COMMUNITY & ENGAGEMENT COMMITTEE

Approved by Shavington cum Gresty Parish Council on 1 May 2024

SHAVINGTON CUM GRESTY

	7 Members of Authority	**Quorum 3**
	Meeting will take place every 4 months	
	To communicate with the whole Parish, via a variety of platforms (on-line and off-line) with the aim to support an active and informed community. To bring Shavington-cum-Gresty together by hosting, commissioning, or sponsoring events for the benefit of its residents and the wider community. To lead on the branding and marketing of Shavington-cum-Gresty. All non-committee members may attend meetings of the Committee except for confidential items or matters relating to grievance or discipline and speak at the Chairman's discretion but are unable to vote.	
	Function of the Committee	**Delegation of function**
	PR and Promotion	
1	To co-ordinate and promote access to Council services and assets and public information and to advise Council on a Communications and Marketing Strategy	Strategic overview to Committee Operational management to Parish Clerk
2	To promote the public face of the Council through the management of public and media relations.	Strategic overview to Committee Operational management to Parish Clerk
3	To promote implementation of the Council's strategies in respect of corporate marketing and communication	Strategic overview to Committee Operational management to Parish Clerk
4	To advise Council on adoption of a Publicity Code, Transparency Code and Protocol on communication	Strategic overview to Committee Operational management to Parish Clerk
5	To co-ordinate and deliver the Parish Newsletter (including content type, distribution, advertisements and advertisers). Ensuring the newsletter remains relevant to the community it serves.	Strategic overview to Committee Operational management to Parish Clerk
6	To oversee the Parish Council website	Strategic overview to Committee

		Operational management to Parish Clerk
	Community engagement	
7	To determine the Parish Council's Events Programme for the coming year, or other time frame as agreed by the Council.	Strategic overview and approval of programme to Committee. Operational management to Parish Clerk
8	To ensure and deliver an events programme that caters for a wide range of tastes and differing age ranges and appeals to both residents and visitors.	Strategic overview to Committee Operational management to Parish Clerk
9	To organise, or partner others to organise events which promote Shavington-cum-Gresty, or help strengthen communities.	Strategic overview to Committee Operational management to Parish Clerk
10	Promotion and protection of the Brand image including advertising campaigns.	Strategic overview to Committee Operational management to Parish Clerk
11	To use the opportunities provided by the events programme to raise the profile of Shavington-cum-Gresty	Strategic overview to Committee Operational management to Parish Clerk
12	To monitor the PCSO activities within the community	Strategic overview to Committee Operational management to Parish Clerk
13	To set and review the PCSO priorities within the Parish	Committee
14	To inform the PCSO of any intervention needed and to highlight any major issues of concern to the main Council	Strategic overview to Committee Operational management to Parish Clerk

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15	Provision, directly or indirectly of Christmas lights within the Parish, Local Government Act 1972. s 144	Strategic overview to Committee Operational management to Parish Clerk
16	To have an oversight of working groups formed to support special events and promotional projects and to give support and advice.	Strategic overview to Committee Operational management to Parish Clerk
17	Power to provide entertainment and support for the arts, Local Government Act 1972, S145	Strategic overview to Committee Operational management to Parish Clerk
18	To support local tourism initiatives to promote Shavington-cum-Gresty	Strategic overview to Committee Operational management to Parish Clerk

NB. Any actions delegated to the Parish Clerk/Proper Officer may in his/her absence be undertaken by the nominated deputy or deputies, if the matter cannot wait until the Parish Clerk's return.