Shalford Parish Council

Action Plan 2022/23

01/04/2022 – 31/03/2023

Aim	Objective	Action
On-going		
To keep the Parish clean and tidy	To make the Parish pleasant place to live, increase the visual impact, prevent accidents and promote pride in the local area.	Quarterly community litter picks Verge and green trimming as per schedule Fly tipping reported to Braintree District Council Report highways issues to Essex County Council
To communicate with residents	To encourage engagement, participation and to inform residents of the actions of the Parish Council. Also, to raise the profile of the Parish Council.	Regular posting to the website Notices/Agenda/Minutes posted on notice boards and website Facebook posts regarding local issues Parish Magazine articles
To maintain the defibrillators	The defibrillators are important for saving lives and the equipment must be in good working order to do so.	Book yearly servicing Monthly inspections Order and install required replacements
To maintain and review all relevant policies	To ensure compliance with legislation and support the smooth running of the Council	Policies to be reviewed as per the policy review schedule
To respond to all local planning applications or consultations that may affect the Parish	To ensure responsible development within the Parish and encourage local engagement with consultations	Consider planning applications at meetings Publish planning responses Promote local consultations on Facebook/website
To regularly review Council finances	To ensure transparency with the public regarding financial decisions and ensure that public money is safeguarded and spent responsibly	Monthly bank reconciliation Budget setting process including 23/24 action plan Quarterly budget monitoring updates
To meet audit requirements	To ensure transparency and assurance that legal and financial responsibilities are being met.	Appoint internal auditor Complete AGAR Publish all related documents Allow period for public inspection

Actions 2022/23		
Maintain footpaths and street furniture	To improve the Parish by using a Parish Ranger to complete minor jobs and basic footpath clearance.	Scope works required Advertise for parishioner reporting on issues Appoint works in priority order
To improve the play area at Shalford Village Hall	To improve the aesthetics and appeal of the area. To support sports and outside activities for local children.	Assist the Village Hall Committee in obtaining the available S106 funding.
To improve Stoneleigh Park	To improve the aesthetics of Stoneleigh Park and increase wildlife diversity in the area.	Work with ECC to replace the sign Work with ECC to change the overall appearance of the entrance including a cycle rack Work with ECC to increase wildlife and instal information points.
To increase Signage	Improve local signage advertising the Parish and increasing its visibility.	Apply for relevant permissions Install signage at entrances to Shalford Promote the tour de France route
To support the Parish magazine	To increase community, reduce isolation and increase information distribution	Financially help support the Parish magazine.
To improve planter	To improve visual aesthetics of the area	Condense current planters Instal a planter at Cliffffields Manage and maintain flower displays
To offer a grant fund	To help local charitable organisations financially and support activities that promote and support the community.	Email local organisations about the grant funding Promote grant funding process on Facebook and website.
To resist the Wethersfield Airbase Prison Proposals	To reduce the impact of negative development of Wethersfield Airbase on the Parish including reducing light and air pollution and traffic impacts.	Promote on Facebook/Website Appoint Councillors to the Wethersfield Airbase Scrutiny Committee (WASC) Contribute towards costs incurred by WASC
Future Actions for Consideration		