

INTRODUCTION

Painswick Parish Council seeks to be pro-active in ensuring that projects are properly planned and budgeted for. This is a working document that can be added to as concerns/issues are identified.

All Committees should feed into the Action Plan / Budget and think about the long-term implications; and ensure that funding is set aside where necessary in Ear Marked Reserves; this is to ensure that no sudden hikes to the Precept is required (See appendix 1).

The Budget is to be reviewed quarterly to ensure that it is on track. Proposals for new projects should be adopted by full council. Funding implications to be passed to the General Purpose and Finance Committee; to be incorporated in the budget setting.

ACTION PLAN

	INITIATIVE TITLE	AIM ▪ General Notes	ACTIONS	TARGET DATE (LEAD)
1.	Meeting with Croft & Sheepscombe School	To ensure diverse views are sought. (The children provide a refreshing view of life in the villages and raise issues that would not necessarily be identified).	<ul style="list-style-type: none"> ➤ Set up meeting for 18th January 2017. ➤ Invite representatives from both schools. ➤ Request that the schools identify issues/concerns that they would like included on the Agenda. ➤ Invite coverage from the Beacon. <p>Follow up on issues / concerns raised.</p>	Meeting 18 th Jan 17.
2.	Meeting with PSALMs Youth Group	To ensure diverse views are sought.	<ul style="list-style-type: none"> ➤ Set up meeting prior to July. ➤ Members to be led by the youth on issues they would like to discuss. <p>Follow up on issues / concerns raised.</p>	Prior to July 17.
3.	Meeting with Manorial Representatives.	To address ongoing concerns and any arising issues.	<p>To discuss:</p> <ul style="list-style-type: none"> ➤ Grass cutting Jacks Green ➤ Beggars Roost concerns ➤ Golf Course Bridleway ➤ Quarry / Cotswold Way Issues 	Meeting in April and July 17
4.	Decorate the inside of the Pavilion.	Walls are looked tired and need to be refreshed. (Increase in groups now using the facilities).	<ul style="list-style-type: none"> ➤ Walls, ceilings and skirting boards to be painted. 	Handyman / apprentice 1 st quarter of 2017
5.	Paint exterior of the Pavilion.	To refresh the exterior as looking tired.	<ul style="list-style-type: none"> ➤ Exterior to be painted. 	Work to be undertaken by third party contractor – Autumn 2017
6.	White lines to be renewed in Town Hall Car Park.	To assist with parking – ensure maximum use of space. Create a disabled parking space.	<ul style="list-style-type: none"> ➤ Moss to be cleared, swept and litter picked up. ➤ White lines to be painted. 	Handyman / apprentice Autumn 2017

			➤ New disabled parking space to be created.	(ensure no bookings on that day)
7.	Replace Garage at Cemetery.	New garage to be installed. (Previous garage was burnt down in November 2017).	<ul style="list-style-type: none"> ➤ New foundations to be laid ➤ New garage to be installed 	External contractors required. (to be completed in 1 st quarter 2017)
8.	Re-sit tombstones in the Cemetery.	Several tombstones have been laid down as a safety precaution.	<ul style="list-style-type: none"> ➤ These are to be re-sit :- ➤ Less upset for families ➤ Will improve the aesthetics of the cemetery ➤ Assists with the grass cutting (less obstacles) 	Handyman and external contractor Summer 2017
9	Submit application for Gold Award	Ensure Council are working to Best Practice and for the benefit of the Community.	➤ Ensure Council meets the criteria and take action where necessary.	Council/ Clerk and Deputy Clerk by August 2017
10	Play Painswick	Complete phase one of project, as identified through public consultation.	➤ Provide Zip Wire and Outdoor Fitness Equipment on the Recreation Ground.	To be completed by Spring 2017
11	Play Painswick	Phase Two of project, as identified through public consultation	<ul style="list-style-type: none"> ➤ Fund Raise ➤ Provide a circular path around the Recreation Ground. 	Late Spring 2018
12	Works to Cemetery Lodge	In need of refurbishment, make more energy efficient and new electrics.	<ul style="list-style-type: none"> ➤ Replace electrics ➤ Refurbish bathroom ➤ Replace boiler system 	External Contractors 3 rd quarter 2017
13	Training	Arrange training event for all Members and staff to refresh and adapt to any new legislation.	<ul style="list-style-type: none"> ➤ Identify training requirements. ➤ Lower costs by inviting other councils. 	Arrange training through Kim Bedford November 2017
14	Plantation	Identify tree maintenance required.	➤ Seek grants for ongoing forestry work.	Work with T Fenton Spring 2017
15	Plantation Wall	Repair damage to wall.	➤ Repair dry stone walling.	External Contractor Summer 2017
16	Traffic Initiative	See separate traffic action plan	➤ See separate traffic action plan	Traffic Committee
17	Local Plan	Prepare for Local Plan review	<ul style="list-style-type: none"> ➤ Access the SLHA ➤ Review in line with Parish Plan 	Planning Committee 3 rd quarter 2017
18	Apprentice	Driving Lessons – add value.	<ul style="list-style-type: none"> ➤ Provide training for theory and then practical ➤ Seek grant funding 	Ongoing as appropriate

