

## **Malmesbury Town Council**

### Minutes of the **Full Council Meeting**

Held in Malmesbury Town Hall on **Tuesday 22<sup>nd</sup> March 2022** at 7.00pm.

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**PRESENT:** Councillors S D'Arcy, C Doody, P Exton, R P Jones, K Power, C Ritchie, R Sanderson, P Smith, F Smith, F Vandelli, E Whatton

**ALSO PRESENT:** Claire Mann (Town Clerk), Gill Davie (Minutes)

#### **MAYORS ANNOUNCEMENTS**

- Thanks were given to all who had been involved in delivering the Mayor's newsletter around the town
- Lisa Dent will be taking up the post of Deputy Town Clerk on March 29<sup>th</sup>. A full induction plan has been prepared
- Friday market is proving to be successful
- The Open Day for potential new Councillors will be held on Sat April 9<sup>th</sup> from 11am to 2pm. An evening session will also be held on Weds April 13<sup>th</sup> from 6.30pm to 8.30pm.  
**Action:** the Chairs of Committees are asked to let Councillor P Smith know if they can attend
- 75 guests have booked to come to the Mayor's Ball including the Mayors of Devizes & Trowbridge. Cllr D'Arcy has set up the Silent Auction and there will be a raffle on the night.  
**Action:** the Town Hall Administrator to remind attendees to take a lateral flow test before attending

**FC/22/26**      **Declarations of interest:** None

**FC/22/27**      **Apologies:** Cllr L G Grant, W Jones

**FC/22/28**      **Public Questions on items of business included on the agenda:** None.

**FC/22/29**      **To receive and adopt the minutes of the Full Council meeting held on February 15th, 2022.**

**Action:** following a question on progress on the Waitrose steps, it was agreed to put this issue on the next P&R agenda

**Resolved:** the Minutes of the Full Council meeting held on February 15th, 2022, were received and adopted as a true record.

**Proposed:** Cllr P Smith

**Seconded:** Cllr Power

**FC/22/30**      **To receive and note the minutes of the Planning & Environment Committee meetings held on February 1<sup>st</sup> & 22nd, 2022.**

**Resolved:** the Minutes of the Planning & Environment Committee meeting held on February 1st, 2022, were received and noted.

**Proposed:** Cllr Exton

**Seconded:** Cllr P Smith

**Resolved:** the Minutes of the Planning & Environment Committee meeting held on February 22nd, 2022, were received and noted

**Proposed:** Cllr Exton

**Seconded:** Cllr F Smith

**FC/22/31 To receive and note the minutes of the Town Hall & Facilities Committee meeting held on January 26th, 2022**

The Town Clerk explained that now the Foodbank cabinets were being installed it was no longer possible to offer storage to the Table Tennis Club

**Resolved:** the minutes of the Town Hall & Facilities Committee meeting held on January 26th, 2022 were received and noted.

**Proposed:** Cllr P Smith

**Seconded:** Cllr Exton

**FC/22/32 To receive and note the minutes of the Policy & Resources Committee meeting held on February 2<sup>nd</sup>, 2022**

**Resolved:** the minutes of the Policy & Resources Committee meeting held on February 2<sup>nd</sup> 2022 were received and noted

**Proposed:** Cllr P Smith

**Seconded:** Cllr F Smith

**FC/22/33 To receive and note the minutes of the Community & Town Promotion Committee meeting held on February 17<sup>th</sup>, 2022**

Cllr Power provided an update on the meeting.

**Resolved:** the minutes of the Community & Town Promotion Committee meeting held on February 17<sup>th</sup> 2022 were received and noted

**Proposed:** Cllr Power

**Seconded:** Cllr Vandelli

**FC/22/34 To consider meeting dates for the coming year to include the Annual Meeting of Electors, the Annual Town Council Meeting and the Robing Ceremony**

**Agreed:** the Annual Meeting of Electors, including awarding Citizen of the Year will be held on Thursday April 28<sup>th</sup>. The Mayor will contact the chairs of all the Committees to agree the format for the evening. The Annual Town Council Meeting will be held on May 3<sup>rd</sup> and the Robing Ceremony will be May 24<sup>th</sup>.

