

**MINUTES OF THE MEETING OF THE PROMOTION, COMMUNICATION AND EVENTS
COMMITTEE OF THE WANTAGE TOWN COUNCIL HELD AT THE BEACON,
PORTWAY, ON MONDAY, 18 JUNE 2018 AT 9.05 PM.**

Committee members present: Councillor B Mabbett (Chairman)
Councillors C S Dickson, J Goodman, Mrs M Gradwell, Mrs J T
Hannaby (part), Major J Sibbald and S Trinder.

Deputy Clerk Communications: Miss S Mckendrick

Apologies for Absence

Apologies for absence were received from Councillor K Harris.

Declarations of Disclosable Pecuniary Interest

None.

To sign the minutes of the meeting held on 26 March 2018

The minutes were approved and signed.

1. Statements and Questions from the Public

None

2. Matters arising from the minutes

a) Update on arrangements for Volunteers' Reception for October 2018

Quotes for refreshments and further details will be referred to the next meeting.

Action: Deputy Clerk Communications

b) Update on protocol for marking the death of a senior figure

It was agreed to accept the protocol from Oxfordshire County Council circulated by the Town Clerk with amendments to include recent new members of the Royal family. The Parish Church would be contacted regarding the possible placement of a book of condolence.

Action: Deputy Clerk Communications

c) Update on Royal Weddings 2018

There were no further actions.

d) Update on review of new Council website and consideration of amendments and updates required

It was agreed that the Chairman and Deputy Clerk Communications would bring a proposal regarding next steps for website and communications to the next meeting for discussion.

Action: Deputy Clerk Communications/Mabbett

It was agreed that amendments would be made to the Councillors page on the website. The Town Mayor was to provide a statement for the website.

Action: McCarthy

A quote had been obtained for Councillor head shots for use on the website. Other quotes were being sought for referral to the next meeting. Consideration would also be given to taking the head shots in house.

Action: Goodman

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- e) Update on implications for the Council of the introduction of the General Data Protection Regulations (GDPR) on 25 May 2018

The Town Clerk had given a briefing at the Policy, Management and Finance Committee meeting.

- f) Update on the draft Communications Strategy

Further amendments were to be made to the draft Communications Strategy which would be brought back to the next meeting. **Action: Deputy Clerk Communications/Mabbett**

- g) Update on consideration of participation in the “Silent Soldiers” initiative

It was noted that the “Silent Soldiers” initiative had been updated from 6 to 7 silhouettes as part of the “Thank You” campaign from Royal British Legion. The silhouettes need to be ordered as soon as possible to ensure they are in place for the 100 year anniversary of World War 1.

ON THE PROPOSITION of Councillor Mabbett
SECONDED BY Councillor Mrs Gradwell

IT WAS RESOLVED that delegated authority was given to the Chairman and Deputy Clerk Communications to purchase the 7 silhouettes.

Action: Deputy Clerk Communications/Mabbett

3. To consider the minutes of the Events Sub Committee meeting held on 10 April, 15 May and 5 June 2018

The minutes were noted. Amendment made to 5 June minutes from “NCO2 Crawford” to read “WO2 Crawford”.

4. To discuss request from Vale of White Horse District Guiding for assistance with a St George’s Day Parade.

The Committee agreed in principle to support the request from Vale of White Horse District Guiding regarding a St George’s Day District Parade. It would await further details leading up to the Parade. **Action: Deputy Clerk Communications**

5. Other business

An email from Suzanne Malcolm from Vale of White Horse District Council was received regarding the refurbishment of the Wantage bandstand. It was agreed that a plaque be installed on the refurbished bandstand to commemorate the end of the First World War. Councillor Major Sibbald had completed research on this matter that would be forwarded as the wording of the plaque. The work entitled “Great Pilgrimage 90” would be circulated to all. **Action: Major Sibbald**

An email had been received from Mr Collins regarding a date for the Carnival event for next year. This would be referred to the next meeting.

Action: Deputy Clerk Communications

The meeting closed at 9.45 pm.

SM/ME