

MINEHEAD TOWN COUNCIL

STATEMENT OF INTENT AS TO COMMUNITY ENGAGEMENT

(WITH REFERENCE TO THE POWER OF WELL-BEING)

MAIN STATEMENT OF INTENT

Aims and Objectives

Minehead Town Council is an open and transparent Council, which values the opinions of the community which it serves. It has in the past listened to the needs and concerns of that community and will continue to do so in the future, and will do everything within its power and financial constraints to make Minehead a better place to live and work.

Defining the Community

Minehead Town Council is keen to reach all groups and individuals who work or live in the area. It has historical links with local Church Groups, educational establishments and the many voluntary groups working for the good of the town, to ensure that as wide a cross section as possible of the community can have access to the Council, its Members, and its staff.

Provision of Information to the Community

Minehead Town Council has many avenues through which it communicates with its community. These include:

- A website that goes beyond the work of the Town Council, and provides links to many other useful services, including the principal authority.
- An Annual Report which is published on the website.
- Local news page on the website.
- Publishing of agendas in the Council Offices window, in the local press and on the website for all Council and committee meetings.
- Publishing of minutes on the Council website for all Council and committee meetings.
- The Town's involvement in the Annual Town Meeting, with its public question time.
- The annual External Audit offers the opportunity for questions to be asked about the latest Statement of Accounts. A synopsis of the financial accounts is published within the Annual report.

Opportunities for Community Involvement

Minehead Town Council will make every opportunity available to the electorate to ensure excellent community involvement. These will include the following methods:

- The Town Council have a public forum session at every Council meeting, where the electorate can raise issues “in relation to the business on the agenda or request matters to be discussed at a subsequent meeting”.

Opportunities for Formal Representations to the Council

This “Statement of Intent” has elsewhere listed the many opportunities that exist for the public to make formal representations to the Town Council. Issues received in writing, providing they are received before the deadline for closure of the agenda, are included as a stated item on the next agenda.

It is a target that correspondence received from a member of the public is at least acknowledged, wherever possible, within five working days.

Involvement in Partnerships

Minehead Town Council has representation on various partnerships and committees. Representatives are elected at the Annual Council Meeting. The Town Council encourages and supports public meetings organised by the Police, Health Authority, Somerset West and Taunton Council and Somerset County Council where they feel information should be made available to the residents of Minehead.

Role of Council members and Officers

As an open and transparent Town Council, both Members and officers seek to offer a high-quality professional service to all whom they serve. Both Members and officers are keen to maintain relevant Codes of Conduct in their business and see the community as “customers” rather than an electorate.

Specific Areas for Community Involvement

Where there is a specific issue, or a new project, that the Town Council wish to consider it is of value to the Town Council to seek the views of the community who will be most affected. The residents of the Town can have confidence that their “voice” will be heard, and that the Council will work with the community to reach a common goal.