

**MINUTES OF THE MEETING OF THE PROMOTION, COMMUNICATION AND EVENTS
COMMITTEE OF THE WANTAGE TOWN COUNCIL HELD AT THE BEACON,
PORTWAY, ON MONDAY, 12 FEBRUARY 2018 AT 7.30 PM.**

Committee members present: Councillor B Mabbett (Chairman)
Councillors C S Dickson, J Goodman, Mrs J T Hannaby,
C McCarthy and S Trinder.

Others councillors present: Mrs J E Nunn-Price

Deputy Clerk Communications: Miss S McKendrick

Apologies for Absence

Apologies for absence were received from Councillors E C Goldsmith, Mrs M Gradwell,
K Harris and Major J Sibbald

Declarations of Disclosable Pecuniary Interest

None.

To sign the minutes of the meeting held on 23 October 2017

The minutes were approved and signed.

21. Statements and Questions from the Public

None

22. Matters arising from the minutes

a) Website upgrade

The Deputy Clerk Communications had begun uploading documents from the existing website to the new one. An update on the timeframe for the new website to be ready for launch, is to be circulated. **Action: Deputy Clerk Communications**

It was agreed that the new website should be hosted by Netwise UK who are currently building the upgraded website. Hosting was included in the package already purchased.

b) Changing Places Initiative

It was noted the Mobiloo had been booked for Armed Forces Day. The Deputy Clerk Communications was to ask Mobiloo for data regarding usage at the event. **Action: Deputy Clerk Communications**

c) Volunteers' Reception review

It was agreed that a Volunteers' Reception should take place again this year.

ON THE PROPOSITION of Councillor Goodman
SECONDED BY Councillor Dickson

IT WAS RESOLVED that the food catering was to remain the same as last year, and that the ideal date for holding it was a Friday in late October, but this depended upon The Beacon availability. The Deputy Clerk Communications was to discuss bar options, whilst enquiring on availability, and report back. **Action: Deputy Clerk Communications**

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d) Town flags arrangements

It was agreed that the flags should be in position for 23 April 2018. Councillor Trinder was to review the condition of the flags and, if necessary, the Deputy Clerk Communications was to order replacement flags. **Action: Trinder/ Deputy Clerk Communications**

A plan detailing flag positions was to be circulated by Councillor McCarthy.

Action: McCarthy

e) General promotion and media

It was noted that both the Joint Economic Forum and the Youth Town Council had been discussing the possibility of a Wantage newsletter.

ON THE PROPOSITION of Councillor Goodman
SECONDED BY Councillor McCarthy

IT WAS RESOLVED that the Deputy Clerk Communications should advertise for volunteers to produce and distribute a newsletter and to also seek to ascertain whether there was any interest from the public. **Action: Deputy Clerk Communications**

ON THE PROPOSITION of Councillor Goodman
SECONDED BY Councillor McCarthy

IT WAS RESOLVED that the Chairman and Deputy Clerk Communications should develop a communications strategy. **Action: Mabbett and Deputy Clerk Communications**

f) King Alfred's Academy Award Evening

It was noted the plaque had not been returned for engraving. The KA's Academy was to be contacted regarding whether a replacement plaque was needed.

Action: Deputy Clerk Communications

23. To consider the minutes of the Events Sub Committee meeting held on 16 January 2018

The minutes were noted. The next Events Sub-Committee meeting was to be held on 20 February 2018. As yet, no expenditure had been incurred.

24. Other business

a) Commonwealth Day 12 March 2018

The letter from the Lord-Lieutenant of Oxfordshire regarding Commonwealth Day on 12 March was noted.

ON THE PROPOSITION of Councillor McCarthy
SECONDED BY Councillor Goodman

IT WAS RESOLVED that a Commonwealth flag be purchased and raised on 12 March at 10 am, and that pupils of Vale Academy Trust schools be invited to the event.

Action: Deputy Clerk Communications to

b) Protocol for marking the death of a senior figure

ON THE PROPOSITION of Councillor Mabbett
SECONDED BY Councillor McCarthy

IT WAS RESOLVED that a protocol should be developed for discussion at the next meeting.

Action: Deputy Clerk Communications

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c) Royal Weddings 2018

ON THE PROPOSITION of Councillor Mabbett
SECONDED BY Councillor Goodman

IT WAS RESOLVED that a letter of congratulations be sent by the Mayor and that flags be
raised for both weddings. **Action: Deputy Clerk Communications**

Confidential item

ON THE PROPOSITION of the Chairman

IT WAS RESOLVED that in view of the confidential nature of the business about to be
transacted, it was advisable in the public interest that the public and press be temporarily
excluded and they were instructed to withdraw.

**25. Minutes of the meeting held on 23 October 2017 and consideration of awards the Town
Council would like to give going forward**

ON THE PROPOSITION of the Chairman

IT WAS RESOLVED that the resolutions made in confidential session be adopted.

The meeting closed at 8.50 pm.

SM/ME
