

## Newton St Cyres Parish Council

### Action /Development Plan – Dec 2018 to April 2020

Newton St Cyres Parish Council will seek to develop, improve and maintain village services and facilities to the best of its ability within its budget and will have regard to the safety and interests of parishioners as a primary consideration in all council activities. It will aim to represent parishioner's views at a local, district and county level.

Action	Implementation	Who is responsible for action?	Timescale & Review Date	Achieved?
Ensure the Action Plan is reviewed annually	Clerk to ensure review at the Annual Parish Meeting. Plan to run from May to April	Clerk & Councillors	Annual review in May	Yearly
Implementation of Parish Plan actions	Appointed councillors to continue to work with Development Group and parish organisations to implement actions and to ensure development of future Parish Plans	Councillors and Development Group	End of April 2019	Yes
Ensure continued compliance with the relevant current legislation and to promote openness, transparency and community engagement through the use of various communication media.	Clerk to ensure compliance is maintained through website and Facebook page. Councillors to maintain monthly surgeries, Annual report and Directory and two newsletters per year to be produced. Ensure budget includes provision for printing costs	Clerk and councillors	Feb & Oct	
Ensure that all council assets are maintained in a safe and proper manor	Responsible councillor to check on a regular basis that council assets such as seats, phone boxes, bus shelters, noticeboards, village signs are maintained and in good working order and to ensure annual Risk Assessment	Appointed councillors	Annual review in May	
Ensure all council policies and procedures are reviewed annually and updated as necessary	Clerk to ensure annual review process is on the agenda	Clerk and councillors	Annually in May meeting	Ongoing
Maintain Quality Council Registration and move to Quality award	The foundation level renews in April 2020	Clerk and Councillors		Review in June 2019

Action	Implementation	Who is responsible for action?	Timescale & Review Date	Achieved?
Consider planning applications in the interest of parishioners and in support of areas identified in parish plan such as maintenance of distinctive landscape, woodlands, building styles, county lanes and wide support for sensitively installed solar panels	Clerk to ensure planning applications are notified to councillors and placed on agenda. Clerk to seek time extensions from MDDC if necessary. Site visits to be arranged if required. Clerk to place on Facebook page	Clerk and councillors	Monthly	Ongoing
Set up new graveyard	To develop rules, regulations, agree fees etc & to agree handover with the Church	Councillors and Clerk		Ongoing
Continue to develop links with, and work with, Devon County Highways, including Footpaths, Devon and Cornwall Police and Mid Devon District Council including planning	Maintain dialogue and respond promptly to any communications Ensure district and county councillors are kept informed of any problems	Councillors and clerk	Monthly	Ongoing
Affordable housing and future developments in the village	To ensure any future development in the parish is in line with the recommendations from the parish plans. If the old school site becomes available for development, councillors to consider housing survey requirements (from 2016 housing survey)	Councillors	Review annually	
Take proactive action with regards to pollution and traffic on the A377	Review monthly pollution monitor results  Develop strategic plan for A377 traffic management	Appointed Councillor	Pollution monitor – 12 month results in Feb 19 Strategic Plan Report – July 2019	

Action	Implementation	Who is responsible for action?	Timescale & Review Date	Achieved?
Identify projects for S106 contributions and notify to MDDC	Notify to MDDC	Councillors and Clerk	Ongoing	
Support the Raddon Hills Group of Parishes	Two councillors to be elected as Raddon Hill representatives to attend the meetings in addition to the Footpath Officer and to ensure feedback to the Council	Councillors at annual meeting	Meetings are in Feb & Oct each year	Ongoing
Investigate a footpath from the new school site to the Rec Ground	Council to make a decision on the way forward	Councillors and Clerk	Dec 2018	Yes – agreed not to progress
Maintain and improve parish footpaths as part of Devon County Council's (DCC) Parish Partnership Scheme (P3)	Footpath Officer to liaise with the P3 Co-ordinator based on the information provided to Council	Footpath Officer	Ongoing	Ongoing
Reduce dog mess in the parish	To ensure dog waste bins are maintained and emptied and to supply free poo bags. Better publicity and ensure by-laws are enforced	Clerk and councillors	Ongoing	
Support various groups and organisations within the parish including but not limited to: Parish Hall, Rec, Arboretum, Community Resilience Group and Boniface Trail Group	Councillors to be elected as representatives for the Parish Hall, Rec, Arboretum, CRG and Boniface Trail, Friends of the station, All councillors to support parish events where possible and maintain dialogue and visibility with village organisations The Council to provide financial support where necessary	Councillors	Ongoing	Ongoing
Facilitate the provision of allotments when demanded by 6 parishioners and /or if there are sufficient allotment holders within 3 miles of parish boundary	Where the Council is responsible the allotments to remain financially viable and kept clean and tidy so that new tenants can be attracted	Appointed Councillor and Clerk	Ongoing	

Agreed: December 2018

Date of review: May 2020