

# ABINGDON-ON-THAMES TOWN COUNCIL

COMMUNITY COMMITTEE TUESDAY 8 November 2022

## ITEM 7 – ACTIONS REGISTER

Meeting date	Action	Responsible	Update
<p>25-Feb-20</p> <p>1-Jun-21</p>	<p>NOTICE BOARDS</p> <p>It was resolved that officers go ahead with the design for notice boards and report back to Members of the Committee. David Ogilvie design of round noticeboard at cost of £7,500</p> <p>RECOMMENDED to the Community Services Committee that the Market Place Noticeboard, which had originally been located on the wall of the building next to the Market Place Flower bed, be replaced.</p>	<p>Cemeteries and Outdoor Services Manager (COSM)</p>	<p>Oct 2020 - order with Ogilvie has been cancelled as they did not reply after several reminders. We are now looking elsewhere but the importance of this noticeboard is on a back burner as Councillors thought it was not important during these pandemic times</p> <p>Jan 2021 – one quote received and a further being sought for alternative designs. These were presented to cttee on 20 Jan 21.</p> <p>March 2021 - The committee suggested the following locations for alternative noticeboards: Broad Street, pavement owned by OCC; Station Yard, owned by VOWH DC, and requested that officers consult with these councils on the possibility of placing noticeboards on these two sites.</p> <p>Nov 2021 - Waiting advice from the district council.</p> <p>Nov 2021 - information provided by LB to support the response (in email from SW):</p> <p>The 3 Town Council noticeboards (1 outside Roysse Court offices and the double sided one in bath street) are updated by the Community Services and Events Officer weekly, Council info and any notices sent in/dropped at the Council offices are displayed.</p> <p>Recent examples of non-council notices include:</p> <ul style="list-style-type: none"> <li>- Abingdon Craft fair</li> <li>- Local Job Fair</li> <li>- NSPCC Table top Sale</li> <li>- Q &amp; A on COP 26</li> <li>- Pre COP 26 big green event</li> <li>- Albert Park Singers</li> </ul>

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<p>1-Dec-21 (Town Council meeting)</p> <p>22 Mar 22</p>	<p>Question raised at Town Council for Community Committee: 'The Friends of Abingdon Civic Society is delighted to see that the proposal for a replacement noticeboard in the Market Place has resurfaced. We note that the two noticeboards installed last year are mainly used for the Town Council's notices. In the case of the Roysse Court one, this may be partly due to space constraints, but the two-sided one at Bath Street should have room for community notices as well. Please may we have assurances that the new noticeboard and the existing ones will be available for community groups to publicise their events? 'It is also important that information is available elsewhere than in the town centre. Your officers now manage the noticeboards in bus shelters at Stratton Way (and possibly elsewhere?). These are potentially very useful, so please can arrangements be put in place for them also to be used for community notices? 'The concept of the 15-minute neighbourhood is gaining traction. In the past, your officers and/or councillors used to post notices on boards at Peachcroft and Gainsborough Green; can this be reinstated? Could we also have boards at the Wootton Road shops, Northcourt and on the new housing developments? 'We realise that there are resource implications to all of this, but as we have mentioned before, the Civic Society would be happy to talk to you or your officers about ways in which community volunteers could help with the delivery of the improved arrangements.'"</p>	<p>Chair, Community Committee</p>	<p>Dec 2021 - approved by Full Council. Dec 2021 - Community Services and Events Officer has contacted FofACS to determine how to work together on this. Jan 22 - meeting held with Chair of Community Committee, Community Services and Events Officer and two representatives from Friends of Abingdon Civic Society.</p> <p>March 2022 - following physical inspection of proposed location and review by Chair and officers, the committee recommended a change to the agreed location. The recommendation was not approved by Full Council. To be reconsidered by the committee. March 2022 - no further progress.</p>

