



107 Morris Drive  
Billingshurst  
West Sussex  
RH14 9ST  
Telephone 01403 784985  
Mobile 07584 308 408  
Email: [clerk@nuthurst-pc.co.uk](mailto:clerk@nuthurst-pc.co.uk)  
Web: [www.nuthurstparishcouncil.co.uk](http://www.nuthurstparishcouncil.co.uk)

## NUTHURST PARISH COUNCIL STATEMENT OF INTENT AS TO COMMUNITY ENGAGEMENT

Date Adopted	Minute Number	Review Date
Oct 2018		Jun 2020
June 2020	051-20/21	June 2021
September 2021	100-21/22	September 2022
September 2022		

### 1. Introduction

1.1 The council aims to provide services of high quality and to represent the interests of its residents throughout its area. This statement outlines the council's intentions with regard to community engagement.

### 2. The community

2.1 The council is directly responsible to the people of its area, who collectively form the community. Within the community, there are a variety of different bodies and the council must therefore relate closely to those bodies as well as the community as a whole.

2.2 The different bodies making up the community are likely to include:

- Businesses and their representative bodies
- Those who use the services provided by the council, whether residents or not
- Non-residents working in the village
- Visitors, whether tourists or those using the village's facilities and shops
- Voluntary groups including church and youth organisations
- Schools and other educational establishments
- Other statutory bodies providing services within the council area

### 3. Aims and objectives

3.1 The council aims to ensure that residents and the bodies making up the community are appropriately involved in the decision making process, particularly in relation to the provision of services and facilities. Whenever possible and practical, the council will encourage the involvement of community members in order to identify their needs and concerns.

3.2 To this end, the council will maintain and develop effective working relationships with all sectors of the community in the expectation that this will lead to:

- Improved satisfaction with public services in the area
- A greater sense within the community that people are involved in decisions which affect them

- Greater awareness within the community of the role and responsibilities of the council

#### **4. Opportunities for community involvement**

4.1 The council will engage with the community by providing:

- A website [nuthurstparishcouncil.co.uk](http://nuthurstparishcouncil.co.uk) which includes a wide range of information and how the community can contact the council or councillors
- An Annual Report summarising the council's activities for the year and providing details of the council's financial position
- A timetable of council and committee meetings and encouraging public attendance
- Details of agendas for all council and committee meetings on noticeboards throughout the village, as well as on the council website and Facebook page.
- A period of time during council and committee meetings for questions from members of the public
- Minutes of all council and committee meetings on the council website
- Nominated councillors as representatives to outside bodies with interests affecting the area
- The organisation for the Annual Parish Meeting, which is open to all residents

#### **5. Opportunities for formal representation to the council**

5.1 The council may appoint advisors on specific areas of activity where their expertise would assist the council in its decision making, but equally welcomes public participation at council and committee meetings.

5.2 On a day to day basis, the Clerk (or other nominated officer) is generally available to discuss matters of interest or concern.

5.3 From time to time particular topics arise which are of sufficient community wide interest to justify the organisation of a public meeting, and the council will make arrangements for such meetings to be held in a suitable location should such a situation arise.