



MALMESBURY TOWN COUNCIL

Minutes of the **Policy and Resources** Committee Meeting

Held in Malmesbury Town Hall on **Tuesday 17th June 2025**

Present; Cllrs S D'Arcy, P Exton, S James, K Drake, M Crawford-Price, R Hastings, I Wallis and G Grant.

Also present: Claire Mann (Town Clerk), Cllrs J Akhtar, Hughes, RP Jones & O Wallis.

PR/25/38 To receive Declarations of Interest

None received.

PR/25/39 To receive apologies

None received.

PR/25/40 Public participation in respect of items included in this agenda.

None received.

PR/25/41 To approve minutes of meeting held on the 15th April & 13th May 2025.

The minutes of both meetings were approved and signed as a correct record, noting that the minute references relevant to P&R on the 13th May were FC/25/53, FC/25/54 and FC/25/55.

PR/25/42 To receive income and expenditure report and note accompanying summary.

The report was noted. The Town Clerk had sent out in both budget and income and expenditure formats. It was agreed to continue with income and expenditure format and that the Town Clerk will work with Cllr D'Arcy to create exact format desired by the Council.

Cllr Grant arrived

PR/25/43 To consider identified CIL expenditure.

It was agreed that the potential CIL expenditure should be paid/journalled as such.

PR/25/44 To approve proposed Standing Orders as put forwards by previous P&R Committee.

Following discussion, further amendments were made. Subject to those amendments, the Standing Orders were approved.

PR/25/45 To approve proposed Financial Regulations as put forwards by previous P&R Committee.

Following discussion, further amendments were made. Subject to those amendments, the Financial Regulations were approved.

PR/25/46 To approve proposed Business Plan as put forwards by previous P&R Committee.

It was agreed to hold a workshop to develop the Business Plan, all Councillors will be invited to join. The Town Clerk will convene the workshop.

- PR/25/47 To consider investment of matured Close Brothers account (£67,042.30) and any additional.**
It was resolved that £500k will be invested in the PSDF account with CCLA.
- PR/25/48 To consider grant applications (MAGIC Malmesbury and Malmesbury Stands with Ukraine)**
Members considered the applications and it was resolved to award £500 to MAGIC Malmesbury and £250 to Malmesbury Stands with Ukraine.
- PR/25/49 To consider expenditure for attendance at Macebearers Conference (£195.60 plus travel at appx. 173miles)**
It was agreed to pay for the Macebearer to attend the conference and travel expenses incurred.
- PR/25/50 To consider requirement of Town Crier and if agreed, the recruitment process to be followed.**
It was agreed to begin recruitment process for a Town Crier. The Town Clerk will contact other Councils to determine average remuneration and occasions attended and will work with the Mayor to recruit a Town Crier.
- PR/25/51 To consider proposal for funding to conduct a survey and commission a detailed report relating to flooding at Park Road and a possible flood alleviation scheme.**
Members considered the report by Cllr D'Arcy. It was agreed to engage with Huws Gray to agree a funding share for the work identified and to involve Cllr Martin Smith and Nick Dyne.
- PR/25/52 To consider report from Cllr Grant on support of Ukrainian Civic Reception event.**
It was agreed accept the proposals and to support the event to the same financial contribution as the previous year with a five percent increase.
- PR/25/53 To consider increase of P&R Committee membership.**
Following discussion it was agreed that no increase in the membership of the Policy & Resources Committee is necessary.
- PR/25/54 To exclude press and public for commercially sensitive reasons.**
It was agreed to exclude the press and public for the next item of discussion.
Cllrs J Akhtar, Hughes, RP Jones & O Wallis left the meeting
- PR/25/55 To consider arising funding issues.**
Cllr Gavin Grant provided a verbal report on WC/MTC funding for commercially sensitive projects. Public statements will follow as funding issues are resolved.

Meeting closed at 8.43pm