

GREAT WALTHAM PARISH COUNCIL

Action Plan – 2022-23

Version 1

This policy document should be reviewed and updated as necessary.

Version	Review Date	Reviewed By	Summary of Changes
1	May 2022	S. Gilbert	

Great Waltham Parish Council – Action Plan 2022-23

Introduction

Great Waltham Parish Council (“Council”) is committed to promoting enhanced quality of life, community spirit, economic well-being and pride in the parish of Great Waltham.

It strives to ensure that all of its planned objectives, goals and actions continue to protect and enhance the distinct identity of the parish, making it a prosperous, safe and attractive community for all of its residents and a welcoming place for visitors to enjoy.

Detailed below are the Council’s schedule of activities for the financial year 2022-23. These actions and initiatives are reviewed regularly and updates made as projects are completed and priorities change.

Current Projects

Subject	Objectives	Actions
1. Pavilion at GW Recreation Ground.	<ul style="list-style-type: none">• Complete refurbishment and bringing into operation the Pavilion at Great Waltham Recreation Ground.	<ul style="list-style-type: none">• Complete any outstanding works to enable use.• Confirm permitted activities with landlord.• Sign-off hiring documentation.• Publicise availability of Pavilion.• Complete work (and so close down) activities of working group.
2. Ford End traffic calming measures.	<ul style="list-style-type: none">• Re-energise campaign for increased measures (following mandate obtained at meeting 19/4/2022).	<ul style="list-style-type: none">• Discuss strategic approach at PC May meeting.• Develop lobbying and engagement approaches.• Identify need for working group involving all relevant parish organisations.

3. Play equipment at recreation grounds.	<ul style="list-style-type: none"> Effect essential refurbishment and maintenance of recreation grounds' play equipment. 	<ul style="list-style-type: none"> Maintain monitoring/inspection regime. Initiate essential repairs/-decommissioning. Ensure sufficient budget to cover likely costs.
4. LCAS Foundation Award.	<ul style="list-style-type: none"> Secure Foundation Award status for the PC. 	<ul style="list-style-type: none"> Complete preliminary review of compliance gaps. Sign-off of additional documents needed to effect compliance. Engage with EALC to initiate assessment process.

Ongoing Activities

Subject	Objectives	Actions
1. Communication.	<ul style="list-style-type: none"> Ensure PC uses all facilities to engage with parishioners. 	<ul style="list-style-type: none"> Maintain contributions to Parish News and social media platforms.
2. Allotments.	<ul style="list-style-type: none"> Provision of allotment facilities for parishioners. 	<ul style="list-style-type: none"> Renegotiate rent with landlord. Continue to administer through Recreation Committee.
3. Non-recreation ground assets.	<ul style="list-style-type: none"> Refurbishment and maintenance of other PC assets. 	<ul style="list-style-type: none"> Update asset register as necessary. Agree and effect refurbishments. Continue maintenance programmes.
4. Traffic.	<ul style="list-style-type: none"> Monitoring traffic volumes/speeds. 	<ul style="list-style-type: none"> Reintroduce SID monitoring. Consider introduction of Highways Committee to address all traffic/parking issues.

5. Parking.	<ul style="list-style-type: none"> Monitoring vehicle parking issues in the parish. 	<ul style="list-style-type: none"> Maintain intelligence gathering. Consider introduction of Highways Committee to address all traffic/parking issues.
6. Crime and disorder.	<ul style="list-style-type: none"> Monitoring crime and disorder in the parish 	<ul style="list-style-type: none"> Monitor reported crime statistics to identify trends. Encourage parishioners to report incidents. Continue to use social media to highlight incidents. Continue to secure PC assets. Work with all agencies to identify and help prevent crime and disorder.
7. Parish office.	<ul style="list-style-type: none"> Review of location of parish office. 	<ul style="list-style-type: none"> Discuss opportunity to save public money and move office to the Pavilion.
8. Planning.	<ul style="list-style-type: none"> Consideration of local planning applications. 	<ul style="list-style-type: none"> Maintain status as consultee for all planning applications in the parish.
9. Management of vegetation.	<ul style="list-style-type: none"> Management of vegetation on Council owned/managed locations. 	<ul style="list-style-type: none"> Initiate short term work to manage vegetation. Consider documenting 3–5-year action plan to manage vegetation.
10. Training.	<ul style="list-style-type: none"> Training for councillors and staff. 	<ul style="list-style-type: none"> Continue to identify training needs. Ensure completed training meets minimum necessary for LCAS accreditation.
11. RideLondon.	<ul style="list-style-type: none"> Monitor impact of RideLondon event. 	<ul style="list-style-type: none"> Continue to engage with project team. Complete post-event analysis to help inform PC position in relation to future years' events.
12. Jubilee.	<ul style="list-style-type: none"> Involvement in Jubilee events. 	<ul style="list-style-type: none"> Maintain involvement in events, as necessary.

13. Other parish organisations.	<ul style="list-style-type: none"> • Presence on management committees of other parish organisations. 	<ul style="list-style-type: none"> • Maintain presence with other organisations.
14. Parish events.	<ul style="list-style-type: none"> • Participation in multi-organisation parish events. 	<ul style="list-style-type: none"> • Continue agreed participation.
15. Lobbying.	<ul style="list-style-type: none"> • Lobby on behave of parishioners in relation to other agencies' infrastructure plans. 	<ul style="list-style-type: none"> • Continue to identify plans/initiatives with a view to agreeing PC lobbying position.
16. Policy consultations.	<ul style="list-style-type: none"> • Respond to policy consultations as they affect the parish. 	<ul style="list-style-type: none"> • Continue to identify and respond to consultations, as necessary.
17. Grants.	<ul style="list-style-type: none"> • Consideration of applications for grants. 	<ul style="list-style-type: none"> • Maintain grants fund in budget. • Publicise availability of fund. • Discuss and agree position on grant applications.
18. Availability of PC assets.	<ul style="list-style-type: none"> • Make PC assets available to other parish organisations. 	<ul style="list-style-type: none"> • Ensure awareness of access to PC assets is maintained (in particular access to the Pavilion).
19. Summer holiday activities.	<ul style="list-style-type: none"> • With CCC, organise summer holidays activities ('Play in the Park') at GW Recreation Ground. 	<ul style="list-style-type: none"> • Publicise event days. • Ensure access to Pavilion facilities is available to complement the event days.

Future Projects

Subject	Objectives	Actions
1. Play equipment at recreation grounds.	<ul style="list-style-type: none"> • Refurbishment/renewal of recreation grounds' play equipment. 	<ul style="list-style-type: none"> • Maintain future years' budget allocation for repair/replacement of equipment. • Maintain robust, itemised register of condition of equipment.

2. East Anglia Green project.	<ul style="list-style-type: none">• Establish potential effects/impacts.• Lobby on behalf of parishioners.	<ul style="list-style-type: none">• Establish scope/impact of project on parish (may depend on precise route).• Engage with parishioners to help establish PC position for lobbying purposes.• Engage with other affected local PCs.
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