

## **Malmesbury Town Council**

### Minutes of the **Full Council Meeting**

Held in Malmesbury Town Hall on Tuesday 20<sup>th</sup> June 2023 at 7.00pm.

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**Present;** Cllrs G Grant, P Exton, P Smith, F Smith, C Doody, RP Jones, S D'Arcy, C Ritchie, R Hastings, E Whatton & R Sanderson

**Also present:** Claire Mann (Town Clerk)

### **Mayors Announcements**

- Cllr Grant reported that he had attended several other Mayor Making events and that Cllr Exton had deputised at others for him.
- There have many other civic events that Cllr Grant had attended and thanks were expressed to the office staff for an enormously successful Freedom of the Town event and Malmesbury Mayor's Robing Ceremony.
- Cllr Grant was delighted to announce that his first Mayoral Charity event on the 1<sup>st</sup> July is a complete sell out and thanked everyone involved in its organisation.

**FC/23/71 To receive declarations of interest.**

None received

**FC/23/72 To receive apologies for absence.**

Apologies received from Cllrs Power & Wood.

**FC/23/73 Public questions on items of business included on the agenda.**

None received.

**FC/23/74 To approve minutes of the meeting held on the 9<sup>th</sup> May 2023.**

The minutes were approved and signed as a correct record.

**FC/23/75 To receive and note minutes of the Planning & Environment Committee meetings held on the 11<sup>th</sup> April and 16<sup>th</sup> May 2023.**

The minutes of both meetings were received and noted.

**FC/23/76 To receive and note the minutes of the Policy & Resources Committee meetings held on the 5<sup>th</sup> April and 23<sup>rd</sup> May 2023.**

The minutes of both meetings were received and noted.

**FC/23/77 To receive and note the minutes of the Community & Town Promotion Committee meetings held on the 13<sup>th</sup> April and 11<sup>th</sup> May 2023.**

The minutes of both meetings were received and noted.

**FC/23/78 To receive and note the minutes of the Town Hall & Facilities Committee meeting held on the 8<sup>th</sup> March.**

The minutes of the meeting were received and noted.

- FC/23/79 To exclude the press & public (with exception of Councillor vacancy applicants, individually) for personnel purposes.**  
It was resolved to exclude the press and public with the exception of the candidates, individually.
- FC/23/80 To receive candidates (individually) for co-option.**  
Each of the candidates were interviewed and questions presented to them with an opportunity to ask questions of the Council.
- FC/23/81 To re-admit press and public for the remainder of the meeting.**  
It was resolved to admit press and public for the remainder of the meeting, candidates interviewed returned to the meeting, none others present.
- FC/23/82 To consider and appoint candidates if agreed.**  
Members discussed the candidates they had received. It was resolved to vote by secret ballot. James Slade & Stephen James were co-opted onto Malmesbury Town Council and the Town Clerk would contact them the following day to go through the necessary paperwork.
- FC/23/83 To note the Internal Auditor's Report.**  
The Internal Auditor's Report was noted.
- FC/23/84 To approve the Annual Governance Statement of the Annual Governance & Accountability Return 2022/23.**  
Cllr Grant read out each statement for Council's approval. Members approved each statement and it was agreed that, as advised by the Internal Auditor, a Risk Register would be put together to be approved at a future P&R meeting.
- FC/23/85 To approve the Accounts Statement of the 2022/23 Annual Governance and Accountability Return.**  
It was resolved to approve the Annual Accounts Statement and signed by Cllr Grant.
- FC/23/86 To consider response to Bus Service Consultation (deadline 30<sup>th</sup> June)**  
Cllr Grant proposed that Cllr Doody with Cllr D'Arcy and the Town Clerk formulate the response to the Bus Service Consultation.
- FC/23/87 To receive updates from Malmesbury Town Council on the following organisations;**
- Wiltshire Association of Local Councils and Society of Local Council Clerks**  
Nothing to report
  - Malmesbury Conservation Group**  
Cllr Power had circulated her report ahead of the meeting for information.
  - Malmesbury Town Team**  
Nothing to report
  - Twinning**  
Nothing to report
  - Operational Flood Group**  
Nothing to report
  - Local Highways and Footpaths Improvements Group**  
Nothing to report
  - Local Youth Network Management Group**  
Cllr Power had circulated her report ahead of the meeting for information.
  - Community Safety Partnership**  
Cllr Power had circulated her report ahead of the meeting for information.
  - Health & Well-being Forum**  
Cllr Power had circulated her report ahead of the meeting for information.
  - Bus Service Improvement**  
Nothing to report

**Movies@Malmesbury**

Nothing to report

**Malmesbury Climate Action Network (inc. Malmesbury Against Plastics)**

Nothing to report

**Safer Nights Charter**

Nothing to report

**FC/23/88 To receive an update from Wiltshire Councillor, Gavin Grant**

Cllr Grant had circulated his report ahead of the meeting for information. It was also noted that Graham Sout, as appointed by the Home Secretary's task force for High Street improvements, has recently visited Malmesbury and for £1250 will create a symposium and report for key stakeholders. Cllr Grant had contacted Parvis Khansari to ensure that the Generating Activity Fund can be used for this purpose, the response was that it can.

It was agreed that Cllr Ritchie and the Town Clerk will work together to present variations of the budget for the Generating Activity Grant allocation to comply with the funding regulations.

**FC/23/89 To review new ICT provision for Councillors (Cllr D'Arcy)**

Cllr D'Arcy gave a brief presentations of how the new system will work for Councillors. It was agreed that all members would be issued with their new email addresses and passwords shortly and that they would be made public in approximately one weeks' time.

**Meeting closed at 9.32pm**