

V5: Parish Action Plan 2025/26: Community Engagement Committee

Last reviewed 12th February 2026 – for review 9th April 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 year

OBJECTIVES AND ACTIONS REMAINING / ONGOING 2025/26

(See page 5 for COMPLETED ACTIONS)

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	Proposals for new format agreed by Full Council at 27.11.25 meeting EWG meeting to be set Feb/March to finalise plans	February 2026	5660	Staff Time Cllr Time	
	Monthly Hurst Life article	Ongoing	Article co-ordinated by Assistant Clerk in accordance with the Hurst Life Programme & Protocol	February 2026	5600	Staff Time Cllr Time	
	Social media and website communications	Ongoing	Promoting positive news stories as well as reactive content	February 2026	5600	Staff Time	

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Objective	Planned Action	By When	Status/specific action	Last Updated	Budget & Code if applicable	Resources	Notes
2. Promote increased opportunities and support for local young people.	Promote/develop youth activities at Court Bushes.	Ongoing	Youth offer to be highlighted during devolution talks.	September 2025		Staff time Councillor Time Youth Provision EMR	
		Ongoing	Assistant Clerk awaiting further info/quotes from Audio Active for possible Monday pm club.	February 2026	Possible use of EMR for Youth Services		
	Promote other youth services and activities in the parish	Ongoing	Holy Trinity youth worker running an 8 week “Alpha Youth” course in the Village Centre for years 7-13. Poster displayed in VC	February 2026			
	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, has been pro-active linking in with Hassocks PC	September 2025		Staff Time	
			New St Lawrence Head to commence after Easter – contact to be made once settled in post	February 2026			
3. Support Important Parish Events	Support, publicise and attend (where appropriate) local community events	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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Objective	Planned Action	By When	Status/specific action	Last Updated	Budget & Code if applicable	Resources	Notes
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. Next forum Older People’s 16 th April	February 2026		Staff time Cllr Time	
			Promoting and awarding relevant grants	June 2025	5240, 5600, 5610, 5630, 5640, 5650	Grant budget 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	November 2025	5640, 5650	Grant funding Staff time	
			Health & Wellbeing project grant for Befriended	February 2026	5650		CE25/26.027.2

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Objective	Planned Action	By When	Status/specific action	Last Updated	Budget & Code if applicable	Resources	Notes
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 Increased footfall on High Street during Parish Council Wassail Event	February 2026	5600	Staff Time Cllr Time	CE24/25.010.4
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	February 2026	301		CE25/26.35a CE25/26.35b

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COMPLETED ACTIONS 2025/26

Objective	Planned Action	Status	Completed date	Budget & Code if applicable	Resources	Returning for 2026/27?
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	Yes - annual
	Review and update Media & Communication Policy	Approved by Council	25 th September 2025			No - Completed
	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	Yes - annual
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	Yes - Annual
	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	Staff Time, grant funding	Yes - Annual
	Hurst Festival: Grant application & publicity	Grant awarded for Super Sunday	September 2025	5630	Staff Time, grant funding	Yes - Annual
	Hurstfolk Grant application & publicity	Successful event held again this year	November 2025	5630	Staff Time, grant funding	No – not taking place this year
	Santa Sunday – Grant application & publicity	Event proceeded despite poor weather	December 2025	5630	Staff Time, grant funding	Yes - Annual
	Orchard Wassail: Organise and run event	Successful event held again this year, partnership working with Hurst Rethink	10 th January 2026	5660	PC Events budget Staff Time Councillor Time	Yes - Annual
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	Staff Time PC Events funds	Yes - Annual

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5. Work closely with local businesses and promote the High Street as an attractive place to visit.	Promote Hurstpierpoint High Street as a destination to visit	Hurstpierpoint now showing as a destination on the metrobus “days out” webpage https://www.metrobus.co.uk/hurstpierpoint	January 2026		Staff Time	No - Completed
		Santa Fun Sunday promoted via the usual channels by the Parish Council.	December 2026		Staff Time	Yes - Annual CE24/25.008.2b
6. Ensure sufficient funds available throughout the year for Communications and planned Parish Council events	Budget Setting	Review half year budgeting reports to assist with budget setting recommendations to Council for Committee budget 2026/27 Agreed at Full Council 27.11.25 as proposed, apart from no increase to Community Events Grants	November 2025	301		Yes - Annual CE24/25.027