

Malmesbury Town Council

Minutes of the **Policy and Resources Committee Meeting**
Held in Malmesbury Town Hall on **Wednesday 5th October 2022** at 7.00pm.

Present; Councillors: W Jones, G Grant, P Exton, S D'Arcy, C Doody & R Sanderson

Also present: Claire Mann (Town Clerk)

PR/22/80 To receive declarations of interest

None received

PR/22/81 To receive apologies

Apologies received from Cllrs F Smith, P Smith & C Ritchie

PR/22/82 Public question time in respect of items included in this agenda

None received

PR/22/83 To approve minutes of meetings held on the 7th September

The minutes of the meeting held on the 7th September were approved and signed as a correct record.

PR/22/84 To note income & expenditure report

The report was noted.

PR/22/85 To approve two days extra holiday for staff members over Christmas period and one day to be saved by staff

It was resolved to allocate two extra days holiday to members of staff and staff would retain one day of their holiday for the Christmas period

PR/22/86 To review Carnival room hire pricing structure for 2023

Following discussion it was agreed that the Carnival could hold events to the value of up to £600 free of charge, members also ask that the Carnival acknowledges this support in their promotional literature.

PR/22/87 To consider quote for retractable seating, TH&F 28th September 2022 (circa £51k)

Following discussion and noting the proposal from the Town Hall & Facilities Committee, it was resolved that £55k would be earmarked for the retractable seating. The additional £4k would cover any unplanned work that might be associated.

PR/22/88 To consider additional expenditure for Christmas Lights (quote received £10,250 budgeted £8k)

It was resolved to approve the additional expenditure but Councillors requested that no motifs were to be used this year, only strung pea-lights on lampposts and that all lights would be ice white.

PR/22/89 To consider the use of St Aldhelm's Mead & Beacon by the Bonfire Committee on the 5th November 2022 for the Annual Firework display

It was resolved that the Bonfire Committee could use St Aldhelm's Mead for the Bonfire event but that that it would be inappropriate to light the Beacon at that time.

The Beacon will be lit for His Majesty, King Charles III Coronation and the future siting of the Beacon will be determined after that event if it is considered to be unsuitable at its current site. The decision will be made by Policy & Resources.

PR/22/90 To consider purchase of internal CCTV system for approximately £1000 as current system is obsolete

It was agreed to update the system and to include a camera in the Information Centre to safeguard staff. A budget of £1500.00 was set.

PR/22/91 To consider report from Cllr Vandelli on additional Youth Work funding

It was agreed to defer a decision on this until after the next Area Board meeting, depending on any funding that may be offered by them.

PR/22/92 To determine way forwards with recruitment of Macebearer

Following discussion it was agreed that the Clerk would publish an advert immediately. Ceremonial events would be paid at £75 per event on the basis that there are three a year with additional events paid at the same rate if necessary.

Members noted that the Remembrance Service will take place shortly and if no Mace Bearer has been appointed at that stage, Cllr Exton will stand in.

Meeting closed at 8.07pm