



# COMMUNITY ENGAGEMENT STRATEGY

## Introduction

Paulton Parish Council are committed to working with the community to provide a high level of services and amenities within our Village. This document sets out the Council's strategy on how we will communicate with you. We recognise the need to ensure all members of our community are involved and will seek ways to engage with everyone. We will encourage everyone to participate fully in the decision-making process and commit to listening to what is said and act on feedback. We will ensure we keep everyone informed of the activities and local issues.

## Who do we need to engage with?

### Within the Parish:

- Residents
- Village voluntary groups
- Clubs, societies, and organisations
- Local businesses
- Local primary and infant school
- Local churches
- Harder to reach groups, this would include senior residents, young people, and disabled people

### Wider groups and organisations:

- Neighbouring Town and Parish Councils
- BANES Council
- Other public sector organisations such as those concerned with Health, education, and emergency services.
- The media

## What are our aims and how will we achieve them?

To communicate information clearly and concisely by:

- Providing updates on our website, our Facebook page, and the Village Facebook page
- Use of the Village notice boards and the Hub community board for updates and news
- A quarterly Parish Magazine delivered to all residents and published on our website
- Publication of all meeting agendas and minutes on our website and notice boards
- Regular attendance by Councillors at community events
- Public access to a Parish Council office to be staffed Monday – Friday
- Use of the Councils logo to help identify Council information

To use a variety of communication tools to encourage inclusivity by:

**The Parish Clerk** – The Clerk is a pivotal point of contact for our residents and can answer questions and queries as they arise. The clerk's contact details are widely publicised. Contact can be made by phone, email or by visiting the office.

**Parish Council Meetings** – Full Parish Council meetings and committee meetings are open to the public. Agendas are published in advance on our website and on the Village notice boards along with our schedule of meetings.

**Parish Councillor Contact Details** – Your Councillors are always keen to hear from the community. Contact details can be found on the website and notice boards.

**Public Consultation** – A consultation will be completed if the Council concludes that an event or programme that impacts the Village warrants a public consultation. The intention would be to better understand the needs of the village, consultations will give residents the opportunity to respond both online and through completion of a voting slip placed in the quarterly magazine.

**Annual Parish Meeting** – The Annual Parish Council meeting is a great opportunity to bring the community together. The main aim of the annual meeting is to encourage two-way communication between the community and the Councillors. There will be an opportunity to talk to our elected members and make suggestions to help shape our community. We believe our community groups also have a part to play, they will also be involved in the annual meeting.

**Additional ways we will communicate with you** – To ensure we reach everyone so the community is aware of local news and ongoing plans for the village we will use several different mediums:

- Social media, Facebook, and Twitter
- Parish Council website
- Paulton Village community website
- Noticeboards
- Quarterly magazine
- Online surveys and voting slips
- Posters and notices

- Local businesses
- Monthly updates with community groups e.g., Youth Connect, Community Policing team and Pride in Paulton
- Leaflet drops if required between magazine editions
- Attendance at community events
- Local media publications
- Visits to organised groups e.g., lunch club, playgroups, and Ladies Circle

This Community Engagement Strategy provides a framework for how Paulton Parish Council will communicate and engage with parishioners and other organisations. It will be reviewed annually and update if necessary.

**Adopted 17<sup>th</sup> August 2021**