

**MINUTES OF THE VIRTUAL MEETING OF THE PROMOTION, COMMUNICATION
AND EVENTS COMMITTEE OF WANTAGE TOWN COUNCIL HELD ONLINE USING
ZOOM ON MONDAY, 15 JUNE 2020 AT 7.30P.M**

Committee members present: Councillor C Wills-Wright (Vice-Chairman)
Councillors T Gilhome, J Goodman, J T Hannaby, J E Nunn-Price
and Major J Sibbald.

Others present: Councillor P O'Leary

One member of the public

Town Centre Manager (TCM): A Yates
Town Clerk: W P Falkenau.

Apologies for Absence

Apologies for absence were received from Councillors A Crawford and C Walters. In the absence of the committee chairman, Councillor Wills-Wright was chairman for the meeting.

Declarations of Disclosable Pecuniary Interest

None.

To approve the minutes of the meeting held on 16 March 2020

The minutes were approved.

1. Statements and Questions from the Public

None

2. Matters arising from the minutes

a) Silver Band Concerts in the Market Place in Summer 2020

Due to the Covid-19 lockdown, the first two concerts for May and June had been cancelled. The Clerk reported that there was a need to allow up to five weeks for the District Council to process a street closing order for the area where the concerts were planned to be held. For a July concert to proceed, he hoped that the request made by the county councillors to the County Council, for the area to be temporarily closed for an extended period, would be implemented as soon as possible. This would remove the need to apply to the District Council. It was agreed that the Clerk should contact the County Council for an update on the request made by the county councillors. **Action: Clerk**

b) Foldable seats and tables

The foldable tables and chairs had not yet been purchased. **Action: Clerk**

The Clerk had not yet investigated whether the section of building adjacent to the Council's storage shed, and currently used by the Diving Club, could be made available. **Action: Clerk**

c) Cost of large LED display board

The Clerk had contacted two suppliers, but they wanted technical specification details that the Clerk was unable to supply.

Councillor Gilhome had contacted a supplier and received an estimate of between £7,500 and £30,000 for the provision of a screen, dependent upon specification. He agreed to provide details to the committee. **Action: Gilhome**

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Concerns were expressed about installing the signs in the conservation area. It was suggested that Kings Walk might be a more suitable location with information shown to attract visitors to the Market Place. The TCM and Councillor Gilhome were to work together on developing proposals. **Action: TCM/Gilhome**

d) Penny Post

The Clerk had contact Hungerford's Town Clerk for feedback on their experience. The Clerk had nothing but praise for the work and contribution made by Penny Post.

ON THE PROPOSITION of Councillor Wills Wright
SECONDED Councillor Gilhome

IT WAS RESOLVED that the TCM should develop a relationship with Penny Post and that a budget of up to £1,000 per annum be available to meet editorial or other costs. This was not to involve making a long term commitment.

e) VE Day 75 event

The event planned for the 8 May had been cancelled due to the Coronavirus crisis and was now scheduled for 8 May 2021.

f) Follow up regarding Pride in Wantage and other awards

The Clerk had not yet sought quotes for the provision of plaques. There was a need to consider where the plaque could be displayed. **Action: Clerk**

g) Update re provision of Changing Places facility in town centre

The cost for the provision of a facility had not yet been determined, but it had been confirmed that the toilet block in the Portway car park could be modified to accommodate it. It had been agreed at the policy, Management and Finance Committee the previous week that the Clerk should engage with the District Council with a view to the Town Council taking over responsibility for the toilet block, which would enable the Town council to make the modifications itself.

h) Freedom of Wantage arrangements

The event had been cancelled that day due to the Coronavirus crisis. The Town Mayor was seeking to arrange a new date. **Action: Sibbald**

i) Production of quarterly newsletter

The Clerk was to arrange for a draft newsletter to be produced by his colleagues. A format was to be put forward to be agreed by the committee. **Action: Clerk**

It was noted that the newsletter and Penny Post should only be concerned with Wantage and not Grove. The TCM asked for a clear terms of reference on what she should be publicising. It was noted that the Town Council had adopted a Communications Strategy. It was agreed that a copy of this be circulated to all councillors. The Clerk advised that he did not feel that this provided the detail the TCM was requiring and he agreed to work with the TCM on setting some ground rules. **Action: Clerk**

j) Revamping of Town Council's website

The Clerk had not yet arranged for a cloned copy of the Town Council's website to be available for Councillor Johnson to modify. **Action: Clerk**

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It was agreed that the Clerk, TCM and Councillors Johnson and Sibbald work together on developing proposals for the website. **Action: Clerk, TCM, Johnson and Sibbald**

The TCM was to add events to the calendar on the Council's website. **Action: TCM**

3. Proposal regarding future of Love Wantage brand, website and relationship with Wantage.com and Town Council website (see Clerk's memorandum dated 10 June 2020).

The TCM had concluded that there was value in promoting the Love Wantage brand and website. Currently the website could only be updated by the host contractor and not by others because it had been created using code and not editing software. The contractor does not use editing software. The Clerk was proposing that consideration be given to migrating the Love Wantage website to the Wantage.com platform so that the TCM and others could maintain the website themselves. This would also assist in creating a dialogue with Mr Hill about how the wantage.com, Love Wantage and Town Council websites could complement each other. This was an ambition that the committee had previously agreed to seek.

There was a discussion about ownership of the Love Wantage brand and domain. There was a need to settle the migration of ownership of the brand and domain name from the District Council to the Town Council. **Action: Clerk**

ON THE PROPOSITION of Councillor Sibbald
SECONDED Councillor Wills-Wright

IT WAS RESOLVED that the TCM and Clerk should engage in dialogue with Mr Hill with a view to seeing how the three websites could work together more closely and with the possible migration of the Love Wantage website to the wantage.com platform so that it can be maintained by the Council's officers. **Action: TCM/Clerk**

4. To consider role of the committee in supporting post lockdown initiatives.

It was agreed that the committee had a role in the signage and messaging that was to be produced in the post lockdown initiatives. It was agreed that special committee meetings could be called if there was a need to do so. **Action: Clerk**

5. Other business.

Councillor Walters was resigning as the committee chairman. The election of a replacement chairman was being referred to the Council meeting the following week.

The meeting closed at 9.05 pm.
