



# MALMESBURY TOWN COUNCIL

Minutes of the **Town Hall and Facilities Committee Meeting**  
Held in Malmesbury Town Hall on **12<sup>th</sup> March 2026** at 7 pm.

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**Present:** Councillors Hastings, Exton, Drake, Sanderson, James, D'Arcy, Crawford-Price, J Akhtar and Grant

**Also present:** Claire Mann (Town Clerk)

**TH&F/26/09 To receive declarations of interest.**

None received.

**TH&F/26/10 To receive apologies**

None received.

**TH&F/26/11 Public participation in respect of items included in this agenda**

None received.

**TH&F/26/12 To approve minutes of the meeting held on the 8<sup>th</sup> January 2026.**

The minutes were approved and signed as a correct record.

**TH&F/26/13 To receive income & expenditure report.**

The report was noted.

**TH&F/26/14 To note and consider project status report.**

The Town Clerk updated members, after subsequent discussion the following was agreed;

- The screen will be installed in the Hobbes Room for use for the conferencing facility.
- The purchase of a compatible lap top is to be added to the next agenda.
- To carry out an accessibility audit of the whole of the Town Hall, to include audible issues.

**TH&F/26/15 To consider request from Malmesbury Abbey to use the Marquee on the 22<sup>nd</sup> to the 24<sup>th</sup> June.**

Cllr Drake reminded Cllrs of the offer of a 3x6m gazebo from Caerbladon for Malmesbury Town Council. It was agreed that the Council would take up this offer and that the Abbey could be offered the choice of which size they would like to use during those dates.

**TH&F/26/16 To consider request from HEALS to use the Marquee on the 26<sup>th</sup> June 2026.**

It was noted that the request had come from Malmesbury Stands With Ukraine and they would also be offered the choice of Gazebo/Marquee.

**TH&F/26/17 To consider request from Malmesbury League of Friends to install a defibrillator in the telephone box in the Triangle and whether it would work alongside project with the Civic Trust**

Following discussion it was agreed to thank the Malmesbury League of Friends (MLOF) but that the Council believes that a defibrillator in the telephone box would cause confusion as there is another one very close by at the URC, the Committee will identify areas that are not covered by defibrillator provision and will notify the MLOF accordingly.

The Civic Trust will be invited to present their ideas for the telephone box to the next meeting.

**TH&F/26/18 To consider holding training event for use of defibrillators.**

The report was noted. Cllr Sanderson suggested that he could provide the training free of charge. Cllr Sanderson was taken up on his offer and will organise training events on defibrillator use in the Town Hall.

**TH&F/26/19 To consider providing support for the Great British Spring Clean.**

Cllr D'Arcy stated that a member of the Public has asked about support that might be available for the Great British Spring Clean. It was noted that IdVerde has an initiative for this and the member of the Public will put in touch with them.

**TH&F/26/20 To consider increase in room hire fees.**

Following discussion it was agreed that the fees would remain the same currently but that it would be reviewed in October in line with budget setting.

Meeting closed at 7.54pm