

# Marlborough Town Council



## Finance and Policy Committee

Minutes of a meeting of the Finance & Policy Committee held Monday, 30 June 2025  
in the Council Chamber, Marlborough Town Hall at 7pm

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<b>PRESENT</b>	Councillor Abi Beaumont	Chair
	Councillor Emily Trow	Town Mayor ( <i>ex officio</i> )
	Councillor Mervyn Hall	
	Councillor James Sheppard	
	Councillor Peter Morgan	
	Richard Spencer-Williams	Town Clerk
	Dawn Whitehall	Corporate Services Officer
	Emma Cook	Information Officer Apprentice

### ALSO

**PRESENT** Seven representatives of organisations applying for small grants

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### **PUBLIC QUESTION TIME**

There were no questions.

**85/25**

### **APOLOGIES**

Apologies for absence were received from **Councillors Fogg, Cleasby and Shantry**.

**86/25**

### **DECLARATIONS**

There were no declarations of interest.

**87/25**

### **CHAIR'S ANNOUNCEMENTS**

The Chair thanked fellow Councillors for electing her Chair. Her aim for the year is to ensure the Council spends money wisely and balances the books.

**88/25**

### **MINUTES**

**RESOLVED:** that the minutes of the meeting held 22 April 2025 were confirmed as a true record and signed by the Chair

**89/25 ACTION LOG**

There were no outstanding actions to review.

**90/25 GRANTS**

During a suspension of Standing Orders, representatives from **Community First Responders** (Rob Faulkner, Anne Owen), **Marlborough LitFest** (Mary-Vere Parr, Julia Tyler), and **Transition Marlborough/Community Orchard** (Milly Carmichael, Gerald Payne, Richard Pitts) introduced their grant applications and answered questions.

*Grant applicants left the meeting*

**RESOLVED:** (i) to award £464 to Community First Responders for the purchase of a medical grade Pulse Oximeter (adult and paediatric)

**RESOLVED:** (ii) to award £1,000 to Marlborough LitFest towards the cost of author-led events for children and young people

**RESOLVED:** (iii) to defer a decision on a grant application for Community Orchard interpretation boards pending further information, specifically a list of all proposed sites for the signs and the landowners, confirmation that the landowner has given permission for the signs, a visual example, and an implementation plan

*Individual grant applicants for Community First Responders and Marlborough LitFest returned to the meeting to hear the Committee's decision, after which grant applicants left the meeting*

**91/25 QUARTERLY FINANCE REPORT**

Members noted the finance report at month 2, and the Town Clerk answered Members' questions. Discussion points included:

- The new workshop project remained on budget, and an opening event would be arranged after the summer
- Whether there were sufficient funds in Ear Marked Reserves (EMRs) to meet the needs of future projects and/or building maintenance
- Clarification of the process and timings to set the 2026/27 budgets

**ACTION:** Add an item to the next meeting to review Ear Marked Reserves

The **Chair** thanked the Town Clerk and staff for their financial management and presentation of the accounts

**92/25      POLICIES**

Members noted the Town Clerk’s report and considered review dates for the Town Council’s policies.

**ACTION:** to review two policies at the next meeting (*Lone Working* and *Mayor’s Community Awards*) and identify the next two priority policies for review

The meeting closed at 8.35 pm

Signed: ..... Date: .....  
Chair