

FRADLEY PARISH COUNCIL

Community Engagement Statement & Plan 2025/2026

Community Engagement Plan 2025/2026

Our aim is to enhance our service provision through an engagement plan that leads to robust and effective communication and consultation with our stakeholders.

When engagement is required for any idea or proposal which may affect the Parish, we and/or our partners will -

Promote our intentions through the notice boards, website, social network sites and local media. On occasions it may be necessary to make individual approaches to people living or working in a particular locality.

Investigate and consider alternative engagement routes such as website consultations or polls for those unable to attend meetings.

Identify focus groups and minority / hard to reach groups and identify and maintain channels of engagement with them.

Identify members of the parish willing to be included in engagement where specialist advice is required to inform decision making.

Confirm the need, priority and importance of engagement to ensure the process is used appropriately and correctly.

Identify the benefits of engagement and determine if there is a real opportunity to influence decisions and outcomes.

Use outcomes of engagement to inform decisions and policies.

When keeping in touch we will –

Publish feedback on public engagement and include details of the use of the information gained.

Review engagement outcomes to highlight failings and successes, and to improve future engagement.

Monitor and review our engagement processes to ensure they are effective.

Ensure details for the Council and individual Councillors are published on our website.

Ensure our office phone (01543 444233) has an answer service if we aren't available.

Ensure all appropriate Facebook pages are updated with Council news and views.

Arrange for the Clerk and Councillors to be contacted if there is a need for urgent public engagement.

Ensure that notices of our meetings and key council communications are posted on the Council's notice boards, on our website and on our social media pages.

Remind appropriate Lichfield District and Staffordshire County Council Members that they are welcome to attend Council meetings.

Ensure our web site and Facebook pages give easy access to partner services, such as Lichfield District Council's planning application decisions.

Ensure summaries of our Annual Reports are on our website.

Continuously monitor and review our engagement activity.

Community Engagement & Communication Statement 2025/2026

The Council (we/us) provide local leadership and we are committed to communicating clearly with our communities and partners (you) and engaging with you in everything we do.

We recognise that our services must reflect your needs, so we have a Communication and Engagement Plan which aims to set standards for engagement with you. We want to ensure that communication between us is two-way and we want you to tell us what you expect from us.

We are an ambitious and aspirational Parish Council and we aim to deliver quality services to you.

We are committed to -

Promoting local democracy.

Listening to you, responding to your views and addressing your priorities.

Working proactively to improve services and facilities across the Parish

Working in true partnership to deliver the services you need.

Delivering value for money for services.

Continuous improvement in service delivery.

We will do this by –

Communicating with you in a timely and effective manner

Being inclusive and engaging with you over matters of concern or interest

Identifying our key stakeholder and communicating with them appropriately. (Stakeholders will include residents, Parish Councillors, the District Council, the County Council, members of Parliament, community groups, youth groups, charitable organisations, police, and local news media, landowners, businesses and anyone else who wants to be involved with us.)

Monitoring services and facilities providers and planning for the future.

Ensuring that you have opportunities to be heard and the capacity to be effective in stating your case.

Ensuring that we actively encourage your involvement, capture your views, learn about your concerns and make your views and concerns part of our decision-making processes.

Ensuring the use of a wide range of approaches to you, with a view to reaching groups that are often thought of as 'hard to reach'.

Ensuring our Councillors can maximise their role as elected representatives and community leaders.

Ensuring that our Parish Clerk has access to appropriate resources and is trained to meet everyone's needs.

Ensuring that we seek appropriate advice and assistance that enables us to secure your engagement, particularly in the development and implementation of our next Neighbourhood Plan. (Every Council in this Country has a plan in which it lays out its vision for the future. Our plan, the Fradley Neighbourhood Plan was published in 2019 and is available through our website. Our Neighbourhood Plan sits within the much larger Lichfield District Council Local Plan. We will be updating our Plan when Lichfield District Council publishes its re-written Local Plan, which should be within the next two year.

If there is an opportunity for consultation for any idea or proposal which may affect the Parish, we and/or our partners will -

Promote it through the notice boards, website, social network sites and local media. On appropriate occasions people living or working in a particular locality may be individually written to.

Investigate creating a website consultation or poll for those unable to attend meetings.

Aim to identify focus groups and minority or hard to reach groups and identify channels of contact and consultation with them.

Identify members of the parish willing to be included in smaller consultations where specialist advice is required to inform decision making. This is a useful way to judge general opinions without the need for a full and time-consuming process.

Ensure the need, priority and importance of consultation to ensure there is no misuse of the consultation process.

Identify the benefits of consultation to see if there is a real opportunity to influence decisions.

No consultation will be entered into unless the outcome can be influenced. If this is not possible a consultation would be meaningless.

Publish feedback on consultations and include details of the use of information gained.

Ensure outcomes of consultations are used to inform decisions and policies.

Review consultation outcomes to highlight failings and successes.

Monitor and review our consultation and communication processes to ensure they are effective.

Keeping in touch –

Contact details for the Council and individual Councillors are on our website. Our office phone has an answer service if we aren't available.

We have a Facebook page in which you can share news and views with us.

The Clerk and Councillors can be contacted to arrange a meeting where and when required.

Notices of our meetings, and key council communications, are posted on the Council's notice boards, on our website and on our social media pages.

Lichfield District and Staffordshire County Council Members attend most of our monthly meetings, which are held on Thursday evenings at Fradley Village Hall. The meetings are open to the public and you will receive a warm welcome when you attend.

We have a website which allows easy access to partner services, including access to copies of planning applications determined by Lichfield District Council.

We publish Annual Reports, summaries of which can be found on our website.

Reviewed: [January 2026](#)

Next Review: [January 2029](#)