



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 2026 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 Crawford, A Dunford & P Kirby-Harris

Substitute Committee Members Present: None

Other Councillors Present: C D'Arcy & J Hannaby (part)

In Attendance:

Deputy Executive Officer: S Sanders

Comms & Events Officer: L Brown

		Action
1	Apologies for Absence Cllr V Wright	
2	Fire safety and emergency procedure The procedure was noted by members	
3	Declarations of disclosable interests None	
4	Minutes of the meeting held 27 April 2026 PROPOSED: Cllr Dunford SECONDED: Cllr Kirby-Harris RESOLVED: That the minutes were an accurate record of the meeting. The minutes were signed.	
5	Statements and questions from members of the public None.	
6	Income & Expenditure Report Members noted the report that had been circulated prior to the meeting.	
7	Matters arising from the previous meeting a) <u>To agree the wording to be added to the trader application form (events)</u> Cllr Wright was not present to provide an update. b) <u>To agree the changes to the town map on the wall of the Portway toilet block</u> No proposal was presented at the meeting. Cllr Gilhome will bring the proposed changes to the next meeting. Once the amendments have been agreed, costs for updating the map will be obtained.	 Cllr Wright Cllr Gilhome/DEO

8	<p>Comments received from the town survey relating to PC&E</p> <p>Members had received a summary of the comments submitted through the town survey and agreed the following actions:</p> <ul style="list-style-type: none"> • Investigate ways to ensure a diverse range of stalls and activities at future events. • Explore opportunities to source tables and chairs through rental or loan arrangements with local community groups, schools, and other organisations. 	Events & Comms Officer
9.	<p>Events for the remainder of 2026</p> <p>The following dates were noted:</p> <p>a) Christmas Carols in the Market Place – 24 December.</p> <p>Members noted the date and agreed the location as the west end of Market Place.</p> <p>Cllrs Crawford, D’Arcy and Gilhome will assist on the day with marshalling etc. A call for further volunteers to be made.</p> <p>b) World Peace Day – 20 September</p> <p>The budget proposal had been circulated to members prior to the meeting.</p> <p>PROPOSED: Cllr Crawford SECONDED: Cllr Dunford RESOLVED: to allocate £250 (max) for the event</p> <p>c) Remembrance Sunday Parade – 8 November. Members noted the date.</p>	DEO
10.	<p>Suggested events for 2027</p> <p>Members considered several suggested events for 2027. No events were agreed at this stage as dates had not yet been determined. The matter will be reconsidered once proposed dates are available.</p>	Cllr Gilhome
11.	<p>Report relating to the PA system</p> <p>Members had received a report prepared by the DEO prior to the meeting. The report was noted. It was agreed to trial the use of the two larger speakers.</p>	

12.	<p>To consider seeking permission from OCC to erect event banners on the existing town entry signs PROPOSED: Cllr Crawford SECONDED: Cllr Dunford RESOLVED: Not to proceed with an application to OCC seeking permission to install event banners on the existing town entry signs.</p>	
13.	<p>Items for the next agenda None proposed</p>	
14.	<p>Date of next meeting 2 July 2026</p>	

The meeting closed at 8.45pm

Signed -----