



WANTAGE TOWN COUNCIL
Council Offices, The Beacon, Wantage, OX12 9BX
Town Clerk: Julia Evans 01235 763459
www.wantagetowncouncil.gov.uk

Minutes of The Promotions, Communications & Events Committee meeting
held on
9 June 2025 at 7.30pm in The Beacon, Portway, Wantage, OX12 9BX
The minutes are draft until approved at the next meeting

Committee Members Present:

Councillors T Gilhome (Chair) V Wright (Vice Chair), A Crawford, A Dunford & P Kirby- Harris

Substitute Committee Members Present:

None

Other Councillors Present:

None

In Attendance:

Deputy Clerk: S Sanders

Town Centre Manager: A Yates

		Action
1	Apologies for Absence None.	
2	Declarations of disclosable interests None	
3	Minutes of the meeting held 7 April 2025 It was PROPOSED by Cllr Gilhome, SECONDED by Cllr Crawford and RESOLVED that the minutes were an accurate record of the meeting. The minutes were signed.	
4	Statements and questions from members of the public None.	
5	Income & expenditure report and budget for 25/26 Members noted the report	
6	To receive & approve the plan for the AlfredFest 26 October 2025 Members had received the plan prior to the meeting. It was PROPOSED by Cllr Kirby-Harris SECONDED by Cllr Wright and RESOLVED that the plan and total cost of £4334.00 be agreed.	

7	<p>Food Festival 6 July 2025 event plan update Plans were progressing.</p>	
8	<p>AfredFest logo It was PROPOSED by Cllr Gilhome, SECONDED by Cllr Wright, and RESOLVED to progress with the design of the draft AlfredFest, subject to it being simplified.</p>	Communication Officer.
9.	<p>VJ 80th Anniversary Commemoration</p> <p>It was noted that a service will be held at the Church of St Peter & St Paul to mark VJ Day.</p> <p>It was agreed that a short commemoration will be held in the market square prior to the church service. The purpose of this will be to acknowledge the occasion publicly and to inform or direct members of the public to the service.</p> <p>Suggestions for the commemoration included:</p> <ul style="list-style-type: none"> • The raising of an appropriate flag • The presence of a bugler • The reading of the VJ Day speech which was delivered by King George VI and broadcast on radio on 15 August 1945. <p>Cllrs Crawford, Gilhome, and Kirby-Harris agreed to be involved in agreeing the arrangements for the event and Councillor Dunford was to seek confirmation of the date for the church service.</p>	<p>Crawford/Gilhome/ Kirby-Harris</p> <p>Dunford</p>
10	<p>Events for 2026 Dates for the 2026 annual events were noted as follows:</p> <ul style="list-style-type: none"> • St George's Day – Sunday 27 April • Food Festival – Sunday 6 July • AlfredFest – Sunday 25 October • Christmas Market – Sunday 29 November <p>It was noted that these dates are subject to feedback from the post event surveys.</p> <p>It was further noted that AlfredFest may attract more attendees if held in spring or summer. It was agreed to explore a significant historical date as a possible alternative.</p>	TCM

11	<p>Councillors' stand at the Saturday charter market</p> <p>Three possible dates were suggested for the councillors' stand at the Saturday Charter Market: 28 June, 5 July, and 12 July. The stand will run from 10am to 2pm, with councillors attending in two-hour stints.</p> <p>County, district, and town councillors will be invited to take part.</p> <p>The deputy clerk was to find the most suitable date for this event.</p>	Deputy Clerk
12	<p>Noticeboard Policy</p> <p>Members had received the draft policy. Cllr Gilhome requested clarification on a couple of points outside of the meeting. The policy was not agreed at this time.</p>	Deputy Clerk/Gilhome
13	<p>Sponsorship Package</p> <p>Two businesses had committed to purchasing the bronze package to support the food festival. One further business was yet to confirm.</p>	
14	<p>VE Day – Post- Event Feedback</p> <p>Members received and noted the report summarising feedback collected from both members of the public and local businesses, via surveys distributed through social media, the website, and paper copies. Members requested input into future post-event surveys. Additionally, they expressed interest in receiving more detailed information about which businesses opened during the event and whether those businesses felt participation was worthwhile.</p>	TCM/Comms Officer
15	<p>Update on the success of communication/promotion of events.</p> <p>No update was available at this meeting. It was agreed that a report on the effectiveness of communication and promotion efforts would be beneficial for future meetings.</p>	Comms Officer

16	Items for the next issue of the newsletter Annual report from the MP highlighting matters relevant to Wantage.	
17	Items for the next Agenda (21 July) None	
18	Future meeting dates: 21 July, 29 September & 17 November 2025	

The meeting closed at 8.50pm

Signed -----

Date -----