



Bournheath Parish Council





Community Engagement Policy

1. Introduction


Bournheath Parish Council is situated to the north-west of Bromsgrove district; it includes Bournheath village and part of Wildmoor, and has an electorate of 401. The Parish Council was established in 1993 with seven members who meet ten times per year.

The council's aims for seeking community engagement and the outcomes it hopes to achieve are:

Aims:

-  To work closely with residents, businesses and community groups
-  To engage with as many people as possible who want to participate in decision-making, monitoring services and planning for the future
-  To ensure that we actively encourage the involvement of residents, to capture their views and learn their concerns and effectively use those views as an integral part of the decision-making process.
-  To ensure that residents have opportunities to be heard at every stage.

Desired outcome:

-  To create and maintain effective working relationships with all sectors of the community based on trust, openness and constructive challenge via:
 - improved communication,
 - better understanding of the role of Councillors
 - improved engagement with parishioners, with more people feeling that they are involved in decision-making and a higher percentage of people involved in volunteering.
 - improved satisfaction with local public services.

2. Defining the Community

Bournheath Parish Council is one of the many parish and town councils in England.

The community may be defined as consisting of:

- Residents of the Village
- Users of Parish Council Services
- Village Hall Trustees and its users
- The playing field users
- Young people who live in the parish,
- Businesses
- Interest groups, clubs and societies
- Voluntary organisations
- Groups of people defined by a common factor such as age, disability, faith and other groups
- Councillors and public service representatives.

3. Role of Council Members and Officers

The Parish Council has 7 elected members who are identified in the community via newsletters and the website.

Council members communicate with the public and via their attendance at meetings and may provide reports as part of their work such as the role of footpath warden, Neighbourhood Watch Co-ordinator or with relevant committees outside the council.

The role of parish councillor encompasses a number of different roles that embrace a range of activities from the following: development control, environmental work, parish events, involvement with younger and older people, finance, highways, liaison with other parish councils, risk assessment and footpaths management. These roles bring opportunities to discuss the work of the Council with residents and encourage participation and feedback.

The Clerk is the council's paid officer who works from home for 6 hours per week. The Council can be contacted by phone, via the clerk at most reasonable hours, by email and by post.

The Parish Council has appointed self-employed contractors for environmental improvements such as the Lengthsman, who is contracted to carry out minor highways works via the County Council's scheme of delegation, and the grass-cutter who keeps the village verges tidy.

4. Provision of Information to the Community and Opportunities for Community Involvement

- The Clerk is available by phone at most times: Tel 07737 604712 and messages sent by e-mail to clerk@bournheath-pc.gov.uk will be responded to within 2-3 days.
- Members' contact details are no longer published. They can be contacted via the Clerk
- The Parish Council website address is published on the noticeboards and in the newsletters and the site contains all the information an individual might wish to know about the work of the Parish Council and its individuals, including meeting agenda and minutes, policy documents, financial statements, newsletters, annual report and how to contact anyone associated with the Council.
- The council publishes a newsletter once or twice a year detailing what it is doing. This is available on the website, by email and delivered to households in the parish that don't have internet access.
- There is a break in the proceedings at each council meeting to allow the public present to ask questions and raise concerns.
- An Annual Report is prepared and distributed at the Annual Parish Meeting which is hosted by the parish council.
- The Council arranges events to support community cohesion, such as coffee mornings.
- The Council regularly liaises with councillors representing the parish area on Bromsgrove District and Worcestershire County Council.
- Feedback is sought at all times.

5. Involvement with Partnerships.

The council has a representative on the following:-

- Bournheath Village Community Centre Committee
- Worcestershire Association of Local Councils, Bromsgrove Area Committee meetings.

This Statement of Intent for Community Engagement was approved for issue at the Parish Council meeting held on 08/04/2022

Date of next review: April 2024
