



WARWICK TOWN COUNCIL

TOWN CLERK

Jayne Topham

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ECONOMIC & TOURISM COMMITTEE

20th NOVEMBER 2025

PRESENT

Councillor Mrs K Dray

Councillor M Edwards

Councillor O Jacques

Councillor J Sinnott

Councillor P Wightman (Chair)

TOWN CLERK Mrs J Topham

COOPTED MEMBERS:

Mrs K Bryan Chamber of Trade, Mrs E Healey Manager VIC, Alan Faulkner St Mary's Church, Liam Bartlett Warwick Castle, Mrs Emma Andrews Warwick Museum, Rufus Lord Leycester Hospital. Mrs Kelly Scott Town Centre Manager. Mrs Mary Vincent Hill Close Gardens.

MINUTES

31.	<p><u>APOLOGIES:</u> The Mayor and Councillor D Browne sent their apologies. It was resolved to accept them. Councillor Mrs M Mangat was absent.</p> <p>Mrs J Baldry B & B, T Williams Warwick Racecourse Mrs Audrey Brown WCC, Ms Jo Randall WDC Business Dev. Sent their apologies.</p>
32.	<p><u>DECLARATION OF PERSONAL OR PREJUDICIAL INTEREST:</u> None</p>
33.	<p><u>MATTERS ARISING FROM PREVIOUS MINUTES.</u> September 2025</p> <p>1) The electronic parking signs advising you on the number of spaces available – Audrey organising a meeting with the Town Clerk. In Audrey's absence and email has been sent to her to gain an update. E T Minutes September 2025.docx Minutes attached for reference</p>

34.	<p>TOWN CENTRE – To RECEIVE and APPROVE Reports from Kelly Scott Town Centre Manager Chamber Report Nov 2025 final.docx</p> <p>Reports to reflect on Halloween week 2025: Copy of Copy of Business Survey Halloween Week.xls Halloween Debrief and Key Learnings.docx Halloween ET Report.docx</p> <p>Agree to support Halloween week in 2026. Kelly gave an overview of Halloween week - It was resolved to support a repeat event in 2026. All were in favour. Thanks, given to Kelly and George for the success of this year’s event. Key points of report were reviewed and quotes approved by all.</p>
35.	<p>TOWN PROMOTION Report from Ellen EMPR PR & Comms Consultant. To RECEIVE a written report. Eco Tourism Update Nov 2025.docx The report was noted.</p>
36.	<p>CHAMBER OF TRADE - Report from Chair To RECEIVE a verbal report. Mrs K Bryan Chair of Chamber advised that the Exec. Board had been established. A members meeting was being planned for January 2026. A complaint was received regarding pushy charity workers in Market Street. Kate will forward an email to the Town Clerk.</p>
37.	<p>VISITOR INFORMATION CENTRE – Report from Mrs E Healey To RECEIVE a written report. Eco Tourism Update Nov 2025.docx Report to Economic and Tourism Committee 20th November 2025.docx Reports were reviewed and noted. Liz advised on opening hours over the festival period.</p>
38.	<p>WAYFINDING PROJECT – Report from the Town Clerk A quote is awaited from WCC Highways to finish off the base of the signs.</p>
39.	<p>VISITOR INFORMATION CENTRE Business plan 2026 –The Town Clerk to update. An email has been sent to Joanna Randall to chase.</p>
40.	<p>WARWICK TOWN VISION WORKSHOP – Written progress report from Kelly Scott Town Centre Manager Vision Report November.docx DRAFT Terms of Reference for the Board.docx</p> <p>Funding approved for Teen Market 2026. Thanks to Audrey WCC who worked hard to achieve the funding. Lucy Bear was introduced, made from recycled plastic. A trail is being organised for next year with exhibits being made from rubbish. Objective is to increase footfall. Cost £3,025. Warwick School are keen to support. Vision documents reviewed. It was resolved to approve the item – all were in favour.</p>
41.	<p>EVENT GRANT – Grant funding received from WDC to support the revitalisation of Town Centres. APPROVAL needed to the following proposal. Warwick Town Centre Events Business Plan WTCWS.docx Kelly reviewed the proposed list of events. Following a discussion it was resolved to approve the plan. This was approved by all.</p>
42.	<p>CO-OPTED MEMBERS To RECEIVE verbal reports.</p>

Lord Leycester – gave thanks to the Town Council for the recent grant. [Lord Leycester Events 2526.docx](#)

Warwick Castle Christmas is open from the 21st November 2025. Sept was a difficult month due to market conditions. They had a great Halloween, November has been quieter. Christmas is set to be strong. ITV showing a documentary 9th December. Hotel is going well – Corporates during the week and families at the weekend. 2026 will be focused on budgets as the Merlin Group restructure finances.

St Mary's

Tree Festival is set to be the best so far with more trees. Snowman screening 22nd December. Concerts will continue next year. Visitor Guides have been updated. Dog show will be repeated next year. Teddy bears will parachute down the tower next year too.

Warwick Museums Footfall has been steady. Families are visiting from further afield. Trading in café good. Halloween was great. They are closed for Christmas. Works to be carried out on the roof in 2026. Some events being moved to 2027 as a result. They are looking forward to the Civic War reenactment.

Hill Close Gardens. Mary has been in post for 2 months. They are closed for Christmas but making plans for 2026.

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