

Draft Parish Plan 2021/22

One of the requirements of the Local Council Award Scheme is the publication of a Parish Council Action Plan for the current year.

Members are asked to:

Consider the draft plan attached and in so doing:

- Note the overall strategic aims of the Parish Council (previously agreed)
- Approve the council objectives for the current year
- Approve the action plan

Cllr Wallage
September 21

WEST RANTON & LEAMSIDE PARISH COUNCIL

DRAFT ANNUAL PLAN 2021/22

Purpose

This Annual Plan describes the overall objectives of the Parish Council, how it operates and what it hopes to achieve in the financial year 2021/22.

Strategic Aims of Parish Council

The Parish Council's aims to represent the community in a fair, balanced, and effective manner in order to:

- Improve the quality of life for those living and working in the parish
- Enable a sense of community well being and pride in our village
- Deliver quality services, in partnership with others, to meet local needs
- Foster a socially inclusive and caring community in which all residents have the opportunity to influence their future and that of the parish
- Manage its assets and finances in an open, efficient, and effective manner for the benefit of all residents

How the Council Operates

The Parish Council makes decisions at monthly Parish Council Meetings after considering reports from:

The Parish Clerk – relating to the administration of council business, including budget setting/monitoring, accounting and audit arrangements, grant applications, contracts for the supply of goods/services and any issues highlighted through correspondence received that council need to consider how best to address.

Member Working Groups - set up to carry out specific tasks to consider more detailed matters, that may require consultation to help the council make informed decisions.

Individual Members if they -

- Would like to raise a concern or propose a new action
- Have been delegated authority to undertake a specific task
- Represent the council on outside bodies

All Parish Council Meetings are open to the public and all residents are encouraged to attend to have an opportunity to influence council decisions and raise any issue of concern.

2021/22 Parish Council Objectives

Maintain the parish's rural character and existing amenities, whilst encouraging sustainable development			
	Action	Timescale	Responsibility
1.1	Consider the impact of local planning applications to – Ensure new developments are sustainable Protect Open Spaces Protect and Improve Public Rights of Way	On-Going	TBA
1.2	Continue to monitor progress on approved housing developments	On-going	TBA
1.3	Consider the potential to develop a Neighbourhood Plan	March 2021	Cllr Diggory
Improve Road Safety			
2.1	Consider the potential for further traffic calming measures in consultation with the Police/DCC Traffic Engineer	Dec 2021	Cllr Wallage/Cllr Boettcher
2.2	Continue to work with Neighbourhood Police team re promotion of Community Speed Watch and PACT meetings	On going	Cllr Wallage/Cllr Boettcher
2.3	Continue to liaise with DCC re request for Parking Survey	On going	Cllr Wallage/Cllr Boettcher and Local Ward Members
2.4	Map/Confirm location of existing salt bins to ensure residents know their location and where to report any concerns. Develop "Snow Angels" scheme (Local Neighbourhood Police Team initiative) of volunteers in consultation with the VP to monitors salt levels in winter, report concerns and assist in dispersing/snow clearing if needed.	October	Cllr Lowrie Cllr Wallage
Continue to Improve the appearance and management of the Cemetery			
3.1	Develop proposal for Memorial Wall	March 2021	Cllr Diggory
3.2	Provision of 2 new Marmax benches and replacement of existing metal benches with Marmax benches	March 2021	Cllr Wallage/Parish Clerk in consultation with DCC
3.3	Consider the provision of smaller waste bins for ease of use for cemetery visitors and consider how these could be emptied	March 2021	Parish Clerk in consultation with DCC waste management
3.4.	Review contractual arrangements for grounds maintenance and waste management contracts 2022/23	January 2021	Parish Clerk
3.5	Carry out an audit to identify any maintenance works required and follow up with monthly walkabouts to monitor progress and identify new issue.	October	Parish Clerk

