

HAVENSTREET AND ASHEY PARISH COUNCIL

ACTION PLAN

HOUSING AND DEVELOPMENT

Project	Start Date	Progress	Actions	Status	Cost
Parish Plan	November 06	<ul style="list-style-type: none"> • Questionnaire circulated • Results analysed • Draft plan and action plan created • Meeting with farmers organised 	<ul style="list-style-type: none"> • Carry out a planning for real exercise to identify potential future sites for development (By end of Nov) • Collate information from the planning for real exercise and prepare first draft of plan (By beginning of Dec) • Submit plan to stakeholders for their comments (IWC, AONB, local businesses) • Amend draft following stakeholders comments and put plan out for community consultation • Parish Council to 	<ul style="list-style-type: none"> • Ongoing 	<ul style="list-style-type: none"> • £500 in Parish Plan budget through the precept • £1000 from Awards for All grant to print plan and hold consultation events

			formally adopt plan		
Housing Needs Survey	August 2007	<ul style="list-style-type: none"> • Survey completed • Results accepted by the Parish Council 	<ul style="list-style-type: none"> • Carry out a Planning for Real exercise to identify suitable sites for affordable units 	<ul style="list-style-type: none"> • Ongoing 	<ul style="list-style-type: none"> • Housing Needs Survey funded by the RCC • Awards for All Funding gained for Planning for Real Exercise

THE ENVIRONMENT

Project	Start Date	Progress	Actions	Status	Cost
Farmers Meeting	September 07	<ul style="list-style-type: none"> • First Meeting held to explore issues affecting farmers in the parish 	<ul style="list-style-type: none"> • Organise planning training from IWC for Farmers • Organise a second Meeting • Investigate the possibility of introducing roadside bridleways 	<ul style="list-style-type: none"> • Ongoing 	<ul style="list-style-type: none"> • None as yet
Methodist Church Seat	June 07	<ul style="list-style-type: none"> • None as yet, awaiting for owner of property to be identified and work to be completed 	<ul style="list-style-type: none"> • Establish owner of land where seat has been requested to be relocated • Gain permission from landowner to move seat • Gain quote from contractor to move seat 	<ul style="list-style-type: none"> • Ongoing 	<ul style="list-style-type: none"> •
Million Blooms Project	September 07	<ul style="list-style-type: none"> • Grant application submitted to the IWC (Feb 06) • Grant approved by the IWC (March 06) • Locations have been approved by Councillors (July 07) 	<ul style="list-style-type: none"> • Meeting with Simon needed to select appropriate plants (September 07) <i>Simon is now off sick following a work accident so work cannot restart on this</i> 	<ul style="list-style-type: none"> • Ongoing 	<ul style="list-style-type: none"> • £500 grant for introducing scheme • Ongoing maintenance budget to consider for next year

			<i>until he is back</i>		
Reduce dog mess in the parish	December 06	<ul style="list-style-type: none"> • New dog bag dispensers purchased for the Havenstreet Recreation Ground and half way down Main Road • New dog bin purchased for Main Road 	<ul style="list-style-type: none"> • Stock up dog bag dispensers (Cllr Wyatt) 	<ul style="list-style-type: none"> • Complete 	<ul style="list-style-type: none"> • Parish precept

TRAFFIC

Project	Start Date	Progress	Actions	Status	Cost
Traffic Plan	March 06	<ul style="list-style-type: none"> Parish Traffic Plan submitted to IWC Highways Department Initial public meeting held with Denise Scott, Traffic Engineer from Highways 	<ul style="list-style-type: none"> Arrange a second meeting with Kevin Burton to see what traffic improvements can be introduced (Oct 07) Consider and approve traffic improvements for the parish (end of Dec 07) Traffic improvements agreed by the IWC and put in forward plan (March 08) 	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none"> £1500 in parish budget to contribute towards traffic improvements
Bus Shelter Improvements	September 07	<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> Discuss the possibility of replacing the existing bus shelter at the White Hart Inn with Highways 	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none">

