

Birdingbury Parish Council

Community Engagement Policy

Adopted by the Parish Council on 17.07.23

Review date July 2025

1. Aims and Objectives

Community Engagement is the process by which community organisations and individuals build ongoing permanent relationships for the purpose of applying a collective vision for the benefit of the community.

The Parish Council aims to engage with all residents, voluntary groups and businesses in the Parish to consult and involve them in the decision-making process. This will involve:

- Informing the community of policy directions from government
- Consulting the community as part of a process to develop government policy, or build community awareness and understanding
- Involving the community to ensure that issues and concerns are understood and considered as part of the decision-making process.
- Collaborating with the community by developing partnerships to formulate options and provide recommendations

Empowering the community to make decisions and to implement and manage change.

2. Defining the Community

Birdingbury is a rural parish to the east of Southam. The principal authorities are Rugby Borough Council and Warwickshire County Council.

The community may be defined as consisting of:

- Residents of the Village
- Users of Parish Council Services
- The users of the Birdingbury Club
- The users of the Recreation Ground
- Church Groups

3. Provision of Information to the Community

The Parish Council will inform all sectors of the community of all their activities through the publication of Minutes of Meetings, Agenda for Meetings, Annual Reports, Newsletters, public notices, including consultation of Local Development Frameworks, Local Plan, Planning Applications, and all matters relating to the organisation, administration and finance of the Parish Council.

Information will be made available via:

- Parish Notice Board
- Report within Birdsong Magazine
- Annual Reports
- Public Meetings
- Annual Parish Meetings
- Minutes of Parish Council Meetings
- Parish Council Website

4. Opportunities for Community Involvement

Agendas for meetings are published on Notice Boards at least 3 days before the meeting itemising all items for discussion or consideration. Just after the start of the any Parish Council meeting, residents can address Parish Councillors with their views, on any matter of concern.

Contact with the Clerk is available via email and telephone.

Contact details for all parish councillors is on the parish council website and on the Parish Council noticeboard within the village. on the website.

Where important issues have been identified, public meetings will be held inviting resident participation.

5. Opportunities for Formal Representation to the Council

Residents, community organisations and businesses are encouraged to send written representations to the clerk at least 10 days before the date of the next meeting. These representations will be included on the Agenda for the next meeting and copies sent to all Councillors. After formal discussion, the applicant will receive a written response of any decision or action taken by the Parish Council.

6. Involvement in Partnerships

The Parish Council is actively involved in community organisations and activities and some Councillors are from time-to-time Trustees or Elected Members of those organisations. These include:

- The Birdingbury Club

7. Roles of Council Members and Officers

Councillors and the Clerk engage with the community by inviting members of the public to attend Parish Council meetings and setting time aside just after the start of the meeting for public questions or comments.

Contact details for the Clerk and Councillors are available on the Parish Council notice board, and on the website.