

**PARISH ACTION PLAN**

# **The Parish Council takes its responsibility very seriously and strives continually to improve Elwick to make it a pleasant village where people are proud to be part of our community.**

# When we set our budget for the next financial year, members try and think about what the council can do to achieve our aspirations in the next year and beyond.

# These may include ensuring there is financial provision to enable the improvements / events to be made and in addition often applications can be made to both local and national funding bodies to provide those facilities which otherwise would not have been possible.

# **Our Plan includes 3 sections:**

# Administering the Parish Council

# The Local Environment

# Community Engagement and Events

It is our intention to update the Parish Plan every year; please have a look at it and if you feel you can help or become involved in any way then please contact us.

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# **Parish Plan 2021 - 2026**

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| **Focus :** | **Administering the Council** | | |
| **Aims** | **Objectives** | **Implication** | **Timescale** |
| **To ensure all EPC’s policies and protocols are adhered to and updated as and when necessary** | To continue operating to standing orders & financial regs | Already included in working practices | Ongoing |
| **Review of the Parish Plan** | To continue to review on a regular basis and also add to the website | Improve transparency | Ongoing |
| **To adhere to all new legislation** | To ensure website accessibility | The Clerk continues to work to ensure compliance in line with regulations as applicable to a very small parish council. | Ongoing |
| **To continue monitoring budgets and forecasts** | To continue to review on a monthly basis  To ensure the Parish Council has sufficient funds to meet both its legal requirements and to provide those services/activities requested by residents | Ensure ongoing transparency  Residents to be encouraged to contribute ideas for services/activities that will enhance the quality of life for residents of all ages; Councillors required to ensure all new proposals are properly costed before being approved. | Ongoing  Ongoing  November - annual PC meeting to set Precept |
| **To maximise grant opportunities** | To continue to seek all relevant grant opportunities | Successful applications will provide additional capital schemes which otherwise would not be possible | Ongoing |
| **Insurance** | To obtain new quotes and accept as appropriate | The Clerk to undertake every 3 years | Ongoing |
| **Planning** | Continue and improve participation in planning matters | Ensure local feelings are taken into account; using the Annual Parish Meeting as a key opportunity | Ongoing |
| **Transparency Code** | To ensure compliance | Statutory requirement | Ongoing |
| **To keep under review legal powers and opportunities** | Ensure compliance | Statutory requirement | Ongoing |
| **Digital Map** | To create a digital map of the village, identifying all parish and public assets including land, trees, waste bins, lamp posts, play equipment and other assets | Implement the training undertaken and produce an initial map  Monitor and maintain the digital map | March 2022  Ongoing |
| **Councillor Training** | To encourage all councillors to take advantage of all training available | To ensure Cllrs are fully knowledgeable.  Training to be included in Budgets | Ongoing  November 2022 |
| **Clerk Training** | To encourage the Clerk to take advantage of all relevant training, including involvement in the local SLCC Branch | To ensure the Clerk is fully knowledgeable and up to date with all relevant information. SLCC membership/Training/conference attendance included in Budgets | Ongoing |
| **Protecting the Parish** | The council will continue to have close liaison with the Police and HBC | To ensure communication both ways | Ongoing |

