



JANUARY 2021

Report on External Communications

The External Communications Working Group consists of: The Town Clerk, The Mayor, Councillor Scott and the Administration Assistant.

Summary of Activities

The Working Group has regular Monday morning meetings between the Mayor and the Town Clerk at a minimum. The meetings discuss priorities in terms of external communications for the week ahead.

Items on Facebook, website or sent to other news providers:

- 1) Ash Dieback Information – 4th January**
Posted on website
- 2) The Covid-19 Vaccination Programme for Arundel – 11th January**
Posted on Facebook and website
- 3) Vaccination rollout in West Sussex – 12th January**
Posted on Facebook and website
- 4) National lockdown restrictions, campaign resources and further Covid-19 information – 12th January**
Posted on Facebook and website
- 5) WSCC Support for Residents – 12th January**
Posted on Facebook and website
- 6) New Councillors at Arundel Town Council – 19th & 27th January**
Posted on Facebook and website
- 7) Update from Arundel Surgery – 19th January**
Posted on Facebook
- 8) Town Hall Events Manager – 19th January**
Posted on Facebook and website
- 9) Arun District Council Newsletter – 20th January**
Posted on Facebook and website
- 10) Update from Arundel Surgery – 20th January**
Posted on Facebook
- 11) Update from Arundel Surgery – 21st January**
Posted on Facebook
- 12) Flying of Drones – 26th January**
Posted on Facebook and website
- 13) Arundel Tidal Defences Scheme Update – 29th January**
Posted on Facebook and website
- 14) Keeping Arundel Safe – 29th January**
Posted on Facebook and website



Full Council and Planning Advisory Committee meeting details also posted on both Facebook and website.

COVID-19 Vaccinations for Arundel Residents letter

- Arrange printing of 1900 letters for Arundel residents
- Point of contact for Arundel residents regarding vaccinations and where vaccinations will take place

The office has spent 30 hours on external communication activities in January.