

**MINUTES OF THE MEETING OF THE PROMOTION, COMMUNICATION AND EVENTS  
COMMITTEE OF THE WANTAGE TOWN COUNCIL HELD AT THE BEACON,  
PORTWAY, ON MONDAY, 13 JUNE 2022, AT 7.30PM**

Committee members present: Councillor T Gilhome (Vice Chairman)  
Councillors A Crawford, A Dunford, and J Sibbald

Others present: One member of the public.

Town Centre Manager (TCM) A Yates  
Town Project Coordinator (TPC) J Mitchell

Deputy Clerk S Sanders

**Apologies for Absence**

Apologies were received from Councillors J T Hannaby and C H Wills-Wright. In the absence of Councillor Wills-Wrights, Councillor Gilhome acted as chairman of the meeting.

**Declaration of Disclosable Pecuniary Interest**

None

**To sign the minutes of the meeting held on 7 February 2022 and to receive the briefing dated 21 March 2022.**

The minutes were approved and signed, and the briefing was noted.

**1. Statements and questions from the public**

None

**2. Matters arising from the minutes**

a) Update on plaque to record Pride in Wantage recipients

The framed paper document (A3) to record the recipients of the Pride in Wantage awards had not yet been progressed. **Action: Deputy Clerk**

b) Update on provision of the Changing Places facility (Portway Car Park)

The District Council had received a grant and the design had been drawn. It was noted that there was a shortfall of c.£12,000. Currently Wantage Town Council cover the cost of a Mobiloo for all events held in the town at c.£500 per event. The facility would mean that a Mobiloo would no longer be required.

ON THE PROPOSITION OF Councillor Crawford

SECONDED BY Councillor Sibbald

IT WAS RESOLVED to support the project with a £12,000 contribution.

c) Update on Development of a Communication Strategy

The document was work in progress. It was anticipated to be finalised at the next committee meeting.

**Action: Sibbald**

d) Update on PA System

The equipment had been received and added to the insurance policy.

e) Update on information for Transparency Code

The collection of data and information was work in progress.

**Action: Clerk/Sibbald**

**3. Queen's Platinum Jubilee 5 June 2022 – The Big Jubilee Lunch post event discussion**

The event had been a huge success and lots of positive feedback had been received from members of the public. The Vice Chairman expressed his thanks and congratulations to all involved in the preparation and delivery of the event. Things to consider for the next event: Assessing whether the event is a national event which will result in a high demand for resources; forming an active working group and keeping communication by a Whatsapp group or similar; assigning roles and responsibilities at an early stage.

An electronic file holding the detailed event plan, risk assessments etc had been created and was held in a shared folder. This would form the basis for the planning of future events.

**4. Events Plan**

a) Electric vehicle event

A date for the postponed event had not yet been agreed, but it was hoped that it would be held at the end of August/beginning of September 2022 at the Kingsgrove development.

b) Christmas markets 2022

There were three Christmas markets planned: Sunday 27 November, Sunday 11 December and Friday (evening) 16 December.

c) Artisan markets 2022

There had been an artisan market held in May, further markets were planned: Sunday 10 July and Sunday 10 October 2022.

d) Others

The French market was to now attend for an additional day on Tuesday 19 July (18 & 19 July).

It was hoped that the official opening of Rae Crescent, Kingsgrove would go ahead in August/September 2022. There were no details at present. **Action: Sibbald**

A suitable date was to be found for Seesen's civic visit to Wantage. **Action: Sibbald**

**5. Newsletter**

Issue 7 of the newsletter had been assigned to Royal Mail for distribution to all addresses in OX12. The newsletter contained information about the Neighbourhood Plan consultation (regulation 14) that had commenced and needed to reach all addresses in OX12. Copies were available in supermarkets, the library and museum. It was agreed that copies would be delivered to care homes in Wantage. The deadline for inclusions for the next issue was 1 August 2022. **Action: TPC**

**6. Noticeboards – to consider suggestion to reduce the number of noticeboards in the town centre or to utilise some of them in a different way.**

It was noted that there were 10 noticeboards in Wantage. Councillor Sibbald was to produce a map showing the locations which would be added to the Communication Strategy. **Action: Sibbald**

**7. Other business**

It was noted that there were several Ukrainian refugees living in Wantage, mainly mothers with children. It had been recognised that there was a need for a suitable place where they could meet each other. It was suggested that the Mix in Mill Street should be hired for two hours each Sunday until the end of the financial year. It was noted that the space was only available 3 out of 4 Sundays and the cost each week would be £16.

ON THE PROPOSITION OF Councillor Crawford

SECONDED BY Councillor Sibbald

IT WAS RESOLVED that the cost of the hire until the end of the financial year be met by the Town Council.

The meeting closed at 8.24pm

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