

The Old Courthouse, 63 Long Street, Tetbury, GL8 8AA
Telephone 01666 504670

Statement of Intent as to Community Engagement

1. Aims and Objectives

Tetbury Town Council aims to build on the way it engages and consults on important issues by ensuring that it:

- Represents and promote the interests of Tetbury and all its people
- Works more closely with residents, businesses and community groups, to understand their concerns and effectively use those views as an integral part of the decision-making process
- Engages with as many people as possible who want to participate in decision-making, monitoring services and planning for the future
- Ensures that residents have the opportunities to be heard
- Promotes equality of opportunity and opposes discrimination
- Is open and accountable in all it does
- Supports development which is environmentally, socially and economically sound and sustainable.

This strategy is part of the council's commitment to creating and maintaining effective working relationships with all sectors of the community, based on trust, openness and constructive challenge.

The outcomes the Council hopes to achieve include:

- Improved communication with the local community, predominantly through the Tetbury Partnership
- A better understanding within the community of the role of the Town Council and of its Councillors
- Local people feeling that they are involved in decision making
- Improved satisfaction with local public services.

2. Defining the Community

The Council considers the community of Tetbury to consist of:

- All residents of the town, including residents of care or residential homes
- All users of the Town Council's services
- All those who work within the town
- All those who own businesses within the town
- All young people who live and/or go to school within the town
- All local voluntary organisations, clubs and societies
- Any group or organisation that represents some, or any of the above, sections of the community.

Additionally, the Council recognises that there are certain bodies that are crucial to the quality of life in Tetbury and aims to maintain excellent working relationships with these bodies, including: the Police, the Chambers of Commerce and Industry, the Feoffees, the NHS & Hospital Trust, various voluntary care organisations, the other tiers of local government, and neighbouring town and parish councils.

3. Provision of information to the community and opportunities for community involvement

Information is provided by the Town Council to the community in a number of ways, including via:

- The Town Council offices at the Old Court House, 63 Long Street, open Monday to Friday, providing a wide range of information both on Council services and other Tetbury activities and issues
- The Town Council's website www.tetbury.gov.uk providing comprehensive information both on the work of the Town Council and on other services, local events, local groups and organisations via www.visittetbury.co.uk
- Various notice boards around the town which are used to display agendas for Council meetings and contact details for local councillors as well as other information of interest to the local community. Additionally, the Council has provided a town centre community notice board which can be used by local events organisers or groups
- The Town Council's Newsletter, published approximately quarterly and available from the Town Council offices, the local library and the Tourist Information Centre and online.
- The Annual Report, produced in April each year and available at the Annual Town meeting or from the Town Council offices, or the website.
- Meetings of the Town Council and its committees and sub-committees are open to the public and a period of up to 15 minutes is set aside at the beginning of each meeting for public questions
- Public meetings, called to gauge public opinion about important issues affecting the town such as major planning applications or future plans
- Questionnaires, sometimes used to ask local people's opinions about specific matters; these are distributed to local residents, for example through the Tetbury Advertiser or at public meetings.

4. Opportunities for Formal Representations to the Council

Formal representations to the Council may be made at any time in writing to the Town Clerk.

5. Involvement in Partnerships

The Town Council often works in partnership with other organisations such as Cotswold District Council, Gloucestershire County Council, the Police, the Feoffees, the NHS & Hospital Trust, the Youth Club and local schools. It is represented on the following local organisations:

- The Dolphins Hall Trust
- Tetbury Rail Lands and Regeneration Trust
- Tetbury in Bloom
- Gloucestershire Market Towns Forum
- South Cotswold Access Group
- CDC Sports and Leisure Centre Liaison Group
- GAPTC

6. Role of Council Members and Officers

Council Members (Councillors) are the elected decision makers of the Town Council. Their contact details are available from the Town Council offices and on the Town Council website. Members of the public are welcome to contact Councillors to raise any issues. The Council's officers are staff who are employed to carry out the day to day functions of the Council and make sure that its services are provided for the local community. The Town Clerk is the Proper Officer of the Council which means the Clerk has overall responsibility for the provision of Council services.