

V5: Parish Action Plan 2023/24: Community Engagement Committee

Reviewed 11th April 2024

- Liaison with community topics and local groups
- Allocation of grants
- Maintain and monitor emergency plan
- Supervise Council's communications – website, noticeboards, newsletter, social media
- Develop and deliver agreed outputs from Parish Action Plan
- Manage in year committee budget within programme and delegation
- Identify and justify committee budget for future year

Objective	Planned Action	By When	Status	Last Updated	Budget & Code if applicable	Resources	Notes
1. Continue to improve communications with residents and organisations in the parish.	Improve Annual Parish Meeting with the aim of increasing participation.	On-going	Plan for 2024 meeting including setting a theme. Possibly a theme will come out of the "visioning" meeting in October. A further EWG meeting is set for 20 th February to progress plans for the APM and a "save the date" to go out in March Hurst Life magazine.	September 2023 February 2024	5600		An EWG meeting will be scheduled for Autumn 2023 to start planning for 2024 Min Ref: CE23/24.012.6
	A communication strategy meeting will be held once a year to review progress and actions needed.	On-going	A meeting was held in October 2022 – Meeting Scheduled for 8 th November 2023	September 2023			Min Ref: CE23/24.012.5
	Hold twice yearly Community Forum for local groups in conjunction with MSVA	On-going	A Community Forum is to take place on 2 nd November 2023	September 2023			
		On-going	Community Forum now due to take place on 18 th January having been postponed due weather warning.	November 2023			

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			A successful Community Forum took place on 18 th January which was hugely busy. It may have outgrown its current space in the Club Lounge – other venues to be considered	February 2024			Minute ref CE23/24.037.03
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2. Young People, promote increased opportunities and support for local young people.	Chair/Vice Chair to continue to attend Mid-Sussex Health and Wellbeing Network to develop relationships with agencies/charities.	2020 – On-going	Chair attending network meetings when possible.	July 2023			
	Continue to encourage/enable sexual health and mental health teams to use Court Bushes Community Hub.	On-going	Alcoholics Anonymous have a regular booking now in the Court Bushes Club Lounge. Community Midwives spoken to about the possibility of parent classes at the Hub.	September 2023			
	Promote/develop youth activities at Court Bushes. To continue liaising with MSDC and WSCC regarding Youth Provision following closure of MSCYP	On-going	Chair reached out to MSDC and WSCC re: concerns over youth provision, no update in July. Still being pushed with MDSC/WSCC but at this stage there does not seem to be anyone with responsibility for this.	September 2023 November 2023			
	Encourage involvement of young people in developing and enacting council 'environmental policy' (Sustainability Strategy)	On-going	Nicola at MSVA will be engaging with various youth services at the youth services forum and has been asked to enquire about opportunities/plans for services in the parish.	November 2023			
			Year 5 St Lawrence students planted trees in Hurst Meadows with the Chair and Estates and Facilities Manager March 2023 Work experience is now offered by the Parish Council and two students from Downlands School are participating in July 2023	July 2023 September 2023			

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			Work experience completed by 2 Downlands students, one office based, and one was out with the Maintenance Officer and Facilities Manager – it was viewed as a success with thank you letters received from both.	November 2023			
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3. Inform residents of, and support opportunities for older people.	Develop and regularly review Dementia Awareness Project.	2016 Onwards	Parish Council Helped the Fire Service promote their “Safe & Well” home visits which significantly increased their take up. Knit & Natter very visible at our APM. 2 members attending the free defibrillator training in October. Age UK to speak at the Groups Forum about projects in our area Pharmacy has now been taken over – Council to contact once they have settled into the village regarding “safe spaces” and whether our building is dementia friendly. Pharmacy settling in well to the village and Council intend to approach them about safe spaces and dementia friendly buildings Put publicity about “safe spaces” into May Hurst Life plus appeal to more businesses to take part with a view to a re-launch/new training session.	July 2023 September 2023 September 2023 November 2023 February 2024			Dementia training was held which 50 people attended. Organisations involved include the Library, Health Centre, Sayers Common Shop, Parish Office, Sussex Osteopath and Charlot.
4. Support important Parish Events.	Improve PC presence at Key Parish Events.	On-going	The Parish Council supported the successful Platinum Jubilee Picnic and had an attractive and informative stall at the 2023 St Lawrence Fair. Positive engagement was made, including interest in filling the Councillor vacancies. The Hurst Festival has been awarded £2,000 for the September 2023 Super Sunday event. Santa Sunday awarded £500 for their 3rd	July 2023 July 2023 September 23	5660 St Lawrence Fair stand £200 5630 £2,000		The Parish Council banners to be put up in the Village Garden on Super Sunday Sept 2023 Minute ref CE23/24.007.2

