

## PARISH COUNCIL LIAISON UPDATE

Report By: Director of Policy and Community

### Wards Affected

County-wide.

### Purpose

1. To provide Members with an update on Herefordshire Council's Parish Council Liaison activity.

### Financial Implications

2. Not applicable.

### Considerations

3. Herefordshire has some 238 Parishes which are represented through 138 Parish Councils. The Council's Parish Council Liaison Service is provided by Mr. Shane Smith the Community Regeneration Support and Grants Assistant based in the Policy and Community Directorate. The main elements of the service provided are:
  - **Liaison** – to act as a first point of contact for members of the public wishing to contact their local Town or Parish Council and to liaise between Town and Parish Councils and Herefordshire Council, sending out regular correspondence and working closely with the Herefordshire Association of Local Councils (HALC). Regular review of protocol with the town and Parish Councils.
  - **Herefordshire Association of Local Councils (HALC) Service Level Agreement Monitoring** - meeting with representatives from HALC on a three-monthly basis for the purposes of monitoring progress through an agreed work programme and to measure progress against the targets set out in that work programme. Representing Herefordshire Council on the County Training Partnership (CTP)
  - **Parish Plans** - assisting Parish Plan (PP) groups by despatching draft parish plans to key Herefordshire Council officers and development workers, and coordinating HC's response to those draft plans. Organising the attendance of Herefordshire Council officers at PP meetings and other events. Providing PP groups with advice regarding funding, the activities of other PP groups etc, and signposting PP groups to specific expert advice.
  - **Quality Parishes** - it is also proposed that officer support will be given through attendance at the Quality Parish Group and subsequent provision of advice.

### RECOMMENDATION

**THAT the report be noted.**

**BACKGROUND PAPERS**

- None identified