

## Welshampton and Lyneal Parish Council

### Action Plan: 1 April 2018 to 31 March 2019

Welshampton and Lyneal Parish Council aims to:

- To provide effective, efficient and accountable local government for the parish, enabling residents to be involved in the life of the community and its future development.
- To be a strong voice for residents and local businesses, working to improve the overall parish area both built and natural, while preserving the uniqueness of heritage areas.

The Council's objectives are:

- To understand and communicate the views, needs and aspirations of residents and businesses to statutory and non-governmental bodies as required.
- Increase public involvement in the community through ensuring the parish council and its activities are open, transparent and accountable to residents.
- Support local business and economic activity in the parish.
- Work with other Councils to provide safe, healthy and timely opportunities for recreation, leisure and education.
- To support the work of parish voluntary organizations through grants and practical support
- Respond to planning applications and other statutory consultations on time, ensuring that recommendations made to Shropshire Council adhere to the community plan, any statutory regulations, and the interests of the community.
- Promote, within our community, activities which support the principles of environmental sustainability and an ethical society, working with others to keep public places clean and safe.
- Ensure that Councilors and Staff have access to high quality training and development opportunities and that they meet all required standards, for example working towards achieving Quality Council status.

A Business Plan for 2018 – 2022 was adopted in April 2018 which included the principles of the Council's aims and objectives.

The Council monitors progress of the Business Plan through an Annual Action Plan. It is a 'live' document which the Parish Council updates on a regular basis, enabling the Council to track and monitor progress against the objective and timescale. The Action Plan is publicly available, so residents can also monitor progress.

To ensure the Action Plan truly represents the Parish's best interests, the Parish Council will invite the local community to participate in its development.

The Action Plan will continue to be the main way of telling you what we are doing to meet the needs of the community.

It is a two-way conversation. Please tell us what you think about it. We welcome your comments. If you require any further information that would help you understand what we are trying to achieve, please let us know.

We can also provide additional information on the issues raised in the Plan.

## Monitoring Report date: 4 December 2018

| Title                                   | Issue  | Action   | Objective   | Timescale | Budget  | Update  | Completed    |
|---|--|--|---|-----------|---|---|--------------|
| Parish Council Governance Communication | Website  | To keep website up to date.                      | To improve local awareness and stimulate community spirit   | On-going  | Included in Clerk's duties.   | Website reviewed August 2017<br>Home page updated February 2018<br>Emergency Plan added under Community Information August 2018<br>July 2017 double issue published.<br>Annual Report included within newsletter.<br>May 2018 to include reminder with crops on ROWs – unfortunately timing and space did not allow. Will consider other methods.<br>Reviewed during August 2018 meeting to also include community warning information eg burglaries in parish. |              |
|   | Keeping YOU Informed                             | To ensure 4 editions are published               | To improve local awareness and stimulate community spirit especially for those who cannot access the website. | On-going  | Included in Clerk's duties.<br>Budget allocation of £1,000          |   |              |
|   | Social Media                                     | To investigate possibilities                     | To improve local awareness and stimulate community spirit   | 6 months  | Included in Clerk's duties.   |   |              |
| Parish Council Governance               | To ensure the Council delivers for the community | To carry out a Performance Review on the Council | To improved effectiveness of Parish Council   | 3 months  | Included in Clerk's duties and Council meetings.                    | Review document prepared for May 2018 meeting.<br>Performance Review completed 13 June 2018 and published on website (Aims and Objectives page)<br>Review completed 13 June 2018.<br>Progress noted, and opportunities identified.  | 13 June 2018 |
|   | Local Council Award Scheme                       | To review criteria                               | To work towards 'Quality Gold' Level  | 12 months | No budgetary implications identified<br>Included in Clerk's duties. |   |              |
| Leisure and Community                   |  |  |   |           |   |   |              |

| Title | Issue                                     | Action   | Objective  | Timescale | Budget                      | Update   | Completed                                       |
|-------|---|--|--|-----------|-----------------------------|--|---|
|       | To improve the range of local facilities. | To work with and assist in practical ways and through the Community Grants Scheme.   | To increase capacity of groups and facilities with the aim of improving the well-being of parish residents | On-going  | Budget allocation of £1,000 | Parish Council representatives on Village Hall Management Committee. Cllr Dinsdale leading a review of all licences, procedures, and assets. February 2018 Grant of £1,000 to Parish Hall to assist with presentation equipment.   |   |
|       | To promote Community involvement.         | Instigate Community Service Award  | To recognise volunteers involved in the community  | 6 months  | £100                        | Consider first award to be presented at Great War Commemoration event in November 2018<br>May 2018 – agreed to instigate award and to seek sponsorship.<br>June 2018 – Tudor Griffiths Group agreed to sponsor. Launched in June newsletter.<br>2018 Award to be presented at the 'Our Gallant 35' event 10 November<br>BT Openreach working in Parish October 2017.<br>Chris Taylor (Connecting Shropshire) presentation to Council January 2018 re connection to Colemere.<br>February 2018 Chris Taylor confirmed: <i>I'm afraid there is no further update at this stage. Please be assured we will be proactive in letting you know once there are developments.</i><br>Update requested following August 2018 meeting.<br>Lyneal Box 5 live August 2018.<br>Airband site surveys being carried out on request of residents<br>Connecting Shropshire finalising discussions with BT.<br>Airband meeting with Wem Rural PC November 2018. Will assess whether appropriate for WLPC meeting.<br>Clerk liaising with Connecting Shropshire re Colemere fibre solution.<br>14 November Clerk advised location | 10 November 2018.<br>To become an annual award. |
|       | Broadband in the Parish                   | Monitor progress of the project 'Connecting Shropshire' as it relates to the Parish. | To ensure the maximum speed is available to residents and businesses in the Parish.                        | On-going  | No budgetary implications   |  |   |

