

Abingdon Town Council Events - Master

1 February 2024

The rule was ATC to organise two fund raisers for the Mayor each year - A Ball/Dance and a more informal event like the quiz or a race night. Any additional events should be organised by Mayor/Councillors/Volunteers but Town Council support for Risk Assessment / PU etc.					
Month	ATC Event	Mayor's additional annual events	Organiser	Mayor's attendance	Dates
March		Mayors Charity Gala / Film Night	Mayor	Essential	6th March
May	Mayor Making and the Annual Meeting of the Council		ATC	Essential	
		Drama Club AGM - Mayor is President	External	Essential	
		North Berks Football Final	External	Desirable	
June	Fun and Music in the Park / Food Festival		ATC		?
		Pride Event Town Council initiated in 2019 but it should be a community event with <u>Town Council support/Grant as necessary</u> . If held.	External ATC Grant?		
		Mayor of Ock Street - Morris Dancers No formal involvement - Mayor attends	External	Essential	Saturday nearest 19th June
		Abingdon Arts Society annual lunch	External	Desirable	
		Mayoral Reception High Sheriff of Oxfordshire - Dorchester Abbey	External	Essential	
July	Swan Upping - If an event held.		ATC	Desirable	Third week of July (Abingdon on Friday)
		Allotment Judging - Mayor	External	Essential	
		High Sheriff's annual lecture - Oxford	External	Essential	
		International Baccalaureate event at the Europa School	External	If possible	
August		Lord Mayor of Oxford v Mayor of Abingdon Bowls match - Trophy	?	Essential (if held)	
		Abingdon Tennis Club tournament	External	Desirable	
September	Fun and Music in the Park		ATC		?
		Heritage Day - As Guests (May be asked to open buildings)	External	Desirable	
		Horticultural Autumn Show	External	If possible	September
		Health Festival	External	Desirable	
October	Michaelmas Fair including Fair service		ATC/Fair Organiser	Essential	"Monday falling next before 11th October and on the following Tuesday", Fair Service-Sunday before
	Runaway fair		ATC/Fair Organiser		Monday after the Michaelmas fair
	Allotment Association award ceremony (First half of October) - Judging happens in July		ATC	Essential	Arrange with Allotment Association Book Guildhall and arrange nibbles/wine
November	Remembrance Sunday		ATC	Essential	Book into the Guildhall -wine/orange
	Mayor's Quiz night First fund raiser of the year.		ATC	Essential	
December		Christmas Extravaganza (may be at the end of November) This is run by the Abingdon Events Partnership. <ul style="list-style-type: none">They should invite the council to attend (may require a prompt).The Town Councillors should be in the parade in full robe with the Mace.The Mayor should be there for switch on - on the stage.Switch on is about 6:00pm as the Town Council pays for the lights and the outdoor team arrange/turn the lights on.	External except ATC - notify Cllr's & mace bearer of parade - organise robes & mace for parade - Outdoor team turn on the lights	Essential	
	Carol Service (Lantern Parade) This is at the Mayor's discretion -It can be held anywhere (has been in the Guildhall and a local café. Generally better to work with a local church and combine it with their service -to help with organisation and audience. Invite civic list.		ATC	Essential if arranged	
	Over 70's Party (Changed to Over 75's - 2024)		ATC	Essential	
		Christmas reception - Mayor's discretion Paid for from the Mayors allowance. Invites - minimum staff and councillors (often held in Mayor's Parlour with drink and nibbles - held in the afternoon/end of a work day in the week before Christmas). Some Mayors haven't wanted to hold the event, others have wanted to invite clubs and society reps - if a bigger event invite civic list.	Mayor with help from ATC		
		Freemasons pantomime for children with disabilities - Oxford Playhouse	External	Desirable	
		Oxford town Carol Service	External	Desirable	
		Thames Valley Police Carol Service	External	Desirable	
January		New Year's Day boundary walk <ul style="list-style-type: none">For information only	External		
		Horticultural Society AGM	External	If possible	3rd Tuesday in January
February / March	Mayor's Ball/Party/Film night The second fundraiser of the year.		ATC	Essential if arranged	
March	Clubs & Societies Day Usually held on alternate years - One in 2023		ATC	Essential	Held in 2023
		Morris Men's Challenge - Pub games, cards etc. Team of about 12-15 but no set limit. Abingdon Traditional Morris Dancers organise but <u>ATC fund buffet supper every other year</u> .	External ATC - grant for buffet on alternate years	Essential	ATC funded supper 2017 & 2019, 2024
		ATOM Science Festival	External	Desirable	
		Model Railway Club	External		Abingdon exhibition in March
March / April	Parish Meeting		ATC	Essential	
April	Twinning (Host every 4 years) <ul style="list-style-type: none">Hosting April 2024		ATC - every forth year	Essential if arranged	Abingdon hosting April 2024
		Horticultural Spring Show	External	If possible	April
?	Civic Service We host Kensington and Chelsea on alternate year's. One year their Mayor comes to Abingdon service and the next Abingdon goes to theirs. 2023 is Meal after - In recent years Abingdon Town Council has paid for a meal afterwards for Kensington (Mayor, Consort, Macebearer), and Abingdon (Mayor/Escort).	2022 ATC went to Kensington & Chelsea Gus, Augustine Ackah Email: augustine.ackah@rbkc.gov.uk Civic Officer to The Mayor, Cllr David Lindsay The Royal Borough of Kensington and Chelsea	ATC - on alternate years	Essential	2022 ATC went to Kensington & Chelsea
	MEETINGS				
As scheduled	Full Council Mtgs		ATC	Essential	As scheduled
	Council Committees		ATC	If possible	As scheduled
As scheduled		Christ's Hospital	External	Essential	1st Thursday of the month
	Other Events				
March/Autumn		Abingdon Artist's Exhibition	External	If possible	By invitation
October		Abingdon Craft Fair	External		?
Variable		Abingdon Drama Productions	External	If possible	As invited
October		Abingdon Marathon	External		?
Variable		Abingdon Operatic Society	External	If possible	As invited
		Abingdon School Prize-Giving	External	Desirable	?
		Abingdon Tennis Club AGM	External	If possible	?
Variable		The Bridge	External	Desirable	As invited - throughout year
		Rugby Club	External		?
		Rotary Club	External		?
		Scouts	External		?
		White Horse Phab games evening at Northcourt Centre	External	Desirable	Mayor and council may be invited
Variable		Other Town's Civic events	External	If possible	As invited