



MALMESBURY TOWN COUNCIL

Minutes of the **Town Hall and Facilities Committee Meeting**
Held in Malmesbury Town Hall on **6th November 2025** at 7 pm.

Present: Councillors Hastings, Exton, James, Drake, D'Arcy and Crawford-Price

Also present: Claire Mann (Town Clerk)

TH&F/25/74 To receive declarations of interest.

None received.

TH&F/25/75 To receive apologies

Apologies received from Cllrs Grant, J Akhtar and Sanderson.

TH&F/25/76 Public participation in respect of items included in this agenda

None received.

TH&F/25/77 To approve minutes of the meeting held on the 9th October 2025.

The minutes were approved and signed as a correct record.

TH&F/25/78 To receive income & expenditure report.

The report was noted.

TH&F/25/79 To note and consider project status report.

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

- Quotes for the solar glare film are to be circulated for consideration at the next meeting.
- Expenditure for the Model railway will be an agenda item for the next meeting.
- Three Oak trees will be planted at the site identified by Cllrs Akhtar and James, including the tree granted by '80 Oaks' initiative.
- Installation of barrier at Cloister Garden wall will be added to the next Project Status report.
- The conferencing facility provision will be added to the project status report.

TH&F/25/80 To approve Town Hall & Facilities Committee objectives for the MTC Business Plan.

Following discussion it was agreed that Cllr Hastings will draft a proposal for TH&F objectives to be presented to the next meeting.

TH&F/25/81 To approve Malmesbury Natural History Society to conduct a BioBlitz in St Aldhelm's Mead on the 5th July 2026.

It was agreed to approve the request from the Malmesbury Natural History Society to conduct a BioBlitz.

TH&F/25/82 To consider Committee Budget requirements for 2026/27.

Following discussion it was resolved to propose the following to P&R.

Income

| | | | |
|--------------|-----------------------------------|----------|-------------------|
| 1004 | Jackdaws electricity contribution | £ | 2,000.00 |
| 1005 | Jackdaws rent | £ | 12,000.00 |
| 1006 | Town Hall hire | £ | 55,000.00 |
| 1035 | Town Hall bar sales inc Cinema | £ | 10,000.00 |
| 1038 | Lodge rent | £ | 13,800.00 |
| 1169 | Friday Market stalls | £ | 6,000.00 |
| 1192 | Cinema ticket sales | £ | 25,000.00 |
| Total | | £ | 123,800.00 |

Expenditure

| | | | |
|--------------|-----------------------------|------------------------|------------------|
| 4017 | Friday Market expenses | £ | 200.00 |
| 4019 | Cemetery Lodge Maintenance | £ | 1,500.00 |
| | Town Hall bar purchases inc | | |
| 4060 | Cinema | £ | 5,000.00 |
| 4101 | Outside areas improvements | Cllr D'Arcy working on | |
| 4111 | Consumables Town Hall | £ | 6,000.00 |
| 4131 | Town Hall asset maintenance | Cllr D'Arcy working on | |
| 4132 | Town Hall improvements | Cllr D'Arcy working on | |
| 4640 | Cinema expenditure | £ | 12,000.00 |
| 4641 | licences | £ | 2,200.00 |
| Total | | £ | 26,900.00 |

Meeting closed at 7.59pm