19	Cotswold Conservation Board - Gateway Project	Letter of support to the Cotswold Conservation Board. Identify 3 to 4 new footpath routes	<ul style="list-style-type: none"> ➤ To improve all round tourism ➤ To provide an interpretation boards and maps 	Autumn 2017
20	Community Lunches	To host a community lunch	<ul style="list-style-type: none"> ➤ Fund raising for local charities/organisations ➤ Members and Staff to meet with local residents / community participation. 	November 2017 (Annual Event)
21	Kissing Gates	Two to be installed each year, to work with The Cotswold Wardens	<ul style="list-style-type: none"> ➤ Improve access to the Countryside ➤ Working with local partnerships 	Ongoing

Long Term:

1. Replace Works vehicle; mileage still low and regular service maintenance. Continue to add funds to the Ear Marked Reserves.
2. Tools and Equipment; regular servicing of tools and equipment. Continue to hold appropriate funds in the Ear Marked Reserves.
3. Property and Buildings; ensure regular maintenance and servicing of equipment. Continue to hold appropriate funds in the Ear Marked Reserves.
4. Street Furniture; Handyman to maintain. Continue to hold appropriate funds in the Ear Marked Reserves.
5. Play Painswick – Complete Phase 2 and assess Phase 3. Will require fund raising / possible to fund some items of equipment using Community Infrastructure Levy.
6. Plantation – Management Plan in place, to be reviewed in line with grant application.
7. Footpath Maintenance; Volunteers (Footpath Inspectors) walk the footpaths at least once per year and report any issues to the Clerk. Work with the Public Rights of Way Officer and The Cotswold Wardens.
8. Traffic – see separate Action Plan <http://www.painswick-pc.gov.uk/uploads/traffic-action-plan-aug-17.pdf>.
9. Planning – to comply with Local Plan and Parish Plan <http://www.painswick-pc.gov.uk/planning-apps.html>
10. Training – as per Training Policy <http://www.painswick-pc.gov.uk/uploads/training-policy-2016.pdf>.
11. Community Engagement – to continue to communicate and support ; schools, youth groups and other local organisations.
12. Policies – see attached for review dates <http://www.painswick-pc.gov.uk/uploads/training-policy-2016.pdf>

Appendix 1

Earmarked Reserves

EARMARKED RESERVES WITHIN THE GENERAL FUND

2016		2017
7,679	Vehicle Replacement	8,410
4,500	Tools & Equipment	4,500
3,000	Cemetery Lodge Emergency Funds	3,000
11,208	Town Hall Maintenance	11,208
1,000	Office Equipment	1,000
	Public Toilets, Bus Shelters & General Parish Emergency Funds	2,000
2,000	Recreation Ground	2,000
2,000	Emergency Funds	2,000
1,300	Elections (Mid & End of Term)	1,300
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32,687		33,418
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OTHER EARMARKED RESERVES WITHIN THE GENERAL FUND

	The Plantation	3,554
	Special Events	11
	Traffic Measures	0
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		3,564
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Last reviewed 20th September 2017