



Studley Parish Council
Minutes of Community Engagement meeting
2nd June 2021, 6:30pm
Council chamber, Studley Village Hall

Committee members present Cllrs J Beard, P Hencher- Serafin, A Smith, C Summers

...and not present Cllrs S Crofts & Z Tolley

In attendance Mrs L Stanton, Assistant Clerk and 1 member of public

- Min #CE01 Agenda item 1 – Election of Chairman**
Resolved to appoint Cllr C Summers as temporary chair just for this meeting as other members of the committee were not present.
- Min #CE02 Agenda item 2 - Apologies**
Apologies were received from Cllr S Crofts & Z Tolley (other commitments)
- Min #CE03 Agenda item 3 - Declarations of Interest**
There were none.
- Min #CE04 Agenda item 4 - Grant of dispensation following DPI / ORI declaration**
There were none.
- Min #CE05 Agenda item 5 - Public Forum**
There were none.
- Min #CE06 Agenda item 6 – Election of Vice-Chairman**
The election of a Vice-Chairman will take place at the next meeting when all members are present.
- Min # CE07 Agenda item 7 – To consider this committee’s Terms of reference.**
There were concerns on **item iii to establish a Studley Parish Council Facebook page**. It was stated that postings on SPC Facebook have not been informative, helpful or even amusing which are the least criteria that should be fulfilled. Some postings have resulted in unwarranted complaints to SPC. If SPC have a Facebook page it should follow the SDC example where content is to provide information and to signpost the user to the Council website. Further discussion should take place when other members are present.
Item vi - in person and online community surgeries and item vii- re-vamp of Annual Parish Meetings will also be deferred until the next meeting. **It was agreed.** Proposed Cllrs P Hencher- Serafin, seconded J Beard voting unanimous to sign the terms of reference but to revisit item 6- iii, vii and g at the next meeting.
- Min # CE08 Items for discussion.**
i) Website that reflects the Council’s work. Guidance notes provided.

The PC current website do not compile with the Public Sector Bodies (Websites & Mobile Applications) Regulations 2018. Proposed Cllrs C Summers, seconded A Smith, voting unanimous that officers to prepare a specification, based on WALC guidance notes, for the website. Also to obtain quotes for a new website and email addresses for Cllrs as a matter of urgency.

ii) Prepare a Community Engagement Policy. Sample policies were circulated.

It was agreed. Proposed Cllr C Summers, seconded Cllr A Smith, voting unanimous that the members will compare the sample policies provided and note points that would suit the needs of the PC Community Engagement Policy. This will be discussed at their next meeting.

No date has been set for the next meeting

Meeting closed : 7:25 pm

Signed
Chairman, Finance Committee

Date.....