



Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

Meeting of the Communications and Community Engagement Committee held on Wednesday 20th July at 7.00pm

DRAFT MINUTES

Councillors present: Waller (Chair), Barker, Hayes, Jones(from 7.15pm)

In attendance: Brain (Communications and Community Engagement Officer CCEO), Deane (Clerk)

The meeting commenced at 7.00pm.

CCE.22.020 Apologies

Apologies had been received from Cllr Lynn.

Resolved: to accept the apologies received.

CCE.22.021 Declarations of Interest

There were no declarations of interest.

CCE.22.022 Approval of minutes

Resolved: to approve the minutes of the meeting held on 14th September 2021

Resolved: to approve the minutes of the meeting held on 2nd November 2021

Resolved: to approve the minutes of the meeting held on 1st February 2022.

The minutes of the meeting held on 6th April 2022 were not available and will be carried forward to the next meeting.

CCE.22.023 Matters Arising

Action CCE376 – Dates have been circulated of Community Events and this action is now closed.

Action CCE377 – Wiltshire Council continue to advise against organized litter picks post Novichok and this action is closed.

There were no other matters arising.

CCE.22.024 Parish Identity

The CCEO presented a plan to progress the Parish Identity project, suggesting a 'Love Your Parish' campaign, including a competition for residents to submit their comments on what they love about where they live or work. Councillors discussed how to progress the campaign in detail and will identify opportunities to engage with groups.

CCE.22.025 Updating of Policies

The CCEO circulated draft copies of two new policies:-

- i. Social Media & Email Policy to become Communications Policy,
- ii. Child Protection & Safeguarding

The requirement for Disclosure and Barring Service checks for both staff and councillors, as part of the Safeguarding Policy, was discussed. The Clerk will discuss with the Monitoring Officer.

ACTION: CLERK

Councillors were asked to review the policies and feed back their comments by 24th August, to enable draft policies to be presented to Full Council at their September meeting. The CCEO will share an electronic copy for comment. **ACTION: CCEO and Councillors**

**CCE.22.026 Review of remaining work priorities
Social Media & Website**

The CCEO will investigate the provision of a new website.

Community Consultation Strategy

The Love your Parish Campaign will be used to engage and consult with the community.

Newsletter & Parish Action Plan in consultation with Full Council

Timescales for these priorities will be decided at a future date.

CCE.22.027 Community Events 2022

The Family Fun Day previously held in Laverstock is not taking place this year. The Parish Council will be taking part in Picnic on the Green, Bishopdown (28th August – Cllr Rigiani has offered to attend), Old Sarum and Longhedge Fun Day (13th August – Cllr Barker offered to attend) and Castle Hill Country Park Open Event (25th September – Cllr Waller offered to attend). The CCEO will investigate the provision of ‘Love Your Parish’ t shirts.

CCE.22.028 Officers Report

Cllr Barker offered her apologies for the next meeting on 7th September.

CCE.22.029 Exempt Business - Exclusion of the Press and Public

There was no exempt business.

The meeting closed at 9pm.

NEXT MEETING. The next meeting of the Communications and Community Engagement Committee will be held on Wednesday 7th September at Old Sarum Community Centre.

Signed:

Date: