

The Guildhall
Market Place
Salisbury
Wilts
SP1 1JH



Contact: Andrew Hunt, Senior Corporate Officer
Direct Line: 01722 342860
Email: corporate@salisburycitycouncil.gov.uk
Web: www.salisburycitycouncil.gov.uk

Minutes

Meeting of : Commercial Services Committee
Date : 2 February 2026
Meeting held in : The Guildhall
Commencing at : 1830 hours

Present:

Chair: Cllr S Foster

Vice-Chair: Cllr M Brown

Cllrs: P Beaven, S Hocking, S Rideout,

Officers: Asa Thorpe, Matthew Hine, Andrew Hunt and Clare Dickinson

In attendance: Cllr J Bolwell, Cllr A Bayliss, Cllr R Johnson

There were 4 members of the public and no press present.

1. Apologies:

Cllr S Rideout substituted for Cllr C Corbin.
No apologies were received for Cllr R Rogers or Cllr E Rimmer.

2. Public Questions/Statement:

There were no questions or statements submitted by the public.

3. Councillor Questions/Statement:

There were no questions or statements submitted by Councillors.

4. Minutes of the previous meeting:

The minutes of the meeting held on 27 October 2025 were approved as a correct record and signed by the Chair.

5. Declarations of Interest:

No declarations of interest were received.

6. Dispensations:

No dispensations were requested or granted.

7. Chair's Announcements:

The Chair expressed thanks to officers and staff involved in the festive events, welcomed those in attendance, and advised that agenda item 10 would be taken as the next item of business.

8. Business Team Update:

The Head of Business Operations, Matt Hine, gave an update on activity across Commercial Services between November and December 2025. The Committee received the Business and Communications Update covering Communications, Events, Guildhall, Salisbury Information Centre, Shopmobility and Markets, including 2025 performance highlights and the key priorities and work programme for 2026/27.

Resolved:

8.1. To note the Business Team update.

9. Budget Monitoring Report:

The Head of Business Operations, Matt Hine, presented the Budget Monitoring Report for September to December 2025. The Committee reviewed the income and expenditure position, noted the explanations for variances, and received clarification on changes to cost centres and service costing for 2025/26.

Resolved:

9.1. To note the Budget Monitoring Report.

10. Red Cord Campaign:

Representatives from Disability Interest Group of Salisbury (DIGS) presented the Red Cord Campaign, a low-cost educational initiative to raise awareness of the correct use of emergency red pull cords in accessible facilities. The Committee discussed the proposed joint initiative between Salisbury City Council and DIGS. The Head of Business Operations arranged a local marketing company to print the promotional materials free of charge.

Proposed by: Cllr Foster
Seconded by: Cllr Beavan

A vote was taken and it was:

Resolved that:

- 10.1. The Council will support the Red Cord Campaign and work with Disability Interest Group of Salisbury.
- 10.2. The impact of the campaign would be monitored in conjunction with DIGS.
- 10.3. £100 approved from the CEO's contingency budget to cover Disability Interest Group of Salisbury costs.

11. Exclusion of Press and Public: A vote was taken, and it was,

Resolved that:

- 11.1 In accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of agenda item 12 on the grounds that it involves the likely disclosure of exempt information as defined in Part 1, paragraph 1 of Schedule 12A to the Local Government Act 1972.

The meeting moved to Exempt at 2013 hours.

13. Matters, if any, which by reason of special circumstances the Chair decides should be discussed as a matter of urgency for information only.

No matters were raised.

The meeting closed at 2035 hours.