3.6	Provision of 2 flower beds within the cemetery	October 2021	Parish Clerk in consultation with GC/Grounds Maintenance contractor
3.7	Consider ways of improving public access via the cemetery gates	March 2021	Parish Clerk
4 Improve our public parks and open green spaces			
4.1	Consider the replacement of all public benches with Marmax maintenance free benches (S106 funding opportunity)	December 2021	Cllr Wallage inc consultation with DCC
4.2	Consider the replacement of 8 black planters with Marmax Hexagonal (S106 Funding Opportunity)	December 2021	Cllr Wallage inc consultation with DCC
4.3	Develop a project to improve the "Rec" <ul style="list-style-type: none"> - Provision of Adult Gym - Provision of 2/3 Marmax Picnic Benches - Provision of 2/3 Marmax Picnic Benches - Provision of Marmax Tree bench around central Tree - Provision of 2 more waste bins - Re paint of Youth Shelter 	December 2021	Cllr Wallage in consultation with DCC officers and local ward members (S106 grant application)
4.4	Improve the maintenance of "rec" with regular strimming around boulders, trees and other obstacles to supplement DCC grass cutting on this registered village green Annual commitment if above project implemented		Parish Clerk in consultation with Cemetery grounds maintenance contractor
4.5.	Improve the maintenance of Benridge Bank to match the adjoining green space (outside Chantry House) by regular strimming/grass cutting	On going	Parish Clerk in consultation with Cemetery grounds maintenance contractor
4.6	Improve the appearance of our registered village greens on South Street/North Street– remove tree stumps, cut back or remove trees and shrubs, plant spring bulbs, regular strimming (Annual maintenance commitment)	On going	Parish Clerk in consultation with our Cemetery grounds maintenance contractor Cllr Wallage in consultation with DCC re community bulb planting
4.6	Improve the appearance of village planters, benches and bus shelters across the parish with regular strimming (Annual Commitment)	On going	Parish Clerk in consultation with our Cemetery grounds maintenance contractor

4.7	Develop proposals for the Installation of additional benches (and waste bins if necessary) across the parish as funding allows Suggested initial locations: One either side of Jubilee Hall, One outside Doctors Surgery (The latter with a waste bin)	March	Cllr Wallage/Cllr Bulmer in consultation with DCC VP and wider community
4.8	Regular Councillor Village Walkabouts to identify footpaths overgrown, signage overgrown, fly tipping/litter /dog fouling etc and report to DCC to address or refer requests for Green Group Litter picks	On going	Cllr Lowie – but all to be aware and report incidents
4.9	Finalise proposals for replacing boulders on the Old Sunderland Road with fencing to prevent cars accessing green open space opposite the garage Consider arrangements for regular strimming around existing boulders and then fence posts if boulders removed, to prevent the need for DCC Herbicide Spraying - Annual Commitment	December	Cllr Haddick/Wallage/Parish Clerk in consultation with DCC officers Parish Clerk in consultation with ground maintenance contractor
4.10	Discuss ways to help improve the safety and usage of Adventure Park (Parish Plan Outstanding Action)		Cllr Wallage/Cllr Haddick in consultation with the VP and Local Ward Members
4.11	Discuss ways to improve the area around the doctor's surgery	March	Cllr Wallage/Cllr Kellett in consultation with Doctor's surgery and DCC officers and Cllr Hall
4.12	Work with the Green Group to deliver an outstanding action in the community led parish plan regarding improving the Middle Rainton Picnic Area as part of a community orchard project (Provision of picnic tables and benches (Benridge Bank S106 funding opportunity)	January	Cllr Wallage in consultation DCC officers and local ward members
Build on Community Cohesion			
5.1	Continue to maintain and improve Parish Council website and update with regular articles and Parish Council information	On going	Parish Clerk/
5.2.	Continue to liaise with community groups via the village partnership	On going	Cllr Wallage
5.3	Continue to engage with the community via Village News	On going	Cllr Wallage
5.4.	Open Parish Council Facebook account/page	Dec	Parish Clerk
5.5	Enter the Parish for the Durham in Bloom Competition	Complete	Cllr Wallage
5.6	Continue to support community groups with grant funding	On Going	Full Council

5.7	Promote the filling of councillor vacancies	On Going	Full Council/PC
5.8	Continue to monitor the implementation of the Community Led Parish Plan	On Going	Cllr Wallage/Full Council
5.9	Organise "Carols around the Christmas Tree" Event and Tree Switch on Event	December	Cllr Wallage/Cllr Bulmer Parish Clerk
5.10	Continue to work with Neighbourhood Police Team via PACT meetings	On Going	Cllr Kellett
5.11	Improve community consultation and engagement	On going	All -Communication Working Group?
6 Improve our governance arrangements			
6.1	Achieve Foundation Level of Local Council Award Scheme	March	Parish Clerk/Cllr Wallage
6.2	Continue to develop relevant skills and knowledge of Members and Officers through training & development opportunities	On Going	All
6.3	Keep abreast of relevant updates and new developments via Smaller Local Council Forum	On Going	Cllr Boettcher
6.4	Prepare draft annual plan for 2022/23	January	Full Council/Clerk
7 Effectively manage the Council's resources and assets			
7.1	Annual Risk Assessment	March	Full Council/Clerk
7.2	Annual Review of Fixed Asset Register	March	Clerk
7.3	Set a balanced budget for 2022/23 and maintain adequate reserves	Jan	Full Council/Clerk
7.4	Formalise agreement with PCC for maintenance of St Mary's Church Clock	July	Cllr Wallage/Cllr Haddick
7.5	Annual review of cemetery fees & charges	March	Full Council/Clerk
7.6	Keep abreast of external funding opportunities - work in consultation with VP and Local Ward Members to develop further improvements as need is identified and funding allows	On going	All