

Marlborough Town Council



Town Promotion & Culture Committee

Minutes of a meeting of the Town Promotion & Culture Committee
held on Tuesday 1st September 2026 in the
Council Chamber, Marlborough Town Hall at 5.30pm

PRESENT	Councillor Nick Fogg	
	Councillor Caroline Wrench	Chair
	Councillor Kymee Cleasby	
	Councillor Kim Wakeham	
	Clare Williams	Deputy Town Clerk

PUBLIC QUESTION TIME

There were no members of the public present.

165/26 APOLOGIES

Apologies were received from the **Town Mayor, Councillor Luson**.

166/26 DECLARATIONS OF INTEREST

Councillor Wrench declared an interest as a freelance contractor for The Parade Cinema and **Councillor Wakeham** declared an interest as she is writing a Conservation Management Plan for The Merchants House and is a member of the Victorian Cemetery Project Group.

167/26 CHAIR'S ANNOUNCEMENTS

There were no Chair's announcements.

168/26 MINUTES

RESOLVED: that the minutes of the meeting of this committee, held on 16th June 2026 were confirmed as a true record and signed by the Chair

169/26 ACTION LOG

The actions were noted and updates will be provided under the relevant Agenda Items.

170/26 BUDGET REPORT MONTH 4

Members noted the budget report for month 4.

171/26 TOWN CENTRE CCTV SYSTEM

Members noted the update report and welcomed the progress made.

172/26 CHRISTMAS LIGHTING

Members noted the update report. Discussion points included:

- Members were pleased to note that the permissions from shop owners for the electrical infrastructure upgrade were complete and that work can now proceed in good time for our switch on event in November.
- The Chair confirmed that she would be meeting the Youth Council in the next couple of weeks and will be discussing the Christmas town trail with them. The Parade Cinema will run the trail, which will involve shops and business on the High St and into the yards and lanes, with the Youth Council's support and ideas.
- Members noted the next steps with the new lighting design proposal, which will be going to Full Council for approval on 7th September 2026 and added:
 - o That the warm white design was definitely more in keeping with the town, it's historic buildings and heritage
 - o Whether we could seek a second option for the motifs from the supplier
 - o Whether the Christmas tree positioned in the High Street, kindly donated by the Rotary Club would be decorated in warm white lights to complement the scheme
 - o Members were reminded that a decision would be required on the design proposal at Full Council on 7th Sept, to enable new lights to be ordered and delivered in time for Nov 2026.

173/26 TOURISM

Members noted the information within the report and extended their thanks to the town council team for their continued hard work and commitment promoting Marlborough to residents and visitors. Councillors offered their help and support with town promotion and marketing, as required.

174/26 MARLBOROUGH FESTIVALS & COMMUNITY EVENTS

Members discussed the proposed date and format for the networking/forum in October. Discussion points included:

- That invites should be extended to two representatives of each group
- That we ask those invited to send photos of their events and activities for inclusion in the slide show
- That we prepare a feedback form, for those present on the evening, to see if they found it valuable/had an appetite more opportunities like this.

- Whether we give attendees an opportunity on the night to share details of forthcoming events and that we too share information which could help them going forward i.e. grants/funding opportunities
- Whether we invite those who promote these types of events
- That we invite 3 or 4 people from some of the larger events to share their experiences and successes on the night (5 min informal presentations), flagging issues of concern or requests for help going forward
- Members were reminded that there is no specific budget for this event, but that light refreshments (in the form of drinks and nibbles) would be provided

The meeting closed at 6.07pm

Signed:

Chair

Date: