



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
18 August 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) A Dunford & P Kirby-Harris

Substitute Committee Members Present:

Councillors C Walters (for Cllr Wright) & Third (For Cllr Crawford)

Other Councillors Present:

None

In Attendance:

Deputy Clerk: S Sanders

		Action
19	Apologies for Absence Councillors A Crawford and V Wright	
20	Declarations of disclosable interests None	
21	Minutes of the meeting held 9 June 2025 It was agreed that the minutes were an accurate record of the meeting. The minutes were signed. PROPOSED: Cllr Third SECONDED: Cllr Kirby- Harris RESOLVED	
22	Statements and questions from members of the public None.	

23	Income & expenditure report and budget for 25/26 Members noted the report that had been circulated prior to the meeting.	
24	Update on the plan for the AlfredFest 26 October 2025 Cllr Gilhome gave an update. The flyer had been produced and one gold and two bronze sponsorships had been agreed. Cllr P Kirby-Harris is aware of a brewery that operates from the Ridgeway and will find out its availability for the event.	Kirby- Harris
25	Moving the AlfredFest from October 2026 to May 2027 The decision will be made following feedback from the October 2025 event.	ALL
26	Notes from the events working group Members noted the notes that were received prior to the meeting.	
27	Feedback from the international food & drink festival held 6 July 2005 and the event for 2026. Members noted the feedback document that was received prior to the meeting. It was agreed that event should go ahead in July 2026. PROPOSED: Cllr Gilhome SECONDED: Cllr Dunford RESOLVED. It was agreed that local traders should be encouraged to attend and not traders from more than 50 miles away. The council's sustainability policy should be taken into account when booking entertainment and market/food stalls PROPOSED: Cllr Walters SECONDED: Cllr Dunford RESOLVED	
28	Events for 2026 Dates for the 2026 were agreed as follows. The AlfredFest date is subject to change following the event on 26 October 2025. It is possible that the event may take place in May 2027 to coincide with the Battle of Edington (May 878). <ul style="list-style-type: none"> • St George's Day – Sunday 27 April • Food Festival – Sunday 6 July • AlfredFest – Sunday 25 October 	

	<ul style="list-style-type: none"> Christmas Market – Sunday 29 November <p>It was noted that the International World Day of Peace would be observed on 21 September.</p> <p>PROPOSED: Cllr Gilhome SECONDED: Cllr Dunford RESOLVED</p>	
29	<p>Date for the volunteers reception</p> <p>Friday 20 February 2025 was agreed subject to room availability and availability of the mayor.</p>	Deputy Clerk
30	<p>Report from the communications officer and consideration of alternative was to advertise events.</p> <p>Members noted the report that was received prior to the meeting.</p> <p>It was agreed to allow £30 per event for Facebook advertising.</p> <p>It was noted that banners were not permitted on the highway.</p>	Comms Officer
31	<p>AlfredFest logo</p> <p>It was agreed that the design should not be progressed until a decision had been made regarding the future of the AlfredFest event, specifically the date and whether it would be run as a standalone event without the involvement of the church.</p>	
32	<p>Plans for VJ Day 80th anniversary commemoration</p> <p>A small commemoration was to be held on Tuesday 2 September in the western end pedestrianised area at 12 noon.</p>	
33	<p>Review of councillors' surgery held on the VC Forecourt 28 June and consideration of future surgeries.</p> <p>Four councillors attended and it was considered a worthwhile event. It was agreed to hold another surgery on the VC Forecourt on Saturday 20 September subject to enough councillors able to attend. Councillors to be invited to attend by email.</p> <p>Councillors were to erect the gazebo if required.</p>	Deputy Clerk
34	<p>Noticeboard Policy</p> <p>Members had received the draft policy and suggested amendments from Cllr Gilhome prior to the meeting.</p>	Clerk

	<p>It was agreed to accept the policy with the suggested amendments. Policy to be approved by the council at the next meeting.</p> <p>PROPOSED: Cllr Gilhome SECONDED: Cllr Dunford RESOLVED</p>	
35	<p>Town map – Portway toilet block Members had received the quotation for updating the map prior to the meeting. It had been noted that there was damage to the film cover of the map which could not be repaired. It was agreed to investigate the cost of the map/information with something new.</p>	Deputy Clerk
36	<p>Items for the next newsletter None</p>	
37	<p>Agenda items to be included for next meeting Budget for 26/27</p>	Deputy Clerk
38	<p>Future meeting dates: 29 September & 17 November 2025</p>	

The meeting closed at 8.55pm

Signed -----

Date -----