

## MONKSILVER PARISH COUNCIL

### Communication Preferences

Monksilver Parish Council want to improve the way we get information to you. Currently the dates of meetings, meeting minutes and the newsletter are published on the noticeboard (situated on the Notley Arms accommodation block) and on the MPC website, but this may not be suitable for everyone's needs. It is important that we adhere to principles of minimising carbon footprint through use of technology, together with making sure the information is circulated in a timely fashion to ensure everyone has the ability to be kept up to date. To achieve this, we have attached a short survey to this letter to seek your views and requirements.

If you would like to take up any of the options offered within the survey, please complete the information and either scan and email your response to [paulmappleton@gmail.com](mailto:paulmappleton@gmail.com) or post to Paul Appleton, Bridleway, Pond Orchard, Monksilver TA4 4JB.

Any information provided will only be used by Monksilver Parish Council and will not be not passed to 3<sup>rd</sup> parties.

There are two types of messages to consider:

**Routine:** For example, when updates have been made to the Parish Council website- e.g. Meeting minutes and the latest Newsletter

**Urgent:** For example, when there is urgent crime information from the neighbourhood watch team and police.

If you would like to receive either of these communications, please complete the attached sheet for each resident.

Resident 1

Name

Address

1. Do you want to receive Routine messages..... Yes/No

WhatsApp.....Yes/No      Phone Number

Email.....Yes/No      Email address

Only in cases where the above methods are not suitable, we can provide some of this information as a typed copy, would you like to be considered for this.....Yes/No

2. Do you want to receive Urgent messages.....Yes/No

WhatsApp.....Yes/No      Phone Number

Email.....Yes/No      Email address

In cases when the above methods are not suitable, please make arrangements with a neighbour to receive this information.

Resident 2

Name

Address

1. Do you want to receive Routine messages..... Yes/No

WhatsApp.....Yes/No      Phone Number

Email.....Yes/No      Email address

Only in cases where the above methods are not suitable, we can provide some of this information as a typed copy, would you like to be considered for this.....Yes/No

2. Do you want to receive Urgent messages.....Yes/No

WhatsApp.....Yes/No      Phone Number

Email.....Yes/No      Email address

In cases when the above methods are not suitable, please make arrangements with a neighbour to receive this information.

Resident 3

Name

Address

1. Do you want to receive Routine messages..... Yes/No

WhatsApp.....Yes/No      Phone Number

Email.....Yes/No      Email address

Only in cases where the above methods are not suitable, we can provide some of this information as a typed copy, would you like to be considered for this.....Yes/No

2. Do you want to receive Urgent messages.....Yes/No

WhatsApp.....Yes/No      Phone Number

Email.....Yes/No      Email address

In cases when the above methods are not suitable, please make arrangements with a neighbour to receive this information.

Resident 4

Name

Address

1. Do you want to receive Routine messages..... Yes/No

WhatsApp.....Yes/No      Phone Number

Email.....Yes/No      Email address

Only in cases where the above methods are not suitable, we can provide some of this information as a typed copy, would you like to be considered for this.....Yes/No

2. Do you want to receive Urgent messages.....Yes/No

WhatsApp.....Yes/No      Phone Number

Email.....Yes/No      Email address

In cases when the above methods are not suitable, please make arrangements with a neighbour to receive this information.