

From: Nicola Huckerby <comms@councils.coop>
Sent: 18 March 2022 14:00
To: Sharon Groth <sharon.groth@witney-tc.gov.uk>
Cc: Loraine Harwood <Loraine.Harwood@witney-tc.gov.uk>
Subject: Re: Membership renew/review
Importance: High

Hello Sharon

Thank you for getting in touch. I wanted to do some checking before I responded.

You paid your membership subscription in September 2021, since then we have had a very busy six months including:

1. Publication of our 2021 Case Studies pack as our main publication for events. This included a Case Study from Witney Town Council: <https://www.councils.coop/publication/case-studies-pack-2021/>.
2. Publication of our 2020/21 Annual Report <https://www.councils.coop/publication/ccin-review-of-the-year-2020-21-2/>.
3. Both you and Cllr Luci Ashbourne received hard copies of the above reports along with CCIN merchandise in December. These were sent to the office address.
4. Attendance at the Lib Dem Conference (online and ran a Fringe).
5. Attendance at the Labour Party Conference – Brighton – Case Studies pack was our main print. **Met with Cllr Duncan Enright.**
6. Launched three Policy Lab reports:
 - **Co-operative Difference in Care** report: <https://www.councils.coop/project/coop-diff-in-care/> (Contributors: **Billingham Town Council**, **Burntwood Town Council**, Kirklees Council, Peopletoo, Plymouth City Council, Preston City Council, Rochdale Metropolitan Borough Council, South Ribble Borough Council, Stevenage Borough Council, Tameside Metropolitan Borough Council, Telford and Wrekin Council, Torbay Council)
 - **Understanding the Digital Divide** report: <https://www.councils.coop/project/digital-divide/> (Contributors: Cardiff Council, Cheshire West and Chester Council, Greater Manchester Combined Authority (GMCA), Kirklees Council, Plymouth City Council, Rochdale Metropolitan Borough Council, Sunderland City Council)
 - **Cooperative Approaches to Reaching Net-Zero** report: <https://www.councils.coop/project/net-zero/> (Contributors: Birmingham City Council, Cheshire West and Chester Council, Greater Manchester Combined Authority (GMCA), Kirklees Council, Oldham Council, Oxford City Council, Plymouth City Council, Telford and Wrekin Council)
7. Re-launched our Statement of Values and Principles which was a piece of work inspired by **Kidsgrove Town Council.**
8. Launched a Certified Training programme in collaboration with the Co-operative College: <https://www.councils.coop/training/ccin-training/> - I've not checked whether you have undertaken this.

9. Launched a new website, a radical update on the old site. It's clean and bold design is based on of our Statement of Values and Principles. www.councils.coop.
10. Our Monthly Newsletters are an invaluable resource and our main method of communication, and as per your welcome email we invite all members to send us items for inclusion. Previous newsletters are available here: <https://www.councils.coop/resources/newsletters/>
11. Our Officer Network is the best way to ensure that you get the most from your membership. **Other Town Councils do attend and contribute.**
12. Our Annual Conference included a session on developing a Dementia Friendly Town led by Burntwood Town Council: <https://www.councils.coop/event/annual-conf-feb-22/>
13. We have launched our call for applications for Policy Lab and Prototype Funding: <https://www.councils.coop/funded-projects/application-process/> which we hope that you will apply for.
14. Next week I will be sending out a call for the 2022 edition of the Case Studies Pack, so we have new content ahead of the LGA Conference in June.
15. Events this year: <https://www.councils.coop/events/upcoming/>. We have also agreed to do the NALC Conference.

I hope that the above will be useful for your report.

Our full list of member benefits is here: <https://www.councils.coop/membership/member-benefits/>. Do please connect with our social media platforms and feel free to tag us; we would be delighted to help share your co-operative news.

In response to your specific point about the Officer WhatsApp Group. It looked like there were two Groups and you were on both. I have sorted that now by putting everyone in the same place, I do hope that you will. There is also a WhatsApp Group for Town and Parish councillors, only Cllr Rosa Bulger has accepted the invitation to join that Group. Do let me know if any other councillor would like to join. It is an active group led by Councillor Sue Woodward from Burntwood Town Council. Sue represents Town and Parish Councillors on our [Values and Principles Board](#). She organised a session in December for Town Parish Councils and is planning on organising another after the elections.

I know that Burntwood Town Council has made use of our Dynamic Purchasing System: <https://www.councils.coop/dps/> which can save you time and money. If you think it would be helpful for you and your members to have a call with other Town Councils, I would be happy to arrange that.

I also need to apologise. Looking back at our initial correspondence when your application was processed on 27 July there were no councillors included so I asked for a list the same day. You sent these across on 6 September, which I uploaded to our MailChimp distribution list on 14 September. Unfortunately, I then completely forgot about the names that were on the original application including yourself and your Deputy. This means that neither you nor Adam have

received our mailings. There have been 12 mailings sent since 14 September when the councillors were uploaded. I can confirm that the following people are now on our distribution list:

Cllr	Joy	Aitman	Mayor
Cllr	Liz	Duncan	Deputy Mayor
Cllr	Luci	Ashbourne	Leader / Chair of Policy Governance and Finance
Cllr	Vicky	Gwatkin	Deputy Leader -/ Chair of Parks & Rec
Cllr	Ruth	Smith	Chair of Climate Bio-Diversity
Cllr	Melanie	Jones	Chair of Halls Cemeteries and Allotments
Cllr	Owen	Collins	Chair of Stronger Communities
Cllr	Rosa	Bulger	Councillor
Cllr	Duncan	Enright	Councillor
Mrs	Sharon	Groth	Town Clerk
Ms	Polly	Inness	Communications & Engagement Officer
Mrs	Linda	Souch	Admin Support Assistant (Invoicing Contact)
Mr	Adam	Clapton	Deputy Town Clerk

By way of recompense for this error we have agreed to waive your 2022/3 membership fee. I do hope that you see the benefit of being part of the CCIN and will be able to invest in that relationship over the coming year.

Please do let me know if you need anything else.

Take care

Nicola

Nicola Huckerby
Operations and Communications
 Co-operative Councils' Innovation Network

Web: councils.coop | **Twitter:** [@CoopInnovation](https://twitter.com/CoopInnovation) | **Facebook:** [@CoopCouncils](https://www.facebook.com/CoopCouncils) | **LinkedIn:** [CCIN](https://www.linkedin.com/company/ccin) |
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