



MALMESBURY TOWN COUNCIL

Minutes of the **Town Hall and Facilities Committee Meeting**
Held in Malmesbury Town Hall on **4th September 2025** at 7 pm.

Present: Councillors Exton, J Akhtar, D'Arcy and Drake.

Also present: Claire Mann (Town Clerk)

TH&F/25/55 To receive declarations of interest.

None received.

TH&F/25/56 To receive apologies

Apologies received from Cllrs Hastings, James, Grant and Sanderson.

TH&F/25/57 Public participation in respect of items included in this agenda

None received.

TH&F/25/58 To approve minutes of the meeting held on the 3rd July 2025.

It was noted that Cllr D'Arcy had been present.

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

TH&F/25/59 To receive income & expenditure report.

It was noted that no budget has been set for the Market Cross work but that P&R had approved the expenditure some time ago.

TH&F/25/60 To note and consider project status report.

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

- Investigation will be undertaken to determine if it is possible to install a supply for an EV Charging unit and which fuse board will be suitable.
- Three Sanitary product units will be installed using biodegradable and organic items. A budget was set at £500.
- The cost of solar glare film installation will be reviewed and reported back to future meeting.
- The Town Clerk will contact the Land Registry to determine the cost of a bulk application and whether there is a maximum or minimum request.

TH&F/25/61 To define terms of reference for all working groups within TH&F.

Following discussion it was resolved to disband the Town Hall Projects Working Group until larger projects are initiated. Amendments to the Pump Track and Green Open Spaces working groups will be circulated to all Councillors.

TH&F/25/62 To consider hiring out tablecloths and vases for functions.

Members considered the report. It was agreed to purchase an additional set of table cloths for round tables and trestle tables. The Office will set a fee for tablecloth hire in

line with laundering costs and comparable to other companies offering the same service.

TH&F/25/63 To consider the development of a Malmesbury river maintenance plan.

It was agreed that this item will be passed to the Planning & Environment Committee for consideration.

TH&F/25/64 To consider measures to prevent climbing on wall

This item was deferred to the next meeting.

TH&F/25/65 To consider painting the proscenium arch on the stage in matt black.

It was agreed to paint the arch matt black and a budget of £500 was allocated.

Meeting closed at 8.22pm