

WAKES COLNE PARISH COUNCIL

ACTION PLAN 2019-2020



Project	Action taken to progress Project	Lead Councillors	Additional Action to be Taken	Comments
Superfast Broadband County Broadband Ultra-Fast Fibre	Superfast Broadband was installed in the village in March 2016. Several areas of the Village are not achieving the Superfast Speed. County Broadband have been developing the installation of Ultra-fast fibre optic to the Parish.	Kathy Brown Parish Champion Howard Walkden	Support Parish Champion to develop their work with County Broadband. Updates from ECC via email and web page interactive map.	County Broadband indicated in March 2019 that they have the required percentage of customers in the Parish to continue to the next stage of the project.
Public Footpaths	Each member of the Footpath Working Party has designated footpaths to monitor and report back to the working group where the footpaths are obstructed, require improvements or repairs to way finder posts/bridges/steps etc. A P3 Work proposal form is completed annually and sent to Essex County Council Public Rights of Way Officer. The preproposal form indicates work that is the responsibility of ECC or the landowner.	Kathy Brown Monica Taylor Maggie Bowden Stephen Scrase Footpath Volunteers David and Shirley Green.	P3 Risk Assessments and Work Proposal for each specific task is sent to ECC Public Rights of Way Officer prior to undertaking any work on the footpaths. A Health and Safety Folder is provided for each task group working on the footpaths.	Working Party walks the footpaths on an annual programme to complete the P3 work proposal form. In addition, members of the group report back to the lead of the working group if they encounter a problem on the footpaths throughout the year. The Public Rights of way Officer is then informed via the ECC on-line Tool box.
Traffic Calming Station Road and Bures Road/Jupes Hill.	Continue to progress improvements to traffic calming and speed restrictions throughout the Parish to enhance the safety for pedestrians and drivers. Joint Village Parish meetings have been undertaken and proposals have been taken to the ECC Portfolio holder. ECC Portfolio holder has been invited to visit the Parish and view the traffic problems.	Monica Taylor	Cllr Chillingworth Adjoining Parishes	Support form Cllr A Brown (ECC) and ECC Highways via the Local Highways Panel (LHP) Awaiting reply from the ECC Portfolio Holder regarding an on-site meeting.

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The Local Highways Panel (LHP)	LHP have inspected the A1124 and issued an initial design report for improvements. Includes improving signage, review repeater signs and introduce 30mph roundels on the road.	Monica Taylor	Report re-submitted to the LHP	Awaiting LHP approval.
Installation of Solar Light at the Bus Shelter Colchester Road	ECC have been approached to assist with the installation of a Solar Powered Light outside the bus shelter.	All Parish Councillors	ECC have agreed to install a light similar to the light at the Bus Shelter adjacent to the Post Office.	ECC have agreed to maintain the light once it is installed.
The Telephone Book Exchange	Continue to support the re-use of the dis-used telephone boxes on Colchester Road and Lane Road as book exchanges for parishioners. Members of the Parish visiting the Book Exchange place a book they no longer require into the 'incoming book' bin and then choose any book to take away with them.	Stephen Scrase Book Wardens Colchester Road Maggie Bowden Monica Taylor Lane Road Kathy Brown	Best read book featured each week. Friendly advice from Bookworm. Children's section. Books donated from Parishioners and the Village Hall.	Inspected at least weekly by the Book Warden's or members of the Parish Council when visiting the book exchange or in the vicinity.
Salt Bag Partnership Scheme	ECC operates the Salt Bag Partnership scheme which is designed to help local communities support themselves during periods of heavy snow pack is provided, free of charge. Article placed in the Village Reporter. A list is retained by Cllr Bowden as which parishioners have a stock of salt.	Maggie Bowden	ECC contact all Parish/Town Clerks by the end of May with a link to the online form where the Parish can order the salt. Closing date July 2019.	Delivered a Village Representative, if required, for collection by parishioners on the Salt Bag List October 2019.
Village Design Statement	Investigate the development of a Village Design Statement.	Kathy Brown	Support from a Bulmer Parish Councillor and a Parishioner	Agree initial meeting July/August 2019.

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Proposed new Footway Tyburn Hill	Development of Wakes Colne Hall by Nicholas Percival to incorporate a foot way on Wakes Colne Hall land along Tyburn Hill from Wakes Hall to extend footpath 25 and link into the Footpath network. Planning application approved and the development of a footway was highlighted in the scheme	Monica Taylor Stephen Scrase Maggie Bowden	The Parish Council agreed to work with Nicholas Percival to progress the development of the footway.	Planning Application for the development of Wakes Colne Hall has been approved.
Litter Picking	Purchased a selection of litter pickers, gloves and high visibility jackets for use by the Litter Picking Volunteers. Article placed in the Village Reporter to request volunteers from the Parish to assist with the Litter Picking.	All Parish Councillors	The Parish Council agrees dates for Litter Picking of the Parish and the Clerk liaises with Colchester Borough Council for refuse bags	Link into the National Litter Picking Weeks. CBC Clean team offer their assistance during litter picking weeks,
Road network	Damage to the highway/road network from potholes, surface water flooding is reported to Essex County Council Highways via their interactive on line map.	All Parish Councillors Parish Clerk Parishioners	Information is given to Cllr Anne Brown CBC/ECC for action and request for updates	A survey of the highways was undertaken by the Parish Council and consideration to be given to update the survey.
Millennium Footpath Walks Pamphlets	Review of the footpath walk pamphlets developed for the Millennium.	All Parish Councillors	Investigate cost and design.	Include the WW2 trails and new footpath at Tyburn Hill when completed.

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Councillor's Areas of Responsibility	Funding Streams	Maggie Bowden		
	Parish Emergency Plan	Kathy Brown		
	Personnel Committee	Maggie Bowden Monica Taylor Stephen Scrase		
	Planning			
	Millennium Green Representative	Monica Taylor		
	Footpath Working Group	Kathy Brown		

The Parish Council

Ensures that the residents of Wakes Colne are regularly kept informed of local issues by the Parish Noticeboards, Parish Council Web Page, articles placed in the Village Reporter and Public Meetings.

Young People

The Parish Council should always be mindful of the views and needs of young people when considering local issues on which it comments or makes decisions.

Volunteers

The Parish Council owe special thanks to volunteers who offer their time and resources to assist the Parish Council in progressing projects on behalf of the parishioners of Wakes Colne.

Re-Adopted

Date 8th May 2019

Minute Reference 19/092A

Signed Chairman

Review Date: May 2020