Newton St Cyres Parish Council

Action /Development Plan – May 2017 to April 2020

Newton St Cyres Parish Council will seek to develop, improve and maintain village services and facilities to the best of its ability within its budget and will have regard to the safety and interests of parishioners as a primary consideration in all council activities. It will aim to represent parishioner's views at a local, district and county level.

Objective	Action	Who is responsible for action?	Timescale	Achieved?
Implementation of Parish Plan actions	Appointed councillors to continue to work with Development Group and parish organisations to implement actions	Councillors and Development Group	End of April 2018	Yes
To secure land for a new graveyard	To sign legal agreements To apply for grants to fence the land 2017/18 budget includes provision for fencing and solicitor fees	Councillors and Clerk	End of April 2018	Yes
To set up new graveyard	To develop rules, regulations, agree fees etc	Councillors and Clerk	End of April 2019	
To consider a ANPR camera	Cost and feasibility study to be undertaken 2017/18 budget includes provision for installation	Councillors and Clerk	End of April 2018	Not feasible so delete from list
To investigate a footpath from the new school site to the Rec Ground	Cost and feasibility study to be undertaken Investigate if eligible for S106	Councillors and Clerk	S106 eligibility check – July 2017	Not eligible for S106
To investigate Devon County Councils Road Warden Scheme	To consider new information and to decide if to join the scheme or not	Councillors and Clerk	End of December 2018	Advertising for volunteers
To maintain and improve parish footpaths as part of Devon County Council's (DCC) Parish Partnership Scheme	To report any work required to Footpath Warden	Councillors and Parishioners to report work required to footpath warden who will contact DCC for support if required	Ongoing	Ongoing
To consider ways of reducing dog mess	Consider working with parishioners, village organisations	Clerk and councillors	Ongoing	

Objective	Action	Who is responsible for action?	Timescale	Achieved?
To ensure continued compliance with the relevant current legislation and to promote openness, transparency and community engagement through the use of various communication media.	Clerk to ensure compliance is maintained through website and Facebook page. Councillors to maintain monthly surgeries, Annual report and Directory and two newsletters per year to be produced. Ensure budget includes provision for printing costs	Clerk and councillors	Ongoing	
To maintain an allotment when demanded by 6 parishioners and /or if there are sufficient allotment holders within 3 miles of parish boundary	To ensure the allotments remain financially viable. Ensure they are kept clean and tidy so that new tenants can be attracted	Appointed Councillor and Clerk	Ongoing	
To monitor and review the arboretum	To continue to work with the arboretum committee to ensure continued compliance with the terms of the arboretum licence. To include annual risk assessment	Appointed councillor	Ongoing with annual risk assessment	
To ensure that all council assets are maintained in a safe and proper manor	Responsible councillor to check on a regular basis (RA annually) that council assets such as seats, phone boxes, bus shelters, noticeboards, village signs are maintained and in good working order	Appointed councillors	Ongoing with annual risk assessment	
To ensure all council policies and procedures are reviewed annually and updated as necessary	Clerk to ensure annual review process is on the agenda	Clerk and councillors	Annually in May meeting	

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To consider planning applications in the interest of parishioners and in support of areas identified in parish plan such as maintenance of distinctive landscape, woodlands, building styles, county lanes and wide support for sensitively installed solar panels	Clerk to ensure planning applications are notified to councillors and placed on agenda. Clerk to seek time extensions from MDDC if necessary. Site visits to be arranged if required. Clerk to place on Facebook page	Clerk and councillors	Ongoing	Ongoing
To continue to support the Raddon Hills Group of Parishes	Two councillors to be elected as Raddon Hill representatives to attend the meetings	Councillors at annual meeting	Meetings are in February and October each year	
To continue to monitor and support various groups and organisations within the parish including but not limited to: Parish Hall, Rec, Arboretum, Community Resilience Group and Boniface Trail Group	Councillors to be elected as representatives for the Parish Hall, Rec, Arboretum, CRG and Boniface Trail, Friends of the station, All councillors to support parish events where possible and maintain dialogue and visibility with village organisations	Councillors	Ongoing	Ongoing
To ensure continued operation of tipping rain gauge and text notification system	To take over maintenance of tipping rain gauge from 1 April 2018 - budget provision required	Appointed Councillor	From 1 April 2018 now 1 April 2019	
To continue to develop links with, and work with, Devon County Highways, including Footpaths, Devon and Cornwall Police and Mid Devon District Council including planning	Maintain dialogue and respond promptly to any communications Ensure district and county councillors are kept informed of any problems	Councillors and clerk	Ongoing	
Parish Hall Car Park	To work with the Parish Hall committee to ensure that the car park remains in good repair (RA annually) and to continue to accrue funds annually towards the cost of tarmacking – Ensure each years budget includes provision	Appointed Parish Hall Councillor, Chairman and Parish Hall Committee	Ongoing with annual risk assessment	

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To ensure the action plan is reviewed annually	Clerk to ensure review at the annual parish meeting in May (Action plan to run May to April from May 2017)	Clerk and councillors	Annual review in May	
To ensure continuity of nominated Community Assets	To consider re-applying for Community Asset status - current registration expires in November 2018	Clerk and councillors	May 2018	On May agenda
Affordable housing and future developments in the village	To ensure any future development in the parish is in line with the recommendations from the parish plans. If the old school site becomes available for development, councillors to consider housing survey requirements (from 2016 housing survey)	Councillors	Ongoing	
To maintain the parish defibrillators Defib no 1 located at BT kiosk by post office and Defib no. 2 located at the Recreation Ground	To ensure that consumables (esp battery) is replaced when running low Ensure budget provision in 2018/19	Appointed Councillor	Battery replacement due Jan 2019 for Defib no.1 and September 2020 for Defib no. 2	
To maintain Quality Council Registration and move to Quality award	The foundation level renews is April 2020	Clerk and Councillors	July 2017 for quality award	Not eligible for Quality application. Review in 2019
To continue to monitor the A377 including pollution and traffic	Review monthly pollution monitor results Develop strategic plan for A377 traffic management	Appointed Councillor	Pollution monitor – 12 month results in Feb 19 Ongoing	
To identify projects for S106 contributions and notify to MDDC	Notify to MDDC	Councillors and Clerk	Ongoing	

Agreed: Date of review: