



MALMESBURY TOWN COUNCIL

Minutes of the **Policy and Resources** Committee Meeting

Held in Malmesbury Town Hall on **Tuesday 11th February 2025**

Present; Cllrs S D'Arcy, P Exton, J Slade, L Crawford-Price, R Hastings, C Ritchie and G Grant

Also present: Claire Mann (Town Clerk), Cllrs K Power & K Drake.

PR/25/07 To receive Declarations of Interest

None received.

PR/25/08 To receive apologies

Apologies received from Cllrs W Jones and S James.

PR/25/09 Public Question Time in respect of items included in this agenda.

None received.

PR/25/10 To approve minutes of meetings held on the 10th December and 6th January

The minutes of both meetings were approved and signed as correct records.

It was resolved to bring items 11 and 12 forward on the agenda.

PR/25/11 To consider grant funding request from Thomas Hobbes of Malmesbury Society

Cllr Power detailed the funding request to members. It was agreed to allocate £500 to the Thomas Hobbes of Malmesbury Society.

PR/25/12 To update the Committee on progress of Open Spaces and High Street Regeneration Working Party and to request agreement for funding and to action improvements to Griffin Alley (report Cllr Power)

Cllr Power had circulated the report ahead of the meeting. It was agreed to accept the proposals at item 5 on the report and work will begin as soon as possible.

Cllr Power left the meeting

PR/25/13 To receive income and expenditure report, note accompanying summary and consider any CIL expenditure..

The income and expenditure report was noted. Members considered the payments that qualifies for CIL expenditure and it was resolved that all payments listed should be journalled to show as payment from CIL income.

PR/25/14 To consider campaign plan for encouraging candidates to stand for election to Malmesbury Town Council on the 1st May 2025.

Following discussion it was agreed that general communication with key election information would be made through the MTC website and social media channels. A notice that members of the public might want to engage with current Councillors could also be published.

- PR/25/15 To approve proposed standing orders and financial regulations (NALC models used)**
- It was resolved that the Town Clerk will highlight significant differences between the model documents and those currently adopted. The full proposal will take place at next P&R meeting.
- PR/25/16 To consider appraisal process recommendation from the Personnel Sub-Committee.**
- Following discussion it was agreed that minor amendments were made and the proposed process was approved.
- PR/25/17 To consider funding request from 9RLC.**
- Members noted the report. Following discussion it was agreed to grant the 9RLC £1,000 for the event. It was also agreed that the Council will request a Malmesbury Town Council Boxing Trophy is awarded, purchased by the Town Council up to £100.
- PR/25/18 To consider quote from SSEN to install power at the Market Cross**
- It was agreed that up to £21,216.64 will be allocated to the installation of the power supply in the Market Cross and that a further meeting is to be set up with SSEN.
- PR/25/19 To consider proposed format and content description for 2025/26 MTC Business Plan.**
- Cllr D’Arcy had circulated proposed structure and content for the Business Plan. It was agreed that additional work is be undertaken and a draft will be prepared for the next P&R meeting.

Meeting closed at 8.05pm