

V4: Parish Action Plan 2025/26: Community Engagement Committee

Last reviewed 13th November 2025 – for review 12th February 2026

- Liaison with community 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 years

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	
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.		Youth offer to be highlighted during devolution talks.	September 2025			
			Explore opportunities with “Audio Active” in January 2026, following on from unsuccessful discussions with Holy Trinity Youth Worker.	November 2025			

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2. (continued)	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 new Headteacher is the previous Deputy Head, is already very pro-active linking with Hassock PC. St Lawrence have started recruitment again due to unsuccessful attempts previously.	September 2025		Staff Time	
3. Support Important Parish Events	Support, publicise and attend (where appropriate) local community events	December 2025	Santa Sunday – Grant application awarded, PC office to assist with publicity	November 2025	5630	Staff Time	
		January 2026	Orchard Wassail: Fixed for 10 th January 2026, partnership event this year with Hurst Rethink & Brighton Folk Choir.	September 2025	5660	Staff Time Cllr Time Multi-Agency 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

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4. To improve the health and wellbeing of residents especially those who are vulnerable.	Publicising and signposting to local services.	Ongoing	Promoting networking at Community Forum and Annual Parish Meeting.	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	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. At the Community Forum event the representative from Boutique Care Homes is a Dementia Friend Ambassador and advised this could be something he could deliver. Community interest to be established	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			
	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	Ongoing	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

Objective	Planned Action	Status	Completed date	Budget & Code if applicable	Resources	Notes
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	
	Review and update Media & Communication Policy	Approved by Council	25 th September 2025			
	Hold annual Community Forum for local groups in conjunction with Community People	Forum took place 4 th November 2025	4 th November 2025	5660	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	
	Hurstfolk Grant application & publicity	Successful event held again this year	November 2025	5630	Staff Time	
4. To improve the health and wellbeing of residents especially those who are vulnerable.	Hold a Community Forum to increase networking between wellbeing services.	Held 4 th November	November 2025	5660		