

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

Committee members present: Councillors B Mabbett (Chairman), CS Dickson, J A Goodman, Mrs J T Hannaby (part), K Harris, C McCarthy and S Trinder.

Other councillors present: Councillor P O'Leary.

Town Clerk: W P Falkenau.

Deputy Town Clerk: M Davies.

Apologies for Absence

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

Declarations of Disclosable Pecuniary Interest

None.

To sign the minutes of the meeting held on 1 October 2018

The minutes were approved and signed.

16. Statements and Questions from the Public

None.

17. Matters arising from the minutes

a) Update on Volunteers' Reception on 19 October 2018

The committee thanked those who attended the reception. It was noted that no one from the school attended due to the reception being held during half term, it was recommended the October 2019 reception be held during term time, and for the Deputy Clerk to set a provisional date in October 2019. **Action: Deputy Clerk**

It was felt that the quality of the food should be upgraded for future events, and that there was room in the budget to provide for this. **Action: Deputy Clerk**

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

The Town Clerk advised that two condolence books at a cost of £70 had been purchased. Discussions had also been held with the Parish Church in regards to location of the book. It was noted that wardens would need to be in place for security.

c) Update on Council website

Councillors photographs that had been sent to the Deputy Clerk had been uploaded to the website. A number of Councillors still require updated photos to be taken. It was agreed that these should be taken at Council meetings in the following weeks. The Deputy Clerk was to advise all Councillors of this. The order in which Councillors appear on the website requires updating. **Action: Deputy Clerk**

Councillor Mrs Hannaby arrived.

It was discussed that the last 'News' update on the website was from April 2018 and that recent events should be detailed and uploaded. It was agreed that Councillors

were to send the Deputy Town Clerk photographs and a brief article for upload to the website. **Action: All**

d) Update on the Draft Communications Strategy

This item was deferred. An updated Strategy was to be referred to the next meeting.

Action: Mabbett/Deputy Clerk

e) Update on “Silent Soldiers” initiative

The Silent Soldiers silhouettes were to be re-installed across Wantage. **Action: Goodman**

f) Liaison with Oxfordshire County Council regarding emergency planning promotion

This item was referred to the Deputy Clerk.

Action: Deputy Clerk

g) Update on Market Place Licensing

The content of the licensing forms had been settled. The Town Clerk was to submit the forms to the Licensing Department for approval.

Action: Clerk

18. Estimates 2019/2020

It was discussed whether there was scope within the budget to appoint a contractor to erect flags around the town centre. The Town Clerk and Deputy Clerk were to explore costs.

Alternative toilet providers to Mobiloo were to be explored and quotes obtained.

ON THE PROPOSITION of Councillor Goodman

SECONDED BY Councillor McCarthy

IT WAS RESOLVED that the Estimates on the worksheet for 2019/2020 be adopted.

Action: Clerk/ Deputy Clerk

19. Other Business

Acknowledgements - The committee thanked everyone who attended Remembrance Day and the opening of the bandstand. Deputy Lord Lieutenant Poul Christensen was thanked for opening the bandstand and Air Commander Simon Edwards for his speech. Thanks were also given to Lieutenant Kevin Morrison RN and Staff Sergeant David Clark for attending. Councillors Dickson and Mrs Dickson were thanked for their efforts in securing funding for the refurbishment of the bandstand.

The meeting closed at 8.13 pm.

MD/ME