

# Bishop's Waltham Parish Council

## Community Engagement Policy - 2016

Bishop's Waltham Parish Council is committed to improving its engagement with local residents to ensure they feel part of the community and able to participate in its well-being.

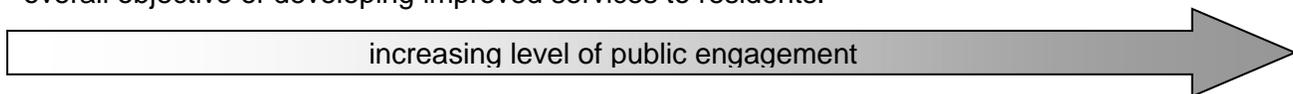
This policy sets out how this will be done.

### Aim

The aim of the policy is to improve the way in which the Parish Council engages with its residents and partners.

### Objective

The Parish Council will **inform**, **consult**, **involve** and **collaborate** with the public to achieve the overall objective of developing improved services to residents.

			
Inform	Consult	Involve	Collaborate
<i>Objective</i>			
To provide balanced and objective information to help people understand Parish Council issues	To obtain public feedback on proposals or decisions	To work directly with the public to ensure concerns and aspirations are understood and considered	To partner with groups and public bodies in decision-making and identification of preferred solutions
<i>Parish Council Commitment to the Public</i>			
We will keep you informed	We will listen to and acknowledge concerns and suggestions, providing feedback on how public input influenced the decision	We will work with you to ensure your concerns and suggestions are directly reflected in the proposals developed	We will look to you for advice and innovation to incorporate your recommendations into decisions wherever possible
<i>Methods used in Bishop's Waltham</i>			
Parish notice boards PC Newsletter Parish News PC website PC & Cttee meetings Parish Forward Plan Information leaflets	Surveys Public meetings Exhibitions Annual parish meeting PC offices Email address	Participatory events PC & Cttee meetings PC surgeries	Public Authorities (HCC, WCC) Working Groups Trusts Community Groups Voluntary Groups

## **Methods**

### **Inform**

(To provide balanced and objective information to help people understand Parish Council issues)

- Five Parish Council Notice Boards that advertise meetings, notices and contact details of all council members and officers, as well as access to the annual report and annual accounts
- Parish Council Newsletter “Bishop’s Waltham Matters” delivered quarterly to every residence
- Full page article in every monthly issue of the Bishop’s Waltham Parish News
- Parish Council Website that includes agendas and minutes of Council and Committee meetings, events and contact details for all councillors
- Parish Council meetings and committee meetings open to the public
- Bishop’s Waltham Parish Council Forward Plan delivered to every residential address
- Information leaflet on the work of the Parish Council

### **Consult**

(To obtain public feedback on proposals or decisions)

- Surveys and feedback forms in PC Newsletter, delivered to households, and on-line
- Public meetings on issues of public concern, such as major planning applications
- Exhibitions and consultation on proposed major developments within the parish
- Annual Parish Meeting open to members of the public
- Parish Council offices open to the public for 4 hours every weekday
- Parish Council email address widely published, together with councillors’ contact details

### **Involve**

(To work directly with the public to ensure concerns and aspirations are understood and considered)

- Public participatory events to formulate parish plans (such as Development Plans)
- Parish Council and committee meetings have 30 minute public sessions
- Parish Council high street surgeries held regularly to allow easy access to councillors

### **Collaborate**

(To partner with groups and public bodies in decision-making and identification of preferred solutions)

- Attendance and participation of County Council and District Council representatives at Parish Council meetings
- Establishment of working groups with residents’ membership, reporting to the parish council
- Participation of Parish Councillors as trustees on local trusts for youth and education
- Representation on Community Groups (CAB, Chamber of Trade, Police, Schools)
- Cooperation with Voluntary Groups (North Pond Conservation, Meon Valley Active Retirement Association, BW Museum, BW in Bloom, Town Team, Youth, Sports and Social groups)

## **Implementation**

Each of the 21 methods listed above will be implemented in full during 2016 and beyond

## Bishop's Waltham Parish Council

### Previous Parish Council initiatives to consult and actively serve the community

<b>What</b>	<b>When</b>
Annual Parish Report for 2014/15	Published in February
Annual Meeting of the Parish	4 March
Parish Council Newsletters	Delivered to every household in (March, July)
New web site launched	20 April
Resolution for grants of £8,550 to the community	19 May & 14 July
Sponsorship of community litter pick	28 March
Residents' working group for BW Design Statement	January - October
Public exhibitions on Design Statement	1, 2, 3, & 5 July
On-line survey for BW Design Statement	4 – 31 July
Parish Council High Street Surgeries	14 Feb, 26 Apr, 28 Jun, 5 Jul, 18 Oct, 29 Nov
Parish Council stand at Carnival & Show	13 June