

# Westbury Parish Council Action Plan

Adopted at its meeting on 11<sup>th</sup> July 2018






To be updated at every meeting.






*Westbury Parish Council constantly strives to work on behalf of parishioners on the issues that matter to the village.*

*We are always keen to receive ideas and suggestions from parishioners on particular areas of interest or concern and where it is felt the council may assist.*

*Listed below is our current schedule of activity; this will be regularly reviewed and updated as projects finish and priorities change.*

ACTION	OBJECTIVE	ACTION BY:	COMPLETE BY
<b>Ongoing</b>			
Maintain strict controls over expenditure	To ensure parishioners get value for their council tax payments	CK	ongoing
Encourage members of the public to attend council meetings	To bring issues of concern to the attention of councillors		ongoing
Monitor and respond to all planning applications received from Buckinghamshire Council (BC)	To note any issues especially regarding neighbouring properties and to liaise with BC as part of the planning process by either objecting, commenting or supporting an application.	ALL	ongoing
Continue to liaise with and put pressure on Buckinghamshire Council about road safety issues highlighted by residents and members of the Parish Council	To keep on top of road safety issues	GC & CK	ongoing
Continue to communicate openly with WVHA, WCSC, WPHC, WCC, Westbury village club, Westbury Church and Beachborough School	Transparency	ALL	ongoing
Encourage Members to attend recognised training opportunities	To support the clerk in the provision of a professional service	CK	ongoing
Continue to ensure that regular reports of the Council's activities are published on the web site and in the Link	To keep residents up-to-date and to fulfil audit transparency	CK	ongoing
Continue to provide newcomers to the parish with the availability of a Welcome Pack	To provide information about the village, the parish council, the local area and organisations	CK	ongoing
Village communications via village website/FB & village mailing list linking with WVHA, WCSC, WCC & BC	To keep everyone up-to-date with the latest news and events linking with other organisations	CK	ongoing

Invite all village organisations and groups to the annual Parish Meeting (held in April)	To bring the local community together and give parishioners the opportunity to hear about various organisations	CK	ongoing
Keep village notice boards up to date	To provide information to parishioners who are unable to use the website	CK	ongoing
To keep the village looking clean and tidy	<ul style="list-style-type: none"> <li>- Promote/encourage litter picks</li> <li>- promote the use of dog bins</li> <li>- keep the grounds maintenance tender up-to-date</li> <li>- report overgrown or inaccessible footpaths</li> </ul>	CK/JS	Ongoing
Tree management	<ul style="list-style-type: none"> <li>- annual checks</li> <li>-</li> </ul>	RT	Ongoing
<b>Special/one-off projects completed since 2018</b>	<b>OBJECTIVE/INFORMATION</b>	<b>ACTION BY:</b>	<b>COMPLETE BY</b>
Play park refurb	To provide the infrastructure to develop a healthier and more connected community through the installation of well designed, inclusive and sustainable play equipment contained within a safer and more accessible environment. By using S106 funds from 09/00501/AOP - former Paf Ltd	JS/ CK	
Outside gym S106 funds confirmed	unable to find a suitable location, therefore funds will be kept to use for playpark when needed/or use for MUGA at village hall when tarmacked.		n/a
Playing field Road/Drive improvements  5mph signage added Dec 18	Because the footfall to the village hall has increased so much, we need to improve access. Grants have been successfully sought from Big Lottery/Viridor and donations from WVHA & WPHC Drainage problems 2020. Instructed Haynes to put in 2 x drainage systems. Work complete Jan 2022.	SB/CK	Aug 2018 
PC Notice Board on Main Street	Refurbished April 2020 along with playpark notice board	CK	 April 2020
Street lights <ul style="list-style-type: none"> <li>- to perform electrical tests on all lamps</li> <li>- to update the four isolated lamps</li> <li>- to continue with the plan to update lamps</li> </ul>	All tested in summer 2018. WPC agreed to replace 14 (min 7/19 & 41/19) Instructed Balfour Beatty March 19 to replace 14 asap. BB confirmed they will replace in June. Phase 3 & 4 agreed at Dec 2019 meeting. COMPLETE.	GC/JS	Complete July2020 
Improving the village Green/triangle/Tree Bank	Tree and circular bench in situ as at Dec 2019. Steps approved May19 and put in Dec 2019. Tommy figure added 2021.	CK/JS	

