



# Hesketh with Becconsall Parish Council

## Policy Document

### COMMUNITY ENGAGEMENT

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#### 1. What do we mean by Community Engagement?

Community Engagement is about giving people a voice and involving them in the decisions that affect them and their community. It is about the development of relationships and clear communication to deliver better services and projects

#### 2. Our Aims

We are committed to engaging the residents of Hesketh Bank and encouraging their participation in decision making to secure better services and create a more active and involved community.

We will do this by:

- Working closely with residents, businesses and community groups;
- Engaging with as many people as possible who want to participate in decision-making, monitoring services and planning for the future.
- Using a wide range of approaches to public involvement and community engagement to capture the views of residents and learn of their concerns and effectively use those views as an integral part of the decision-making process;
- Ensuring that residents have the opportunity to be heard at every stage, and to develop the capacity to be effective citizens.

#### 3. Objectives

We will develop a Community Engagement Strategy which will identify a range of measures by which we intend to engage more openly and constructively with local stakeholders. These measures will be developed by agreement with those members of the Community who wish to be involved in the review of the Parish Plan (Neighbourhood Plan). Once agreed, the measures will form the basis of an Action Plan which will incorporate objectives which are specific, measurable, achievable, realistic and time scaled (SMART). Individual responsibilities and accountabilities for these actions will be identified where possible.

#### 4. Defining the Community

Hesketh with Becconsall is a rural Parish situated in West Lancashire. The Principal Authorities are West Lancashire Borough Council and Lancashire County Council. In 2016 there were about 1,700 residential properties accommodating over 4000 residents.

The community may be defined as consisting of residents of the parish; and

- Community Centre Trustees & its users,
- Head Teacher, Staff and Governors of All Saints Church of England Primary School,
- Young people who live and/or go to school in the parish or neighbouring parish,
- Retail and other Businesses in the community and stakeholders.
- Interest groups - clubs and societies.
- Church Groups,
- The Farming Community,
- Groups of people defined by a common factor.
- Councillors and public service representatives including Council Staff.



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#### Role of Council Members and Officers

- The Parish Council is non-political with 11 Councillors identified to the community, via newsletters, the website, social media and published in the Council's annual report.
- There is one Officer of the Council, who covers the entire spectrum of the council work. Members of the public are welcome to communicate with the Clerk by letter, e-mail: [Clerk@HeskethBankCouncil.uk](mailto:Clerk@HeskethBankCouncil.uk) FAX: 02030-511 934 or Telephone: 01772-812 681.

#### Provision of Information to the Community

- Messages can be left either by telephone voicemail, FAX or email.
- The names addresses of all the Councillors are published on the WebSite, Notice Boards and in the "Love Hesketh Bank" newsletter.
- The Parish Council website address is also widely publicised. The site contains all the information an individual might wish to know about the work of the Parish Council, including meeting agenda and minutes, policy documents, financial statements, annual reports and how to contact anyone associated with the Council.
- The council publishes the "Love Hesketh Bank" newsletter quarterly and this is delivered to households and business within the parish and made available at Top Shop, Booths and All Saints School.
- Information, such as Agenda of meetings, is displayed on the Parish notice boards around the parish.

#### Opportunities for Community Involvement

- It is recognised that members of the community may wish to engage with the Council at different levels - from the occasional email or letter with a suggestion on how a service could be improved, to regular attendance at a Council meeting.
- Parish Council meetings are open to the public and there is a public forum early in the Agenda of each normal council meeting.
- The council undertakes consultations by questionnaire and public meetings as appropriate, for specific issues. Further opportunities will be identified within the Community Engagement Strategy
- Active feedback is sought and people are encouraged to participate in local affairs with specific local issues being explored from time to time using a range of communication techniques which we intend to expand as part of our strategy development.

#### Involvement in the Community

The council currently has a representative(s) on the following:

- Lancashire Playing Fields Association
- The Layfield Charity
- Village Community Centre Trustees
- The Hesketh Bank PALS
- West Lancashire Council for Voluntary Services
- One West Lancs

**Further opportunities to expand our involvement in the Community will be explored as part of the review of the Parish Plan and the development of the Community Engagement Strategy**



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#### Contact the Parish Council:

**Clerk to the Council:** Ian T Cropper, Providence Place, 125 Roe Lane, Southport PR9 7PG, Telephone: 01772-812681 or E-mail: [Clerk@HeskethBankCouncil.uk](mailto:Clerk@HeskethBankCouncil.uk)

The Office is open on a part time basis (*Normally Monday, Tuesday and Wednesday mornings only although this is frequently varied to cope with needs of the Council*). A voice Mail facility exists for messages to be left for the Clerk who will respond on his return or via the Parish Council Website: <http://www.HeskethBankCouncil.uk>

This Statement of Intent for Community Engagement will be reviewed annually.

*This Statement of Policy was adopted on 13<sup>th</sup> October 2014 by Resolution 35/2014*

*Document Ratified by Resolution 40/2015 12<sup>th</sup> October 2015*

*Document Ratified by Resolution 43/2016 14th November 2016*

*Document Ratified by Resolution 40/2017 13th November 2017*

Ian T Cropper  
*Clerk and Proper Officer*