

# GREAT NESS AND LITTLE NESS PARISH COUNCIL

## ACTION PLAN APRIL 24 TO MARCH 25

A Business Plan for 2024 – 2029 was adopted on 2<sup>nd</sup> April 2024. The Council monitors delivery 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 has invited 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. 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.

The numbering in the Action Plan is cross referenced to the Business Plan so where there is a gap in numbering that is because that action is not scheduled for the current year. Please note costs and timescales are estimates and may be subject to change. Please also note that some projects were underway before April 2024, hence some of the progress monitoring dates are prior to April 2024. Gaps in numbering are because that priority is not identified for progression during the current year.

**The parish council has two key types of expenditure:**

- **Capital** – this is for new items and projects; capital is normally funded by grants, CIL but can also be funded by the precept.
- **Revenue**– a working budget for running costs, such as maintenance, insurance. Revenue is generally funded by precept.

**Key sources of funding are:**

- **Precept** – this is the parish council portion of the Council Tax paid to Shropshire Council
- **Grants** – these can be from a number of sources such as War Memorials Trust. Generally used for project work/capital items/
- **Environmental Maintenance Grant** – a grant of up to £1,500 for Shropshire Council to maintain highway land, including verges, footpaths. For every £1 spent, up to£1,500, Shropshire Council matches the funding by £1.
- **Community Infrastructure Levy (CIL)** – this is a charge levied on developers, predominantly for new open market housing. The parish gets 15% of the CIL collected and this is called Neighborhood Fund (CIL NF), Shropshire Council administers the rest of the CIL. Sometimes extra CIL is available from the countywide funding pots for big projects – this is called CIL Local and CIL Strategic. An example of where CIL Local may be used is the project to improve the Nesscliffe Country Park. CIL Local was also obtained to partly fund the play area at Nesscliffe.

## Theme A Community Engagement

OBJECTIVE	ACTIONS	TIMESCALE	FUNDING	PROGRESS
<b>A1. To support and work with Nesscliffe Village Hall and Little Ness Village Hall regarding the maintenance and development of facilities for the benefit of parishioners.</b>	A1.1 Work with Village Hall Management Committees to apply for external grants and CIL to upgrade the facilities (detailed action plan to list each hall’s projects). Areas of focus for both halls are upgrading the insulation to make the halls more energy efficient. Little Ness would also like modernise the toilet and repair the roof.	O	YES – CIL (NF)	04/24- The halls are in the process of seeking quotes.  03/24 - A new noticeboard has been bought for Little Ness VH.
	A1.2 Ensure Council engages with the Hall Committees and identify where Council assistance could be used	O	NO	03/24 – the council has given grant forms to both halls and receives minutes of both hall’s committee meeting.

<b>A2. To investigate need for new facilities to promote social interaction, sport and leisure.</b>	A2.1 Consult with the community to identify any evidence of demand and interest and pursue if supported and feasible	S	This will be covered through newsletter budget, room hire budget, Zoom subscription and having a survey tool built into the council's new website.	
	A2.2 Wilcott play area upgrade.	S (medium risk items)	YES – S106 for full refurb, possibly CIL NF for more immediate replacement of medium-risk items, grants if available.  Quote for medium-risk items circa £9,000.	03/24 – Quote obtained to replace medium risk items, circa £9,000 excluding climbing frame. Crowd funding being investigated.
	A2.4. Nesscliffe community land, Stonehouse Close – new seating.	S	YES – CIL NF	
<b>A3. To support existing community groups and work with existing communities and new housing developments to become part of the same 'community'.</b>	A3.1 Work with Shropshire Council, community groups and other appropriate bodies to promote activities. - Remembrance - Social Care Service - Samaritans - Mobile Library - Food Bank - Time capsule	O	NO	
<b>A4. To consult with the community to identify local needs and views which can be addressed by constructive council action.</b>	A4.1 Review Community Engagement Policy and methods	O	NO	11/23 policy adopted.
	A4.2 Start community engagement activity and monitor impact	O	This will be covered through newsletter budget, room hire budget, Zoom subscription and having a survey tool built into the council's new website.	03/24 – Community charter priorities reviewed.  Police invited to all meetings.
<b>A5. To reduce crime and to help parishioners and businesses feel better protected against crime.</b>	A5.1 Work in conjunction with the police and other services to promote the various 'Alert' and 'Watch' services, and the Police Community Charter, including inviting Neighbourhood Team to meetings	O	NO	
<b>A6. To ensure parishioners do not experience rural isolation</b>	A6.1 Promote existing bus services and lobby for their maintenance and improvement	O/M	NO	
	A6.3 Work with Shropshire Council to ensure full access is maintained-to key services and infrastructure	O	UNKNOWN	
	A6.4 Work with local groups such as Bridleways Association	O	NO	

