



MALMESBURY TOWN COUNCIL

Minutes of the **Policy and Resources** Committee Meeting
Held in Malmesbury Town Hall on **Tuesday 14th April 2026**

Present; Cllrs S D'Arcy, P Exton, K Drake, I Wallis, R Hastings and Grant.

Also present: Claire Mann, Town Clerk.

PR/26/35 To receive Declarations of Interest

None received.

PR/26/36 To receive apologies

Apologies received from Cllrs Hastings, O Wallis and Crawford-Price.

PR/26/37 Public participation in respect of items included in this agenda

None received.

PR/26/38 To approve minutes of meeting held on the 17th March 2026.

The minutes were approved and signed as a correct record.

Cllr Grant arrived

PR/26/39 To receive financial analysis report.

The report was noted.

PR/26/40 To consider identified CIL expenditure.

It was agreed to use CIL funding for the circulated potential expenditure.

PR/26/41 To review Grants Policy.

Members reviewed the existing policy, following discussion amendments were made and approved by all.

PR/26/42 To approve amendments and adopt policies presented to the last P&R meeting Training, Development & Appraisal, Environment & Climate Protection , Health & Safety and Equality Policies.

The existing policies were reviewed. Amendments were made and changes were approved.

Cllr Drake arrived

PR/26/43 To review opening paragraph of all working group terms of reference concerning budget and expenditure.

Following discussion it was agreed to the change **all** working groups. Terms of reference opening paragraph to "The xxxxxx working group will recommend a budget for the upcoming event and will provide a detailed breakdown for approval by xxxxxxxx committee thereby facilitating the working group's implementation of the agreed

programme and enabling the Town Clerk to execute agreed expenditure in accordance with Committee decision.”

PR/26/44 To consider creation of Earmarked Reserve of £2,500 for website development.

It was resolved to create an earmarked reserve of £2,500 for website development.

PR/26/45 To review the scope of 2026/2027 Rise Trust work and consider reporting and monitoring conditions for their grant funding.

Cllr Drake had circulated a report ahead of the meeting. It was resolved to accept the proposed recommended reporting and monitoring framework and to forward to the Rise Trust for their information.

The meeting closed at 6.42pm