| Title                          | Issue                                     | Action   | Objective  | Timescale               | Budget   | Update  | Completed        |
|--------------------------------|---|--|--|-------------------------|--|---|------------------|
| Community Event                |   |  |  |                         |  | for Colemere fibre box agreed between Shropshire Council and Open Reach   |                  |
|                                | Great War Commemoration                   | To produce an exhibition and possible evening event  | To commemorate all who had fallen in the 1914-1918 War and in conflicts since then           | November 2018           | Some budgetary implications – to be identified                   | Meetings commenced with Steering Group comprising of PC personnel, local residents and clergy. Separate project management documentation produced. Exhibition held 10 November 2018   | 10 November 2018 |
| Parish Safety                  | Emergency Services                        | To agree location and source funding   | To install defibrillator in Welshampton  | 12 months               | Some budgetary implications – to be identified                   | Paper to be submitted to PC September 2018. Quotes for be obtained for October 2018 meeting. Decision to be made November 2018 Decision to obtain AED made November 2018 and sited at The Sun                                       |                  |
|                                | Parish Emergency Plan                     | To review Plan   | To adopt and publish   | 6 months                | No budgetary implications identified Included in Clerk's duties. | Volunteers requested in February 2018 newsletter. Plan adopted 13 June 2018. Residents to be approached individually to volunteer services. Placed on website August 2018   |                  |
|                                | To work with the Police                   | Increase information on website and newsletters. Periodic PACT meetings  | To reduce crime and to help parishioners and businesses feel better protected against crime. | Short term and on-going | Minimal – occasional hire of Parish Hall                         | Clerk meeting with PC Crump 27 March 2018. PC Crump agreed to attend and provide information at Annual Parish Meeting 11 April 2018. June 2018 – Crime information received. To be placed on website with commentary in due course. |                  |
|                                | Drones flying over residential properties | Information to be placed on website and newsletters. Request holiday sites to include information in T&Cs and reception. | To ensure drones are flown safely and legally.   | 6 months                | Minimal – printing of posters                                    | Issue agreed to be progressed by PC August 2018. Newsletter article, September 2018. Posters on notice boards and to caravan parks October 2018   | October 2018     |
| Highways, Transport and Access |   |  |  |                         |  |   |                  |

| Title | Issue            | Action  | Objective   | Timescale | Budget                    | Update  | Completed |
|-------|------------------|---|---|-----------|---------------------------|---|-----------|
|       | Speeding Traffic | Continue to report specific incidents to Shropshire Council and the Police. | To ensure Shropshire Council conducts regular reviews of traffic volume and speed on the major roads through the Parish | On-going  | No budgetary implications | On-going  |           |
|       |                  | Monitor Safer Roads Partnership enforcement                                 |   | 12 months | No budgetary implications | Enforcement commenced Summer 2017.<br>09/04/18 Update from SRP: Enforcement continues by the village hall. As previously mentioned we have had issues with damaged or missing community concern signs and occasionally we are prevented from using our site by parked vehicles. We will continue to monitor vehicle speeds and will endeavour to continue with regular enforcement at this location.          |           |
|       |                  | 40mph extended to Hampton Bank  |   | 12 months | No budgetary implications | Implemented Spring 2017. Speed monitoring to be carried out by Shropshire Council September/October 2017<br>Results reviewed by Parish Council January 2018. Referred back to Shropshire Council and Safer Roads Partnership.<br>SRP conducted additional monitoring February/March 2018. They have referred data back to Shropshire Council.<br>SC to consider additional calming measures at request of SRP |           |
|       |                  | The Avenue, Colemere  | Shropshire Council to repair surface  | 6 months  | No budgetary implications | SC to be chased in April (new financial year)<br>SC chased 4/4/18<br>Cllr Chris Symes and Clerk met with Shropshire Cllr Williams and Highways Manager Chris Fisher on 17/4/18. Issues were noted but no commitment to repair was given due to funding restraints   |           |

