

**MINUTES OF THE MEETING OF THE PROMOTION, COMMUNICATION AND EVENTS  
COMMITTEE OF THE WANTAGE TOWN COUNCIL HELD AT THE BEACON,  
PORTWAY, ON MONDAY, 20 MARCH 2023, AT 7.30PM**

Committee members present: Councillor C Wills-Wright (Chairman)  
Councillors A Crawford, T Gilhome, J Sibbald and V Wright

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 A Dunford.

**Declaration of disclosable pecuniary interests, other registrable interests, and non-registrable interests.**

None.

**To sign the minutes of the meeting held on 6 February 2023**

The minutes were approved and signed.

**Statements and questions from the public**

None.

**31. Matters arising from the minutes**

a) Update on development of a Communication Strategy

The draft document had been circulated prior to the meeting. It was agreed that any comments/suggested changes should be made by Friday 24 March. **Action: All**

b) Update on Welcome to Wantage pack

It was agreed that 100 copies of the map which is included in the 'We are your Wantage' leaflet should be printed on one page that can be displayed on windows of businesses and that larger maps be printed for displaying in noticeboards at a cost of £399. It was noted that the map of the streets of Wantage displayed in the noticeboard on the VC Forecourt was out of date and should be updated to include the new developments. **Action: TCM**

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

The draft document had been circulated. It was agreed that the document should be adopted and be used for any future events held in the town centre.

**32. Events Plan 2023**

a) Coronation of His Majesty King Charles III 2023 – To receive feedback from the Coronation Working Group meeting held 14 March and agree the recommendations.

The following had been agreed: the event would finish at 6pm, the budget increased to £16000, coronation pins had been ordered for children in all Wantage primary schools and all children attending Fitzwaryn School.

b) Date for electric vehicle event to be held at Kingsgrove 2023

The event was to be held and organised by St Modwen at Kingsgrove.

c) Date for the opening of Rae Crescent (Kingsgrove) 2023

The event was to take place on 28 April 2023 at 6.30pm

d) Other events

Freedom of Entry was granted to HMS Queen Elizabeth on 14 October 2019. Twenty people were to visit HMS Queen Elizabeth on 27 April 2023 to present the Freedom Scroll and casket.

**33. To consider the suggestion to set up a gazebo on occasional market days to give members of the public opportunities to engage with councillors in an informal way**

It was agreed that this item be referred to the next meeting.

**Action: Deputy Clerk**

**34. Newsletter**

i) To consider the distribution of the newsletter by email

It was agreed that this item be referred to the next meeting.

ii) To agree the date for the next issue

The next newsletter was to be distributed in June 2023.

**35. Coronation flyer distribution**

The 'Save the Date' flyer was being distributed to all OX12 residents in week commencing 10 April 2023.

**36. To summarise the achievements of the committee 2019-2023**

The Chairman thanked the committee and staff for the successful work that had been carried out over the past four years which included the newsletter, the Platinum Jubilee celebration, the improvement to the weekly markets, and the introduction of the artisan markets.

**37. Other business**

None.

The meeting closed at 8.40pm

-----