

# Winterton-on-Sea Parish Council Action Plan 2018 - 19

Winterton-on-Sea Parish Council's Action Plan identifies what the council aims to achieve over the next year with reference to the council's annual budget. The Plan will include project expenditure for the forthcoming year where available. The plan will be discussed, reviewed, items added or signed off at the Annual Parish Council meeting in May, but may be added to throughout the year. Matters raised by members of the public during the Annual Parish Meeting and at parish council meetings, and matters raised by councillors or the council may inform the plan.

OBJECTIVE	ACTION	TIMESCALE	BUDGET	YEAR END UPDATE
Develop Neighbourhood Plan to provide residents with a greater input into future development of the area.	Establish public interest, form a committee to take the development forward. Attend and/or provide training and seek advice and support.	The council recognises that the process may take a couple to several years.	Inquiries and applications for grant funding need to be made. £40 has been budgeted for hall hire for 4 meetings during the year.	31.03.19 - Draft Neighbourhood Plan has been signed off by Parish Council and is out for initial comments with Great Yarmouth Borough Council.
Evaluate Playground development	Following the 2 phases of development for toddlers and primary age children, the council need to decide whether to continue with the original plan of including areas for young people and adults. A picnic area and planting of trees had also been planned.	A decision to proceed or consider the development as completed, should be made by the end of the year to allow the project to proceed or be completed.	There is £229.63 left in the playground development budget + £200 of earmarked funds for signage when the project is complete.	2018 GYBC have confirmed the Parish Council's ownership of the new equipment. Development has been completed with the exception of tree -planting.
Playing field maintenance and development	Organise considerable refurbishment of the changing room facilities following a survey by Great Yarmouth Borough Services. The council will seek quotes to carry out the work, then allocate the work.	1 year	A sum of £6753 has been included in the concurrent functions grant and precept request to cover the initial quote for repairs. It is hoped savings can be made on this quote. Grant funding is also being investigated.	2018 the decision was taken to replace the changing rooms, which are no longer fit for purpose, with a new build. A Playing Field Management Committee has been formed and will oversee the Changing Room Project. Grant funding will be applied for.
Bush Road Steps and Path maintenance	Draw up an agreement with the landowner to replace that recently ended by Norfolk	1 year	Maintenance costs will be managed within the concurrent open spaces funding and grass	2018 The Parish council is still waiting for the final Agreement. It is believed that

	County Council.		cutting budget.	this has been superceded by the Norfolk Coastal Path project.
Asset management - to effectively manage the council's assets.	The council regularly reviews its assets, adding any new and removing any no longer in existence.	1 year and as they arise. To be reviewed for the Annual Return	Assets are recorded at cost price. Earmarked Reserves need to be reviewed at Budget time to fund replacement/maintenance.	Complete - is a part of Parish Council's day to day work.
Improve Allotment management and maintenance	The parish council is to form an Allotment Advisory Committee	1 year	The Parish Council will consider requests for funding improvements within the allotment income, currently £908/year	The Committee has met at least once in 2018/19. As of April 2019, all allotment plots were let. Cllr Annie Baker did a great deal of work to streamline and let allotment plots in the year.
Public spaces maintenance	<p>The parish council is re-establishing an Amenities Advisory committee including the playing field user groups, In Bloom who carry out village maintenance and planting and the Friends of Duffles Pond - a nature reserve area.</p> <p>The council continues to contract a grass cutter to cut areas within the village, including extra cut on the village Green and playground to those carried out by the borough council.</p> <p>Beach and bus stop cleaning are carried out by contractors and volunteers.</p>	<p>On-going</p> <p>On-going</p> <p>On-going</p>	<p>Funds are awarded to In Bloom for planting and maintenance costs, to the Cricket Club for seeding and maintenance and to Duffles Pond for maintenance and machinery. See Playing field maintenance and development above. A budget of £6847 concurrent functions open spaces grant, to include changing room repairs (above) is allocated. The grass cutting budget for concurrent functions is £1241.</p> <p>The Beach cleaning and bus stop cleaning budget from the precept is set at £2,400, to include bus shelter</p>	<p>2018 the Amenities Advisory committee has been disbanded and a Playing field Management Committee formed. In Bloom and the Friends of Duffles Pond will be included in the Allotment Advisory Group.</p> <p>The Council will be paying for grass cutting at the playing field. A new Gold Croquet Club has been formed and will use the playing field.</p>

	The council will review and monitor the service provided by contractors to ensure value for money.		maintenance, and allowances for extra cleaning sessions.	
Maintain effective communication with residents	To continue to use the Newsletter published by the council; to continue to develop and update the parish council website created last year; submit information to the Village Life section of the Mercury; place notices on the Pot Office Noticeboard; encourage residents to attend parish council meetings and join committees and support projects where there are non-councillor spaces.	On-going	The Newsletter budget is included within the Precept 'other' budget of £1300. Donations towards publication and running costs are also accepted.	The Newsletter has been revamped into an A5 publication which is published bi-monthly. A more proactive approach is taken to requesting articles and inviting advertisers to book space. Website moved to HugoFox during year. Consultation on Neighbourhood Plan took place in November / December 2018.
Improve parking issues in the village	To alleviate parking problems within the village, particularly with influx of visitors throughout the year. The council are investigating putting up signage to the private car park and playing field car park to avoid congestion and obstruction on Beach Road, and requesting restrictions along Beach Road throughout the year.	On-going	Any funding required will need to be identified and allocated from the open spaces budget and or private funding.	The changes to the parking regulations are expected to be determined by Norfolk County Council any day, making Beach Road 'No Parking' at all times.
Monitor and report Borough and County Council service issues	The council have asked residents to direct any concerns re flooding or sewage in connection with the pumping station, via the clerk and will monitor any issues. Councillors and residents continue to report issues with	On-going		This is an ongoing part of the Council's day to day work.

	overgrown hedges, trees, problems with streetlights etc, to other authorities.			
Planning	A Planning Advisory Group was established this year to more thoroughly consider planning applications and report to the council on any material considerations for approval or objection.	On-going		The Advisory Group has not met, and all applications are dealt with by Full Council.
Support the Village Hall and Community Events	The Village Hall committee manages the village hall for the council and arranges 2 or 3 community events a year. The committee are encouraging greater support from the council to enable them to carry out these tasks effectively.	On-going	The village hall is self-funding through lettings and does not receive a budget from the Council from the precept. The Parish council pays for the insurance of the hall. The Village Hall accounts form part of the parish council's accounts.	2018 completed. A new floor and covering has been laid in the hall as part of an improvement programme. The Parish Council successfully applied for part grant funding for the floor. Cinema equipment has been installed through grant funding to assist the Cinema Society in establishing a Cinema Club in the village.