## Theme B Infrastructure, including Highways and Utilities

OBJECTIVE	ACTIONS	TIMESCALE	FUNDING	PROGRESS
<b>B5. To address highways concerns of residents and businesses and seek solutions</b>	B5.1 Liaise with SC re planned highways maintenance	O	NO	Ongoing and updates in Clerk's report at each meeting.
	B5.2 Liaise with SC re re-surfacing plans and winter gritting	O	NO	Ongoing and updates in Clerk's report at each meeting.
	B5.3 Forward complaints to Highways	O	NO	Ongoing and updates in Clerk's report at each meeting.
<b>B6. To seek solutions to speeding traffic</b>	B6.1 Report specific incidents to police and SC	O	NO	Ongoing and updates in Clerk's report at each meeting.
	B6.2 Maintain and monitor effects of traffic calming measures installed -VAS, gateways, crossings	O	YES – if any modifications needed and for maintenance (such as cleaning signs).	
	B6.3 Seek mobile police speed enforcement and speed camera van	S	NO	03/24 - Request has been made via PC Walters.
	B6.4 Install gateways in Little Ness and advised speed limit	S	YES- CIL NF. Estimate £750 to £1,000 per gateway installed	03/24 – Cllr. Davis assessing possible sites for gateways, aiming to install in 2024.
	B6.6 Great Ness -gateway – modify gateways wording and add advised speed limit	S	YES – CIL NF. Estimate £200 budget to change wording on Great Ness gateways	03/24 -will be done when the Little Ness gateways are.
<b>B7. To keep roads and lanes clean for the enjoyment of parishioners and visitors.</b>	B7.1 Keeping pathways clear on key walking routes. Signpost reporting of problem areas of dog fouling to Dog Warden.	O	YES - EMG	
	B7.2 Install dog poo bag holders and bags	O	YES – PRECEPT (to buy replacement dog bags). £50 per annum estimate	10/23- Bags and holders purchased and installed
	B7.3 Encourage parishioners to report incidents of littering and fly-tipping to Shropshire Council	O	NO	
	B7.4 Publicise enforcement penalties	O	NO	03/24 – PC supported updated Public Spaces Protection order with clearer penalties for dog fouling and dogs out of control
	B7.5 Work with community groups, such as Great Mess to Little Mess to carry out litter picks.	O	NO	An ongoing programme of litter picks in planned and publicised online and in newsletter

O = Implement within 1 year and thereafter ongoing/ S = By April 2025 / M = Within 3 years / L = Within 5 years

	B7.6 Monitor SC waste collections and ensure waste collected regularly from key public sites like cemetery, playing field. Keep community informed of changes to waste collection arrangements.	O	NO	
	B7.7 Problem spots – liaise with landowners	O	NO	

# Theme C   Economic Opportunities

OBJECTIVE	ACTIONS	TIMESCALE	FUNDING	PROGRESS
C1. To improve coordination between Parish businesses and Parish Council.	C1.1 Engage with local businesses to understand their needs and identify opportunities	O	This will be covered through newsletter budget, room hire budget, Zoom subscription and having a survey tool built into the council’s new website.	
C2. To encourage economic development.	C2.1 Work with Shropshire Council, businesses and other partners to encourage suitable opportunities	O	This will be covered through newsletter budget, room hire budget, Zoom subscription and having a survey tool built into the council’s new website.	

