



Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

DRAFT Minutes of Meeting of the Communications and Community Engagement Committee on Monday 23rd January at 7.30pm at River Bourne Community Farm

Councillors present: Waller (Chair), Barker, Hayes, Jones

In attendance: Deane - Parish Clerk PC, Brain - Communications & Community Engagement Officer CCEO

In attendance remotely via zoom: Mason (member Parish Environmental Action Group). Minutes taken by CCEO.

Meeting Opened at 7.30pm

CCE.23.001 **Apologies** None

CCE.23.002 **Declarations of Interest** None

CCE.22.003 **Approval of minutes**

Resolved to approve the minutes of the meeting held on 03 Nov 2022.

CCE.23.04 **Matters Arising** from previous minutes and action list
Christmas cards were discussed and suggested that next year Parish Cllrs sign the cards for the PN delivery volunteers and any other volunteers in their Ward. Suggested writing to volunteers at CHCP as well and people who have done the Parish a service, Speedwatch team etc. Cards to be printed for November 2023.

ACTION CCEO

Suggested we develop a rolling calendar /monthly schedule of year ahead of regular events for whole council - using Clerks Year template. **ACTION Clerk**

The budget allocated for CCE programme in 2023 inc. the website and love your parish campaign is £7,870.00

The new meeting date of third Monday in Month was approved by all present and the time of 7.30pm going forward.

ACTION LIST:

CCE384: Communications Policy has been approved by full council. Safeguarding & Child Protection Policy to go next Council Meeting on Feb 20, 2023.

CCE399 Arranging a meeting regarding issues of CHCP: liability for assets, net gain, reporting, fundraising, earlier meeting agendas to be discussed with the Land Trust at upcoming meeting and at Quarterly meeting. Concerns have been raised by residents regarding contractors and workers on the Imperial Homes site blocking the rights of way gate from Saunders Avenue field. Cllr Waller was given a contact for residents to complain to but there have been Issues with FB admins not approving posts. PC has a site meeting with Imperial Homes and will raise these concerns alongside alleged dumping of spoil onto Country Park Trail.

ACTION Clerk

Memorial Policy, regarding decoration of a memorial tree planted in the CHCP was discussed. Parish Clerk to ask the Countryside and Greenspace Officer (CGO) at the Land Trust to send a copy of the Memorial Policy and ask the family to adhere to do this. Can we ask the CGO to provide an article for our next newsletter covering the memorial policy in regard to the CHCP. **ACTION** Clerk

CCE.23.05 Love Your Parish

We will be celebrating Play Park and Outdoor Gym openings this spring. A discussion was held around how best to engage people regarding the identity of the Parish. It was agreed that the 'Head, Heart, Bin, Bag' exercise is a good vehicle to engage with residents and get feedback. CCEO to create a visual version for events and organise a related competition via 200 issue of Parish newsletter. To be reviewed at the May Meeting. **ACTION** CCEO

CCE.23.06 Website

Update: CCEO will be taking photos of all councillors prior to our meeting for the website. Website will go live around the start of March. Images for banner will reflect all areas of parish. Plan to get drone images for website. **ACTION** CCEO

Discussion of Litter Picks and raising awareness of keeping community spaces litter free. Laverstock & Milford Litter Wombles (MAPG) works well as an organising group, Cllr Barker has had some success inviting dog walkers in Old Sarum to take a bag and clear up litter blown by recent bad weather and high winds. UKHSA advice still says don't litter pick.

CCE.23.07 Review of remaining work priorities

All present happy with this. Discussed Coronation Cup (work in improving the environment) for primary schools but no school has yet responded to CCEOs emails. CCEO will try again via School Governors. 5k agreed in budget for youth engagement. Community First will be running a pop-up event at Hampton Park Pavilion on Feb 14. **ACTION** CCEO

CCE.23.07.2 Newsletter

Could there be something in the PN about why Wiltshire Council have demolished Sycamore Drive? CCEO circulated some examples of comments and responses. **ACTION** CCEO

CCE. 23.07.3 Parish Action Plan

The Parish Clerk is still shaping the Plan. 'Community events' has been added and Love Your Parish subsections under no. 7 - Communications 'to improve communications and work collaboratively with residents'. Parish clerk agreed to look at improving presentation for monthly reports and summaries, and an accessible published format for the Annual Meeting and website. The committee resolved to take on the following areas of responsibility: Youth Provision / Councillor recruitment; retention, succession (link a campaign into Love Your Parish) / Website / Social Media / Newsletter / Community Events & Love Your Parish. **ACTION** Clerk

CCE.23.08 Officers Report

Cllr Waller reported a NALC invitation to submit short videos of women councillors as part of International Womens’ Day. CCEO to film Cllrs Waller, Barker & Jones. Re-discussion of images for website and message we are giving. GM suggested using the outline map of the parish. All agreed this was an excellent idea.

ACTION CCEO

Cllr Barker asked about the Longhedge Swale , the litter, health & safety concerns and how much it impacts on residents. PC reported that despite site meetings with Vistry no action was being taken, it really is a matter for Planning Enforcement but Wiltshire Council has not been pro-active.

Cllr Barker reported that children are getting buses on the A345 and crossing the busy road to get to Longhedge Estate. The plan is that the school buses should be going into estate but currently the routes are gated. Cllr Jones suggested we put pressure on WC to do something, it was agreed the parish clerk would speak again to Vistry and then Planning Enforcement. **ACTION Clerk**

CCE.23.09 Exempt Business - Exclusion of the Press and Public
No exempt business. Meeting closed at 9.12pm.

NEXT MEETING. The next meeting of the Communications and Community Engagement Committee will be on 27 March at 7.30 pm at Old Sarum Community Centre in the Main Hall

Minutes Approved by

Date