Identify all PC owned trees in the village and carry out a safety check	Survey carried out by Horizon Treecare Oct 2020. A small number of trees required attention – quote from Tree Solutions to prune T1 -Pissards plum and T14/T15 remove ivy at the base of two Sorbus – work carried out March 2021. Cllr Tredwell has taken over responsibility for Tree Management (Sept2021)	RT	 Now added to Ongoing list
Plant three trees for the Queen’s Jubilee (Green Canopy) June 2022	1 x black poplar, 1 crab apple and one wild cherry added to the playing field (latter two donated by a resident through Woodlands Trust). 3 x official plaques purchased and added.  Complete April/May 2022	CK/JS/VW	
<b>Working towards</b>	<b>OBJECTIVE/INFORMATION</b>		
Investigate land ownership	To be able to understand who owns various parcels of land in the village.	JS/CK	
HS2 – community environmental funding + S106 funds from 17/02835/APP	March 2019 application submitted. – rejected April 19. New application submitted Nov 2019 successful. Awarded £40,574.00 – Conditions met Aug 2020. Historical trail booklets  Historical trail notice board. Put up at VH  Permanent gazebo – work completed June 2021   <b>Summer 2022</b> tarmacking back/side village hall etc – still ongoing at Nov 22	CK/JS  CK/VW CK/JS/VW  JS/RB JS JS	
Improving traffic calming / speed watch	JS/CY and clerk met with Beachborough and Kit Gordon-Stuart (TfB) re traffic issues on 29.07.21. Beachborough will be looking at a travel plan in September. This will cover car sharing, mini bus service, travel surveys (staff and parents), drop off times/drop and go.  Applied to HS2 Road Safety Fund for pedestrian crossing and new VAS sign on A422 March 2021 – through to second stage as at June 2021. BC carried out public consultation. Nov.22 no amendments needed for final design which has been approved.	JS/GC/CK  CK	

	<p>Speed Watch - Cllr Cath Young has taken over from clerk – changeover meeting on 13.07.21. Community Speed watch signage installed at entrances to village (funded by WPHC) along with our own kit (speed gun etc). 3 x volunteers trained as at Nov 22.</p> <p>Cllr CY retired from council Oct 22 and will hand over to volunteer.</p>		
Create a Neighbourhood Plan	<p>Started promoting for volunteers 2019</p> <p>Submitted application letter for designation May19. Signed up with O’Neill Homer consultants on 12.06.19.</p> <p>Successful funding application awarded £8500.00 to help with fees etc.</p> <p>First Steering group meeting held on 07.01.2020.</p> <p>Second Steering group meeting to be held on 19.02.2020 with a village breakfast provisionally booked in for 29.03.2020 to consult with villagers but cancelled due to Covid-19. ALL PUT ON HOLD.</p> <p>New steering group created and is being led by Jonathan Newman (June 22).</p>	CK/JS/PJ	
To develop a programme of maintenance for the leylandii trees to the rear of the village hall	<p>Nov 22 – approval at meeting for Scott Rodwell ‘side up’ the trees to a height of 15 feet for £550. Funds to be requested from WVHA.</p>	JS	
Playpark – to repair/replace the playpark gate and replace the fencing	<p>The soft closing mechanism on the gate is broken. We need to investigate whether it can be fixed or if we need a new one.</p> <p>The fencing (three sides) needs replacing. A quote received from R.S. Haynes Oct 22. To replace the chain link fence, fastenings, tension cables etc (not poles) with green plastic coated chain link fencing will be £3260 + VAT.</p>	GC/KW/JS	

Updated November 2022.