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<p>7 June 22</p> <p>12 July 22</p> <p>6 Sept 22</p>			<p>Mar 2022 - update provided at cttee meeting by the Chair, Cllr Jehanli.</p> <p>The Community Committee agreed that this should be an agenda item at the next meeting on 12 July 22</p> <p>12 July 22 - The report from the Community Services Manager was considered and it was <b>AGREED that</b> the Community Services Manager should speak with the owners of R&amp;R café in the Market Place to understand whether the objection was major or minor and that an informal consultation should take place with other users of the Market Place such as the Monday Market, the Farmers' Market and businesses near the site and bring this to the next meeting in September 2022.</p> <p>Agenda item 8 – Minute C38/22 refers.</p> <p>An update was provided by the Community Services Manager on the agreed informal consultation. This had not proceeded due a query over the scope of the consultation.</p> <p>The action agreed at the previous meeting was reiterated and it was proposed by Councillor Fawcett, seconded by Cllr Halliday and <b>AGREED that</b> the new noticeboard be installed if there was no major objection from an adjacent business or market trader. If there was any major objection, the decision to proceed would be delegated to the Town Clerk in consultation with the chair of the committee.</p>
<p>21 Dec 21</p>	<p>PUBLICITY SUGGESTIONS</p> <ul style="list-style-type: none"> <li>- Radley Lake project included grant from ATC. Suggestion for Town Crier article</li> <li>- Platinum Jubilee main dates and events</li> </ul>	<p>Community Services and Events Officer</p>	<p>March 2022 update - spring edition of Town Crier was produced by members. Radley Lakes Trust article was not included, to be in a future edition. Key dates for Platinum Jubilee celebrations were included in the Town Crier, further advertising to follow once programme confirmed with the working group.</p>

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			June 2022 - Platinum Jubilee advertised in May Town Crier. Radley Lakes article still outstanding
1 Mar 22	<p><b>PUBLICITY SUGGESTIONS</b></p> <ul style="list-style-type: none"> <li>- Could Clubs &amp; Societies Day be re-established? It was agreed that officers will investigate and consult with Cllr Foulsham as he was expected to be the Mayor.</li> </ul>	<p>Community Services and Events Officer</p> <p>Officers/The Mayor</p>	<p>June 2022 – due to other work commitments, this action remains outstanding</p> <p>Sept 2022 – This falls within the remit of the Mayor. Officers were asked to speak with the Mayor to arrange an event in March 2023 with a view to advertising the event in the December Town Crier.</p>
1 Mar 22	<p><b>PUBLICITY SUGGESTIONS</b></p> <ul style="list-style-type: none"> <li>- Grants: annual large grants and ad hoc community grants throughout the year</li> <li>- Radley Lakes Trust</li> <li>- Quotes from the annual reports of the large grant recipients and the gearing effect to include numbers</li> </ul>	Community Services and Events Officer	June 2022 – due to other work commitments, this action remains outstanding
1 Mar 22	<p><b>TOWN CRIER</b></p> <ul style="list-style-type: none"> <li>- Put together a plan for future editions and present to the next meeting of the committee</li> </ul>	Community Services and Events Officer	June 2022 – due to other work commitments, this action remains outstanding
12 July 22			<p>12 July 2022 - Members requested that the Communication Working Party meet and produce a plan for future editions to be brought to the meeting in September 2022.</p> <p>Agenda item X</p>
7 June 22	Revised Community Grant application form	Deputy TC	Minute C71 Refers – Revise the grant application form
6 Sept 22			Agenda item 10 – 6 September 2022 – Minute C40/22 refers. The committee considered a draft revision of the community grant application forms Changes were suggested:

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		Officers/TC & Cllr Fawcett	<ul style="list-style-type: none"> <li>- Demographic and membership information included in the previous form (section A3) was removed but would be reinstated. The last part of section 5 would be removed.</li> <li>- Section 5 of the new form asks about finances held in other accounts. It was noted that this may include funds earmarked by groups for specific purposes and that details of this should be requested.</li> </ul> <p>The form would be revised by officers and confirmed with the Town Clerk in consultation with the chair, Cllr Fawcett.</p>

Updated for November 2022