

Report Number 4 for Policy and Resources Committee - 1st April 2020

Agenda Item 8: Malmesbury Town Team Reporting to Council

Situation: Malmesbury Town Council has agreed to make a grant of £8,000 to Malmesbury Town Team in its 2020-2021 Financial Year to support its activities. To ensure this funding is applied as expected by the Town Council in activities intended to support the High Street and local businesses the Town Council wishes to agree a suitable reporting arrangement with the Town Team.

Proposal:

1/. Monthly reporting: Malmesbury Town Team produces a monthly activity report. Attached. It is proposed that a summary version, is forwarded to the Town Clerk, Chair of P&R and Chair of Community and Town Promotion. The Town Council representative on the Town Team will report any matters of significance to Full Council as part of the regular update on the activities of partner organisations.

2/. Update and Plan presentations: Each 6 months the Chair of the Town Team will make a short written and verbal report to this Policy and Resources Committee on current and proposed future activity, with supporting financial information, the content of which will be shared with Community and Town Promotion Committee. In the ordinary course of events these presentations will be in May/ June and October/ November to match the Town Council's planning and budgeting cycle.

Financial Implications:

There are no direct financial costs as a consequence of this proposal. Not passing this proposal may mean the Council does not properly monitor the effectiveness of its grant to Malmesbury Town Team and will not have the information it needs to make associated funding decisions in the future.

Cllr Campbell Ritchie

1st April 2020