



WARWICK TOWN COUNCIL

TOWN CLERK

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ECONOMIC & TOURISM COMMITTEE

NOTICE IS HEREBY GIVEN a meeting of the **ECONOMIC & TOURISM COMMITTEE** of **WARWICK TOWN COUNCIL** will be held in the Council Chamber, Court House, Jury Street, Warwick on **THURSDAY 24th SEPTEMBER 2026 commencing at 6.30pm**

PRESENT:

Councillor Jackie D'Arcy (Chair)

Councillor Mrs K Dray

Councillor J Sinnott

Councillor M Edwards

Councillor P Wightman (Dep Chair)

TOWN CLERK Mrs J Topham

COOPTED MEMBERS:

Olena Milienko St Mary's Church, Becky Fraser Warwick Castle, Ms Jo Randall WDC Business Dev.
Mrs Emma Andrews Warwick Museum.

MINUTES

The meeting was Chaired by Cllr P Wightman until 6.50pm when Cllr J Darcy arrived took over as Chair.

15.

APOLOGIES:

The Mayor (ex-officio), Councillor D Browne & Councillor O Jacques sent their apologies – it was resolved to accept them.

Councillor Mrs M Mangat was absent.

Mrs J Baldry B & B, Miss Jessica Hicks Lord Leycester Hospital & Mrs Kelly Scott Town Centre Manager sent their apologies.

Mrs K Bryan Chamber of Trade, T Williams Warwick Racecourse & Mrs M Vincent Hill Close Gardens were absent.

16.

DECLARATION OF PERSONAL OR PREJUDICIAL INTEREST: Cllr Mrs K Dray and Cllr J Sinnott declared an interest with the Priory Pools grant.

17.	<u>MATTERS ARISING FROM PREVIOUS MINUTES. June 2026</u> 1) The electronic parking signs advising you on the number of spaces available – update TCM. Minutes attached for reference E T Minutes June 2026.docx TCM advised that she had received 8 responses to the survey regarding the removal of the VMS around the Town Centre. The responses have been sent to WCC.
18.	<u>TERMS OF REFERENCE</u> – To REVIEW and APPROVE E T Terms of Reference Sept 2026.docx It was resolved to approve the terms of reference – unchanged. All were in favour.
19.	<u>TOWN CENTRE</u> – To RECEIVE and NOTE and APPROVE Reports from Mrs Kelly Scott Town Centre Manager ET report Sept 2026.docx Appendix A Projected Costs and Budget Halloween .docx Halloween week events.png The reports were reviewed and noted.
20.	<u>TOWN PROMOTION</u> Report from Ellen EMPR PR & Comms Consultant. To RECEIVE a written report. Ellen Manning Update September 2026.docx The Town Clerk advised Councillors of the intention to end the open-ended contract with Ellen w.e.f. December 2026. Her services will be used on an ad hoc bases from then on. All were in agreement.
21.	<u>CHAMBER OF TRADE</u> - Report from Chair To RECEIVE a verbal report. There was no representation from the Chamber at this meeting. The Town Clerk advised that the Victorian Evening meeting group had been disbanded this year which is disappointing. Olena will send the contact details of the organiser of the Christmas tree festival for the Town Clerk to connect with. Jo Randall will look into this and report back to the Town Clerk.
22.	<u>VISITOR INFORMATION CENTRE</u> – Report from Mrs J Thomas To RECEIVE a written report. VIC Report to E&T September 2026.docx The report was reviewed and noted.
23.	<u>WARWICK TOWN VISION WORKSHOP</u> – Written progress report from Kelly Scott Town Centre Manager Vision Report Sept 2026.docx The report was noted. A discussion was held around a recent spate of dog fouling. It was agreed to report any incidents to WDC. If the situation continues signs will be acquired.
24.	<u>GRANTS</u> To RECEIVE and APPROVE grant applications – see below, documents attached: Priory Pools grant for £5000 supported by Simon Pargeter

	Priory Pools September 2026.pdf Following a discussion the grant was approved to take to Full Council. St Mary's Christmas Tree festival for £2972.49 supported by Katya Dray. Version 1 approved at June meeting for £2622.89 Version 2 differs with admission being charged and increase in tree stand costs. St Mary's Christmas Tree Festival 2026 Version 2.pdf Following an overview from Cllr Dray the grant was approved by all.
25.	WAYFINDING – Phase 2 Town Clerk to REPORT Warwick Phase 2 Fee Proposal A.pdf The Town Clerk gave an overview of the proposed next phase. It was agreed, by all, to take this proposal to F & P for approval. It was recognised that for continuity the same design company had to be used and that there would be only one quote.
26.	CO-OPTED MEMBERS To RECEIVE verbal reports. <u>St Mary's Church</u> – Christmas Tree Festival starts on the 20th November to the 29th November 73 trees booked. They had a busy summer. The Peace Festival was very popular. 10th October – Harvest Supper. The Snowman event will return this year. A project putting QR codes on key items in the Church has been started to help people find out more information. Grants for repairs are being applied for. <u>St John's House</u> - The St John's museum has been busy all summer. The Civil War re-enactment was popular and will be repeated next year. The Town trail in 18 shop windows has been successful, 3,500 trail maps handed out. The Folk Festival made the Market Hall museum very busy. The café has been less busy since the Co-op opened although they feel that this will settle back. Halloween will be marked at St John's as it turns into a haunted house. The Henry V111 portrait will be displayed at the Market Hall museum from the 10th December. <u>Warwick Castle</u> The summer was busy with 160,000 visitors. The hotel was full all summer. Halloween, after dark event returns for October. The skating, light trail event will return this year with visits to Father Christmas. Work will start on the North wall. They are going to provide an information board, just inside the town gate to direct guests into the town and surrounding attractions. <u>Warwick District Council</u> Shakespeare's England trails The teen market had been successful. Business support funding was available to local business's. Funding was being sort to restart the footfall Counters in the Town.
27.	CHRISTMAS LIGHT – Note report – light purchase approved via email due to deadlines. Christmas Light Report September ET.docx The report was noted. Thanks given to George Palmer for his efforts. It was noted that George and Chris Saysell had been presented with certificates for 10 years' service.

Signed..... Dated.....

DRAFT