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|-------|----------------|--|---|---------------------------------|----------------------------|--|-----------|
|       |                | Lane B5063 to Lyneal                     | Shropshire Council to repair surface  | 6 months                        | No budgetary implications  | SC to be chased in March or when flooding subsides.<br>SC chased 4/4/18<br>17/4/18 Cllr Chris Symes and Clerk met with Shropshire Cllr Williams and Highways Manager Chris Fisher on. Issues were noted and to be investigated but no commitment to repair was given due to funding restraints.<br>24/5/18 Cllr Chris Symes and Clerk met with Highways Commissioning Manager Steve Brown. Scoping report to be prepared and works (maybe temporary) to be carried out<br>11/7/18 Temporary repair completed. Repairs Scheduled for 24 & 25 September.<br>Drainage solution installed October 2018. Surface awaiting testing of drainage.<br>November 2018 Drainage solution appears to be working but surface breaking up and surface water gathering. Reported to Shropshire Council for inspection. |           |
|       | Highway Safety | Junction A483/A495 Tunnel Bank           | Safety improvements to be implemented   | Dependant on Shropshire Council | No budgetary implications  | Meeting held 2015/16 with Shropshire Council. Update requested following August 2018 meeting.<br>Highways confirm that due to reduction in Capital Budgets, Community Concerns are not being progressed.   |           |
|       | Street Lights  | Complete conversion of SOX lights to LED | SOX lights will be discontinued. LED provide better light and cheaper running costs | 6 months                        | Within Neighbourhood Funds | 50% completed 2017/2018.<br>11/5/18 Instruction issued to convert remainder of lights.<br>Conversion completed September 2018  |           |

Parish  
Appearance

| Title              | Issue  | Action  | Objective   | Timescale | Budget  | Update  | Completed |
|--------------------|--|---|---|-----------|---|---|-----------|
|                    | To promote the local heritage of the Parish  | To seek appropriate consents and design boards  | To install interpretation boards and celebrate local heritage                                     | 6 months  | Some budgetary implications – to be identified          | Tumulus - Contacted landowner to advise intentions.<br>SC agrees position on verge.<br>Investigate Heritage Lottery Funding                           |           |
|                    | Phone Kiosk, The Balmer  | To investigate options including moving to centre of Welshampton  | To make better use of asset   | 3 months  | Yes, to be assessed                                     | Could be moved onto new concrete base approximate cost £475 plus electrics.   |           |
|                    | Pursue links with regional, national and international bodies which are concerned with the natural environment and heritage. | Become a Branch under the Tree Charter  | To protect landscape  | 9 months  | Some budgetary implications – to be identified          | Applied and accepted to become a Branch June 2018.<br>To consider event 24 November 2018<br>Colemere Church Sunday School exhibition 24 November 2018 |           |
| Economic           | To improve public services   | To work with all public access building owners, businesses and committees to seek the provision of additional public services.  | To improve coordination both between Parish businesses and between businesses and Parish Council. | 12 months | To be assessed.   |   |           |
| Tourism            | To increase tourism in area  | To work with others to produce Historic Churches Trail Leaflet  | To celebrate the history of the local churches  | 12 months | Some budgetary implications – to be identified          |   |           |
| Housing and Health |  | Work in partnership with the relevant statutory and voluntary bodies, groups and agencies to ensure health and social care services meet residents' needs and expectations. | To retain quality health and social care services   | 12 months | To be assessed.   |   |           |
| Planning Policy    | Future Development in the Parish   | To resolve concerns with drainage in Welshampton.<br>To consult with residents.   | To develop a Planning Policy for the Parish.  | 12 months | No budgetary implications identified except for meeting | Advice sought from Planning Consultant, Shropshire Council and Environment Agency.<br>Section 101A request (Water Industry                            |           |

| Title    | Issue                         | Action   | Objective  | Timescale | Budget   | Update   | Completed    |
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| Planning |                               |  |  |           | room hire                                      | Act 1991(s101) submitted to Welsh Water October 2017.<br>Shropshire Council Local Plan Review Preferred Options Consultation reviewed November 2017.<br>Parish Meeting held for 6 December 2017 to consult on Preferred Options and drainage issues<br>December 2017 Parish Council resolved to be classed as 'Countryside' under Local Plan review.<br>Drainage issues consulted on through newsletter February 2018.<br>Feedback from Parish Meeting and newsletter to be discussed at Annual Parish Meeting April 2018. |              |
|          | Understanding Planning Policy | Councillor Training                                      | To improve the way in which the Parish Council considers and makes responses on planning applications. | 12 months | Some budgetary implications – to be identified | Councillor training with Planning Services manager, Ian Kilby 8 May 2018   |              |
|          | Field opposite Hawthorn House | Ensure Shropshire Council carries out enforcement action | To return field to original state  | 6 months  | No budgetary implications                      | Planning Dept requested to instigate procedures to return field to original state. May 2018<br>13 June 2018 noted all static equipment/property removed.   | 13 June 2018 |