



# Pershore Town Council

## STATEMENT OF INTENT AS TO COMMUNITY ENGAGEMENT

### **Aims and Objectives**

Pershore Town Council appreciates that whilst its members are elected by the community it has a responsibility to inform its electorate of the issues it is currently addressing and those it intends to address in the future.

It is intended that by informing residents of what is to be debated and how they may comment, residents may feel able to participate in the decision making process by making their views known through a variety of media and personal contact. This will ensure that the Council's decision-making processes are adequately informed and that members are aware of the changing needs of the community.

Using all various types of media, the Council involves all sectors of the community particularly the young, elderly, hard to reach groups and visitors to the town.

### **Defining the Community**

The community of Pershore comprises all residents and organizations within the town as well as those where the majority of its members live in the town, together with all visitors to the town and those who are employed in the town but do not live there. The Council is also represented on a number of local organizations and pro-actively seeks their opinions on many issues so that harder to reach groups, e.g.: socially disadvantaged, young and elderly feel able to contribute.

Pershore Volunteer Centre  
Riverside Youth Centre  
Vale Public Transport Group  
CAB  
Pershore Town Football Club

The Town Council also runs a Youth Council and many issues concerning the town are debated by the group elected by their peers at Pershore High School

### **Provision of Information to the Community**

Public Notices showing date, time and venue of all meetings to be available, along with agenda in noticeboards, library and web site. Minutes available at library and on web site. Draft minutes are published on the web site within 2 weeks of the meeting taking place in accordance

with the Transparency Code. All documents available at Town Hall. Agenda and minutes sent to local press for information.

Quarterly newsletter updating residents on Town Council issues delivered free of charge through the Evesham Journal as well as being available in the library, town hall, civic centre and some retail outlets.

Annual Report, including how Council funds have been spent during the year available at Town Hall and in Library with a summary in quarterly newsletter and on the web site.

There is direct access available from the web site via email and the Town Council has an information only Facebook page. The Council web site contains all minutes and agenda, information about the council and its members, its finances and policy documents as well as allotments, the cemetery and what the Council does.

Freedom of Information Act scheme published and available in noticeboard and web site identifying how and where any information relating to the Council can be accessed.

### **Opportunities for Community Involvement**

Members of the public are invited to attend all meetings of the Council and its committees with a public section at the start of every meeting. Members of the public are also welcome to call at the Town Hall in person from 10.00 – 16.00, Monday to Thursday, 10.00 – 13.00 Friday. Invitation to the annual Town Meeting with opportunity for all members of the community to speak and bring matters forward for the Council to consider.

The Town Council is involved in various events in the town, including in particular the Plum Festival, Carnival and Christmas Light switch on. The Visitor Information Centre is open at the Library six days a week.

Opportunity to email direct from web site with a response within 24 hours.

### **Opportunities for formal representations to the Council**

Members will decide at a full Council meeting should an issue be deemed to require formal public consultation. The consultation issue and process will be advertised with an explanation of where more detailed information may be found and the deadline for responses.

Such a notice will be published the Monday after the Council meeting at which such a decision is made with responses to the consultation being required the Wednesday, 8 days before the next Council meeting to enable an agenda item for the issue to be included.

Any members of the public wishing to speak on the issue at the meeting to be asked to notify the Town Clerk of their intention by 12 noon of the Tuesday prior to the meeting.

No person may speak for more than 3 minutes and the Chairman has the right to prevent persons restating what a previous speaker has said. No dialogue will be entered into at this stage and the matter will be debated under the agenda item during the meeting.

Any members of the public wishing for an item to be debated at Council is to put forward their request in writing at least one week before the

meeting to enable the Clerk to place it on the agenda. The person requesting such an item may speak to it under the same terms as above.

### **Involvement in Partnerships**

The Town Council is currently involved in partnership working with:

Worcestershire County Council Highways and Street Lighting  
Worcestershire County Council Library services (shared working at the Library now owned by the Town Council)  
Wychavon District Council Planning and Parks  
Various bodies through the Multi Agency Flood Plan

### **Role of Council Members and Officers**

Residents are encouraged to ask questions regarding the role of councillors and the Town Clerk.

Residents are advised that on occasion members may not have the up to date information and in this instance the councillor may require time to allow him/herself to be updated or may refer the resident to the Town Clerk.

Issues relating specifically to County or District Council are directed to those members when possible.

### **Specific areas for Community Involvement**

Large projects having a major impact on any or all members of the community will be consulted upon.

These could include

Transport  
Flooding  
Housing – estates larger than 10 houses  
Leisure facilities e.g.: parks and open space  
Youth facilities  
Plans for the future of the town.