## Theme D Housing

OBJECTIVE	ACTIONS	TIMESCALE	FUNDING	PROGRESS
<b>D1. To continue to comment on all key strategic planning documents and consultations that affect the Parish ensuring the Parish Council's knowledge and understanding of the local context is considered in decisions.</b>	D1.1 Work with Shropshire Council and other partners to ensure documents and consultations are fully understood and communicated effectively to the community.	O	This will be covered through newsletter budget, room hire budget, Zoom subscription and having a survey tool built into the council's new website.	
	D1.2 Residents are consulted to ensure parishioners' views are known.	O	This will be covered through newsletter budget, room hire budget, Zoom subscription and having a survey tool built into the council's new website.	11/23 – Community Engagement Strategy adopted.
	D1.3. Communicate to residents to encourage them to respond through the most effective channels	O	This will be covered through newsletter budget, room hire budget, Zoom subscription and having a survey tool built into the council's new website.	11/23 – Community Engagement Strategy adopted.
<b>D2. To influence and challenge stakeholder organisations appropriately to steer new housing is in right locations and meets local needs</b>	D2.1 Nesscliffe = focal point, other areas reverting to Open Countryside – continue to support this approach via Local Plan Review and comments on planning applications	O	NO	03/24 – LP Review delayed – a re-consultation will take place early summer
	D2.2 Use existing housing needs data and monitor housing needs – work with SC to do so?	O	NO	
	D2.3 Work with housing associations to manage their assets in the area e.g., the garages area, publicising tenancies that become available to encourage local people to apply.	O	NO	

## Theme E Health & Education

OBJECTIVE	ACTIONS	TIMESCALE	FUNDING	PROGRESS
<b>E1. Community emergency healthcare access</b>	E1.1 Maintain community defibrillators	O	YES FOR MAINTENANCE AND SPARE PARTS - £320 per annum from precept	03/24 – Instruction sticker purchased for Little Ness defib.  04/24 – councillors invited to a CPR course run by Ford parish  Ongoing – Oswestry CFRs check defibrillators monthly.
<b>E2. Promote improvements to health and social care services</b>	E2.1 Liaise with the relevant statutory and voluntary bodies, groups and agencies to ensure health and social care services meet residents’ needs and expectations.	O	NO	02/24 – contact made with Prescott Surgery to ask for newsletters.  02/24 - Cllr. Nick Bardsley is co-ordinating a local group pf councils who are liaising with Prescott Surgery re their future plans – Cllr Brooks is GNLN PC’s representative.

## Theme F Environment

OBJECTIVE	ACTIONS	TIMESCALE	FUNDING REQUIRED?	PROGRESS
<b>F1. To lead the community on issues related to the environment and climate change</b>	F1.1 Work with local groups including Great Mess to Little Mess and Bridleways Association	O with delivery of key outputs M/L	UNKNOWN – grants may be requested on occasions	
<b>F2. Work with Shropshire Council to improve Nesscliffe Country Park so it is accessible to all and well-maintained</b>	F2.1 Work with Shropshire Council to develop a strategic plan and management plan. Key improvements: <ul style="list-style-type: none"> <li>• Signage</li> <li>• Drainage</li> <li>• Parking</li> <li>• Fencing</li> <li>• Path surfaces</li> <li>• Rocky Rd bridleway</li> <li>• Visitor management / services</li> </ul>	S/M	YES -CIL LOCAL, CIL NF, GRANTS. SC WILL HAVE OVERALL RESPONSIBILITY FOR FUNDING AS ITS THEIR ASSET	03/24 –Two initial meetings have been held with Country Parks team. A plan is being drawn up and consultation is key to this. Sources of funding are being researched. This is a SC project with parish council as a key partner.
	F2.2 Report to Shropshire Council issues of maintenance and monitor repairs.	O	NO	
	F2.3 Work with Country Parks team on the felling/tree management plan, ensuring community kept informed	O	NO	03/24 – article published in newsletter
	F2.4 Support and celebrate the heritage aspects of the hill	S/M	UNKNOWN	
<b>F4. To manage and maintain heritage assets under the parish council's control</b>	F4.1 Nesscliffe war memorial – repairs need to pointing of the walls and coping stones added	S	YES – partly precept, hope to get a partial grant from War Memorials Trust	03/24 – quotes obtained, grant application submitted to War Memorials Trust. In parallel, drawings have been provided to SC conservation to conform if permission needed for the work.



