

Malmesbury Town Council

Minutes of the **Town Hall and Facilities Committee Meeting**
Held in Malmesbury Town Hall on **Thursday 26th January 2023** at 7pm.

Present: Councillors S D'Arcy, G Grant, C Doody, P Smith, P Exton, R Hastings & R Sanderson

Also present: Claire Mann (Town Clerk) & 1 member of the public

TH&F/22/74 To receive declarations of interest

None

TH&F/22/75 To receive apologies

Apologies received from Cllr W Jones

TH&F/22/76 Public question time in respect of items included in this agenda

It was noted that the member of the public in attendance was interested in the cessation of use of glyphosate and agreed to bring the item forwards on the agenda. It was agreed that questions could be asked at that point.

TH&F/22/77 To approve minutes of the meeting held on the 9th November 2022

The Minutes were approved and signed as a correct record.

TH&F/22/78 To consider cessation of use of Glyphosate by the Town Council

The member of the public requested that the Town Council consider this due to the danger to humans and insects. Following discussion it was resolved that Malmesbury Town Council will no longer use glyphosate.

It was further agreed that the Town Clerk will contact public contractors in the area to request that they also use alternative methods to control weeds. The Clerk, with the Grounds Staff will seek alternatives and a report will come back to TH&F in a years' time to note any successes or pitfalls with the initiative.

TH&F/22/79 To receive income & expenditure report

The income & expenditure report was noted. Members requested a breakdown of the Outside Areas Improvements (4101) and Town Hall Bar Sales (1035). The Clerk was also asked to separate Town Hall Bar Purchases (into three different codes to account for Civic Functions, Cinema bar and bar stock for third party users.

TH&F/22/80 To consider purchase of signs for Play Areas

It was agreed to have the signs made by Signet Signs Ltd but that the Working Group would meet at the earliest opportunity to confirm sign requirements.

TH&F/22/81 To consider request from C&TP to review operation of the John Bowen Gallery

It was resolved that all bookings for 2024 will be honoured and that a working group will be set up to undertake the Gallery Review, the Clerk will contact all Councillors and Caerbladon to determine membership. It was noted that the review must be completed by the 2nd May 2023.

The Working Group will report to both C&TP & TH&F.

TH&F/22/82 To note TH&F Project Status Report

Cllr D’Arcy had circulated the report. It was noted that the repair of the Mayoral Chairs are being dealt with by the Estates Officer. The Clerk was asked to get quotes for blinds in the Old School Room, the Bar mirror is now complete and the Deputy Town Clerk will complete the Mayoral Photographs.

TH&F/22/83 To confirm purchase of benches from City Dressing outside the Town Hall

Following discussion it was agreed that the two benches will be purchased from City Dressing for £200

TH&F/22/84 To consider request from Big Craft Fair for reduction in booking fee for 26th November 2022

Following discussion it was agreed that the Clerk would send the Big Craft details about the grant funding application from MTC but that the room hire fee would remain the same.

TH&F/22/85 To consider offer of Bicycle Rack from Scouts, siting and payment

It was resolved that the Clerk would enquire as to the material costs of the rack and that it could be sited at St Aldhelm’s Mead.

TH&F/22/86 To consider Committee requirements of public relations and communications provision as discussed at P&R on the 4th January 2023

Following discussion it was agreed that it is anticipated that there will be two or three items from each meeting to be promoted. Town Hall facilities such as room hire, Cinema and other Town Hall events (Gallery exhibitions etc) There are approximately seven Working Groups that report to TH&F and their progress could be communicated.

TH&F/22/87 To consider way forward with provision of electricity to the Market Cross for Late Night Shopping and the Friday Market

Cllr D’Arcy will organise a meeting with Abbey House Manor contractors to determine whether MTC aspirations align with those of the owners of the Old Bell Hotel and Abbey House Manor with reference to electricity demand.

Meeting closed at 8.15pm