



# Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

## Minutes of the meeting of the Communications & Community Engagement Committee on Monday 26 June at 7pm at River Bourne Community Farm

**Councillors present:** Waller (Chair), Hayes, Lynn

**In attendance:** Deane - Parish Clerk PC, Brain - Communications & Community Engagement Officer CCEO Minutes taken by CCEO. Meeting commenced at 7pm.

**CCE.23.018 Apologies** Cllrs Jones and Barker.

**CCE.23.019 Declarations of Interest** None

**CCE.23.020 Resolved** to approve the minutes of the meeting held on Jan 23, 2023 and April 24, 2023.

**CCE.23.021 Matters Arising** from previous minutes and action list.

- i. 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 October Full Council Meeting to give everyone time to sign and for cards to be delivered in December.
- ii. Timings of Meeting it was agreed to return to a 7pm start time in line with other council meetings.
- iii. Budget. All present satisfied the budget was adequate for planned events and arising opportunities to be catered for

**CCE.23.022 Officers Report** CCEO reported on events attended and planned until September 17<sup>th</sup> 23. The consultation on Sycamore drive had been attended by forty parents and children, Cllrs Baker and Waller and the PC. Feedback was positive and a few tweaks had been made to the design as a result. The Play Park celebration of St. Lukes and St. Peters was well attended by pupils, staff and parents from Greentrees Primary School with Cllrs Baker, Jones and Waller, assisted by the PC, CCEO and Operations Officer and three A'Level Politics students from South Wilts Grammar School. The CCEO has also worked with Abri (Housing Association) to run a three-stage litter campaign in Old Sarum and Longhedge, and worked with Abri on the opening of the Community Pantry at Old Sarum and Longhedge Community Centre (OSLCC). All three have been well attended and supported by volunteers from the Parish Environmental Action Group (PEAG) and Footpath Wardens.

Comments on the website – Cllr Waller finds it difficult to find documents for current meetings. PC reported that the staff are holding the planned six monthly website audit to compile a snagging list for the website. CCEO added that Cllrs will be asked to review it also, bearing in mind the website needs to be accessible to different groups of users who are looking at different areas of it. There is also the need to keep it readable on mobiles versus computer screens.

# Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

**CCE.23.023 Newsletter** The CCE reported that issue 200 contained an extra four pages containing articles designed to highlight the need for more councillors, articles on past chairs and written by past chairs. The CCEO has invited PC Rachel Gunn to write a regular article for PN and is encouraging a young cub reporter to engage with local sports clubs and write about their experiences. Cllr Waller suggested they approach Laverstock Sports Club next to write about Girls Football or Cricket teams.

## **ACTION CCEO**

The new Operations Assistant, will be taking on the delivery of the PN when he starts.

**CCE.23.024 Love Your Parish** The CCEO has purchased a Parish Council Gazebo featuring the names of all the communities that make up the Parish. It has already been used for an open air meeting of the PEAG and an event at Bishopdown Farm. The Community Pantry project currently has 40 subscribers (and rising) from Old Sarum and Longhedge and the CP committee have agreed to open up to all residents of the parish. The new Centre Manager from OSLCC is actively engaging with community groups and will be joining CCEO at summer events to promote the Community Pantry Project. The PEAG and Footpath Wardens will be holding an audit of published Parish Walks. The CCEO is involved in planning and delivering two summer events one at Bishopdown Farm on August 28 and a second Castle Hill Community Day on September 17. Abri are holding a community day at Bishopdown Farm on August 17, the PC will be attending and the gazebo will be loaned to the Community Police Team. Cllrs discussed the report by LLC commissioned as part of a staff pay review and asked the PC to quote from it regarding CCE activity

*"Laverstock and Ford Parish Council understands the importance of community involvement and engagement, it is encouraging to meet a council that is willing to listen and be guided by its community. This commitment is evidenced by the role of the Communications and Community Engagement Officer. In addition, the Operations Officer can explain and discuss his work with parishioners. It is also one of the elements of the Councils strategic plan. Council Officers are commended for arranging weekly catch-up meetings, working part-time, and often in the field rather than the office, regular liaison with colleagues is obviously important and time-well spent ... Although a relatively small council, in a relatively quiet corner of Wiltshire in many ways Laverstock and Ford Parish Council exemplifies the modern parish council and its initiative within its community."*

The councils embrace of social media as a communication channel was also mentioned and CCE stated that although sometimes infuriating, it was proving a useful way of engaging residents regarding issues of anti-social behaviour, litter, and delayed delivery of projects. It was agreed to ask at full council whether plans to scope a re-naming exercise were necessary given the results of the past years work on community engagement as expressed in the report.

**ACTION PC** It was also agreed to capitalise on the positive content of the report by asking people to nominate the Parish Council for a NALC Star Award.

**ACTION Cllr Waller**

# Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

**CCE.23.025 Exempt business.** Cllr Waller announced that they would stand down as Chair of the CCE committee at the next AGM.

**Meeting closed at 8.30pm.**

**NEXT MEETING** The next meeting of the Communications and Community Engagement Committee will be on September 25<sup>th</sup> at the River Bourne Community Farm.

**Minutes Approved by**.....*Wesley Waller*.....

**Date**.....*27th Nov 2023*.....