

Subject:	Engaging the community in
From:	Charlbury Community Works!
Date:	18 October 2024
For information/discussion/decision/action [please delete as appropriate]	
Summary of decisions or actions requested (including timing):	
Agreeing set times for working parties	
Creating a volunteer database and communications network	
Finding street champions	
Financial implications: [please explain any costs associated with decisions or actions, and whether these have already been budgeted for]	

As agreed previously, Charlbury Community Works! (CCW!) is being set up to ensure that streets are kept clear to keep them safe and accessible to all – leaves, soil build-up, overhanging branches and shrubs, snow... Equally to keep kerbs intact and free of debris that will otherwise block drains.

These are ongoing tasks so this paper makes proposals to try and build an infrastructure of residents willing to assist on a regular – or indeed irregular basis. The main objective then is to establish ways of generating patterns of activity, means of communicating with volunteers and and clearly establishing responsibilities of residents.

The proposals are:

- To start promoting CCW! on the council website and to put the regular times on the events section of charlbury.info
- To provide a link for those willing to sign up to a mailing list so that we cover the GDPR regulations
- The clerk to start building a database of volunteers who are willing to participate if only occasionally
- To seek amongst those volunteers, individuals willing to act as street champions
- To establish whether volunteers are happy to become part of a WhatsApp group
- To set Sunday mornings at 10.30-12.30 and Wednesday afternoon 14.30-16.00 as regular slots (unless other councillors have other ideas)

Attached to this paper is a letter to residents whose plants are overhanging pavements. It is a blank template which leaves space to add the name of the resident (which the clerk can provide from the electoral register) and to state which encroaching greenery needs to be removed.

We have also drafted a letter for residents generally to explain what we're doing and why and how they can help:

Thank you for agreeing to help keep Charlbury's footpaths safe and in good condition.

Actions from residents that will help with this are:

- Ensure that all overhanging branches and shrubs are cut back regularly in line with property boundaries so that it is easy for people to walk past

- Clear soil that has built up on footpaths and is causing narrowing - in particular soil next to the kerbstones. This helps to maintain the kerbstones by preventing plants from setting seed and putting their roots down.
- It is not necessary to dig out soil behind kerbstones as this could leave a gap (which will fill up again or potentially cause damage), however if there is a woody plant taking hold (such as a young tree sapling), please pull this out if you can.
- Draw to the council's attention any damaged or missing stone sets so that we can contact the County Council highways department to try to get them replaced.
- Please involve your neighbours, take before and after photos, and let us know how you get on! "

Comments on the above proposals are welcome.