

**THTC/2/2017-2018**  
22<sup>nd</sup> February 2018

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

Minutes of a meeting of Royal Wootton Bassett Town Hall and Trust Charity held on Thursday 22<sup>nd</sup> February 2018 at 9.20pm at Manor House, Lime Kiln, Royal Wootton Bassett.

**PRESENT:** Councillors: Robert Anstee, David Bowler, Steve Bucknell, Mike Farrow, Janet Georgiou, Rebecca Hearne, Nic Hughes, Sue Hughes, Caroline Redmond, Jenny Stratton, Marion Sweet, Steve Walls and Steve Watts.

Officers in Attendance: Johnathan Bourne, Town Clerk, Michelle Temple, Administrative Services Manager and Kelly Warren, Administrative Officer and Committee Clerk.

**9. APOLOGIES**

Apologies for absence were received from Councillors Mary Champion, Paul Heaphy and Mike Leighfield.

**10. 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.

Councillor Steve Walls declared an interest in the Museum and Heritage Group as he is a volunteer for the Museum.

## **11. CHAIRMAN'S ANNOUNCEMENTS**

RESOLVED to note that no announcements were made.

## **12. CONFIRMATION OF MINUTES**

RESOLVED to confirm and sign minutes of a meeting of the Wootton Bassett Town Hall and Trust Charity held on Thursday 13<sup>th</sup> July 2017 (THTC/1/2017-2018). Copy previously circulated.

## **13. WEDNESDAY MARKET**

At a Town Trust Meeting on 14<sup>th</sup> July 2016 members resolved to allocate £2,500 so that new measure suggested by NABMA (National Association of British Market Authorities) could be investigated and piloted. These measures included producing a professionally designed A Board to replace an existing board that is put out every Wednesday by the grounds team, and is placed next to the town information sign by the entrance of Sainsbury's.

The design of a logo to be used on the A Board was brought to members approval at the Town Trust Meeting on 13<sup>th</sup> July 2017. Members may recall they resolved to use the Town Crest instead as opposed to designing a logo specifically for the Wednesday Market, with the branding also including "Established 1561" to highlight the history of the market in the town.

The design for a new swing board was circulated previously. The cost is £165 plus VAT and the swing board could be used for other visiting markets, such as the Intercontinental Market.

The Town Trust approved the design with the following amendments;

- Town Logo be bigger and moved to the centre
- Facebook and Twitter logos made smaller and placed either side of the Town Logo

## **14. TOWN HALL MAINTENANCE**

Members were reminded that the Town Council has been sole trustee of Wootton Bassett Town Hall Charity since 2003. This followed a number of maintenance works by the original trust who were finding the burden particularly difficult to manage.

The Town Council established a 5 year rolling maintenance programme with Aricab and received the latest quinquennial report setting out the planned maintenance on the building, copy previously circulated.

The Town Trust RESOLVED to the following:

- Approve the quinquennial report for the planning of future works.
- Add the alarm to the list of urgent items.
- Approve tenders for the urgent works.

## **15. 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 website is in progress.
- There will be a new display of the model railway depicting soldiers coming back to Wootton Bassett in 1918 after the War.
- The Museum has hosted a number of visits from local groups and organisations, such as the Twinning Association, Brownies and the Swindon Camera Club.

- There have been 560 visitors over the last year.
- The Museum will be making an inventory with help from the Arts Society.

Roger Smith thanked the Town Trust for the works on the stairs and light, 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. It was also mentioned that there had been a shortage of volunteers due to illnesses over the winter months.

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

*Meeting closed at 9.50pm*