



MALMESBURY TOWN COUNCIL

Minutes of the **Policy and Resources** Committee Meeting
Held in Malmesbury Town Hall on **Tuesday 2nd December 2025**

Present; Cllrs P Exton, S D'Arcy, G Grant, O Wallis, I Wallis, S James, Drake & Hastings.

Also present: Claire Mann, Town Clerk and four members of the public.

PR/25/120 To receive Declarations of Interest

None received.

PR/25/121 To receive apologies

Apologies received from Cllr Drake.

PR/25/122 Public participation in respect of items included in this agenda

A member of the Public presented the application to the Committee.

It was resolved to bring item 8 on the agenda forwards.

PR/25/123 To consider grant application from St Aldhelm's RC Church.

Following discussion and some questions put to the applicants, it was agreed that the expenditure would qualify under CIL funding eligibility and that the Council would be considering CIL allocation at the next P&R meeting.

PR/25/124 To receive financial analysis report.

The report was noted.

PR/25/125 To consider identified CIL expenditure.

It was agreed to use CIL funds for the identified expenditure.

PR/25/126 To approve IT Policy as required by the Annual Governance and Accountability Return 2025/26 (new assertion 10)

The draft policy was adopted and will be published on the Town Council website.

PR/25/127 To consider purchase of new Councillor robes and hats (report CM)

The Town Clerk had circulated a report stating current prices of felt tricorne hats and that robe costs can vary dramatically. It was suggested that a change in style might be considered and it was agreed to purchase one Tudor bonnet style hat at £45 to determine quality and size. This will be further considered at a future meeting.

PR/25/128 To consider recommendation from The Rise Trust to cease Youth Session in the Town Hall and to extend the detached session on a Friday Evening.

Following discussion it was agreed to cease the Friday evening session in the Town Hall with immediate effect.

PR/25/129 To consider request from local resident about exhibition, optionally supported by a film.

Members noted the email correspondence. Following discussion it was agreed that the individual could hire the Gallery as a standard user, the same with regard to showing a film.

It was resolved to bring item 13 on the agenda forwards.

PR/25/130 To consider amendment and extension of Malmesbury Victoria Football Club lease.

The report had been circulated to the Committee. It was resolved that the Football Club lease could be extended so that twenty five years remained on the tenure and that the additional space could be included but this would be subject to the Football Club paying the associated fees for the amendments to the lease, as is usual with this type of request.

PR/25/131 To review initial 2026/27 Budget.

The Committee reviewed the initial budget proposal line by line, some amendments were made and will be further discussed at the January P&R meeting. Earmarked Reserves and CIL Allocations will also be discussed in January.

The meeting closed at 9pm