

**Holton Le Clay Parish Council**  
**Community Engagement Strategy**

Holton le Clay Parish Council engages with the Community through the following methods:

- **Annual Parish Meeting.** All local businesses and community organisations are invited to set up a table at the meeting to display information about themselves. Residents of the village are invited using flyers that are distributed within the village and also displayed on the village noticeboards. Advertisements for the meeting are placed on the web site, three notice boards, the monthly magazine and on the Facebook page.
- **Timetable of Meetings.** The timetable of meetings is placed on the web site and on the notice board in front of the village hall.
- **Meetings.** All Agendas for meetings are publicised on the website, the central noticeboard and the Facebook page.
- **Web Site.** The web site is used for communicating village information to the public. Details of all documents and policies, budget and precept requests, the village magazine, minutes and agendas, are all displayed on the web site which is regularly updated.
- **Facebook.** The Parish Council has a Facebook page which members of the public can use to contact the Parish Council. It is also used to make traffic/highways announcements, village news, parish council news and upcoming events.
- **Contact Details.** The Parish Council displays contact details for the clerk and councillors on the Web Site. Contact details for the clerk's office are on the central noticeboard, Facebook page and all letter heads and emails.
- **Holton News.** The village magazine is sent out to all residents on a monthly basis and the parish council contributes to each edition with an article detailing contacts, news items and upcoming events.