



# Chelveston-cum-Caldecott Parish Council Northamptonshire

## Community Engagement Policy (Ver. 3)

### Aims:

- To allow the Council to interact (i.e. a two way conversation) with local residents, businesses, organisations and community groups operating within the parish;
- To engage with as many people as possible who want to participate in decision-making, monitoring services and planning for the future;
- To ensure that, by getting closer to the community and being accessible to all groups, local democracy is enhanced;
- To ensure that through the use of a wide range of approaches to public involvement and community engagement, the Council actively encourage the involvement of residents, to capture their views and learn their concerns and effectively use those views as an integral part of the decision-making process;
- To ensure that residents have the opportunities to be heard at every stage, and the capacity to be effective citizens.

### Objectives:

The desired outcomes are -

- Improved communication.
- More residents understanding the role of Councillors and getting the best effect.
- Improved engagement with the local communities, with more people feeling that they are involved in decision-making and a higher percentage of people involved in volunteering.

### The community:

Chelveston-cum-Caldecott is a rural parish situated next to the Bedfordshire/Northamptonshire border, consisting of the village of Chelveston and the settlements of Caldecott and Chelston Rise.

### The Parish Council:

The Council consists of 7 Councillors, who are either elected by, or co-opted from, the community. There is one employee (the Clerk), who covers the administration and operation of the Council in accordance with the Council's democratic decisions.

### Exchange of information between the Council and the community:

The Council will continue to exchange information by a variety of means, so as to reach a wider section of the local community. This includes -

- The Councillors are all known to their community and can be contacted directly. Several are supporters of the *Star & Garter* PH where they will frequently engage with the community.
- The names and addresses of all the Councillors are published on the Council website, in the Parish Newsletter and in the Annual Report.
- Messages can be left 24/7 either by telephone or email.
- Some Councillors participate in local community Facebook or WhatsApp groups.
- Members of the public are welcome to make appointments to meet at mutually convenient times/locations (including the Village Hall).
- The Council website address is widely published and the site contains a wealth of information that one might wish to know about the work of the Council, including meeting minutes, policy documents, financial statements, Annual Report and how to contact the Council.
- The Council prints the Parish Newsletter on a bi-monthly basis, plus an Annual Report, and these are delivered to free to every household within the parish.
- Information, such as agendas of meetings, is published on the three noticeboards around the parish, and on the web site.
- The North Northamptonshire Council (NNC) ward members are invited to attend every Council meeting.



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## Opportunities for community involvement:

It is recognised that members of the community may wish to engage with the Council at different levels. The Council encourages the community to participate by -

- Attendance at Council meetings, as there is a public forum at the start of each meeting.
- Email, letter or phone to the Clerk or Councillors.
- Responding to a Council social media Twitter post ([@ChelvestonPC](#)).
- Attendance at the Annual Parish Assembly, which is held between 1<sup>st</sup> March - 1<sup>st</sup> June.
- Responding to the Council consultations through email polls, public meetings (as appropriate), and the village appraisal questionnaires.

## Supporting community organisations internet presence:

The Council operates on two internet domains, one with a number of sub-domains. To assist local charity and not for profit community organisations to be more accessible to the local community, the Council will allow them to use the Council's chelveston.org.uk sub-domains, to reduce their operating costs, so long as their use of these sites does not bring the Council into disrepute. The sites currently include –

[www.chelveston-pc.gov.uk](http://www.chelveston-pc.gov.uk)

[www.ndp.chelveston.org.uk](http://www.ndp.chelveston.org.uk)

[www.villagehall.chelveston.org.uk](http://www.villagehall.chelveston.org.uk)

[www.wi.chelveston.org.uk](http://www.wi.chelveston.org.uk)

[www.windfarmtrust.chelveston.org.uk](http://www.windfarmtrust.chelveston.org.uk)

[www.foulgertrust.chelveston.org.uk](http://www.foulgertrust.chelveston.org.uk)

The Council website, including the parish history.

The archived NDP Working Party site

The Chelveston Village Hall

The Chelveston WI

The Chelveston Wind Farm Community Benefit Fund

The Michael & Christine Foulger Charitable Trust

## Involvement with community organisations:

The Council has one or more representatives on the following –

- The Community Events Committee (aka the Events Team).
- The Educational Foundation of Abigail Bailey and Ann Levett (aka the School Trustees)\*.
- The James and Thomas Sawyer Charity\*.
- The Chelveston Wind Farm Community Benefit Fund Trust\*.
- The Michael & Christine Foulger Charitable Trust\*.
- The Chelveston Allotment Association.
- The Society of Local Council Clerks (Northants branch executive).
- The Parish Path Warden scheme (Northants Highways).
- The Police Liaison Representative scheme (Northants Police).
- The Strategic Town & Parish Council Forum (of NNC).

\* = as a Charity Trustee

The Council will provide a representative, where requested, to any organisation that works or operates within the parish, where such representation will be beneficial to both parties and furthers local community involvement.

This Policy was updated to Issue 3 and adopted by the Council on 13<sup>th</sup> December 2021 under resolution M2111.12.

Signed:  
Chair of the Parish Council

Signed:  
Clerk to the Parish Council

Date:

Date:

This policy will be reviewed annually in September, unless changes in legislation require it to be reviewed sooner.