

Action Plan 2021/2022

PERFORMANCE INDICATOR	KEY PRIORITIES	TIMESCALE	BUDGET REQUIRED
To improve communication between the Parish Council and residents and businesses.	Continue to review and improve website.	New Website to be introduced in July with Web site building in Aug 2021.	Approximate cost £ 600
	Publish Annual Report.	Chairmans Annual report presented at Annual Parish meeting and available on Website May 2021.	No
	Consider publishing Parish newsletter.	2021	Yes
	Review whether further Noticeboards required.	Prior to review new Parish Noticeboard Policy introduced in April 2021	yes
	Review use of social media.	Ongoing	Not known this time
	Minutes of council meetings published on Website.	All meeting minutes are now published on Website from April 2021 Parish Council meeting frequency increased from 6 to 10 programmed meetings per year.	No
To improve effectiveness of the Parish Council.	Carry out an annual skills audit of the Parish Council and review the training needs of the councillors and the clerk	Training and Development Policy currently being discussed in July meeting	Yes
	Carry out performance review of the council and the clerk.	Annually	Cost of Training

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	Carry out Personal Development Review with the clerk and programme training for any identified needs.	PDR with Clerk undertaken in June and to be discussed at July meeting	Yes
	Apply to Teignbridge Council for formal permission to increase the number of councillors from 5 to 6.	Formal request forwarded to Teignbridge Council April 2021.	No
	Performance reviewed and monitored through Aims/Objectives and Strategic Plan.	First review undertaken in June 2021 and Action Plan updated	No
To increase influence/coordination in matters that impact on the Parish.	Invite representatives from outside bodies and members of the public to address the parish council on key matters of interest.	Ongoing	No
To ensure the Parish Council delivers value for money.	Carry out regular review of expenditure against budget.	Monthly Agenda item monthly and minuted on Website. Quarterly budget review to be undertaken at July meeting	No
To support and work with the community regarding the development of Parish Plans for the benefit of the community.	Consult with the community in respect of the development of a Neighbourhood Development Plan.	2021	Yes
	Consult with the community in respect of the development of a Climate Emergency Action Plan.	2021	Possible
To support and work with the community regarding the maintenance and development of facilities for the benefit of the community.	Identify where the Parish Council could assist.	Ongoing	Possible

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	Consult with the community in respect of development opportunities resulting from CIL allocation.	Ongoing	Yes
	Consider the publication of an updated walks leaflet/Website which includes maps.	2021/2022	Potential CIL expenditure
	Consideration to make available walks information to neighbouring Parishes and partners such as Church and the Linny.	2021/2022	Yes
	Investigate the provision of viewing benches on Paths.	2021	Potential CIL expenditure
	Parish to investigate/consult with landowners and Historic England the possibility of creating access to Milber Down Camp complete with information for visitors.	2021/2022	Potential CIL expenditure
	Investigate the possible provision of a footpath from Blackenway Lane to Footpath Number 4.	2021	Potential
	Investigate the potential use of QR codes on notice boards, which link to the Website walks section.	2021/2022	Potential CIL expenditure
To ensure maintenance arrangements of Bridle Paths and Footpaths for maximum enjoyment.	Council to liaise with Devon County Council to determine maintenance responsibility for four tracks marked as Public Rights of Way within the Parish.	2021	Potential
	Investigate the provision of community working Parties.	Ongoing	Possible
	Continue with the assistance of existing community volunteers to maintain Parish Bridle Paths and Footpaths.	Ongoing	Yes

PERFORMANCE INDICATOR	KEY PRIORITIES	TIMESCALE	BUDGET REQUIRED
	To update the Parish Risk Assessment in respect of the maintenance work undertaken on footpaths.	Updated risk assessment produced by Councillor Ashley Brent and published on Website April 2021.	No
	Review machines and PPE used in the course of Pathway maintenance.	Parish Council have introduced usage of alternative fuel (alkaline) to reduce environmental impact.	Potential CIL expenditure
	Investigate the possibility of outsourced maintenance contract.	Ongoing	Yes
	Investigate the need for appropriate storage of Equipment and need for additional equipment such as First Aid Kits.	2021	Potential CIL expenditure
To keep Footpaths and lanes clean for the enjoyment of members of the public.	Report dog fouling to the dog warden.	Ongoing	No
	Encourage members of the public to report littering and fly-tipping.	Ongoing	No
	Continue to work with the community helping to coordinate and organise a regular cycle of litter picking.	2021 rota coordinated and published on Website by Councillor Vince Flower	No
To understand, celebrate and protect the local landscape and participate in its future management.	Work with community to preserve and promote its local heritage.	Ongoing	No

