

**MINUTES OF THE MEETING OF THE PROMOTION, COMMUNICATION AND EVENTS
COMMITTEE OF THE WANTAGE TOWN COUNCIL HELD AT THE BEACON,
PORTWAY, ON MONDAY, 9 OCTOBER 2023, AT 7.30PM**

Committee members present: Councillors T Gilhome (Chair), A Crawford and A Dunford

Other councillors present: Councillors P O’Leary, J T Hannaby and K Morris

Town Centre Manager (TCM)	A Yates
Town Project Coordinator (TPC)	J Mitchell
Deputy Clerk	S Sanders
Clerk	J Evans

Apologies were received from Councillors C Walters and V Wright

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

None

To sign the minutes of the meeting held on 19 June 2023.

The minutes were approved and signed.

Statements and questions from the public

None

12. Matters arising from the minutes

a) Update on Welcome to Wantage pack

It was noted that the Wantage Official Guide was out of date. The TCM was to investigate how to advertise in the publication and when the next issue was due to be published and distributed. The TCM was also to research the publication of the Thame Town Guide which functions as a visitor’s guide and welcome pack for new residents. **Action: TCM**

b) Feedback from the food festival event held 2 July 2023

The event had been successful. A similar event was to be scheduled for 2024.

Update on purchase of an LED display board

The TCM reported that The Wantage Chamber of Commerce showed some interest in taking responsibility for the management of a digital display board but would like input into the equipment/software to be purchased. It was suggested that a simple TV screen with a PowerPoint presentation displayed via a USB should be trialled. This proposal was to be discussed with The Wantage Chamber of Commerce. **Action: Chair**

13. Events 2023/24

a) To receive the revised calendar of events for 2023/24

The draft calendar of events had been circulated prior to the meeting.

- b) AlfredFest 28 October 2023 – to consider payment of £1000 and the organisation of the event.

Councillor Crawford left the meeting briefly.

ON THE PROPOSITION OF Councillor Dunford

SECONDED BY Councillor Gilhome

IT WAS RESOLVED to make a payment of £1000 towards the cost of the event.

Action: Clerk

Councillor Crawford returned to the meeting.

- c) To consider Sunday 9 June 2024 for the Ray Collins Carnival including a road closure.

ON THE PROPOSITION OF Councillor Crawford

SECONDED BY Councillor Gilhome

IT WAS RESOLVED to allow the carnival to take place on Sunday 9 June.

Action: Deputy Clerk

- d) To consider a road closure for the Christmas market on 10 December 2023.

ON THE PROPOSITION OF Councillor Dunford

SECONDED BY Councillor Morris

IT WAS RESOLVED to apply for a road closure for Market Place to allow more stalls to attend the market.

Action: Deputy Clerk

It was noted that this road closure had not been communicated on the letter to businesses, residents etc at the beginning of the year. It was agreed that the TCM would distribute letters to advise of the closure.

Action: TCM

- 14. To consider the request for an accessible toilet (RevoLOotion) for the Dickensian Evening on 1 December 2023.**

ON THE PROPOSITION OF Councillor Dunford

SECONDED BY Councillor O'Leary

IT WAS RESOLVED TO book the accessible toilet facility at a cost of £600

Action: Deputy Clerk

- 15. To agree a payment of £500 towards the hosting of the Love Wantage website.**

ON THE PROPOSITION OF Councillor Dunford

SECONDED BY Councillor O'Leary

IT WAS RESOLVED TO pay £500 towards the cost of hosting the Love Wantage website.

Action: Clerk

- 16. To consider an additional payment towards the costs of the quiz evening organised by The Wantage Literary Festival on 29 September 2023.**

ON THE PROPOSITION OF Councillor Dunford

SECONDED BY Councillor Hannaby

IT WAS RESOLVED TO increase the allocation of funds available to a total of £400 to cover additional expenses.

Action: Clerk

17. Love Wantage promotional products.

ON THE PROPOSITION OF Councillor Dunford

SECONDED BY Councillor Hannaby

IT WAS RESOLVED TO purchase 250 jute shopping bags with the Love Wantage logo at a cost of £657. **Action: TCM**

18. Newsletter – to agree the date and content of the next issue.

It was agreed that the publication date should be brought forward to ensure that Christmas events are included.

Deadline for items for inclusion to the TPC: 1 November 2023 for Royal Mail distribution week commencing 20 November 2023, **Action: All/TCM**

The meeting closed at 8.56pm
