

## 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> Over 1 year <b>Dark Red</b>	Time Taken Months
Com & Tourism	E19/025	04/06/2019	Benchmarking report	<p>To re-visit and refresh the 2016 Benchmarking Report. It will then be made public to residents. The cost of this survey will need to be taken into consideration so this issue will need to go to Full Town Council to agree the go ahead as Comomy &amp; Tourism Committee has a small budget.</p> <p><b>ET19/037 - 300719:</b> Deferred to September meeting</p> <p><b>051119:</b> To be deferred to next financial year</p> <p><b>180220 -CT19/104 RESOLVED</b> People and Places to carry out a benchmarking survey May/June at a cost of £2500. Similar to 2016 but with additional Qs</p> <p><b>160620 CT20/10 RESOLVED:</b> That the benchmarking survey takes place in June 2021.</p> <p><b>230321 RESOLVED CT20/103</b> to approve to defer the Bench Marking exercise until 2022</p> <p>240321 MKing informed that survey to deferred until June 2022 (For review at C&amp;T in Feb 2022)</p>	<p><b>On Hold</b> <b>Postponed to June 2022 due to C19</b></p>	
Com & Tourism	CT19/89	21/01/2020	Town Crier	<p><b>RESOLVED:</b> The clerk will liaise with Alton Town Council to see if their town crier would be willing to take on some trial sessions for Alresford.</p> <p><b>180220 - CT/100</b> Alton Town Crier is willing to carry out two trial sessions. Clerk to complete booking form so he can consider specific dates.</p> <p><b>Further actions pended due to COVID</b></p> <p><b>15.06.21</b> CT21/12 Cllr Holmes to lead on trialling the use of the Alton Town Crier for Alresford town events. as per original resolution.</p> <p><b>24.7.21 Town Crier visited Alresford and visitied the Watercress Line. This visit can be viewed on YouTube "A special visitor to Alresford". Cllr Holmes to give further update at next meeting in October</b></p>	<p><b>Ongoing</b></p>	

Com & Tourism	CT20/66	15/12/2020	Promotion of Town	<p><b>RESOLVED:</b> That JJ and SJC meet with Think Creative Consultants about social media ideas for promoting Alresford and then feedback to the Committee</p> <p>JJ met with Think Creative Consultants who will come up with ideas to promote Alresford digitally to attract visitors</p> <p>230321 Progress stalled due to COVID. JJ hopeful he will have a response soon.</p> <p>June 2021 meeting with Solent marketing - quote received.</p> <p><b>9.9.21</b> 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><b>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.</b></p>	Ongoing	
Com & Tourism	CT20/68	15/12/2020	Remembrance Day 2021	<p><b>Recommendation 1:</b> That Councillors are to explore these and other ideas and report back to the Committee.</p> <p><b>190121 CT20/79 RESOLVED:</b> That the spend of up to £750 for the creation of a river of knitted poppies be approved (Spent - £40.18, £9.35, £17.09</p> <p><b>15.6.21</b> Cllr Bean gave an update on progress and plans for the poppies</p> <p>August 21 Poppy wreath and event poppies purchased to replace those damaged last year at a cost of £78.50</p> <p><b>21.9.21 Cllr Evans has agreed to erect poppies around the town as per 2020. Cllr Bean gave an update on the poppies</b></p>	Ongoing	
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 SOP was reviewed and comments from the Town Clerk were sent to the WG</b></p>	Ongoing	

Com & Tourism	CT20/105	23/03/2021	Working Group: walking and cycling guide	<p><b>April 2021</b> Prices sought for artwork and printing costs for guides with WCC &amp; HCC</p> <p><b>15.6.21</b> The committee agreed with the recommendations namely the 1hr length of walks, ideas for the layout and content of the guide, and the use of the £2,500 grant from the Welcome Back fund towards printing costs</p> <p><b>07.7.21</b> 3rd estimate for artwork requested</p> <p>August 2021 Original artwork for the map drawn by Henrietta Hellard could not be located. Therefore, copy to be printed on artist quality paper to enable the artist to update it for the walking guide</p> <p>15.9.21 Mint Signs to produce a copy of map at a cost of £19.79 ex VAT</p> <p><b>20.9.21 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</b></p>	Ongoing	
Com & Tourism	CT20/115	20/04/2021	Spring Planting Programme	<p>CLlr Weston outlined her proposals: areas of Alresford which would benefit from spring bulbs and was confident in community involvement in the planting programme starting in September 2021. MW to lead with the clerk's support.</p> <p><b>RESOLVED to approve a spring flower planting programme around the whole town</b></p>	Ongoing	
Town Council Com & Tourism	20/191 CT20/118	26/01/2021 20/04/2021	Restoration of Hambone Memorial	<p><b>RESOLVED:</b> That New Alresford Town Council formally adopt Hambone Memorial.</p> <p><b>April 21</b> AB outlined that the memorial having been adopted by NATC now required cleaning.</p> <p><b>RESOLVED</b> to approve the spend of up to £300 on the restoration of the memorial</p> <p><b>RECOMMENDATION:</b> AB to investigate the possibility of an information board with clerk support.</p> <p><b>23.04.21</b> Black &amp; Moody to clean memorial in summer</p> <p><b>July 2021 Memorial cleaned and restored</b></p>	Ongoing	
Com & Tourism	CT21/09	15/06/2021	Terms of Reference	<p><b>15.06.21 Item deferred pending review of the document</b></p>	Ongoing	
Town Council Com & Tourism	CT21/40	21/09/2021	Hanging Basket and Trough Scheme 2022	<p>The Hanging Basket Scheme 2021 was reviewed, and it was concluded that there should be a specification regarding the type and number of plants per display for 2022 with a colour scheme of red, white, and blue. The committee wanted to investigate other floral displays instead of the roof troughs.</p> <p><b>RESOLVED to obtain three quotes for the Hanging Basket Scheme 2022 and investigate other floral displays instead of roof troughs.</b></p>	Ongoing	
Town Council Com & Tourism	CT21/42	21/09/2021	The Queen's Platinum Jubilee 2022	<p><b>RESOLVED 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.</b></p>	Ongoing	