

Burlescombe Parish Council volunteers – January 2026

Background

Many parish councils have a group of volunteers who give time and skills to help with small tasks and activities in the community. This can have several benefits for the council and parish, including:

- reducing the amount of funding that needs to be raised through council tax.
- making use of the skills and enthusiasm of parishioners.
- increasing community understanding of and support for parish projects.
- improving community facilities.
- increasing community cohesion.

It also has benefits for volunteers, including:

- meeting new people.
- sharing and learning skills.
- enhancing mental and physical wellbeing.

Burlescombe Parish Council has a [Volunteer Policy](#) in place, which is published on our website.

As a part of the residents' survey at the end of 2025, participants were asked if they would consider being a part of a group of volunteers.

A welcome email was sent to the 17 people who responded positively to this question, with a commitment to be in touch in January about next steps.

Proposed high-level principles for how volunteering for BPC works

1. Any volunteering will be done in accordance with the Volunteer Policy.
2. There is no minimum commitment for volunteers, they are free to give as little or as much time as they would like.
3. Volunteers can request to be removed from the group at any time.
4. New volunteers can join the group at any time.
5. Volunteers will be given the opportunity to help shape how volunteering for BPC works, outside of the parameters set by the Volunteer Policy.

Proposal for process to manage one-off volunteering opportunities

1. A potential volunteer task is identified and agreed at a BPC meeting.
2. Most relevant councillor to send a brief description of the task, and any other relevant details, to Cllr Smith.
3. Cllr Smith to send a communication out to the volunteer group via the email newsletter platform to see if anyone is able to support the completion of the task, giving a deadline for responses.

4. If someone volunteers, Cllr Smith will connect the relevant councillor (and therefore the volunteer supervisor for this task) with the volunteer(s) to arrange completion of the volunteer form and to manage the rest of the process.
5. If no one volunteers, Cllr Smith will notify the relevant councillor and the Clerk so that alternative arrangements can be made.

A log will be kept each year to record volunteer tasks completed, hours given and estimated costs saved.

Potential volunteer session outline

If possible, getting volunteers together in person could be beneficial to creating a more informed and engaged group.

If there is an appetite for in-person collaboration, an interactive session could cover:

- A summary of the role of BPC
- Key findings of research into what residents care about most.
- Exploration of the motivations and barriers for volunteers (and potential volunteers).
- Examples of community volunteering in action.
- Establishing what kinds of tasks volunteers might undertake.
- Understanding what skills volunteers have that they would be willing to give.
- Ideas for making volunteering more fun and accessible for everyone (e.g. add music, refreshment, recognition, competition, kid-friendly, etc)
- Whether there is potential for regular ongoing volunteering activities, such as seasonal tasks (as opposed to just one-off requests).
- Any questions or ideas the volunteers may have.

Proposed next steps

Send an email to the volunteer list to share:

1. The volunteer policy and form.
2. A simple explanation of the proposed principles/process for managing one-off volunteering opportunities above.
3. A way to confirm that they would still like to be involved in light of information provided.
4. An offer of a session to get the volunteers together (as per outline above) and a method of gathering availability for those who would be interested.