

Malmesbury Town Council

Minutes of the **Policy and Resources Committee Meeting**
Held in Malmesbury Town Hall on **Tuesday 23rd May 2023** at 6.00pm.

Present; Councillors: G Grant, S D'Arcy, P Exton, R Hastings, C Ritchie, F Smith, P Smith, L Wood

Also present: Lisa Dent (Deputy Town Clerk)

PR/23/45 To receive declarations of interest

None received

PR/23/46 To receive apologies

Apologies received from Cllr W Jones

PR/23/47 To consider the recommendation from the PR & Comms role selection panel and appoint Communications Task Group

Cllr L Wood joined the meeting

3 companies tendered for this role and following interview the recommendation from the selection panel was to appoint and contract to Scott Media, who have relevant experience and local knowledge. The contract was confirmed as £12,000 p.a. Hours of work to be confirmed but was thought to involved 2/3 working days per month.

The Communications Task Group working with Town Clerk Claire Mann was agreed to be Mayor, Chair of P&R Committee (Cllr S D'Arcy) and Chair of C&TP Committee (Cllr L Wood).

The meeting was closed at 18.05 p.m.