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| **Focus :** | **The Local Environment** | | |
| **Aims** | **Objectives** | **Implication** | **Timescale** |
| **To continue to improve the natural environment and respond to climate change.** | To reserve areas of village greens uncut until mid-summer to allow sanctuary and nectar for insects | Cost of signage and low barriers for mowers  £100 | March 2022  January 2022  (Completed)  Autumn 2021 |
| To continue the renovation of the Wildlife Garden as a place of peace and tranquillity for both humans and wildlife | Plant a flowering tree during winter season to provide future cover, roosting sites and shade for birds.  Plant perennials, shrubs and bulbs |
| **Open Spaces and Greens** | To continue to ensure all greens and open spaces managed by the parish Council are well cared for and the footpaths and roads across them are well maintained  To ensure trees on parish land are monitored, pruned or removed as necessary if overgrown or diseased  To protect the edges of the registered greens from vehicle damage by installing more and larger stones  To continue to maintain and refurbish as necessary, the benches around the village | Grass – cutting - In budget  Repair to village green road at north-east of village  Tree management - In budget  In budget | Ongoing  March 2022  (Completed September 2021)  Ongoing  Winter/spring 2022  Ongoing |
| **To tackle litter and dog fouling** | To monitor adequacy and position of litter and dog waste bins  To organise / support litter picks | No budget implications – but requires liaison with HBC  Maintenance Committee responsibility | Ongoing  Ongoing – monthly between April & October each year |
| **To urge HBC to install speed management controls** | To liaise with HBC | No financial implication, currently pursuing options | Ongoing |
| **To provide Play facilities** | To maintain and enhance the provision on the James Grieves Memorial playing Field | Maintain the fencing and equipment to meet H&S requirements – in budget  To purchase and install alternative surface for soft-fall area  To purchase and install Carousel | Ongoing  March 2022  March 2022  (Completed January 2022) |
|  | To install CCTV at Playing Field car park to deter theft and vandalism of play equipment/fencing | To investigate viability of installing CCTV  To investigate options as new technology comes onstream | August 2021  (Available technology not viable at this time)  Ongoing |
| **Conservation Area** | To maintain the appearance of the Conservation Area | To purchase a red telephone kiosk to replace the one removed by BT, to act as a book/jigsaw exchange | October 2023 |
| **Seating & Bus Shelter** | To provide adequate seating around the village  To maintain the bus shelter and refurbish, as necessary, the benches on village greens | Install a bench in the bus shelter – cost £300  To refurbish the bus shelter and benches around the village – in budget | October 2021  (Completed September 2021)  Ongoing |

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| **Focus :** | **Community Engagement & Events** | | |
| **Aims** | **Objectives** | **Implication** | **Time** |
| **To improve Communication within the parish** | To continue to deliver regular updates to households through fliers and website  To organise Annual Parish Meeting and provide opportunity for community consultation on Action Plan | In budget  In budget | Ongoing  Annual May event |
| **Networking with local businesses** | To provide opportunities for local businesses to engage with EPC activities | To organise a Business Forum twice a year | Ongoing |
| **To hold community events** | Social Activities Committee to provide regular events throughout the year, including:   * Easter Egg Trail * Summer fete * Gig on the Green * Christmas Fayre * Carols around the Tree in liaison with St. Peter’s PCC * Children’s Christmas party | To be self-financing | Ongoing |
|  | Social Activities Committee to provide villagers with opportunities to combat loneliness & isolation | Cuppa ‘N cake drop-in every Tuesday - £200 allocated to underpin costs | To be trialled October – December 2021  (Trial deemed successful and activity to continue) |
|  | Build a register of volunteers willing to help with activities such as events, minor maintenance and Wildlife Garden maintenance | To be trialled 2022 | March 2023 |
| **To require HBC to provide and maintain an appropriate infrastructure for the parish** | To maintain a dialogue with HBC Officers and Ward Councillors on issues relating to roads (including flooding, potholes, by-pass), pavements (including maintenance and dropped-kerb provision), public rights of way/footpaths, lighting, waste management (including public waste bins-bins & fly-tipping) | Provide feedback/requests to officers and Ward Councillors on issues raised by residents that are the responsibility of HBC | Ongoing |
| **Networking to ensure community is kept aware of decisions affecting them** | To maintain membership of the Hartlepool Rural Plan Monitoring Group  When offered, accept nomination to represent on HBC Committee(s)  To maintain membership of the Cleveland Police Rural Crime Forum | Attend all meetings of group  Continue attendance at meetings of HBC Conservation Committee  Attend meetings of the group | Ongoing  Ongoing  Ongoing |

May 2021

Revised: January 2022