MALMESBURY
TOWN COUNCIL

Minutes of the **Community Engagement & Town Promotion Committee Meeting**

Held in Malmesbury Town Hall on **Tuesday 18th August 2026** at 7.00pm.

Present: Cllrs H Hughes, Drake, Crawford-Price, I Wallis, O Wallis, R Hastings & M Akhtar.

Also present: Claire Mann (Town Clerk)

CE&TP/26/57 **To receive declarations of interest.**

None received.

CE&TP/26/58 **To receive apologies.**

Apologies received from Cllr J Akhtar.

CE&TP/26/59 **Public participation in respect of items included on this agenda.**

None received.

CE&TP/26/60 **To approve minutes of the meeting held on the 18th June 2026.**

The minutes were approved and signed as a correct record.

CE&TP/26/61 **To receive income and expenditure report to date.**

The Town Clerk will circulate a breakdown of the 'Bloom in Malmesbury' code (4244). The income and expenditure report was noted.

CE&TP/26/62 **To receive TIC report.**

The TIC report was noted.

CE&TP/26/63 **To review Community Engagement paper presented to last meeting (18th June) and identify tangible activities.**

Cllr Drake had circulated a report ahead of the meeting. Following discussion the subsequent decisions were made;

- The Town Council will create a survey to be included in the publication of "Our Town" Guide, Cllr Hughes will lead on this.
- Up to £2k will be allocated to the Town Team for distribution of the Guide
- Up to £300 will be allocated for the production of the Guide.

CE&TP/26/64 **To consider holding Community Day 2026 and determine way forwards if agreed.**

It was agreed that it is too late in the year to hold a Community Day in 2026, this is also a part of work that would come under the remit of plans for Community Engagement.

CE&TP/26/65 **To consider holding Working Group morning (report CM – from FC/26/87)**

Following discussion it was agreed that this would become an 'Open Session' at which members of the Public could meet Cllrs in an informal setting. Refreshments will be available and additional planning of the event will take place at the next meeting. The 23rd and 24th October were proposed dates at this stage.

CE&TP/26/66 **To consider reproduction of Walk Over Water booklet.**

It was resolved not to reproduce the Walk Over Water booklet.

CE&TP/26/67 **To receive an update on working groups and events;**

i. Late Night Shopping (Cllr O Wallis)

Cllr Wallis reported that the stall lay out, banners, posters and entertainment are currently being finalised.

ii. Rise Trust (CM)

The Committee expressed dissatisfaction that the report had not been received. The Town Clerk reported that she had recently met with the Rise Trust and the Abbey to determine if Eilmer House would be a suitable venue to hold the Youth Club. Members requested an agenda item is considered at the next Policy & Resources meeting to consider alternative youth provision to The Rise Trust.

iii. PR & Comms (CM)

The reports for June and July were circulated. The Town Clerk was asked to ensure the agenda item remained at Full Council meetings to consider newsworthy stories.

iv. TIC Review (Cllr Drake)

Cllr Drake reported that a meeting of the group will be held in September, the focus will be on a policy for Displaying Artists.

v. September Art Month inc. High Street Plus Gallery (Cllr Drake)

Cllr Drake had circulated a report ahead of the meeting. It was agreed to allocate £100 towards a reception in the Town Hall at lunchtime on the 12th September.

vi. Leaflet update and distribution

Glide Media are to be asked by the Town Clerk if current stocks are sufficient for this campaign and what implications there are if the Town Council were to provide additional leaflets for distribution.

vii. St Aldhelm's Day and Malmesbury in Bloom 2026 – to approve additional £100 expenditure for Sunflower Competition Prizes.

It was approved to allocate a further £100 for the Sunflower Competition prizes.

The meeting closed at 8.52pm