

STATEMENT OF COMMUNITY ENGAGEMENT – ADOPTED JUNE 2009

HARBURY PARISH COUNCIL
UNIT 2, BULL RING BUSINESS CENTRE
CHURCH TERRACE
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Chairman: Dr T Lockley – e-mail: chairman@harbury-pc.gov.uk

Aims and Objectives

Harbury Parish Council aims to serve the entire community of the parish by providing useful services that are value for money. We aim to be both pro-active by anticipating the needs of the community, and responsive to issues that parishioners are concerned about.

Defining the Community

Harbury Parish Council serves the civil parish of Harbury and Deppers Bridge. The Parish Council seeks to engage with all sectors of the community, without privileging any single group, and in particular aims to support village organisations.

Provision of Information to the Community

The Parish Council makes formal minutes available on our website, www.harbury-pc.gov.uk and in hard copy in Harbury Library. A short report of the council's activities is published quarterly in the Harbury and Ladbroke News and the annual report, including summary accounts, is also published in the same magazine and placed on the website. Hard or electronic copies of all minutes and reports are available on request from the Parish Clerk or may be downloaded from the website. In compliance with the Freedom of Information Act 2000, the Council has adopted and published an information scheme which sets out which documents are available and how they can be obtained. A copy of the scheme can be downloaded from the website or is available on request from the Parish Clerk.

Opportunities for Community Involvement

In person: each Parish Council meeting has time set aside at the start for public participation. Members of the public may question the council on any aspect of its activities at this time. Regular councillors' surgeries are held in the village (outside the post office) where parish, district and county representatives are on hand to talk to parishioners. The new Parish Office is staffed four mornings per week.

By phone: the number of the Parish Council is in every issue of the Harbury News and available via the website and there is an answer-phone for calls outside of normal hours.

Online: email addresses for the clerk and councillors are published on the website, in the village magazine and also on the village notice boards.

By mail: to the clerk in the Parish Office.

Opportunities for Formal Representations to the Council

Any member of the public, group or business may make formal representation to the Council via letter or e-mail. Formal submissions will be acknowledged by the clerk and decisions made by the Council will be notified to the relevant persons as soon as possible after the Council meeting. Letters requiring a discussion and/or a decision by full council need to be submitted one week before the Parish Council meeting in order to be considered, otherwise they are held over to the next meeting.

Involvement in Partnerships

The Parish Council is represented on the governing body of Harbury Primary School and on the Village Hall Management Committee. The Chairman of the Parish Council is the President of the Twinning Association.

Role of Council Members and Officers

Harbury Parish Council has a chairman, a vice-chairman, a treasurer who heads the Finance and General Purposes sub-group, and three further sub-groups headed by councillors (planning, environment and properties). There are ten councillors in total, one of whom represents Deppers Bridge. All councillors live in the parish and engage with the community on a daily basis. The entire Council membership stands for election every four years (next due 2012). The Parish Clerk is the only employee and is also the Responsible Financial Officer for the Council.

Specific Areas for Community Involvement

The Parish Council will consult on all major developments in the village, in particular those that affect a large number of parishioners, e.g. new housing, traffic calming, major planning applications.

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