

**Town Team Meeting – Town Hall–
Monday 15th February 2016 7.00pm**

Agenda

1. Apologies.
2. Approve Minutes from meeting 16th January 2016
3. Update from C & TP Committee (Gavin- 5 mins)
4. Approval of advice on Intellectual Property Rights for ‘Discover Malmesbury’ branding (Gordon 10 mins)
5. January’s Monthly Report from Front Room- information only
6. Update on Market- information only (Sarah/ Ash – 10 mins)
7. Approve final Action Plan for 2016 – Document to follow (All – 20/30 mins)
8. Review of Payment Record (currently not available) and update on funding arrangements (All – 10 minutes)
9. AOB

Attached documents; Minutes of 16th January, Front Room January Report
Next meeting 7pm, 21st March at Malmesbury Town Hall.