

## TORMARTON PARISH COUNCIL

### COMMUNITY ENGAGEMENT STRATEGY

The aim of the Community Engagement Strategy is to improve communication between the Parish Council and the residents of Tormarton and West Littleton in order to increase awareness of local issues and council involvement, encourage public participation and receive feedback.

#### **Methods of Communication:**

The following tools of publicity/announcement/provision of awareness are available for use by the Parish Council:

- Parish Council Website which is updated at least weekly: [www.tormarton-pc.gov.uk](http://www.tormarton-pc.gov.uk)
- The use of village noticeboards in the heart of the community.
- Link to South Gloucestershire Council's website on Tormarton Parish Council's website.
- Link to Tormarton Village Website on Tormarton Parish Council's website.
- Link to West Littleton Village Website on Tormarton Parish Council's website.
- Links to the monthly village newsletter on Tormarton Parish Council's website.
- Agendas for council meetings are published on Tormarton Parish Council's website.
- The Annual Report is published on Tormarton Parish Council's website.
- Annual Parish Assembly for residents of the parish is held every year.
- All documents available under the Freedom of Information Act can be accessed the Tormarton Parish Council Website or emailing [clerk@tormarton-pc.gov.uk](mailto:clerk@tormarton-pc.gov.uk).
- Dates of all council meetings publicised on the Parish Council website and displayed in the village noticeboards.
- In line with Standing Order 71, members of the Public and Press are invited to attend all council and meetings and generally there is a public participation session at the start of each meeting.
- Draft Minutes of all council meetings will be published on the Tormarton Parish Council Website at least 5 working days after the meeting.
- Financial Audit notices placed on Parish Council website and noticeboards
- Financial Audit documentation placed on Parish Council website
- Financial reports included with minute documentation on the Parish Council website
- Community Facebook Page

#### **Reception of Feedback:**

Feedback from the public is always welcome and can be accepted via methods listed below:

- Parish Council website 'Contact Us' online mechanism
- Email
- Telephone
- Letter
- Verbal feedback through Councillors

The contact details of all Councillors are available from [www.tormarton-pc.gov.uk](http://www.tormarton-pc.gov.uk).

#### **Handling of Feedback:**

The Clerk to assess all feedback and either take issues to the council for further investigation or action or deal with direct.

#### **Reviewing and Assessing Effectiveness of the Strategy:**

This strategy will be reviewed and updated annually; its effectiveness will be assessed by Councillors and Council staff and amendments/improvements would be recommended if opportunities are identified.

From time to time this consultation strategy can itself be subject to publicity, feedback, review, in order that public opinion on its effectiveness and how it may be improved can be sought.