

Marlborough Town Council



Property Committee

Minutes of a meeting of the Property Committee held Monday, 5 January 2026 in the Council Chamber, Marlborough Town Hall at 7pm

PRESENT	Councillor Mervyn Hall	Chair
	Councillor Emily Trow	Town Mayor
	Councillor Mark Cooper	
	Councillor Caroline Sadler	Vice Chair
	Councillor Abi Beaumont	
	Richard Spencer-Williams	Town Clerk
	Dawn Whitehall	Corporate Services Officer

PUBLIC QUESTION TIME

There were no members of the public present.

314/25 APOLOGIES

There were no apologies for absence.

315/25 DECLARATIONS

Councillor Hall – agenda item 10 – Bowls Club – non-pecuniary interest.

316/25 CHAIR'S ANNOUNCEMENTS

There were no announcements.

317/25 MINUTES

RESOLVED: that the minutes of the meeting held 27 October 2025 were approved as a true record and signed by the Chair

318/25 ACTION LOG

Members noted the updated action log, and the **Town Clerk** expanded upon the most recent discussions with representatives of Marlborough Boxing Club about potential funding sources to help with the costs of repairing or potentially replacing the roof at Elcot Pavilion.

319/25 REPORT ON TOWN COUNCIL PROPERTIES

Members noted the Office Manager's report.

320/25 TOWN HALL AND COMMUNITY CENTRE BOOKINGS

Members noted the Office Manager's report, and discussed possible reasons for the reduction in hirings of the Town Hall for plays and/or concerts. Whilst recognising there were other venues nearby that also host similar events such as St Peters and the Memorial Hall, Members felt there were some unique qualities that the Town Hall had to offer for events, although poor acoustics in the Assembly Room had been mentioned. A feasibility study had put forward proposals for updating access to the third floor roof space and making changes to the stage which would present an opportunity to also update stage lighting and audio equipment, which may be more appealing to future hirers, especially musicians. A potential project to consider for 2027-28.

321/25 BUDGET REPORT

Members noted the most recent budget report, and that income and expenditure were well balanced. The Town Clerk answered questions, including explaining a small overspend in Town Hall marketing due to including the Town Hall as a wedding venue in the Wiltshire Council Ceremonies Brochure, which all agreed was good value.

The Town Clerk drew members' attention to potential work required at the Town Hall to repair or update gutters and rainwater goods. If this was not possible to do from a cherry picker, scaffolding would be required which would be expensive. Members agreed that should this be the case, it made sense to take the opportunity to do any other work required at this level at the same time.

322/25 COMMUNITY AND YOUTH CENTRE

Members noted the Deputy Town Clerk's update report about the water supply and drinking water samples, and that levels of lead and nickel were significantly below regulatory levels.

Councillor Sadler took the chair for the following item; Councillor Hall did not take part in the discussion or vote; he answered questions only for clarification

323/25 BOWLS CLUB

Members considered a request from the Bowls Club for £2,500 towards the £8,500 cost of planned work to improve the car park, replacing the gravel with tarmac and painting white lines to make best use of the available parking space. Discussion points included:

- Whether planning permission would be required, and that this would be a matter for the Bowls Club
- The terms of the Bowls Club lease require them to seek permission from the Town Council for this type of work
- A more detailed plan, including diagrams of the proposal, was awaited from the club
- Whether there would be any risk of flooding due to rainwater runoff, and whether drainage would be included
- That there was no Property Committee budget line with sufficient funds to meet this type of unplanned expenditure; although there were funds in

reserve, this should be spent on higher priority work such as roof repairs (Elcot Pavilion and the Town Hall roof had already been discussed in the meeting)

- Whether the Bowls Club could instead apply for grants (e.g. there were some unspent funds in the Town Council's grant budget). If unsuccessful, Members would be willing to consider the matter again in the future
- Recognition that the car park is used by other members of the community, e.g. the football club, and that the proposals would allow them to make more efficient use of the space

RESOLVED: to encourage the Bowls Club to apply for grants, including to the Finance & Policy Committee for the town council's grant scheme and others such as Wiltshire Council Area Board

The meeting closed at 7.51 pm

Signed:
Chair

Date: