consider additional coverage for MTC photographer during Malmesbury in Bloom Judging (£50)

It was agreed to approve the additional booking for the Photographer.

C&TP/23/82 To consider replacement of CommuniTea with Theatre Production

Cllr power had circulated a report detailing the request, it was resolved to accept the proposal and that the nominal code would be changed to Community Afternoon Event.

C&TP/23/83 To consider participation in the 80th Anniversary of the D-Day Landings

It was agreed in principle to participate in the event. It was suggested that a mobile fish & chip van could be hired. It was noted to include the event during budget setting around October time and that a working group would be set up after Remembrance.

C&TP/23/84 To receive an update on working groups and events;

- i. Athelstan 1100**
Events are planned from June – October 2024. A Civic Event is also being planned.
- ii. MTC & MTT working together**
Cllr Ritchie not in attendance.
- iii. High Street recovery**
A meeting is upcoming and it was agreed that the item should be removed from the C&TP agenda.
- iv. WOMAD**
Organisation progressing well.
- v. Community Signage**
Cllr Ritchie not in attendance.
- vi. PR & Comms**
Scott Media had forwarded a power point presentation.
- vii. Website**
Closing date for tender proposals is the 14th July.
- viii. Late Night Shopping**
Cllr Power will contact celebrities to find out if they are able to attend.
- ix. TIC Review**
Cllr Ritchie not in attendance
- x. Gallery Review**
A meeting had taken place with the Town Hall Signage W/Group and proposals to TH&F agreed.
- xi. St Aldhelm's**
No update available
- xii. High Street Gallery**
The event is progressing well and artists and businesses are expressing an interest.
- xiii. Devereaux Event**
The Regiment has permission to camp at the School. Portaloos will be required there. A request will go to September P&R meeting to allow time for the event to be included in the budget for next year.
- xiv. Malmesbury in Bloom**
It was noted that the deadline for entry is coming up.

C&TP/23/85 To receive an update on quotes for Christmas Light provision

The Town Clerk stated that one company had come back with a quote but that the other was yet to visit. Members requested that a quote to illuminate the trees in the Cross Hayes car park is also sought.

C&TP/23/86 To receive an update on the letters sent to Visit Wiltshire & Visit England

The response was noted and it was agreed that Cllr Grant will draft a letter and send to all other Council's that will be affected by Wiltshire Council's decision.

C&TP/23/87 To consider Committee name change to Community Engagement & Town Promotion and discuss committee priorities and events calendar.

It was agreed to request name change at next P&R meeting as this more accurately reflects the activity of the Committee. Cllrs Wood & Smith will look further into Committee priorities and will present to next meeting.

Meeting closed at 8.32pm