

Minutes of Town Team meeting Monday 15th February 2016
7pm at Malmesbury Town Hall

Present: Gordon MacPherson, Sarah Wilde, Ashton Scott, Gavin Grant, Mark Gardner & Katherine Gore

Apologies: Richard Fillis, Simon Killane, Kim Power & Rob Green

1. Apologies.

As above.

2. Approve Draft Minutes of meeting held on 18th January.

Minutes approved.

3. Update from Malmesbury Town Council representative.

Gavin stated that the last meeting of the Community & Town Promotion was to set the budget allocation for future projects within the Town. The Committee is keen to work with the Town Team on Community events. Gavin also informed the group that a Cotswold Hare Trail is being organised for 2017, the C&TP Committee are getting involved in this and have committed to purchase a hare. Gavin suggested that the Town Team may wish to also. Gavin will provide further details of the event as Waitrose may be interested and other local businesses. Trails have a proven record of being very popular with the public and would generate a great deal of interest & visitors to the Town.

4. Approval of advice on Intellectual Property Rights for Discover Malmesbury branding

Gordon stated that there were a few key points to consider with ownership of the IP of the Discover Malmesbury branding;

- i. The Rights to the IP currently sit with Front Room as the creator.
- ii. Following consultation, Wiltshire Council have no interest in the logo/branding
- iii. The Town Team currently has no legal status so if it came to an issue of improper use of the logo/branding in any way, challenging this would be very difficult if the IP Rights were to be transferred to the Town Team.

It was **resolved** that the IP Rights should stay with Front Room until such time that the Town Team has legal status of its own.

5. January's monthly report from Front Room

The report was noted by the group and agreement that the report illustrates the work that is ongoing by Front Room.

6. Update on Market

Following a presentation to the 4 councillors from the Malmesbury Area Board, Sarah stated that Wiltshire Council have waived the fee from 15th February 2016 – 12th August 2016 with a possibility of extending that period. It was also highlighted to Sarah that the Town Team could apply for a grant to the Area Board for market stalls of our own, this could be a valuable resource for the town with events such as Late Night Shopping, St Aldhelm's Fair & Petticoat Lane.

The market itself is undergoing a period of operational difficulties. Gordon will liaise with Jack Mcleod to discuss the future of the market.

7. Approve final Action Plan for 2016

Sarah circulated the Draft Action Plan to the group. Following considerable discussion the priorities within the Action Plan were identified and a means to implement those actions suggested. Sarah will amend the Draft Action Plan and circulate to members.

8. Review of payment record

An amended proposal of how the Town Team receives/spends money should shortly be received from Simon Killane and Wiltshire Council. Sarah will email the proposal to the group for consideration and a meeting will be held with Simon and John Thomson to agree a way forward.

Meeting closed at 9.15pm