## Theme G Parish Council Governance

OBJECTIVE	ACTIONS	TIMESCALE	FUNDING	PROGRESS
<b>G1. To improve communication between the Parish Council and residents and businesses</b>	G1.1 Develop and deliver new website	O	PRECEPT - £1,500 to set up new website. Annual maintenance cost tbc.	03/24 – report prepared evaluating options and demonstration held with a provider.
	G1.2 Publish a regular Parish newsletter three times a year	O	PRECEPT - £50 per annum	03/24 – Spring 2024 edition
	G1.3 Use of social media effectively	S	NO	Ongoing
	G1.4 Produce and publish Annual Report	S	PRECEPT – GENERAL ADMIN COST – £20 per annum estimate.	
	G1.5 Engage with local people	O	This will be covered through newsletter budget, room hire budget, Zoom subscription and having a survey tool built into the council's new website.	
	G1.6 Accessible meetings with hearing loops	O	NO – halls will install but may ask for grants	
<b>G2. To improve effectiveness of Parish Council</b>	G2.1 Provide training for Councillors and Clerk as needed	O	PRECEPT	
	G2.2 Achieve Local Council Award Scheme accreditation	M	NO	Ongoing
	G2.3 Carry out performance review of Council and Clerk	O	NO	03/24 – appraisal done.
<b>G3. To ensure Council delivers value for money</b>	G3.1 Regular review of expenditure against Budget	O	NO	
<b>G4. To increase influence / coordination in matters that impact on Parish</b>	G4.1 Invite representatives of outside agencies to address the Council on key matters of interest (both to Council meetings and round table discussions).	O	NO	
	G4.2 Appoint representatives to appropriate external agencies and committees.	O	NO	
	G4.3 Attend relevant conferences and meetings.	O	PRECEPT – many are free but some are charged for, training budget in place.	
<b>G5. To ensure Council's assets are adequately maintained</b>	G5.1 Annual asset review and implement recommendations.	O	PRECEPT – required to implement asset maintenance. Grants where needed.	
<b>G6. To deliver a fair and effective discretionary grant scheme</b>	G6.1 Set up Community Grant Scheme with award criteria and policy.	S	PRECEPT – £500 budget per annum for GPC grants; this excludes any portion of grants from other sources such as CIL NF.	02/24 – grant application procedure adopted.

O = Implement within 1 year and thereafter ongoing/ S = By April 2025 / M = Within 3 years / L = Within 5 years

G7. To ensure in a diverse and rural parish, local solutions to emergencies are in place to support county and national plans.	G7.1 Publicise and periodically review local community emergency plan.	M	UNKNOWN – depends on if paid support is needed	
G8. To recognise individual identities of different communities, whilst cohesively being two joined parishes	G8.1. Consult with residents re their views on this.	M	YES	
	G8.2. Joint Annual Parish Meeting – celebrate differences and similarities within the parish.	O	PRECEPT – circa £75 budget for food/drink/room hire	03/24 – planned for 28 <sup>th</sup> May 2024

DELIVERY COST SUMMARY NET OF VAT (ESTIMATED AS NOT ALL CIL NF PROJECTS ARE COSTED YET). VAT IS RECLAIMABLE

ROOM HIRE	£150	PRECEPT
NEWSLETTER	£50	PRECEPT
ANNUAL REPORT/PARISH MEETING	£100	PRECEPT
TRAINING	£250	PRECEPT
GPC GRANTS	£500	PRECEPT
ZOOM SOFTWARE	£150	PRECEPT
WEBSITE	£1,500	PRECEPT
DEFIBRILLATORS	£320	PRECEPT
WAR MEMORIAL REPAIRS NESSCLFIFE	£6,884	PRECEPT (£1,000), WAR MEMORIAL TRUST GRANT (UNCONFIRMED), BALANCE TO BE RESERVES OR PWLB
SC HIGHWAYS WORK	£3,400	GRANT FROM SC (£1,500), PREPCEPT (£1,900)
WILCOTT PLAY AREA	£9,000	CIL NF
TOTAL	£22,304	OF WHICH £5,920 PRECEPT

THESE COSTS ARE “LIVE” AND WILL CHANGE AS PROJECT PLANS DEVELOP.IMPACT ON PRECEPT WILL BE MINIMAL AS THE PROJECT BASED WORK IS FUNDED SEPARATELY BY CIL NF AND GRANTS PRIMARILY.