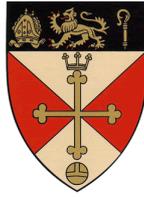


Malmesbury Town Council

(ENGLAND'S OLDEST BOROUGH - CHARTER GRANTED 880)



THE TOWN HALL
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WILTSHIRE
SN16 9BZ

Telephone: (01666) 822143
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27th September 2019

Dear Community Group Leader

The Malmesbury Community Day

Malmesbury Town Council is very pleased to be hosting an exciting Community Day event on **Saturday 8th February 2020**. The purpose of this email is to tell you more about it and to invite your group to join in.

Our aim is to bring together as many of our community organisations as we can to communicate to each other and the community all the brilliant things going on in and around Malmesbury, and to support increasing participation, membership and collaboration.

We want the day to be fun and engaging, and for the Town Hall - and possibly some other venues as well - to be 'packed'. We are thinking 'activities' and 'experiences' as well as stands. 'Have a go' opportunities, 'how to' demonstrations, competitions and games. The Skittles League, for example, will be setting up a skittle alley and at this stage no idea is too big or too small for us to contemplate.

We are now starting to plan in earnest and we have two questions please:

1. Will your group join in and have a presence at the Malmesbury Community Day? **Yes/ No**
2. If **'Yes'** (and we really hope you will say **'Yes'**), which briefing session at the Town Hall you and or another representative of your organisation can you come to?

Tuesday 15th October at 7:00pm Yes

Wednesday 16th October at 7:00pm Yes

We are already excited by the positive response we are getting for this initiative and we are really looking forward to working with you to make it a great success. Wider publicity for the Community Day will start in November.

Please send us your 'Yes' and your preferred briefing session date – or 'No' - by **Friday 4th October 2019** to administration@malmesbury.gov.uk.

We look forward to hearing from you.

If you have any questions or need any more information in the meantime please do ask us.

Best regards.

Yours faithfully

Julie Exton
Mayor
07595725263

Campbell Ritchie
Deputy Mayor
07802638424