**Action:** the Town Clerk will set up a schedule of meeting dates for the coming Civic year taking on board the comments made about the frequency of meetings in any week and also avoiding clashes with other meetings such as the Area Board

**FC/22/35 To receive a progress report on the CCTV initiative (Cllr D'Arcy)**

Cllr D'Arcy ran through his report on the progress on the CCTV initiative. A question was asked about access to the CCTV images and it was confirmed that the proposal was for a standard implementation with access only being granted to the police and named people in MTC

**Action:** the Town Clerk will organise a meeting with Atkins to find solutions on the positioning of CCTV in the town. The Town Clerk will also let the potential suppliers know about these issues which need to be resolved before a final decision can be made.

**FC/22/36 To note progress with Business Plan 2022-2026**

**Action:** the Town Clerk will share the copy of the Business Plan sent by Cllr Ritchie with all the Councillors

**FC/22/37 To receive update on Neighbourhood Plan Review**

The official consultation should have been completed by the end of March. It looks as if that deadline will be 2/3 months late because of the lack of practical support supplied by Wiltshire Council. Thanks were given to Cllr Power for keeping the “show on the road” without this support. Concerns were expressed on the impact of the review not being completed on the outstanding planning appeals.

**FC/22/38 To consider a reduction of Town Hall hire fees for an event supporting local Hong Kong refugees (Report Cllr D’Arcy)**

Cllr D’Arcy explained that the plan was to screen a film in support of the local Hong Kong refugee community. Usually this would be funded through a Community Grant, but the timing of the event does not allow this on this occasion.

**Resolved:** that the fee for hiring the Assembly Room would not be at the full rate but it would cover costs. The Malting room would be made available for childcare at no cost.

**Proposed:** Cllr D’Arcy

**Seconded:** Cllr Power

**FC/22/39 To receive a brief verbal update on the Queen’s Platinum Jubilee Celebrations**

There will be two events – the lighting of the beacon on Thursday June 2<sup>nd</sup> from 7.30pm with the lighting at 9.45pm and a tea party in Cross Hayes on Sunday June 5<sup>th</sup>. Money from the budget will be used to cover the car parking suspension in Cross Hayes. Risk assessments for both events will be produced, covering all health and safety issues. The tree planting project is also moving forward

**FC/22/40 To consider activities to provide support for Ukraine**

Cllr F Smith explained the film Mr Jones would be shown with the help of Movies@Malmesbury. There will be an Easter Egg decorating event on April 11<sup>th</sup>. Ribbons are being sold for Ukraine at places around the town.

**FC/22/41 To receive updates from representatives of Malmesbury Town Council on the following organisations:**

**Wiltshire Association of Local Councils & Society of Local Council Clerks** – nothing to report.

**Malmesbury Conservation Group** – Cllr R Jones reported that there were some enforcement issues across the town. The group is also involved with the potential transfer of land from the Diocese to MTC

**Malmesbury Town Team** – Cllr Ritchie reported on three activities. The Town Guide should be ready for Easter and will consist of 36 pages. The first event of the Witchtrial series takes place this week along with filming around the town. The Team are also

poised to launch a schedule of guided weekly walks. A group of volunteer walk leaders has been recruited.

**Malmesbury and District Twinning Association** – the trip to Gien is going ahead.

**Operational Flood Group** – the report on alleviating the flood risk in St John's Street should be ready for the next Full Council meeting.

**Action:** the Town Clerk to include a presentation on this at the next Full Council meeting

**Community Area Transport Group** – Cllr P Exton is awaiting further detail from Wiltshire Council along with a date for the next meeting

**Local Youth Network Management Group** – nothing to report as the meeting is next week

**Movies at Malmesbury** – audience size is now set at 60. The bar should be open for evening performances from the beginning of April. It is hoped to be able to download films thus saving on courier costs.

**Malmesbury Climate Action Network (inc Malmesbury Against Plastic)** – Cllr Vandelli reported that the Repair Café was at the library last weekend with another successful morning. Fruitful Malmesbury are exploring potential ownership of land and are also talking to Whatley Manor. There are questions over where to site the Library of Things given the number of items which have been donated

**FC/22/42**

**To receive an update from the Wiltshire Councillor, Gavin Grant**

Due to Covid, Cllr Grant was not able to provide a report.

The meeting closed at 20.23 pm