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			December event. Hurst Folk were awarded £500 towards promoting their November music festival. NYD Hurst Meadows walk – cancelled this year. Hurstpierpoint Wassailing – highly successful event with approximately 70 attending the evening itself. Plans are to potentially make this an annual event. Bird Walk in Hurst Meadows 27.01.24	September 23 November 2023 February 2024	5630 £500 5630 £500		Minute ref CE23/24.018.2 Minute ref CE23/24.018.1a Minute ref CE23/24.030.3 Minute ref CE23/24.037.4
Objective	Planned Action	By When	Status	Last Updated	Budget & Code if applicable	Resources	Notes
5. To improve the health and wellbeing of residents (including temporary residents such as refugees) especially those who are vulnerable.	Improve access for residents to support/health services and groups through:						
	Publicising and signposting to local services.	On-going	Local groups/services are promoted at the Annual Parish Meeting and the Community Forum events, also on Parish Council noticeboards, Facebook page and website.	July 2023	5660		Information regularly being shared in Hurst Life articles and the PC Facebook and website page. Min Ref: CE23/24.012.06 & CE23/24.012.5
	Encouraging/facilitating groups/services to use our facilities.	On-going	Regular meetings with the Food Bank, facilitating trial of collections from Court Bushes which concluded July 2023. The Melting Pot is now being used by other agencies such as Age UK, AA and a new monthly Bereavement Café. Community Forums showcase the facility to local groups.	September 2023 February 2024			Minute ref CE23.24.012.3
	Approaching services where there are gaps.	On-going	Chair speaking to groups at the Health & Wellbeing network events etc. See also local midwife care	September 2023			Minute ref: CE23/24.020.4 Minute ref: CE23/24.030.2
	Building links with existing services e.g., Mid Sussex Health Care (health centre)/library/Church.	On-going	Community Forum in conjunction with MSVA, next one on set for 2 nd November at Court Bushes – rescheduled to 18 th Jan Forum attended by Social Prescribers	November 2023 February 2024			Minute ref: CE23/24.012.5

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	Supporting/initiating events that support wellbeing e.g., Hurst Meadows walks.	On-going	Cut and collect completed w/c 4 th September with volunteers, advertised on Facebook. Possible Wassailing event in the Orchard in January	September 2023 February 2024 November 2023			Minute ref CE23/24.012.6 Minute ref CE23/24.010
	Local midwife care		Wassailing and Bird Walk January 2024 Meetings held with Community Midwives about possibility of returning to the village. Letter to go to the Health Centre. No update from midwives – believed because they are in the process of getting the new unit up and running. Assistant Clerk will make contact. Further contact was attempted by the Parish Office team in the New Year but at this stage there is little engagement at this time.	November 2023 November 2023 February 2024			
Objective	Planned Action	By When	Status	Last Updated	Budget & Code if applicable	Resources	Notes
6. Work closely with local businesses to make Hurstpierpoint a more attractive place to visit and shop.	High Street reps to work with traders to help to boost the High Street.	On-going	Coronation bunting was purchased and put up in the village. Sustainable so can be re-used at future village events. Shopping maps distributed at St Lawrence Fair to try and encourage people to “shop local” and support our village traders. Posts on social media to support our high street for example recently when the High Street was closed to try and encourage footfall. Super Sunday and Santa Fun Sunday events supported by Parish Council	July 2023 July 2023 July 2023 September 2023	5630 £2,000 5630 £500		Minute ref CE23/24.007.2 Minute ref CE23/24.018.2 Minute ref: CE23/24.007.2 Minute ref CE23/24.018.2

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7. Options will be explored to provide adequate public transport facilities in the parts of the Parish currently under-served.	Continue to press for better public transport links when opportunities present themselves.	On-going	CT Sussex survey on local transport needs was promoted by the PC, increasing the response level. Chair and Clerk met with CT Sussex to discuss transport needs for our parish. They will be speaking at the Community Forum on 2 Nov	September 2023			
	Publicise where transport does exist e.g., to Pauline Shaw Centre, Hassocks.	Ongoing	Publicity to be sent out, to include announcements on our website and posts on our Facebook page, which can then be shared with the Hurst Hub and Sayers Common Community Facebook pages with any information about community transport. Free minibus set up from Sayers Common to Annual Parish Meeting May 2023	July 2023			
			CT Sussex discussed potential shopping transport at the Community Forum, they may approach the PC for funding, we would look to publicise any routes via the usual channels.	February 2024			

COMPLETED ITEMS BY COMMUNITY ENGAGEMENT COMMITTEE

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5. To improve the health and wellbeing of residents (including temporary residents such as refugees) especially those who are	Further Defibrillator Training	10.23	Training delivered October 2023 at The Village Centre	November 2023	5640		COMPLETED

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vulnerable.							
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