

BISHOP MONKTON PARISH COUNCIL

Action Plan

This Action Plan is a statement of our vision and sets out the Council's purpose, objectives and key priorities. This is a key tool for communicating the Council's plans to residents and provides a clear understanding of how the Council works and the aims the Council wishes to achieve.

The Plans are reviewed regularly and Elements of the Plan will be controlled through the monthly Council agenda process. This will ensure that the plan is carefully monitored and that it aligns with the aspirations of the Council.

Objective	Action	Outcome	Cost	Update
Council matters				
To have councillors and clerk who are up to date on all relevant legislation.	Book training where needed and prepare a training and skills audit spreadsheet. Update Councillor Handbook.	To continue good governance of the parish by making it mandatory for new councillors to attend New Councillor training and other training as required. To support clerk in attending training courses and conferences.	Costs to be obtained	The Council currently has three vacancies, the skills audit will be completed in May 2021 when new councillors are elected. Induction training will be arranged.
Health and safety/ Council Assets	Prepare a checklist of assets that need to be inspected regularly and arrange a rota. Repair and renovate assets in the village Prepare a map to show where the assets are sited. Review Risk Management Policy annually	To ensure that the Council meets Health & Safety requirements for its staff, councillors and public at events and activities. Ensure there is adequate Insurance Cover.	Costs to be obtained when required	Ongoing Annually

Local Council Award Scheme	Work towards the Foundation award	Demonstrates that the council meets the minimum requirements for operating lawfully and according to standard practice.	£100	The PC agreed to work towards this in December 2020.
Environmental issues				
Planning and new developments	Participate and give guidance during consultation exercises for any major developments. Consult with the residents, developers, North Yorkshire County Council and Harrogate Borough Council. Ensure communication continues throughout the process of a large development.	Ensure appropriate and sensitive developments within the village. Influence the allocation and investment of any funding streams from development within and around the village.	No cost	Comments have been submitted for the first draft proposal by Alpha Homes. The developers are currently going through all comments and are due to submit a planning application shortly. 06/01/2021: The PC held a Public Consultation meeting. 19/01/2021: The planning application has been submitted and the PC will submit the comments by the 31/01/2021 deadline.
Road safety				
Speed calming measures	Continue to monitor any increase in traffic volume, and speeds. Explore options to control and provide better traffic management Liaise with NYCC re: safety issues. Liaise with NYCC Highway's Department to install speed calming measures on Knaresborough Road. Organise a community Speed watch Team	Safer roads	No cost	The Highways Departments are currently working on a design that is suitable for the road and larger agricultural vehicles. The Clerk has researched this and waiting for further information from NYCC and online training to be completed.

				<p>PC to investigate further when new councillors are elected.</p> <p>19/01/2021: A chicane is due to be installed shortly.</p>
Footpaths and cycle paths	<p>Work with NYCC and the new development to help improve the footpaths</p> <p>Continue to identify safety improvements that can be implemented and funding streams to provide them.</p>	Improved and safer access for pedestrians and cyclists into the village	Costs to be obtained	The Parish Council has consulted with the developer about this and requested that this is included in the plan.
Trees/shrubs	Arrange for a tree report to be carried to see which trees can be cut back.	Enhance street scene, safety and vehicle access issue	No cost	A tree report has been carried out. A number of trees have been cut back.
Engagement				
Annual Report	<p>Provide information about the Councils activities in the last year. Prepare a poster and report to be published on the website and on noticeboards.</p> <p>Publish in Village magazine.</p>	An annual report will give residents a brief outline of actions and allows the council to be transparent	No cost	To be completed annually
Village Hall	<p>Continue to work alongside the Village</p> <p>Elected councillors to attend Village Hall meetings and Clerk to remain in contact.</p>	Improves communication	No cost	Ongoing

	Request regular updates about their activities. Find out the roles and Responsibilities and ensure the Parish Council is compliant.			
Emergency Plan	Ensure the emergency plan is in date and contact details are correct. Ensure that there are enough sand bags	Help villagers in event of flooding	Cost to be obtained	Ongoing
Promote communication and dialogue between DTC and the wider village community	Prepare a new website Consider utilising social networking and digital media to widen participation and improve access for all. Improve Annual Parish Meeting with the aim of increasing participation Inform residents of, and support, local groups that are able to help lonely and isolated people of all ages.	Improves communication and is compliant with the Accessibility Regulations Ensures that vulnerable residents have support available and know who to contact	No cost – Clerk prepared with free website provider	Website now live. Request councillors to consider when website is finished. The website was live at the end of 2020 and the Clerk continues to update this.
Events	Continue to work with other organisations for village events, Christmas and Remembrance Service	Benefit to local residents and organisations	Costs to be obtained	Annually
Grants scheme	Prepare a grants policy and agree an annual budget that local groups can apply for	Supports local groups financially	To be agreed	
Local health and wellbeing				

Improve recreation facilities	Consult with the residents and the children in the village. Research what the children would like and the cost implications. Research grants available in the view of installing further equipment.	Improves facilities for young people within the village.	To be agreed/obtained	
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