Community Engagement Strategy

Frampton Cotterell Parish Council is committed to working with the community to provide a high level of services and amenities within the village. This document sets out the Councils strategy on how it will communicate with you. It recognises the need to ensure that all members of the community are involved and will seek ways to engage with everyone. It will encourage everyone to participate fully in the decision-making process and commit to listening to what is said and at on feedback. The Council will ensure it keeps everyone informed of the activities and local issues.

Who will the Council engagement with?

Within the parish of Frampton Cotterell:

- Residents
- Village voluntary groups
- Clubs, societies and organisations
- Local businesses
- Local primary schools
- Local Churches
- Harder to reach groups, this would include senior residents, young people and disability groups

Wider groups and organisations:

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

What are the Councils aims and how will it achieve them?

To communicate information clearly and concisely by:

- Providing updates on our website, our Facebook page and the Village Facebook page (known as the blog)
- Use of the village notice boards in six different locations around the village
- Surveys via the website and Facebook page and Village Facebook page, banners and the Frome Valley Voice issued monthly
- Website and newsletter issued four times per year
- Publication of all meeting agendas and minutes on the website and notice boards

Adopted at Finance & Governance Meeting
May 2024
Review Date May 2025

- Public access to the Parish Council Office Monday – Friday
- The Councils logo will be used 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 residents and can answer questions and queries as they arise. The Clerks contact detail are widely publicised. Contact can be made by phone, email or by visiting the Parish Office.

Parish Council Meetings – Full Parish Council meetings, committee meetings and working group meetings are open to the public. Agendas are published in advance on the Councils website and on the notice boards. A full year's schedule of meetings can be found on the website.

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

Public Consultation – A consultation/survey will be distributed for completion 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/surveys will give residents the opportunity to respond both online or by scanning a specially generated QR code or through completion of a paper copy.

Annual Parish Assembly -The Annual Parish Assembly 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. The Council believes that its community groups also have a part to play, they will also be involved in the annual meeting.

The Councils additional ways to communicate with its residents – To ensure that its reaches everyone and the community is aware of local news and ongoing plans for the village it will use several different mediums:

- Social media, Facebook, X *(formally known as Twitter)* and Instagram
- Parish Council website
- Parish Council noticeboards
- Quarterly newsletter
- Frome Valley Voice
- Online surveys
- Posters and notices

This Community Engagement Strategy provides a framework for how Frampton Cotterell will communicate and engage with parishioners and other organisations. It will be reviewed annually and updated if necessary.