

**MINUTES OF THE MEETING OF THE PROMOTION, COMMUNICATION AND EVENTS
COMMITTEE OF THE WANTAGE TOWN COUNCIL HELD AT THE BEACON,
PORTWAY, ON MONDAY, 23 JULY 2018 AT 7.30 PM.**

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

Town Clerk: W P Falkenau

Apologies for Absence

Apologies for absence were received from Councillors C S Dickson, E C Goldsmith and Mrs M Gradwell.

Declarations of Disclosable Pecuniary Interest

None.

To sign the minutes of the meeting held on 18 June 2018

An apology for absence from Councillor C McCarthy had not been recorded. The minutes as amended were approved and signed.

6. Statements and Questions from the Public

None

7. Matters arising from the minutes

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

The reception was to be held on the 19 October 2018. The Town Mayor was to complete the booking form. **Action: McCarthy**

The Clerk was to provide details of all those that had been invited to the reception over the past two years and details of the budget. Quotes for the provision of refreshments were to be sought. **Action: Clerk**

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

The Clerk had sent an email to the Church Warden regarding the placement of a book of condolence in the parish church. A reply was awaited.

ON THE PROPOSITION of Councillor Major Sibbald

SECONDED by Councillor Goodman

IT WAS RESOLVED that two condolence books, as specified by Buckingham Palace, be purchased. **Action: Clerk**

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

The Chairman and the Clerk were to bring a proposal regarding next steps for website and communications to the next meeting. **Action: Clerk/Mabbett**

Councillor McCarthy had yet to provide a statement for the website.

Action: McCarthy

It was agreed to proceed with the taking of headshots. The Chairman was to bring a camera to the Council meeting on 30 July 2018 for this purpose. **Action: Mabbett**

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d) Update on the draft Communications Strategy

There was nothing further to report. An updated strategy would be referred to the next meeting.

Action: Mabbett

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

An order had been dispatched to the Royal British Legion; delivery should occur within the coming two weeks. It was agreed that the silhouettes be placed as follows: Sailor – Royal Oak, RAF – Dolphin shop, Nurse – by hospital, Soldier – next to pyramid holder by Barclays and Suffragette – the Beacon. It was agreed that the locations for the munitions worker and Commonwealth representative be deferred and considered when the silhouettes arrive.

Action: Clerk/Mabbett

f) Wantage Carnival date for 2019

Mr Collins was proposing that the Carnival should proceed on Sunday 9 June 2019. This year’s Carnival involved a number of fair rides and stalls. The Clerk had advised Mr Collins of the need to comply with the Council’s rules and regulations that apply to the annual street fairs. It was also reported that the Carnival had not applied for a Temporary Event Notice. This would not be required in 2019 if the Town Council secures a permanent licence, but would require the Carnival to operate within the conditions set by the Town Council.

ON THE PROPOSITION of Councillor Mabbett

SECONDED by Councillor Goodman

IT WAS RESOLVED to approve the holding of the Carnival on Sunday 9 June 2019 subject to it complying with any conditions applied by the Town Council.

8. Follow up re Armed Forces Day Event, including agreeing donations for volunteer organisations

The Town Mayor read out a letter of apology from Mr Biggs, the PA system operator, about his conduct at the end of the Armed Forces Day on the 30 June 2018.

ON THE PROPOSITION of Councillor Mabbett

SECONDED by Councillor Mrs Hannaby

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.

The Clerk reported that complaints had been received from members of the Growler band about their performance being curtailed at the end of Armed Forces Day. The form of a response to the complaints was agreed.

The Committee came out of confidential session.

The Committee considered a financial statement that detailed actual expenditure to date against the budget.

ON THE PROPOSITION of Councillor Goodman

SECONDED by Councillor McCarthy

IT WAS RESOLVED that donations of £150.00 each be given to the Silver Band and the First Responders for the support that they had given during the event.

A grant from the District Council to the Royal British Legion as support for the event had not been received. It was unclear what the reasons or circumstances were regarding this. It was agreed that the Clerk should contact the Grants Officer at the District Council to ascertain more information.

Action: Clerk

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The Chairman and the Committee gave their thanks to all those involved in making the event a success. There was still a need to send letters of thanks to a number of individuals and organisations. Councillor McCarthy was to liaise with the Clerk concerning this.

Action: McCarthy

Corporal Ingham was due to take up a post elsewhere and therefore would not be involved in any event in 2019. It was agreed that there was a need to decide what event, if any, should be held next year. This was to be referred to the next meeting as an agenda item.

Action: Clerk

9. Other business

None.

The meeting closed at 8.37 pm.

WPF/AG