



Studley Parish Council Community Engagement & Events meeting 17th November 2021, 7pm Council chamber, Studley Village Hall

Committee members present Cllrs Andrew Clarke, Chairman;
Jill Beard, David Collett, Penny Hunt

...and not present Cllr Phil Hunt

In attendance Cllr Colin Summers *ex officio*
Katharine Walters, Admin Officer; Gill Lungley, Clerk

Min #CE09 **Agenda item 1 –Chairman’s Welcome**
Cllr Andrew Clarke welcomed all to this first meeting of the newly established committee following changes within the council.

Min #CE10 **Agenda item 2 - Apologies**
No apologies for absence had been received.

Min #CE11 **Agenda item 3 - Declarations of Interest**
There were none.

Min #CE12 **Agenda item 4 - Grant of dispensation following DPI / ORI declaration**
Not required.

Min #CE13 **Agenda item 5 - Public Forum**
No representations were put forward.

Min #CE14 **Agenda item 6 – Approval of draft minutes of meeting held 02/06/2021**
Due to change in membership the draft minutes of the previous meeting were noted.

Min # CE15 **Agenda item 7 – Review progress of items from previous meeting.**

a) Committee terms of reference
These were noted.

b) To progress the council’s Community Engagement Policy
Discussed further in the meeting, minute no.

Min # CE16 **Agenda item 8 - Events 2021**

a) Remembrance Sunday Parade 14/11/2021

This had been well organised and was very well attended. It was noted that as no information had been published about the parade starting time that for next year a printed schedule would be made publicly available.

b) Christmas Market / Lights switch-on 26/11/2021

The event is being managed by Studley in Business working with local businesses and community groups. Flyers are to be delivered to all Studley

households; posters have been published and banners are to be installed in 2 public sites.

Concerns about the non-availability of the village hall due to its use as a vaccination centre (although not in use on this day), would mean lack of toilet facilities and the parish council has agreed to ask the hall management committee to consider allowing use of the hall for this. If definitely not available then to consider supporting the event by providing temporary portaloos instead.

Min # CE17 Agenda item 9 - Events 2022

It was noted the events for next year are not particularly limited to the following.

a) The Queen's Platinum Jubilee weekend 2nd – 5th June 2022

This is a national event for which the whole country is gearing up. A Studley working party is being established and the whole community should be given the opportunity to get involved. In the first instance an email is to be issued to all those who take part in events such as the annual parish meeting and the Remembrance Parade, inviting participation.

b) Chairman's Awards Evening, February 2022

Arrangements are to be made for this annual event regarding venue, catering, entertainment and what to award for each of the different award classes, and to include one for 'unsung hero'.

c) Remembrance Sunday Parade 2022

Professional traffic management services were provided this year and it is hoped to build on this year's event for next year.

d) Christmas Market

Members hope to be involved more in next year's event.

e) Welcome Back Fund

The parish council supports using the grant of £5,000 that has been made available via Stratford DC to encourage residents back into the community, for an immersive creative arts project headed up by Aunty Jen Productions. During the spring half term a series of free workshops for local residents of Studley will be run encouraging them to tell the 'story of Studley' through various aspects of creative arts, to include theatre, song, photography, art and filmmaking. Jen will be invited to the next meeting of this committee to provide more detail.

f) Environment

It was suggested that the council could be involved in an event to promote environmental matters and to this end a local spokesman would be invited to attend a future meeting.

Min # CE18 Agenda item 10 – Community Engagement Activities 2022

a) Update on new website

The new contractor, style and layout have been agreed. A council e-mail address is to be available for each council member and can be used with the Chromebooks purchased last year.

b) Plans for social media engagement

The Facebook page is to be resurrected; it will not be the same as, for instance, Studley Matters, but may allow comment that will be managed. Posts will feed through to the parish council website – <https://www.studleyparishcouncil.gov.uk>

- c) **Community Speed Watch**
The council would like to support this community initiative and will contact the local Neighbourhood Watch co-ordinator who had offered use of speed guns. Members of the group will need to be vetted and trained.
- d) **Local Network Group (LNG)**
Cllr Mike Osborne is the council's representative to this group and Cll Phil Hunt will also attend meetings. The next meeting is 25/11/2021.
- e) **Corporate image**
It was noted that representatives of the council are currently anonymous and lack any form of obvious brand or corporate image particularly when on official business. It was suggested members are provided with outerwear eg hoodies, coats, jackets etc. with the council's logo and/or name embroidered on.
- f) **Extending beyond the parish boundary**
It was suggested Sambourne Parish Council could be invited to participate in planning for community events.
- g) **Community Engagement Strategy**
Members agreed a strategy is needed to show to residents what the parish council is doing to improve confidence in the council. An example was circulated and members were asked to consider taking this forward. There is a lot of supporting information online via National Lottery and Locality websites.

The future of the parish council's newsletter was discussed and whether it should be made available online only, or issued via MailChimp for example, or if paper copies are produced should they be delivered to every household, or copies left in specific places to be collected.

- Min # CE19** **Agenda item 11 – Ideas of new events and community engagement activities**
This was discussed above.
- Min # CE20** **Agenda item 12 – Other correspondence**
None
- Min # CE21** **Agenda item 13 – Members to raise items for consideration at next meeting.**
No items raised.
- Min # CE22** **Agenda item 14 – Date and time of next meeting**
The council's schedule is for this committee to meet quarterly, but as events will be happening that need to be planned it was agreed to meet on 15/12/2021, 7pm.

Meeting closed : 8:25 pm

Signed
Chairman, Community Engagement and Events Committee

Date.....