



Community Engagement Policy

Adopted 10/06/2019

Version:	Date Approved:	Review Date:
1.0	10/06/2019	01/11/2020

1. Introduction

- 1.1. Pembury Parish Council recognises the need to consider the impact of its actions on others and the surrounding environment.
- 1.2. The Parish Council considered that the community of Pembury comprises:
 - 1.2.1. All residents of the parish
 - 1.2.2. All users of Council services
 - 1.2.3. All those who work or own businesses in Pembury
 - 1.2.4. All voluntary organisations, clubs and societies in Pembury.
- 1.3. The Council recognises that other bodies are crucial to the quality of life in Pembury and will maintain strong working relationships with Kent County Council, Tunbridge Wells Borough Council, the Police and other Town and Parish Councils.
- 1.4. The Council defines communication as the process of informing the community about decisions that have been made or the passing on of information.
- 1.5. The Council defines engagement as involving the community to help form opinion and review decisions.
- 1.6. The Council is always open to receiving both positive and negative feedback and has a commitment to encouraging the community to engage with the Council.

2. Communication

- 2.1. The Council website is the primary source of information on the Council for the community and will be kept up to date with content routinely monitored. The Council aims to actively publish a wide range of information on the council and its activities.
- 2.2. The Council will make the best possible use of Social Media in line with the Council's Social Media policy.
- 2.3. The Council will utilise noticeboards at the Parish Office.
- 2.4. The Council will continue to publish its quarterly newsletter, the Pembury Village News, delivered to the homes of all residents.

3. Engagement

- 3.1. The Council shall continue to set aside time at every Council and Committee meeting for members of the public to address the Council.
- 3.2. The Council shall continue to appoint members to represent the Council on community organisations as requested.

3.3. The Council shall continue to utilise social media and its website for receiving and responding to comments from the community.

4. Consultation

4.1. When the Council is seeking views on a specific project or idea, it will consult with the community.

4.2. The Council will open consultations to specific stakeholders only or to the whole community as it appropriate.

4.3. Consultations will be publicised as widely as possible and will have a defined end date for submissions.

4.4. The Council shall consider the format of the consultation which may include:

4.4.1. Open consultation on the Council website

4.4.2. Direct consultation e.g. letters / leaflets / social media

4.4.3. The use of consultation engagement events e.g. public meetings, exhibitions and stalls at events.