



# MALMESBURY TOWN COUNCIL

## Minutes of the Annual Council Meeting

Held in Malmesbury Town Hall on Tuesday 13<sup>th</sup> May 2025 at 7.00pm.

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**Present;** Cllrs P Exton, S James, G Grant, I Wallis, K Drake, RP Jones, K Power, J Slade, M Crawford-Price, S D'Arcy, R Hastings, Power & Sanderson.

**Also present:** Claire Mann (Town Clerk) and Rachel Miles (Town Hall Administrator)

The signing of declaration of acceptance of office took place before the meeting started.

### Minutes' Reflection

#### MAYORS ANNOUNCEMENTS

Cllr Exton thanked all members and staff for their support throughout his Mayoral Year. The Mayor's fund has raised approximately £4,007 for HEALS and the Malmesbury Amateur Boxing Club each.

**FC/25/45 To elect Mayor for the coming civic year.**

It was resolved that Cllr Stephen James (proposed by Cllr Grant) be elected Mayor for the coming year. Cllr James expressed thanks to Cllr Exton as outgoing Mayor and thanked all members for their support of his appointment.

**FC/25/46 To elect Deputy Mayor for the coming civic year.**

It was resolved that Cllr Hastings (proposed by Cllr James) be elected Deputy Mayor for the coming year.

**FC/25/47 All Councillors to sign declaration of acceptance of office noting that the Mayor and Deputy Mayor will sign at the Robing Ceremony on the 20<sup>th</sup> May.**

It was noted that this had taken place before the meeting had started and that Cllr W Jones will sign as soon as possible after the meeting.

**FC/25/48 To receive declarations of interest.**

None received.

**FC/25/49 To receive apologies for absence.**

Apologies received from Cllr W Jones.

**FC/25/50 Public participation on items of business included on the agenda.**

No public present.

**FC/25/51 To confirm that Malmesbury Town Council meets the eligibility criteria to declare it has the General Power of Competence.**

It was resolved that the Town Council meets the eligibility criteria to declare it has the General Power of Competence.

**FC/25/52 To elect members onto standing Committees (Burial, Community Engagement & Town Promotion, Planning & Environment, Town Hall & Facilities)**

Following proposals, seconders, acceptances and votes the following membership was agreed for Committees.

Burial

Cllrs Crawford-Price, D'Arcy, Exton, Hastings, W Jones, Power, Sanderson and Wallis.

Community Engagement & Town Promotion.

Cllrs Akhtar, Crawford-Price, Drake, Sanderson, Wallis, Power and Hastings.

Planning & Environment.

Cllrs Akhtar, Drake, W Jones, RP Jones, Exton, Sanderson, Slade and Wallis.

Town Hall & Facilities

Cllrs Crawford-Price, D'Arcy, Drake, Exton, Grant, Hastings, W Jones and Sanderson.

**FC/25/53 To adjourn the meeting to elect Chairs and Vice Chairs of standing Committees (Burial, Community Engagement & Town Promotion, Planning & Environment, Town Hall & Facilities)**

The Full Council meeting was adjourned and each Committee convened to elect Chairs & Vice Chairs, the following was resolved;

<u>Burial</u>	Chair Cllr Wallis	Vice Chair Crawford-Price
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<u>CE&amp;TP</u>	Chair Cllr Drake	Vice Chair Cllr Wallis
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<u>P&amp;E</u>	Chair Cllr Slade	Vice Chair Cllr Exton
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<u>TH&amp;F</u>	Chair Cllr Hastings	Vice Chair Exton
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**FC/25/54 To appoint Chairs of Standing Committees to Policy & Resources and elect a further four members.**

The Chairs of Standing Committees were appointed to Policy & Resources. It was resolved to hold a secret ballot to elect four further members. The election resulted in Cllrs Grant, D'Arcy, Exton and Crawford-Price becoming members.

**FC/25/55 To adjourn the meeting and convene meeting of the Policy & Resources Committee to elect Chair and Vice Chair.**

It was resolved that Cllr D'Arcy be elected as Chair and Cllr Exton as Vice Chair.

**FC/25/56 To appoint Members to Personnel Sub-Committee.**

It was resolved to appoint Cllrs D'Arcy, Drake and Exton onto the Committee.

**FC/25/57 To receive and adopt the minutes of the Full Council meeting held on the 16<sup>th</sup> April 2025.**

It was noted that the date was incorrect and that Cllr Smith's first name (Martin) should also be included at FC/25/35, forth bullet point.

Subject to amendments the minutes were approved and signed as a correct record.

**FC/25/58 To appoint representatives of Malmesbury Town Council on the following organisations;**

Following discussion, some withdrawals from expression of interest, proposals, seconders and voting, the Cllrs listed were appointed as representatives to provide updates to the Council.

- i. **Wiltshire Association of Local Councils & Society of Local Council Clerks**  
Ex-officio the Town Clerk and Chair of Policy & Resources.
- ii. **Malmesbury Conservation Group**  
Cllr Power

- iii. **Malmesbury Town Team**  
Cllr Drake
- iv. **Malmesbury & District Twinning Association**  
Cllrs Sanderson and Exton.
- v. **Operational Flood Group**  
Cllr D'Arcy.
- vi. **Local Highways & Footpaths Improvements Group**  
Cllr Exton.
- vii. **Local Youth Network Management Group**  
Cllr Akhtar.
- viii. **Movies @ Malmesbury.**  
Cllr D'Arcy.
- ix. **Bus Service improvement**  
Cllr Exton.
- x. **Health & Well-being Forum.**  
Cllr Power.
- xi. **Community Safety Forum**  
Cllr James.
- xii. **Joint Neighbourhood Plan**  
Cllr Power.
- xiii. **Cotswolds National Landscape Board.**  
The CNLB did not hold an election this year therefore Cllr Sanderson remains the representative.
- xiv. **Athelstan Statue**  
Cllr Sanderson.

**FC/25/59 To note election of Wiltshire Councillor for Malmesbury.**

It was noted that Cllr Grant had been elected as Wiltshire Councillor for Malmesbury.

**Meeting closed at 8.20pm**