



Stradbroke Parish Council Action Plan

Stradbroke Parish Council has developed an Action Plan which will form the basis of the Parish Council's focus over the coming years. This Action Plan will help Councillors formulate the annual budget and set the yearly precept figure, this is collected by Mid Suffolk District Council as part of the Council Tax charge.

The Action Plan has been drawn from:

1. the annual budget which includes projected expenditure for the year;
2. matters identified at parish council meetings;
3. Councillor proposed projects approved by the Parish Council; and
4. matters raised in the following:
 - a. Schedule of Works and EPC for the Health Centre
 - b. Parish Infrastructure Investment Plan (PIIP)
 - c. Neighbourhood Plan (NP)

As matters raised in the Parish Infrastructure Investment Plan are included in the Action Plan, there are some projects included with a long term timescale past 2026 – these are included for forward planning purposes.

The Action Plan is reviewed on an annual basis by the full Council alongside the revised budget for the coming year, and monitored in year when required.

Where any additional items are brought forward by Councillors, and approved by the full Council, these will be included at the next quarterly monitoring meeting.

Key:	
Ongoing	Recurring annual work
Short Term	April 2026 – March 2027
Medium Term	April 2027 – March 2028
Long Term	Beyond March 2028
MSDC	Mid Suffolk District Council
SCC	Suffolk County Council
CIL	Community Infrastructure Levy
S106	Funding agreement connected to specific developments
SALC	Suffolk Association of Local Councils
SLCC	Society of Local Council Clerks
SCALT	Stradbroke Courthouse & Library Trust

Objective	Action	Funding	Timescale	Start date	Partner organisation
Parish Council: General Work					
Ensure the Council operates to current legislation and best practice.	Update policies and procedures in accordance with guidance. Review and approve new policies when required.	Precept	Ongoing	n/a	
	Maintenance and updating of website and Facebook page to maintain effective communication.	Precept	Ongoing	n/a	
	Review risk register Action points raised by annual RoSPA inspections	Precept	Ongoing	n/a	
	Ongoing training for Councillors and staff	Precept	Ongoing	n/a	SALC / SLCC
	Management & regular maintenance of Parish Council assets inc tree and ditch work	Precept	Ongoing	n/a	Contractors
	Cemetery management and maintenance	Cemetery fees & precept	Ongoing	n/a	Contractors
	Management & maintenance of footpaths	Grant / precept	Ongoing	n/a	Suffolk and Contractor
	Management of the Health Centre inc annual assessments	Rent	Ongoing	n/a	Fressingfield Medical Practice
Liaison with local authority departments and village groups.	Grant provision to community based organisations	Precept	Ongoing	n/a	
	Communication of highways safety concerns.	Precept	Ongoing	n/a	Suffolk Highways
	Ensure Neighbourhood Plan is taken into account in all planning applications.	Precept	Ongoing	n/a	Mid Suffolk District Council
Update: The actions above are undertaken on a continuous basis and form the general administration of the Council.					
Ensure safety at play parks	To review RoSPA and determines works required.	Precept	Ongoing	As received	Jon Wilson
Update: To be updated annually following receipt of the annual RoSPA report.					

Objective	Action	Funding	Timescale	Start date	Partner organisation
Health Centre – Wilby Road					
Rent review due November 2026	Obtain up to date assessment from surveyor	Rent	Short	May 2026	Primary Care Surveyors
Update: Updated EPC obtained and plan for upper floor. Practice to write to ICB to advise upper floor to be included in new rent.					
Expansion	To start looking at the process	Grants or rent. CIL for build	Medium	tba	tbc
Update: Full Council to agree a plan of action. Plans may need to be drawn up.					
Special Projects					
Registration of Parish Council land – tennis courts	Engage a solicitor to undertake the registration on behalf of the Council	Budget	Short	Feb. 2020	Solicitor
Update: A report has been written and submitted to solicitor for registration to be finalised. May 2026: Fee paid for voluntary first registration – awaiting update from Solicitor. Work ongoing – long delays at land registry.					
Neighbourhood Plan	Formal review to be undertaken	Precept	Short	Spring 2024	Mid Suffolk District Council
Update: May 2026: regulation 14 consultation to close. Work on recommended amendments to start. SEA to be produced. Final draft to be submitted to Mid Suffolk for independent examination.					
Defibrillator	Investigate placing additional community defibrillator at Westhall end of the village	TBC	Medium	July 2023 – on hold pending info	M & D Developments
Update: Developer for Grove Farm has indicated that they may install a defibrillator and cabinet on the site once planning permission is secured. No update on development to date.					
Resurface of tennis courts & upgrade lighting	PC to work with tennis club to take forward project	Grant plus donations	Short	Feb 2026	Tennis Club Premier Sport Brook Elec.
Update: Grant successful. May 2026: Lighting works complete. Tarmac being laid 7 th , 8 th and 11 th May.					
Parish Council approved CIL projects					
Highways	Phase 1 of agreed interventions	CIL	Short	As agreed	SCC
Update: <ul style="list-style-type: none"> • Crossing points being upgraded with funding through Government Active Travel Grant • 3 x STRADBROKE signs purchased and installed. • SID: 3 x locations have been submitted to SCC, one installed at Queen Street, New St installation – date awaited, Laxfield Road – location needs to be agreed. • Waiting restrictions – works should take place by August 2026. • 20mph zone – additional traffic surveys being undertaken early June. Business case being prepared. 					
Cemetery - chapel	Internal works – re-plaster and paint.	Precept	Short	May 2023	Contractor tba
Update: New quote required					

Objective	Action	Funding	Timescale	Start date	Partner organisation
New Land	To agree transfer and develop the area	Precept / CIL / Grants	Short	April 2024	Gudgeons Prentice
Update: <ul style="list-style-type: none"> Solicitor engaged for transfer – awaiting date from Lovell. Meeting with Lovell on site to be arranged. Meeting with MSDC on site to be arranged. 					
Playing field security & safety	New shed and compound expansion	Tbd possibly CIL	Short	June 2026	Cricket Club
Update: New wooden shed type agreed, yet to be purchased. Meeting required onsite to determine size of larger compound.					
Nursery	To provide new facility	CIL	Long	when land obtained	SCC/MSDC
Update: <ul style="list-style-type: none"> District Cllrs approved application in principle. S.106 has been signed and outline permission granted. SPC will contribute an amount from Neighbourhood CIL received from development related to STRAD18 – assumed that this amount will be received from the development. Timing dependent on development commencing. As at May 2026 no reserved matters submitted. 					

Agreed CIL Projects not yet started (shown in agreed priority order as at Sept 2025):

1. Church: external works and internal community space
2. Court House: sound proofing
3. Develop new land
4. Permissive path: refurbish
5. Cemetery: accessible path
6. Playing field: upgrade and extend fitness track
7. Defibrillator & Cabinet
8. Golf Practice Area

CIL Projects – long term or not progressing:

1. Radio Stradbroke: new studio *on hold pending location being identified*
2. Community centre extension: *Trustees have no plans to progress this project*