

**MINUTES OF THE EXTRA ORDINARY MEETING OF THE PROMOTION,
COMMUNICATION AND EVENTS COMMITTEE OF THE WANTAGE TOWN COUNCIL
HELD AT THE BEACON, PORTWAY, ON MONDAY 2 SEPTEMBER 2024 AT 8 PM**

Committee members present: Councillors T Gilhorne (Chair), A Dunford, P Kirby-Harris and V Wright
Substitute committee members present: Councillors J Hannaby, S Third and C Walters
Other members present: Councillor K Morris

In attendance:

Town Centre Manager (TCM) A Yates
Deputy Clerk (clerk to the meeting) S Sanders
Clerk J Evans

One member of the public (M Howard representing The Wantage Chamber of Commerce)

1. Apologies for absence

Councillor A Crawford

2. Declarations of disclosable pecuniary interests, other registrable interests and non-registrable interests.

None relating to agenda items.

3. Statements and questions from members of the public

None

4. To confirm the terms of reference (TOR) for the committee

It was agreed to add the following to the draft TOR: All activities approved, authorised or funded via the council to be referred to the PC&E committee for approval regarding dates and suitability. To be agreed at the council meeting on 14 October 2024. **Action: Clerk**

5. Matters arising from the minutes of the last meeting

a) To receive an update on the We are your Wantage' guide

The guide was work in progress and it was agreed to wait until a new member of staff had been recruited to progress this. **Action: Clerk**

b) To receive an update on the purchase of a LED display screen/TV

Consent had not yet been received from the business owner to display the TV. It was agreed that the TCM should investigate the original idea of purchasing a digital advertising display screen. **Action: TCM**

c) To note the requirement for a PRS licence

It had been confirmed by the PRS that there is no requirement for Wantage Town Council to hold a licence.

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6. To consider the advertising of events taking place outside the parish of Wantage, on the Love Wantage website.

It was agreed that in principle the advertising of events outside of Wantage should be permitted, but a decision would be made later, following the recruitment of a new member of staff. **Action: Clerk**

7. To receive the income & expenditure dated 30/8/24

Members noted the report that had been circulated prior to the meeting.

8. To consider the purchase of additional gazebos and weights for use at markets/events.

ON THE PROPOSITION OF Councillor Gilhome

SECONDED BY Councillor Walters

IT WAS RESOLVED TO purchase qty 4 gazebos c/w sides and weights at a cost of approximately £2500. **Action: Deputy Clerk**

9. To consider the request for Ray's Charitable Trust to hold a carnival on Sunday 8 June 2025 in the market place

ON THE PROPOSITION OF Councillor Walters

SECONDED BY Councillor Dunford

IT WAS RESOLVED TO allow the carnival to take place on Sunday 8 June 2025.

10. EVENTS

a) To review the remaining planned events for 2024.

Alfred Fest Saturday 26 October 11am– 1pm TCM & Rev'd Katherine Price to organise a simple small event this year with a view to a bigger one next year.

Christmas Market – 1 December – 10am-3pm – full road **closure**

Mayor's Carols – 4 December (parish church)

Christmas Eve Carols – 24 December (market square)

Dickensian Evening – 6 December 2024 (non TC)

It was noted that the Christmas Eve carol event was well attended in 2023, but the crowd were gathering outside of the market square and onto the carriageway. It was agreed that Wantage Silver Band should be positioned around King Alfred's statue to encourage members of the public to remain inside the square and to keep off the carriageway. It was agreed that both sides of the square should be free of cars. **Action: Deputy Clerk**

It was noted that the Remembrance Parade was taking place on 10 November 2024. An application for a rolling road closure had been submitted. **Action: Deputy Clerk**

b) To reconsider the agreed date of 10 May 2025 for the VE Day event

ON THE PROPOSITION OF Councillor Gilhome

SECONDED BY Councillor Dunford

IT WAS RESOLVED TO change the date for the event to Sunday 11 May 2025.

Suggestions were made about 1940s live music, stalls selling food (hog roast), cream teas and dancing. It was agreed that the events group should meet to discuss the suggestions in further detail. The event to run from 11am-5pm. There was to be a full road closure.

Action: TCM/Deputy Clerk

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c) To consider the dates for events in 2025

The following dates for events and markets were agreed:

- 7 February – Volunteers’ reception
- 27 April – St George’s Day celebration (road closure)
- 11 May – VE Day celebration (road closure)
- 6 July – Food festival (road closure)
- 17 August – VJ Day event
- 25 October – Alfred Fest (could possibly be 26 October)
- 9 November – Remembrance Day parade
- 30 November – Christmas Market (road closure)
- 24 December – Carols in the market square

To note events (organised by others):

- 13 April – Palm Sunday outdoor service
- 18 April – Good Friday Midday event
- 8 June – Carnival (road closure)
- 5 December – Dickensian Evening (road closure)

d) To review the objectives of the volunteers’ reception and agree a date for it to be held.

It was agreed that 7 February 2025 was the preferred date. 28 February 2025 was the second choice.

It was agreed that the event was a wonderful opportunity to thank volunteers. It has been well attended and is a great networking opportunity. The list of invitees from this year’s event was to be circulated to all councillors for review. **Action: Deputy Clerk**

11. Events working group report

The report had been sent to all councillors prior to the meeting. Members noted the report.

Councillor Walters left the meeting.

12. Newsletter

It was agreed to review the newsletter once the new member of staff had been recruited.

Action: Clerk

13. Agenda items for the next meeting 7 October 2024

None.

The meeting closed at 9.45pm