

SNETTISHAM PARISH COUNCIL
ACTION PLAN - 2017/18 - 1 of 4

Subject		Specifics	Progress	Complete?
To complete:				
	Neighbourhood Plan	Complete and send to Borough for referendum	currently with Inspector - after that referendum remains	near
	Lodge Walk	Complete seating, bins and new trees	H&S improvements organised; seating and bins fitted	
Other projects:				
<u>Highways etc:</u>				
	TROD extension from Common	As far as agreed funding will allow	New TROD complete Nov 2017	yes
	Application for 18/19 Parish Partnership	For next stage of TROD, to reach as close to Jimmy's Field as possible	Agreed £6,000 budget for match funding for 18/19	yes
	Final TROD section	funding agreed - need routing decision	Working with Norfolk Trails to agree route and then make part of wider project	
	Street Lights	Two more to be fitted - Station Rd/The Avenue	Awaiting news from contractor - repeated request not yet productive	
	Village signs	Repair and protect: Market Square	Removed and frame being fixed - picture and crest awaiting repair	
	Village signs	Repair and protect: Newbridge	Contractor and funding agreed: awaiting info from them about timing (poss up to one year)	
	Footpath booklet	Complete and publish	On new Admin Asst list	ongoing
	Registration of Footpaths	Form group and consider if any additional paths need registering	Group formed - yet to meet	
	Speed Camera	Add location near to school	Approved by NCC - fitted and part of rota	yes
Events:				
	WWI commemoration	Begin process for suitable way to mark	Group formed and WIP; launch 22/2/18; visit to Canada undertaken; visit to Europe imminent; 11/11 plans ongoing	ongoing
	Open Day(s)	Ensure meetings occur and with consideration to timing and nature	agreed to cancel these due to lack of real interest; when Neighbourhood Plan referendum announced will organise some relating to that	
	Remembrance Day	Ensure suitable event, working with other groups	2017 event went smoothly; 2018 to be in line with WWI centenary plans	yes

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	Fete	Ensure a great event, maximising attendance, and working with other groups	Admin Asst organising for 2018; large number of stalls, dog show, amusements and food all organised; volunteers still needed but more available than in past	ongoing
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<u>Admin/Governance:</u>				
	Website update and complete	Enures meets legal requirements and then becomes a useful locus for council and village info	Extensive work done, and now fit for purpose, far more information available; no need for major revamp at this time, though continuous updating needed.	ongoing
	Local Council Award Scheme	Start process of applying and the completion of relevant documentation	Documentation completed and submitted; response received, some changes needed, including to Standing Orders of which SPC had not been notified new version available	ongoing
	Information provision	Monitor effectiveness of all council info provision and revise to provide best value	Much more info now available; all sufficient for present purposes - historic info could and should be added.	ongoing
<u>Finance:</u>				
	Budget and precept	Ensure Council has sufficient income to meet its needs, and balance that with value for money for residents	Budget and precept agreed Jan 2018;	yes
	Audit	2018 Annual Return etc	Audit period for electors now complete - no visits; awaiting external auditor response.	
<u>Common:</u>				
	Volunteers	Recruit a group of volunteers to help manage the Common	Group formed and work done through winter 2017/18 - monthly work ahead planned.	ongoing
	Information Meeting	Provide venue and resources for meeting to explain local geology and natural history	Meeting held in September - 60+ present; press coverage	yes
	Interpretation boards	Provide information in writing for use at the Common and produce boards for its presentation	Awaiting info before ordering - need to chase	
	Work on heather beds	Continue work to ensure heather beds managed effectively	Volunteer work as above	ongoing
	Fencing	Resolve fencing issue in compliance with the Inspector's demands	Fencing removed as per requirements - signage installed instead; some of this removed, now being replaced	yes
	Trees	Manage trees, including necessary removal, to ensure long term health of them and their environs	Several removed to open up. Saplings removed en masse from heatherbeds	ongoing
<u>Village appearance:</u>				
	Village grounds maintenance	Ensure effective use of money to provide pleasant appearance and management; co-ordinate with BCKLWN	Increased draft budget set for 18/19. Negotiation with BCKLWN to ensure adequate cover; problem is lack of notice of delays.	ongoing

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	Market Square	Begin planning for future of Market Square, with aim of allowing sufficient parking, and improving appearance	Parking survey undertaken. Some improvements planned with installation of BT equipment.	
	Parking	Begin a plan to manage parking effectively allowing for convenience, increased numbers while improving appearance of village	Research needed. Addressed in detail in TORC magazine - as part of overall plan for the Village centre.	ongoing
	Bus shelters	Complete refurbishment as necessary. Information provision	Mkt Sq. repainted, reroofed and new boards - awaiting map. Newbridge bench replaced a while back - no more immediate needs.	near
	Phone Boxes	Adopt, renovate and make good use of two boxes	Adoption complete; paint and volunteers sorted - awaiting removal of BT equipment.	
	Updated & added to	16/07/2018		
Agreed by Council 6/12/2017 minute ref 2017.12.06.12.c - as a working document				