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	Work with Teignbridge Council for the Asset transfer of the following green spaces. Strip of land below Princes Cottages, area of land adjacent Swallows Hatch, the Linny Triangle and the area of land at Dacombe Cross.	Following detailed resident consultation asset transfer of strip of land below Princes Cottages is no longer being progressed.	Potential CIL expenditure
	Work to register with Land Registry the area of land around the Well in Coffinswell.	2021	Potential CIL expenditure
	Work towards a maintaining the green spaces with an emphasis on Ecology and Habitat.	2021	Potential CIL expenditure
	Work with community to preserve the landscape and wildlife through additional planting of native trees/shrubs.	2021	Possible
	Parish to undertake annual tree survey on its land next to rights of way.	2021	No
	Parish to undertake any work necessary as identified by Annual Tree survey.	2021	Potential
	Identify significant trees in the community, recommend appropriate maintenance programmes and assess whether tree Preservation Orders should be requested.	2021	No
	Work with land and property owners to encourage regular maintenance of hedgerows, verges, trees, stone walls, which adjoin lanes and bridlepaths.	2021	Possible
	Record wildlife activity and diversity to preserve natural habitats.	Medium Term	No

PERFORMANCE INDICATOR	KEY PRIORITIES	TIMESCALE	BUDGET REQUIRED
	Pursue links with regional, national and international bodies which are concerned with the natural environment and heritage.	Medium Term	No
To reduce crime so that members of the community feel better protected against crime.	Work with the police and other services to raise awareness of crime reduction initiatives/schemes.	Ongoing	No
	Share local intelligence concerning crime and safety with the police.	Ongoing	No
	To engage ,support and communicate the work carried out by the Police and Crime Commissioners Councillor Advocate Scheme.	Dedicated noticeboard on new Parish Website to be provided.	No
	Promote police contact information via the Parish Council's website, notice boards, newsletters and Neighbourhood Watch.	Police contact information to be displayed on new Parish website noticeboard	No
	Continue to support the community Neighbourhood Watch Scheme.	Dedicated noticeboard to be provided on new Parish Website.	Possible
To ensure local emergency solutions are in place that support county and national emergency plans	Work with Teignbridge Council and emergency services to raise awareness of how the local community can respond in emergencies.	Ongoing	No
	Ensure Emergency Action Plans are available on Parish Council Website.	2021	Possible
	Continue to support provision of Defibrillators in the community.	Ongoing	Yes
To address highway concerns and seek solutions	Work with responsible agencies to understand planned maintenance work on highways.	Ongoing	No

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	Work to provide a detailed plan of all the road/land drainage schemes throughout Parish.	2021	Yes
	Work with responsible agencies to ensure land drains culverts etc are maintained.	Ongoing	No
	Investigate the possibility of Annual road/drainage maintenance being devolved to the Parish Council.	Medium Term	Grant/finance from Devon County Council
	Develop/update Emergency Plan in respect of Flooding issues.	2021	Yes and Potential Grant available
	Ensure adequate winter maintenance of grit bins.	Ongoing	Potential Grant
	Report highway maintenance complaints to Devon County Council.	Ongoing	No
	Provide clear information on Website about who to contact concerning highway/road issues.	2021	Possible
To seek solutions to speeding traffic.	Report specific incidents to the Police/Teignbridge Council.	Ongoing	No
	Pass on community concerns to Teignbridge Council.	Ongoing	No
	Investigate possibility of local Parish signage requesting reduction of speed.	2021	Yes
To consider the need for weight/width restrictions to prevent erosion of roads and verges.	Investigate the need for restrictions on narrow lanes.	Medium Term	No
To review road signage.	Consider the appropriateness and effectiveness of road signs.	Medium Term	No

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To prevent rural isolation through the provision of adequate public transport.	Promote existing community transport schemes on the parish council's website, social media and newsletters.	Ongoing	No
To prevent rural isolation through the provision of adequate Internet provision.	Our community has been selected to benefit from a £6 million investment being put into Fibre to the Premise (Fttp) Broadband. We will continue to lobby and work with Openreach to ensure that this is delivered to our community with the common aim of connecting the properties in our area to super fast broadband by the end of 2021. Openreach plan to install Fttp, which once complete will give residents speeds of up to 300mbps.	2021	No
To continue to comment on all key strategic planning documents and consultations that affect the parish ensuring the Parish Council's knowledge and understanding of the local context is considered in the decision-making process.	Ensure Parishioners are fully informed about all consultation so that their views are included in policy development.	Ongoing	No
	Ensure that Parishioners are fully informed in respect of Planning Enforcement issues.	Ongoing	No
	Work towards providing a Progress File on the Parish Website for all outstanding Enforcement issues to enable Parishioners to be fully informed.	2021	No
To encourage local residents to participate in strategic planning that affects the parish	Publicise consultation through all of the parish council's communication channels.	Ongoing	No