

## Clerks Report

Committee	Agenda Item No:	Date of Council meeting	Issue	Log	Current Status - RAG 0-3 mths <b>Green</b> 3-6 mths <b>Amber</b> Over 6 mths <b>Red</b>
Com & Tourism	CT20/66	15/12/2020	Promotion of Town/Welcome Back Fund	<p>9.9.21 Clerk met with WCC Tourism and other representatives from Wickham, Bishops Waltham - discussed ideas for promoting the three market towns. WCC have appointed a tourism officer to support this initiative.</p> <p>22.9.21 Meeting with WCC Tourism/Alresford Chamber to discuss individual leaflet for Alresford and market town and Winchester brochure based on the pocket guides. Alresford Chamber to liaise with local businesses about them being included in the guide.</p> <p><b>November 2021 The Chamber together with members of Coordinating Alresford(includes NATC) helping WCC Tourism to by ensuring uptodate list of Alresford businesses provided for brochure along the lines of the pocket guide.</b></p> <p><b>Aiming to go to print February 2022</b></p>	<b>Ongoing</b>
Com & Tourism	CT20/101	23/03/2021	Working Group: SOPs for NATC Events	<p><b>RESOLVED</b> to approve a working group to establish standard operating procedures for NATC events. To report back at next C&amp;T mtg</p> <p>20.04.21 Update - comments from TC to be considered by the group. To report back at next meeting.</p> <p>15.6.21 The committee agreed with the recommendation that the SOP should be reviewed by Council staff.</p> <p><b>20.9.21</b> SOP was reviewed and comments from the Town Clerk were sent to the WG</p> <p><b>19.10.21 The working group would review the document taking into consideration the comments submitted by the Town Clerk together with a review of the proposed charging structure for hiring NATC land.</b></p> <p><b>16.11.21 Update - WG unable to meet due to lack of availability.</b></p>	<b>Ongoing</b>

Com & Tourism	CT20/105	23/03/2021	Working Group: walking guide	<p><b>15.9.21</b> Mint Signs to produce a copy of map at a cost of £19.79 ex VAT</p> <p><b>20.9.21</b> Town map copied on artist quality paper (as the original commissioned by NATC could not be located) and collected by Henrietta Hellard for her to update map under the direction of the WG</p> <p><b>19.10.21</b> Cllr Divall outlined the layout of the guide and said that a designer would be commissioned to develop and realise those ideas</p> <p><b>16.11.21</b> Draft of walking guide content circulated to committee and well received. Recommendation Clerk to obtain an initial quote for the design of the guide</p> <p><b>29.11.21</b> Initial quote received and passed to KD to share with WG</p> <p><b>07.12.21</b> Initial design received and being evaluated by WG</p> <p><b>15.01.21</b> <b>Design of walking guide booklet and content being finalised</b></p>	<b>Ongoing</b>
Com & Tourism	CT21/40	21/09/2021	Floral Display Scheme 2022	<p>19.10.21 CT21/59 RESOLVED that the quotation from Hanging Garden; the cost of the hanging baskets and troughs of £45 for residents and £54 for businesses; and the floral displays are installed by mid-May and removed by the end of September be approved</p> <p>16.11.21 The Committee reviewed last year's scheme and number of units sold together with a projection of the number of baskets that could be sold in keeping with 2022/23 budget.</p> <p>Recommendation To investigate increasing the number of baskets sold and extending the areas where the baskets could be sold with the supplier</p> <p><b>03.12.21</b> Hanging Garden will offer a discount of 5% if they receive an order of 140 baskets or more. They will supply to The Dean and Jacklyns Lane</p> <p><b>January 2022 Application forms delivered and orders are being placed. Red, white &amp; blue theme has been well received.</b></p>	<b>Ongoing</b>

Com & Tourism	CT21/42	21/09/2021	The Queen's Platinum Jubilee 2022	<p><b>RESOLVED</b> to investigate updating the trail boards, joining with local organisations for hosting an event at Arlebury Park and having the floral displays in red, white, and blue.</p> <p><b>19.10.21</b> Local organisations keen to take part in Jubilee event in June. JJ organising an inception meeting Alresford groups.</p> <p><b>16.11.21</b> JJ reported on initial meeting with Alresford PIGS, Rotary, Chamber &amp; New Leaf.</p> <p><b>RESOLVED CT21/76</b> To approve the date of the Jubilee Party in Arlebury Park for Saturday 4th June 2022 and the requirement for an event organiser due to the scale of the event. Meetings organised with two event organisers and another meeting with groups organised. Update on plans and recommendation &amp; cost of event organiser to be given at mtg on 16.12.21</p> <p><b>Following informal meeting of C&amp;T on 15.12.21- KD &amp; MW met with other interested parties &amp; KD provided a draft budget.</b></p> <p><b>19.10.21</b> Red, white and blue floral displays to be provided by supplier (CT21/40 Floral Display Scheme 2022 refers)</p> <p><b>19.10.21</b> Trail board costs upto to £1500 per information board including information board for Hambone memorial (CT20/118 refers)</p>	<b>Ongoing</b>
Com & Tourism	CT21/60	19/10/2021	Queen's Green Canopy	<p><b>RESOLVED</b> that the Committee would organise a community event to complement tree planting undertaken by the Recreation and Environment Committee as part of the Queen's Green Canopy project be approved</p> <p><b>031121 R21/079 Recommendation: To ask the Tree Working Group to consider planting options and make recommendations for the next Committee meeting in relation to location and species</b></p> <p><b>December 2021 trees on order</b></p>	<b>Ongoing</b>