COMMUNITY LIFE

Project	Start Date	Progress	Actions	Status	Cost
Parish Office	April 2007	<ul style="list-style-type: none"> Parish Office has been set up in Havenstreet Community Centre and is open to the public on two different days each week Broadband and a phone line has been installed in the community centre 	<ul style="list-style-type: none"> Continue to staff the Parish Office 	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none"> Funding entirely by an Awards for All Grant
Post Office Closure	November 07	<ul style="list-style-type: none"> Letter written to Post Office Ltd objecting to the removal of all Post Office Services in the Parish. 	<ul style="list-style-type: none"> Liaise with the Rural Community Council to introduce a mobile service in Havenstreet 	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none">
Community Centre improvements	August 07	<ul style="list-style-type: none"> Havenstreet Community Association to work with the developers to Sans Souci to negotiate improvements to the Community Centre if development takes place 	<ul style="list-style-type: none"> None – not a Parish Council Project but ideas from the questionnaire were circulated to HCA 	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none">
Recreation Ground Improvements	August 07	<ul style="list-style-type: none"> A meeting was held with the IWC where a number of suggested improvements to the entrance to the ground were put forward Meeting held with residents to discuss possible improvements to the recreation ground Meeting held with IWC to consider the future of the rec ground toilets 	<ul style="list-style-type: none"> Parish Council agreed to contribute £800 towards work and requested the IWC commence work Parish Council agreed to request that the toilets are removed from the rec ground 	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none"> £800

<p>Newsletters At least 4 newsletters to be sent out each year</p>	<p>July 06</p>	<ul style="list-style-type: none"> • Draft a newsletter to be sent out quarterly in: <ul style="list-style-type: none"> ➤ April – Annual Report ➤ August ➤ October ➤ January 	<ul style="list-style-type: none"> • Newsletter still to be sent in January 	<ul style="list-style-type: none"> • Annual Report sent April 2007 • Newsletter sent August 2007 • Newsletter sent October 2007 	<ul style="list-style-type: none"> • Newsletter paid for by the Parish Award Scheme
<p>Remembrance Service</p>	<p>November 2007</p>	<ul style="list-style-type: none"> • Work with St. Peters Church on a Remembrance Service • Hold a small service at Havenstreet’s Shrine 	<ul style="list-style-type: none"> • Wreath ordered for the Remembrance Service • Event at Shrine publicised in newsletter at arranged with Church 	<ul style="list-style-type: none"> • Put poster out and in Village Talk the week before the event 	
<p>Recreation Ground Toilets</p>	<p>September 07</p>	<ul style="list-style-type: none"> • Meeting held with Barry Cooke and Steve Boswell to discuss the future of the toilets (Sept 07) 	<ul style="list-style-type: none"> • Letter written to IWC to request that toilets are knocked down but services to be buried underground 	<ul style="list-style-type: none"> • Ongoing 	
<p>Quality Status</p>	<p>August 06</p>	<ul style="list-style-type: none"> • Electoral Mandate is 83% • A communication programme set up to ensure distribution of newsletters at least 4 times a year and an annual report. Each newsletter is delivered to every household in the parish • The council holds more than 12 meetings per year, with time set aside for public participation • The council holds an Annual 	<ul style="list-style-type: none"> • Awaiting for the return of Annual Audited Accounts • Clerk in the process of preparing submission folder 	<ul style="list-style-type: none"> • Ongoing 	<ul style="list-style-type: none"> • £29.38 for submission of folder to be covered by the parish precept (subject to approval by Cllrs)

		<p>Meeting</p> <ul style="list-style-type: none">• Parish Council website and email address set up• Notices of Meeting are displayed publicly at least 3 days before the meeting• Minutes are published within 1 month of the meeting and are available for inspection on the council's website and in the community centre• Clerk has gained The Higher Education Certificate in Local Policy and is a 'Qualified Clerk'• Work is ongoing on the Parish Plan• Councillors and Clerk have attended training courses			
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EMPLOYMENT AND EDUCATION

Project	Start Date	Progress	Actions	Status	Cost
I.T Training	September 07	<ul style="list-style-type: none"> • Phone line and broadband installed in Community Centre • Laptop computers purchased • Initial discussions with course providers to arrange suitable times and dates for courses • Internet and Email Course and Basic Computing Course held 	<ul style="list-style-type: none"> • Finalise arrangements for more course start dates • Organise courses with attendees • Readvertise courses on next newsletter • Publicise the courses in local press 	<ul style="list-style-type: none"> • Ongoing 	<ul style="list-style-type: none"> • Entirely grant funded through the Awards for All Grant

LAW AND ORDER

Project	Start Date	Progress	Actions	Status	Cost
Neighbourhood Watch	Unconfirmed – After December Meeting	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •