



TEWKESBURY TOWN COUNCIL

COMMUNITY ENGAGEMENT POLICY

Adopted at the Full Council Meeting on 12th June 2023

Version: Final

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Statement of Intent as to Community Engagement

1. Aims and Objectives

Tewkesbury Town Council aims to build on the way it engages and consults on important issues by ensuring that it:

- Represents and promote the interests of Tewkesbury and all its people.
- Works more closely with residents, businesses and community groups, to understand their concerns and effectively use those views as an integral part of the decision-making process
- Engages with as many people as possible who want to participate in decision-making, monitoring services and planning for the future
- Ensures that residents have the opportunities to be heard
- Promotes equality of opportunity and opposes discrimination
- Is open and accountable in all it does (total transparency)
- Supports development which is environmentally, socially and economically sustainable
- Provides services and facilities that are very responsive to community needs

This strategy is part of the council's commitment to creating and maintaining effective working relationships with all sectors of the community, based on trust, openness and constructive challenge.

The outcomes the Council hopes to achieve include:

- Improved communication with the local community
- A better understanding within the community of the role of the Town Council and of its Councillors
- Local people feeling that they are involved in decision making
- Improved satisfaction with local public services/ and the inclusive discussion as to what additional services the council should look to implement

2. Defining the Community

The Council considers the community of Tewkesbury to consist of:

- All residents of the town, including residents of care or residential homes
- All users of the Town Council's services
- All those who work within the town
- All those who own businesses within the town
- All young people who live and/or go to school within the town
- All local voluntary organisations, clubs and societies
- Any group or organisation that represents some, or any, of the above cross sections of the community

Additionally, the Council recognises that there are certain bodies that are crucial to the quality of life in Tewkesbury and aims to maintain excellent working relationships with these bodies, including: Gloucestershire Police, the NHS and

various voluntary care organisations, other tiers of local government, and neighbouring town and parish councils.

3. Provision of information to the community and opportunities for community involvement.

Information provided by the Town Council complies with The Transparency Code and Data Protection legislation.

Information is provided by the Town Council to the community in a number of ways, including via:

- The Town Council offices; Town Hall, High Street, Tewkesbury GL20 5AL, are open to the public on Monday to Thursday between 9.30am and 3pm, providing a wide range of information both on Council services and other Tewkesbury activities and issues
- The Town Council's website www.tewkesburytowncouncil.gov.uk which provides comprehensive information on the work of the Town Council.
- The Town Council's social media pages on Facebook "Tewkesbury Town Council" and "Watson Hall" and "Severn Ham" and via Twitter @TewkTownCouncil
- Various notice boards around the town which are used to display agendas for Council meetings and contact details for local councillors as well as other information of interest to the local community
- The Town Council's Newsletter, which is published three times a year and available from the Town Council offices, local library and online
- Public meetings, called to gauge public opinion concerning important issues affecting the town
- A general understanding that the local community is welcome to attend council meetings and that time for public participation is provided for on the agendas

4. Opportunities for Formal Representations to the Council

Formal representations to the Council may be made at any time in writing to the Town Clerk or at a Town Council/Committee Meeting.

5. Involvement in Partnerships

The Town Council often works in partnership with other organisations such as Tewkesbury Borough Council, Gloucestershire County Council, the Police, the Environmental Agency, Severn Trent, local schools and many voluntary and charitable sectors.

The Town Council is also actively involved with the following local organisations:

Trustees of Tewkesbury Museum

Tewkesbury Commoners

Tewkesbury in Bloom
Tewkesbury Christmas Lights
Tewkesbury Medieval Festival
Tewkesbury Big Weekend
Gloucestershire Association of Parish & Town Councils (GAPTC)
Society of Local Council Clerks (SLCC)
Gloucestershire Chartered Parish Group (run by Gloucestershire County Council)
The Almhouse Trust
Gloucestershire Market Towns Forum
Tewkesbury Town Band
War Memorial Committee Tewkesbury
Gloucestershire Playing Fields Association
Campaign for the Protection of Rural England
Gloucestershire Rural Community Council

And other groups as necessary.

6. Role of Council Members and Officers

Council Members (Councillors) are the elected decision makers of the Town Council. Their contact details are available from the Town Council offices and on the Town Council website.

Members of the public are welcome to contact Councillors to raise any issues. The Council's Officers are employed by the Council to carry out the day to day functions of the Council, making sure the council effectively and efficiently service the local community.

The Town Clerk is the Proper Officer of the Council and is responsible for ensuring procedural/financial protocol is correct and has overall responsibility for managing the council's affairs on a daily basis and its employees.

This policy will be reviewed every three years.