

Appendix 3 Consultation & Engagement

The parish council has an established process for promoting and engaging with its residents. We know from experience that there is a clear preference for information to be distributed in paper form as well as electronically, and so increased use was made of the parish notice boards and articles in the monthly parish magazine. For this campaign, particular attention was paid to the use of social media and face to face visits to residents in the affected areas. *All consultations for this review have been conducted in public and promoted in the public domain.*

Item	Date	Event	Notes
1	17 Jan 2019	Menheniot PC public meeting	Expression of interest in review included on agenda and voted not to change.
2	22 Feb 2019	Menheniot clerk telephones Liskeard clerk	Menheniot clerk calls to ask what (if any) plans Liskeard has to move its boundary. Liskeard clerk confirms and refers Menheniot clerk to Liskeard website where proposals and map are published.
3	26 Feb 2019	Liskeard TC public meeting	Cllr Tucker and parish clerk attend Liskeard meeting to observe.
4	7 Mar 2019	Email from Liskeard clerk to Menheniot clerk	Suggesting that a joint meeting should be held to progress the Liskeard proposals. Menheniot clerk agrees to arrange meeting date.
5	11 Mar 2019	Liskeard TC Planning Committee meets	Cllr Tucker and parish clerk attend to observe.
6	14 Mar 2019	Liskeard clerk emails report and map to Menheniot clerk	Clerk agrees to include this on next Menheniot agenda
7	19 Mar 2019	Liskeard TC Finance Committee	Cllr Tucker and parish clerk attend to observe.
8	21 Mar 2019	Menheniot public meeting	Liskeard clerk attends to present his council's proposals. Meeting agrees to set up Working Group and set a date for meeting Liskeard council.
9	17 Apr 2019	Menheniot and Liskeard councils meet	Cllrs Tucker & Easterbrook, Parish Clerk and Cllrs Whitty & Taylor, Town Clerk discuss proposals. Liskeard later agree to modify proposals.
10	18 Apr 2019	Menheniot PC public meeting	Council agrees to terms of reference for the Working Group. Chair reports back on discussions with Liskeard council.
11	24 Apr 2019	Menheniot Working Group meets	Discusses meeting between Menheniot & Liskeard outcomes. Drafts submission timetable.

12	1 May 2019	Parish magazine	Article explaining review and inviting residents to attend annual parish meeting.
13	4/5 May 2019	Invitations to Menheniot annual parish meeting	Parish councillors visit residents in affected areas and invite them to annual parish meeting.
14	9 May 2019	Menheniot annual parish meeting	Attended by Liskeard Mayor Cllr Whitty and town clerk. 41 people attend the meeting to question the Mayor and clerk about their proposals. Liskeard proposals later modified. 'We are Menheniot' residents survey launched.
15	15 May 2019	Menheniot Working Group meets	Sends letter from Menheniot chair to Liskeard chair agreed requesting they withdraw their proposals.
16	16 May 2019	Letter from Menheniot chair to Liskeard chair	Based on feedback from annual parish meeting, the chair asks Liskeard to withdraw all proposals.
17	16 May 2019	Menheniot PC public meeting	Working Group updates on survey and letter to Liskeard Mayor.
18	20 May 2019	Liskeard TC Planning Committee	Cllr Pearce (Working Group) attends. New proposals presented.
19	21 May 2019	Liskeard TC Finance Committee	Cllr Pearce (Working Group) attends
20	23 May 2019	European Elections	Menheniot councillors distribute survey papers at polling stations
21	1 Jun 2019	Parish magazine	Report back on annual parish meeting.
22	5 Jun 2019	Phoenix (Womens Institute) meeting	Menheniot clerk attends to take questions from members.
23	9 Jun 2019	Menheniot residents survey closes	
24	11 Jun 2019	Menheniot Review Newsletter published	Update on Menheniot council progress and publishing request from Liskeard TC to take part in their consultation.
25	12 Jun 2019	Menheniot Working Group meets	Discuss survey results and revised submission date
26	15 Jun 2019	Menheniot Cherry Fayre	Feedback to residents at public event
27	19 Jun 2019	Menheniot Review Newsletter published	Invitation to Q&A and headlining main survey result
28	20 Jun 2019	Menheniot drop-in Q&A	Informal meeting to discuss latest proposals from Liskeard
29	20 Jun 2019	Menheniot PC public meeting	Draft results of residents survey presented
30	22 Jun 2019	Menheniot Review Newsletter published	Promoting Liskeard TC meeting on 25 June

31	24 Jun 2019	Meeting between Menheniot Parish Council & Liskeard Town Council	Cllrs Tucker & Easterbrook, Parish Clerk and Cllr Brooks & Town Clerk. Liskeard later modify their final proposals.
32	25 Jun 2019	Liskeard TC public meeting	Cllr Clarke & Pearce attended to speak during public participation.
33	1 Jul 2019	Parish magazine	Invitation to meet councillors at Cherry Fayre and launch survey results
34	15 Jul 2019	Menheniot PC Extraordinary meeting	To receive final comments from residents and sign off final submission