Glenfield Parish Council

Park House, Stamford Street, Glenfield, Leicester, LE3 8DL
Telephone: 0116 231 2498 email: office@glenfield-pc.gov.uk

COMMITTEE: Community

POWER TO DECIDE: Yes

POWER TO ACT: Yes

POWER TO SPEND: Yes

QUORUM: 3

UNDERTAKINGS:

i) The Committee will exercise such authority as it is delegated by the full Council

ii) To agree annually an appropriate budget for expenditure codes falling within its authority, for consideration by the Finance and General Purposes Committee

iii) To facilitate, organise and provide parish events including national celebrations etc

iv) To liaise with other groups/councils similarly engaged to enable the pooling of ideas, skills and service delivery

v) To consider initiatives relating to any other community activities within Glenfield which are not the purview of any other committee

vi) To assist other bodies and organisations in seeking reductions in crime and antisocial behaviour

vii) To form any working party which may be required to assist with any area of the Committee's work

viii) To assist the Parish Manager in keeping the community informed and promoting the work of the Parish Council to residents of Glenfield through the most appropriate means

ix) Creating and updating a consistent corporate identity to be used on Parish Council publications etc

x) To act as an editorial sounding board when the Administrator has collected and formulated newsletter content received from the various Chairs of the relevant Committees

xi) Managing and overseeing the Parish Council newsletter

xii) Ensuring the parish noticeboard content is kept up to date

xiii) Managing and overseeing the updating of the Parish Website on a regular basis with relevant information ensuring that it meets regulatory requirements

xiv) Monitoring effective communication channels and ensuring that they are used where appropriate

xv) Managing and overseeing the updating of directories and visitor information as necessary from information received including input from Committee / Working Parties

xvi) Providing village groups with a “post box” for their communications

xvii) Reviewing and advising on internal Parish communications protocol

xviii) To review and approve policies and procedures applicable to the Group – ie social media policies, data protection (GDPR)