

COMMUNITY ENGAGEMENT STATEMENT OF INTENT

Aims and Objectives

Broadclyst Parish Council is an open and transparent Council, which values the opinions of the community which it serves. It has in the past, and will continue to do so in the future, listen to the needs and concerns of that community, and will do everything within its power and financial constraints, to make Broadclyst Parish a better place to live and work, constantly striving to work on behalf of parishioners on issues that matter to its residents, communities, stakeholders, and local businesses.

Defining the Community

Broadclyst Parish Council represents the best interests of all groups and individuals who work, or live in the Parish. It has excellent working relationships with the National Trust, local community groups, and the two academy schools in the village, as well as the many voluntary groups working for the good of the Parish, thus offering access to the Council, its Members, the Clerk and the administration team to as wide a cross section of the community as possible.

Provision of Information to the Community

Broadclyst Parish Council has many avenues through which it communicates with its community. These include:

- Contact details of all Councillors and the Clerk are published on notice boards, website, and in the Broadsheet.
- A parish web-site containing all the information an individual might wish to know about the work of the Parish Council including meeting minutes, policy documents, financial statements, annual reports and how to contact anyone associated with the Council. It also includes links to other organisations including the principal authority.
- The council produces the 'Broadsheet' (parish magazine). This is delivered free to every household in the parish, can be downloaded from the website, and is also available from shops and other premises across the parish.
- Publishing of agendas and other information on the main notice board in Broadclyst for all Council and committee meetings, with localised notice boards containing contact details and meeting schedules.
- Publishing of minutes on the Council web site for all Council and committee meetings.
- The Parish Council's involvement in the Annual Parish Meeting.
- The annual External Audit offers the opportunity for questions to be asked about the latest Statement of Accounts. A synopsis of the financial accounts is published within the Annual Report.
- The council is supporting the production of the Broadclyst Neighbourhood Plan.

Opportunities for Community Involvement

Broadclyst Parish Council will make every opportunity available to the electorate to ensure excellent community involvement. These will include the following method:

A public forum session at every Council meeting, where the electorate can raise issues in relation to the business on the agenda or request matters to be discussed at a subsequent meeting.

Opportunities for Formal Representations to the Council

This "Statement of Intent" has elsewhere listed the many opportunities that exist for the public to make formal representations to the Parish Council. Issues received in writing, providing they are received before the deadline for closure of the agenda (10 working days before the date of the meeting), are included as a stated item on the next agenda.

It is a target that correspondence received from a member of the public is at least acknowledged, wherever possible, within five working days.

Involvement in Partnerships

The Parish Council encourages and supports public meetings organised by Devon County Council, East Devon District Council, Devon and Cornwall Police, the Health Authority, and other organisations/stakeholders where they feel information should be made available to the residents of the Parish.

Role of Council Members and the Clerk

As an open and transparent Parish Council, both Members and the Clerk seek to offer a high quality professional service to all whom they serve. Both Members and the Clerk are keen to maintain relevant Codes of Conduct in their business, and see the community as "customers" rather than an electorate.

Specific Areas for Community Involvement

Where there is a specific issue, or a new project, that the Parish Council wish to consider, it is of value to the Parish Council to seek the views of the community who will be most affected. The residents of the Parish can have confidence that their "voice" will be heard, and that the Council will work with the community to reach a common goal.

This Statement of Intent was formally adopted by Broadclyst Parish Council and approved for publication at its meeting on 7th December 2015

Signed:

Chairman: Cllr Chris Pepper

Vice Chair: Cllr Henry Massey

Chair of Finance: Cllr Ian Wollacott

ALL DOCUMENTS AVAILABLE IN LARGE PRINT BY REQUEST