

Malmesbury Town Council

Minutes of the **Policy and Resources Committee Meeting**
Held in Malmesbury Town Hall on **Wednesday 1st February 2023** at 7.00pm.

Present; Councillors: W Jones, G Grant, C Ritchie, P Exton, C Doody, K Power, S D'Arcy, F Smith and P Smith

Also present: Lisa Dent (Deputy Town Clerk)

PR/23/12 To receive declarations of interest

None received

PR/23/13 To receive apologies

None received.

PR/23/14 Public question time in respect of items included in this agenda

None received

Cllrs S D'Arcy and C Ritchie joined the meeting 19.09

PR/23/15 To approve minutes of meeting held on the Wednesday 4th January 2023

The minutes of the meeting held on the 4th January 2023 were approved and signed as a correct record.

From the previous meeting the following points were noted:

Investment Policy to be referred to in future investment review.

A review and schedule of all policies would be beneficial.

Business Plan to be finalised and adopted at upcoming meeting.

PR/23/16 To note income and expenditure report and accompanying summary

The report and summary were noted.

Deputy Town Clerk estimated year end the outturn for salaries would be approximately £7900 over budget due to the pay scale increases backdated to April 2022.

PR/23/17 To note Wiltshire Council budget 2023/24 and consider impact on Malmesbury Town Council <https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=1160&MId=15027>

Budget cuts will be evident in our town street scene as Wiltshire Council are reducing verge cutting and maintenance to green spaces. As a possible public safety issue re visibility splays at junctions, ground staff will be asked to monitor and report. Visit Wiltshire funding, High Street funding and lunch club/advice forums funding are areas of concern and these organisations will be adversely affected by the proposed budget. It was agreed Cllr Power will write to Leader of Wiltshire Council as Mayor to raise our concern about these issues.

PR/23/18 To consider request from C&TP for £500 towards Volunteer/Community Event (previously held in 2020)

It was agreed there is adequate finance within this committee to reallocate funds to provide £500 towards Volunteer/Community Event.

PR/23/19 To consider naming the Old School Room Office in memory of Lou James.

This was agreed, final wording to be agreed with HEALS Trustees and family of Lou James, this will remain in effect whilst HEALS occupy the office at the Town Hall.

PR/23/20 To consider additional funding of £2,250 to The Rise Trust for remaining Outreach Sessions this financial year.

No report was available to inform on the circumstances for this request for additional funding. Cllr Grant will investigate whether the funding requirement is time-sensitive and inform councillors and it was noted the request could be taken to C&TP Committee meeting on Thursday 16th February 2023 for decision.

PR/23/21 To consider Grant Funding request from Age UK Wiltshire

The grant funding application was reviewed and the request for £200.00 was agreed.

PR/23/22 To consider Grant Funding request from Musicians South West CIC

The grant funding application was reviewed and the request for £200.00 was agreed. It was noted that this funding request is to produce promotional material for a community concerts to be held in Malmesbury Abbey and we will request we are shown as a sponsor.

PR/22/23 To consider & approve updated Flag Policy (report CM)

It was agreed it would be beneficial to have a new, second flagpole situated on the front elevation of the Town Hall. This can be used for displaying flags of our Twinned Towns and Friendship towns and to commemorate national recognition days such as Remembrance Sunday, St George's day, LGBT History month etc. The roof flagpole will remain flying Union Jack unless agreed otherwise by Committee approval.

Town Clerk to investigate costs and planning approval for the new flagpole, location is to be agreed.

Flags to be ordered will be agreed at a following meeting, costs to be obtained for a bespoke Malmesbury Town Council flag.

Meeting closed 8.55 p.m.