

Minutes of Town Team meeting Tuesday 13th January 2015
7pm at Malmesbury Town hall

Apologies Received: Kim Power

Present: Gordon MacPherson, Sarah Wilde, Rob Green, Simon Killane, Margaret Lamb, Paul Chivers, Franchesca Caton, Ashton Scott, Lisa Gore, Katherine Gore, Fiona Orwin & Mike Evans (The retail Group).

1. Minutes approved from previous meeting of 11th December 2014.
2. The Town Team **resolved** that it supports Malmesbury Town Council's proposal to slightly increase charges in the Cross Hayes Car Park with a view to reducing charges between 4 and 6 when there is a lull in Car Park usage & that at The Station Yard Car Park the first few hours are free with a significant reduction of the all day charge.

A brief outline was sent after the meeting to confirm our position, as part of the parking review.

Car Parking Review - January 2015

The Malmesbury Town Team is keen to ensure that any changes to the current parking arrangements having a significantly positive effect on encouraging increased foot fall in the High Street.

To this end we feel that the focus needs to be on increasing the use of Station Road car park, thus freeing up Cross Hayes and other street parking in the town. Our suggestion for Station Road would be the first 2 hours free with the all day charge being significantly reduced.

We also note that Cross Hayes is under used after 4pm and would suggest a reduced parking fee from 4- 6pm to encourage additional use during these hours.

We are keen to be consulted further once the results of the survey have been received and analysed.

3. Following detailed discussion and subject to the alterations being made as discussed The Town Team **signed off** the Action Plan. It was also **agreed** to publish a Business version and a General version for wider distribution.

Action: Gordon MacPherson to email the Town team Leadership Group to invite them to use 'Base Camp' in order to access the changed and signed off plan.

Cllr Power arrived

Consideration was also given to the possibility of a 'video loop' being shown of the Action Plan in the Town Hall and at Waitrose.

4. A Press Release is in the process of being formulated and Gordon MacPherson proposed that as soon as it has been completed it is sent to as many local contacts as possible to ensure thorough coverage of the work completed.

Action: Simon Killane to forward Press contacts to Clerk of the Town Team.

5. Groups to present to were identified and included in the signed off presentation document 'an Introduction to the TT Action Plan'. The TT members will deliver the presentation to interested parties, which will include an open meeting.
6. Thanks went to Mike Evans of The Retail Group for attending the Town Team meetings and also to Gordon MacPherson for his continued hard work.
7. Following a presentation from Rob Green, the Town Team **agreed** that he should be contracted for one and a half days per week, for six months, to commence work on the implementation of the Action Plan. He will provide feedback at Town Team meetings and after three months there will be a review from both parties.
8. After general discussion the Leadership Group **agreed** linking into and involving as many other groups as possible in all activities would be beneficial.
9. Sarah Wilde, Margaret Lamb and Ash Scott will have a meeting ahead of the next meeting to outline a brief for the purpose of allocating tasks to Rob Green in the initial stages of implementing the Action Plan.
10. The date of the next meeting was agreed for the 26th January. The Clerk to the Committee advised that she would be away.