

Minutes of Town Team Meeting

Town Hall

Monday 17th December at 7pm

Present: Sarah Wilde, Gavin Grant, John Sunderland, Campbell Ritchie, Emily Small, Rob Green & Gordon MacPherson

Also present: Lesley Wood

1. Apologies:

Mark Gardener & Ash Scott

2. To consider & approve Minutes from meeting 19th November 2018

Minutes were approved by all.

3. Report on Late Night Shopping.

It was noted that Late Night Shopping this year had been a great success and the Town Team expressed thanks to Sarah in recognition of all the work that she puts into the event. A 'wash-up' meeting is planned on the 11th January to review the evening.

4. Update on financial matters

Rob circulated the projected cash flow for the rest of this financial year and Sarah updated the group on the advertisers left to pay.

5. Update on legal status

Sarah stated that the application to register as a Charitable Incorporated Organisation had been not been approved by the Charities Commission as the stated aims of the Town Team are focused on improving commercial outcomes. Following a review of options it is now proposed that an application to become a Community Interest Company will be submitted to Companies House.

6. Update on general marketing activity, Great West Way initiative & overview for next three months marketing activity

Lesley reported that this is a very busy time and that most of the work being undertaken at the moment is reactive to events taking place. The tour operator's visit had been an exceptional success & all had been impressed with the tourist offer in Malmesbury. Commercial sponsorship will continue to be sought but with

sensitivity to charitable organisations. It was agreed to bring the next meeting forward to the 14th January so that consideration can be given in plenty of time to the progression of the Great West Way initiative, Lesley will circulate discussion points ahead of the meeting.

7. To receive an update on the Vibrant Malmesbury Projects

- a) Discover Malmesbury: The 2nd claim to Vale Action has now gone in.
- b) Gift Card: The launch of the Gift Card will follow the establishment of the Town Team as a CIC.
- c) Signposting: Sarah has been in contact with the BID manager at Chippenham and has received valuable advice about the process & installation of lamppost banners
- d) Campbell will advise Vale Action of our updated likely implementation schedule based on the above

8. To receive an update from Wiltshire Councillor Gavin Grant

- Gavin notified the group that he and Roger Budgen of MTC are in discussions with WC about the steps at Waitrose. A meeting is hoped to take place with Symonds who have taken on the responsibility of the steps.
- The application for Aldi has been recently promoted with a consultation event at the Town Hall. Gavin stated that both the Aldi & Lidl applications will be considered at the Northern Area Planning Committee at the same time.
- Campbell offered to look into the independent retail assessment for a comment to be formulated at the next meeting of the Town Team.

9. To receive an update from Malmesbury Town Councillor Campbell Ritchie

- Campbell reported that the Town clerk will be retiring on the 31st March.
- Work on the project that will lead to the refurbishment of the TIC is progressing along with the Town council website.
- The King Athelstan statue is progressing and, at the request of the Statue group the Town Council has agreed in principle to use its resources to maintain the statue, following construction, on the understanding that a suitable level of funding is made available by the Statue group.

10. AOB

Sarah informed the group that a Turner watercolour of Malmesbury Abbey has recently gone on sale and it is hoped that the Museum might be able to raise funds to purchase the picture.

Meeting closed at 8.20pm

Next meetings: Special meeting 7pm, 14th January 2019.

January meeting 7pm 21st January 2019 (to be confirmed)