

**THTC/1/2017-2018**

13<sup>th</sup> July 2017

**ROYAL WOOTTON BASSETT TOWN HALL AND TRUST  
CHARITY**

Minutes of a meeting of Royal Wootton Bassett Town Hall and Trust Charity held on Thursday 13<sup>th</sup> July 2017 at 9.07pm at Manor House, Lime Kiln, Royal Wootton Bassett.

**PRESENT:** Councillors: Robert Anstee, David Bowler, Steve Bucknell, Mary Champion, Mike Farrow, Janet Georgiou, Nic Hughes, Sue Hughes, Mike Leighfield, Jenny Stratton, Marion Sweet, Steve Walls.

Officers in Attendance: Johnathan Bourne, Town Clerk, Michelle Temple, Administrative Services Manager.

**1. APOLOGIES**

Apologies for absence were received from Councillors Paul Heaphy, Rebecca Hearne and Steve Watts.

**2. DECLARATIONS OF INTEREST**

To receive Declarations of Interest in accordance with sections 10 and 12 of Wiltshire Council's Members Code of Conduct, as adopted by Royal Wootton Bassett Town Council at a meeting held on Thursday 12<sup>th</sup> July 2012.

RESOLVED to note that no declarations of interest were made.

### **3. CHAIRMAN'S ANNOUNCEMENTS**

RESOLVED to note that no announcements were made.

### **4. CONFIRMATION OF MINUTES**

RESOLVED to confirm and sign minutes of a meeting of the Wootton Bassett Town Hall and Trust Charity held on Thursday 2<sup>nd</sup> March 2017 (THTC/2/2016-2017). Copy previously circulated.

### **5. WOOTTON BASSETT TOWN HALL & TRUST CHARITY, TRUSTEE'S REPORT AND ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2017.**

The above accounts have been circulated but must be confirmed by the Trust in order that they can be and sent to the Charity Commission.

The Trust is asked to confirm the accounts and authorise that these be submitted to the Charity Commission.

Copy of the Accounts previously circulated.

RESOLVED to adopt the accounts.

### **6. MARKET REPORT**

To receive a report from Gillian Welsman-Clarke on the position of the Wednesday Market, copy previously circulated.

Members discussed the challenges surrounding the Wednesday market, which has seen a decline in the number of traders over the past few years. Measures to attract new stalls have been implemented, which created interest amongst several traders that had never visited Royal Wootton Bassett's market before. The drive to attract new and diverse stalls was initially successful as a number of different traders have held pitches at the Wednesday market over the past 12 months, including jewellery and toy stalls, handcrafted artisan soaps, and a popular Thai street food stand, where meals were freshly cooked to order.

These traders only attended for a limited period, and decided not to become regular stallholders at the Wednesday market. It was reported back to the Town Council that one of the main issues behind these decisions was the location of pitches for new stallholders, which traders felt did not provide them with enough footfall to make a weekly stall viable.

Members enquired as to the possibility of holding the market on the pedestrian square in Boroughfields. This has been investigated previously, but was not supported by the owners of the area. It was suggested that the Mayor write a letter to the Chief Executive of Sainsburys, who own the land at Boroughfields, in order to establish whether any assistance can be offered in this respect.

It was also suggested that the Town Clerk corresponds with local cafes and businesses to encourage them to run promotions and special offers on market days. It was noted that town centre free wifi schemes have been implemented in some areas, which could be something that would attract and encourage visitors to the High Street.

RESOLVED to: -

- 1) Continue offering pitches at no charge for the next 12 months to new and existing traders.
- 2) Continue with an annual budget of £2,000 for advertising and events.
- 3) Use the town crest with the slogan 'I support my local market', as opposed to designing a logo specifically for the Wednesday market. The branding should also include 'Established 1561' to highlight the history of the market in the town.
- 4) Allocate a budget of £1,600 to pay for A boards adjacent to Boroughfields Car Park and promotional jute bags. Monies to be recouped through the sale of the bags.

The Town Trust recorded a vote of thanks to Gillian Welsman-Clarke for her work on the project.

## **7. TOWN HALL MAINTENANCE**

Members will recall that the Council had accepted a quotation to undertake remedial works to the Town Hall. The main area of attention was the staircase, which was stripped back to the wood and painted in materials approved by the Conservation Officer.

This work was completed together with minor internal shelving work which had also been approved at the time. The Conservation Officer has signed off on the completed works, and the Museum was able to reopen last month.

It was noted by the Museum Group that there was an error with the timer clock for the lighting, which needs to be rectified. The Town Trust noted this issue and will pass the information to the Town Council's Grounds Maintenance Team Leader to be looked into.

RESOLVED to note the above.

## **8. ROYAL WOOTTON BASSETT MUSEUM & HERITAGE GROUP**

The Town Trust received a report from the Chairman of the Royal Wootton Bassett Museum & Heritage Group about the work of that organisation since the last meeting.

Roger Smith of the Museum and Heritage Group was in attendance at the meeting and provided a verbal update including the following items: -

- The Museum now has a Twitter page which at present is followed by 108 people.
- The railway exhibition will remain in place until 2018.
- The Museum has hosted a number of visits from local groups and organisations, such as the Brownies and the Camera Club.

- Annual visitor numbers have remained at the same level as last year.

Roger Smith thanked the Town Trust for the refurbishment works, and for the heater that was provided during the winter. He also thanked the volunteers for all the work that they do to welcome visitors, keep the exhibitions up to date, and allow the Museum to open on Wednesday and Saturday mornings.

The Town Trust thanked Roger Smith for his attendance at the meeting and to the volunteers for their continued hard work.

RESOLVED to issue a press to include Roger Smith's report in order to help promote the work of the Museum and Heritage Group.

*The meeting closed at 9.33pm*