

V3: Parish Action Plan 2025/26: Community Engagement Committee

Last reviewed 11th September 2025 – for review 13th November 2025

- Liaison with community topics and local groups
- Allocation of grants
- Develop and monitor implementation of the Sustainability Strategy
- Supervise Council’s communications – website, noticeboards, newsletter, social media
- Develop and deliver agreed outputs from Parish Strategy Plan once finalised
- Manage in year committee budget within programme and delegation
- Identify and justify committee budget for future year

OBJECTIVES AND ACTIONS 2025/26

Objective	Planned Action	By When	Status/specific action	Last Updated	Budget & Code if applicable	Resources	Notes
1. Communicate effectively with residents and organisations in the parish	Plan and deliver Annual Parish Meeting.	May 2026	2025 APM reviewed, to be proposed to Council that a new format will be used for 2026, details to be discussed at Events Working Group Meeting	September 2025	5660	Staff Time Cllr Time	
	Hold annual Community Forum for local groups in conjunction with Community People	November 2025	Forum taking place on 4th November to avoid clash with January Wassail event and to mark mid-point between APM and Forum.	September 2025	5660	Staff Time Councillor Time	
	Review and update Media & Communication Policy	Feb 2026	Draft to be discussed at to C.E. September and recommendation sent to Council	September 2025		Staff Time Cllr Time	

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2. Promote increased opportunities and support for local young people.	Delegated Committee Members to continue to attend relevant forums and networking events to develop relationships with agencies/charities.	Ongoing	Attendees to report back to committee	September 2025		Cllr time	
	Promote/develop youth activities at Court Bushes.	Ongoing	Youth offer to be highlighted during devolution talks.	September 2025		Cllr Time Staff Time	
		Ongoing	Explore opportunities with “Audio Active” in January 2026, following on from unsuccessful discussions with Holy Trinity Youth Worker.	September 2025	EMR – Youth Provision	Cllr Time Staff Time	
	Offer Work Experience/ Opportunities directly to local Students	Ongoing	Work experience ongoing with a student from Plumpton College	June 2025		Staff Time Cllr Time Volunteer Time	
	Engage with new heads of schools	January 2026	Downlands has new Head in post, St Lawrence have started recruitment again due to unsuccessful attempts previously. will have new head teachers in January 2026 and September 2025 respectively, to be approached re: grants/continued support at community events such as Remembrance Sunday etc.	September 2025		Staff Time	
3. Support Important Parish Events	Support, publicise and attend (where appropriate) local community events	November 2025	Hurstfolk Grant application & publicity	June 2025	5630	Staff Time	Grant awarded June 25, Publicity to follow
		December 2025	Santa Sunday – Grant application and publicity	June 2025	5630	Staff Time	
		January 2026	Orchard Wassail: Date to be fixed Jan 2026 – fix date, liaise with Hurst Rethink for volunteers & lighting, Brighton Folk Choir for	April 2025	5660	Staff Time Cllr Time Multi-Agency	

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			workshop and evening event – query workshop at school? Arrange workshop inc. advertising, hall hire, refreshments. Advertise evening Wassail			Hall Hire	
		Ongoing	Promote local groups at the Annual Parish Meeting and, on Parish Council noticeboards, in Hurst Life on social media and our website	June 2025	5660	Staff Time	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
4. To improve the health and wellbeing of residents especially those who are vulnerable.	Publicising and signposting to local services.	Ongoing	Dementia / safe spaces training – look to get this delivered, Promedica24 indicated at Community Forum may be able to deliver, enquiries to be made venue/date and then offered out to local organisations inc. pharmacy/shops/library.	April 2025	5600		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
	Revive Dementia “Safe Spaces” project	Ongoing	Promoting networking at Community Forum and Annual Parish Meeting. Lesley from Promedica24 had indicated she may be able to assist, and office staff have emailed to request more information.	September 2025		Staff time Cllr Time	
	Encouraging/facilitating groups/services to have a presence in the parish and work more effectively	Ongoing	Delegated members to attend relevant forums /networking meetings and events and report back to committee	June 2025		Staff time Cllr Time	
			Promoting and awarding relevant grants	June 2025			
	Hold a Community Forum to increase networking between wellbeing services.	November 2025	4 th November 2025 in Court Bushes Function Room	September 2025	5660	Staff time Cllr Time	
	Support local groups for older people.	Ongoing	Support groups such as Knit & Natter and Age UK Memory Café when potential grant applications come in and with publicity	September 2025		Grant funding	

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5. Work closely with local businesses and promote the High Street as an attractive place to visit.	High Street reps to work with traders to help to boost the High Street. Office Staff to continue promoting events / High Street	On-going	Posts on social media to support our high street to try and encourage footfall. Link added to the Parish Council Website in respect of Hurstpierpoint Society's "Now & Then" project. Intermittent promotion in Hurst Life. Ongoing pressure to MSDC and publicising re: parking charges consultations	April 2025	5600		CE24/25.010.4
		December 2025	Santa Fun Sunday will be promoted via the usual channels by the Parish Council.	April 2025	5630		CE24/25.008.2b
	Promote Hurstpierpoint High Street as a destination to visit	Ongoing	Liaise with Metrobus regarding their "days out on the metrobus" page on their website, including Heritage Trail. Blurb written, photographs to go over to Metro	September 2025			
6. Ensure sufficient funds available throughout the year for Communications and planned Parish Council events	Budget Monitoring	Ongoing	Income & Expenditure and Nominal Ledger (year to date) documents presented at each meeting	September 2025	301		CE24/25.043
	Budget Setting	November 2025	Review half year budgeting reports to assist with budget setting recommendations to Council for Committee budget 2026/27	November 2024	301		CE24/25.027

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Completed Actions 2025/26

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1. Communicate effectively with residents and organisations in the parish	Annual review of Communication Strategy	Communication Strategy Working Group Meeting held	April 2025		Staff Time Councillor Time	
2. Promote increased opportunities and support for local young people.	Offer Work Experience/ Opportunities directly to local Students	Work experience provided to 2 students	July 2025		Staff Time	
	Hurst College Community Action Day to take place	Action day completed	20 th June 2025			
3. Support Important Parish Events	St Lawrence Fair: Grant application, publicity and purchase/staff Parish Council stand	Grant awarded, successful event with Parish councillor attendance at highest level	June 2025	5630 & 5600		
	Hurst Festival: Grant application & publicity	Grant awarded for Super Sunday	September 2025	5630	Staff Time	