Faringdon Town Team

Minutes of a meeting of Faringdon Town Team held on on Wednesday 2nd December 2015 at 10.30am in the Jubilee Room, Pump House Faringdon.



Present: Mark Blatch Chamber of Commerce

Cllr. Jane Boulton Faringdon Town Council

Cllr. Roger Cox Vale of White Horse District Council

Cllr. Judith Heathcoat Oxfordshire County Council

Sally Thurston Town Clerk Faringdon Town Council

Bethia Thomas Town Team Co-Ordinator

1/12 Apologies

Dave Cookson and Suzanne Malcolm VoWDC,

2/12 Minutes of meeting – Wednesday 11th November

The Minutes were agreed as a correct record.

3/12 Finances

- a. Members received an update. Bank mandates need to be finalised. Cllr. Cox will work with the Town clerk to ensure this is completed.
- b. Public liability insurance Dave Cookson had reported that VWHDC did not have insurance to cover the markets. Dave will investigate what Other Towns do and report to the next meeting. The Town Clerk will also seek advice.
- c. Members APPROVED to following invoice for payment: Folly Fest, Market stall hire £500

4/12 2015 / 16 Projects

- a. The Town Team Town co-ordinator gave an up date of recent activity highlighting work on the following projects:
 - i. Late night shopping 3rd Dec
 - ii. Small Business Saturday 5th Dec
 - iii. Survey of local retailers for ideas of town centre improvement
 - iv. Festive Faringdon
 - v. Calendar of Events
 - vi. Market protocol
 - vii. Loyalty Card scheme
 - viii. Publicity
- b. Members AGREED a calendar of events to December 2016.

5/12 Marketing

- a. Members received a presentation detailing a marketing campaign. It was AGREED that the Town Team would work with the design and fonts presented. Bethia Thomas was asked to draw up a list of marketing materials required and obtained costs. It was proposed that the new brand be launched on market day February 20th 2016. This was AGREED.
- b. Social media update Bethia reported that all the social media accounts were being streamlined and now a branding had been chosen this could be used on all pages. Members agreed that all posts should be positive. Members also AGREED that Bethia should widen the Town Team's social media presence to surrounding villages.

Members considered organising a competition in 2016 following the disbanding of JEF. The Town Clerk suggested that the Town Council would be better placed to organise this. This was AGREED.

7/12 To agree future meeting dates

The Following meeting date was cancelled: Thursday 14th January at 10.30am This meeting was rescheduled for: Tuesday 19th January 2016 at 10.30am.

8/12 Any other business

Members were informed that Jeanette Howse had agreed to organise the Saturday markets in January, February and March.

Cllr. Cox enquired if the Town Team minutes would be presented to the Town Council. The Clerk informed that they would come under outside bodies on the Town Council agenda.