

**MINUTES OF THE MEETING OF THE PROMOTION, COMMUNICATION AND EVENTS
COMMITTEE OF THE WANTAGE TOWN COUNCIL HELD AT THE BEACON,
PORTWAY, ON MONDAY, 6 FEBRUARY 2023, AT 7.30PM**

Committee members present: Councillor T Gilhome (Vice- Chairman)
Councillors A Crawford, A Dunford, JT Hannaby and J Sibblad

Councillor C Wills-Wright (Chairman) observed the meeting
virtually by Teams.

Others present:

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

Deputy Clerk S Sanders

Apologies for Absence

Apologies for absence were received from Councillor C Wills-Wright (Chairman). In the absence of Councillor Wills-Wright, Councillor Gilhome was chairman of the meeting.

Declaration of disclosable pecuniary interests, other registerable interests and non-registerable interests.

None

To sign the minutes of the meeting held on 21 November 2022.

The minutes were approved and signed.

Statements and questions from the public

None

27. Matters arising from the minutes

a) Update on development of a Communication Strategy

The document would be finalised by the end of the week and circulated to all members of the committee. **Action: Sibbald**

b) Update on Welcome to Wantage pack

A map detailing all businesses in the town centre and surrounding streets had been created by the Chamber of Commerce/TCM. 500 copies were to be printed. All businesses within the town centre/surrounding streets will receive a copy of the leaflet and will be encouraged to display it, the remainder will be available from the library, museum and Sainsbury's. The cost of producing the document was to be shared 50/50.

c) Update on manpower/support to set up markets and other activities

Additional hours had been allocated to the Clerk's assistants who will extend their support to other staff. Assistance was also to be requested from White Horse Horticulture for any manual tasks when necessary.

d) Update on the progress review from the District Council about The Beacon operation

The report from consultants Bryn Jones Associates was due to be available to the District Council by 22 February 2023.

e) Update on application form for non- Town Council events

A draft application form had been circulated to all members of the council prior to the meeting. It was agreed that a few amendments should be made to the document. The amended document was to be considered at the next PM&F committee meeting.

Action: TCM

f) Update on installation of vinyl overlays to 7 town entry signs

The installation had taken place on 19 January 2023.

28. Events Plan 2023

a) Coronation of His Majesty King Charles III 6 May 2023

The itemised budget (to date) and notes from the Coronation Working Group had been circulated to all members of the council prior to the meeting. The plan/actions were agreed. It was suggested that the event should continue beyond the proposed time of 6pm, until 9pm. The TCM was to get a quote for a disco for this period. It was noted that this extension would be subject to staffing/volunteers availability etc.

Action: TCM

b) Date for electric vehicle event to be held at Kingsgrove

The date had not yet been set because the charging points had not yet been installed.

Action: Sibbald

c) Date for Seesen's civic visit

The visit will take place from Friday 5 May until Tuesday 9 May 2023.

d) Date for opening of Rae Crescent (Kingsgrove)

It was hoped the official opening will take place after Easter.

Action: Sibbald.

e) Date for Ray's Carnival

The date was noted: 4 June 2023.

f) Dates for artisan markets

The dates were noted: 14 May, 11 June, 9 July, 10 September and 8 October 2023.

g) Dates for Christmas markets

The dates were noted: 26 November and 10 December 2023.

h) Dates for French markets

The dates were noted: 14 July and 27 October 2023.

i) Dates for fairs

The dates were noted: 9 September and 14 October 2023.

j) Date for Remembrance Parade

The date was noted: 12 November 2023.

k) Date for Dickensian Evening

The date was noted: 1 December 2023.

l) Date for Mayor's Christmas carols (Church of St Peter & St Paul)

The date was noted: 6 December 2023.

m) Date for Mayor's Christmas Eve carols (Market Place)

The date was noted: 24 December 2023.

n) Other events

The date of Armed Forces Day was noted: 24 June 2023. It was hoped that Wantage Silver Band would be available to mark the day. **Action: Sibbald**

29. Newsletter

Issue 10 (March 2023) was due to be delivered to all OX12 residents w/c 27 February 2023. It was agreed that there would not be a newsletter produced leading up to the elections, instead there would be a flyer for the coronation event which will be sent out to all OX12 residents by Royal Mail.

30. Other business

It was suggested that councillors could set up a gazebo in the market square on occasional market days, so members of the public could engage directly with them in an informal way. This idea was to be discussed further at the next committee meeting.

The meeting closed at 8.45 pm.
