

## **Malmesbury Town Council**

Minutes of the **Town Hall and Facilities Committee Meeting**  
Held in Malmesbury Town Hall on **Wednesday 9<sup>th</sup> November 2022** at 7pm.

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

**Also present:** Claire Mann (Town Clerk)

**TH&F/22/64 To receive declarations of interest**

None

**TH&F/22/65 To receive apologies**

Apologies received from Cllrs W Jones & P Smith

**TH&F/22/66 Public question time in respect of items included in this agenda**

None

**TH&F/22/67 To approve minutes of the meeting held on the 28<sup>th</sup> September**

The Minutes were approved and signed as a correct record.

**TH&F/22/68 To receive income & expenditure report**

The income & expenditure report was noted. It was agreed that a new code would be set up for the retractable seating to include all relevant transactions

**TH&F/22/69 To consider cessation of use of glyphosate by the Town Council (report Cllr Vandelli)**

Following discussion it was agreed that the Town Clerk would contact the Clerk at Salisbury City Council to discuss benefits and pitfalls of using an alternative product before a decision is made, this will be included in the agenda for the next meeting.

**TH&F/22/70 To consider installation of additional cabinet for the Food Bank (report PR)**

Members noted Peter Roach's report and it was agreed to allow the Food Bank to install another cupboard.

**TH&F/22/71 To note TH&F project status report**

Cllr D'Arcy had circulated the report. It was noted that;

- the Working Group needs to meet to agree new kitchen equipment requirements.
- An update on the Mayoral Frames is required
- The Clerk will contact an architect to survey back stage access and will notify W/Group when meeting is taking place
- Cllr Power will be convening a meeting of the Website W/Group shortly

**TH&F/22/72 To consider quote for repair & replacement of OSR windows**

It was agreed that £7,000 would be allocated to the repair & replacement and that another quote would be sought if possible, although a second company has been repeatedly asked

**TH&F/22/73 To consider budget requirements for next fiscal year**

Following discussion it was agreed that the budget request to P&R is as noted below;

| <u>Income</u>                          | <u>Proposed 23/24</u> | <u>Current 22/23</u> |
|--|-----------------------|----------------------|
| 1004 Jackdaws Electricity Contribution | *£3,500-4,000         | £1,200               |
| 1005 Jackdaws Rent                     | £12,000               | £12,000              |
| 1006 Town Hall Hire                    | £40,000               | £30,000              |
| 1035 Town Hall Bar sales inc Cinema    | £5,000                | £4,000               |
| 1038 Lodge Rent                        | £13,800               | £13,800              |
| 1169 Friday Market Stalls              | £6,000                | -                    |
| 1162 Cinema Ticket Sales               | £16,000               | £14,000              |
| <b>TOTAL</b>                           | <b>£96,800</b>        | <b>£75,000</b>       |
| <u>Expenditure</u>                     |                       |                      |
| 4017 Friday Market Expenses            | £250                  | -                    |
| 4019 Cemetery Lodge Maintenance        | £1,500                | £1,500               |
| 4060 TH Bar Purchases in Cinema        | £3,500                | £2,000               |
| 4092 Hall Facility Improvements        | £2,000                | -                    |
| 4099 Water Refill Point                | *£1,000               | £500                 |
| 4101 Outside Areas Improvements        | £5,000                | £5,000               |
| 4111 Consumables Town Hall             | £3,000                | £2,000               |
| 4132 Town Hall Improvements            | £10,000               | £10,000              |
| 4640 Cinema Expenditure                | £5,000                | £10,000              |
| 4641 Licences                          | £2,000                | £2,000               |
| <b>TOTAL</b>                           | <b>£33,250</b>        | <b>£33,000</b>       |

\* further information required from the Town Clerk

Meeting closed at 7.59pm