

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 EPC for the Health Centre and the Parish Infrastructure Investment Plan are included in the Action Plan, there are some projects included with a long term timescale past 2025 – 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 2024 – March 2025
Medium Term	April 2025 – March 2026
Long Term	Beyond March 2026
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 following receipt of the annual RoSPA report.					

Objective	Action	Funding	Timescale	Start date	Partner organisation
Health Centre – Wilby Road					
Complete works – air con/heating, solar PV and roof lights.	Solar PV panels, battery wall. Heating/air con on hold	Health related CIL plus revenue.	Short	May 2023	Solar – East Green Energy
Update: All funding received. Only outstanding issue is the wifi connection to enable Powerwall to work correctly. Air con / heating part of project – yet to be commenced: waiting for Powerwall and battery to be fully operational. New quotes will be required due to length of time since original quotes obtained.					
Rent review due November 2023	Obtain up to date assessment from surveyor	Rent	Short	May 2023	Primary Care Surveyors
Update: Review of lease has identified rent could increase. Review underway. May 2024 – awaiting update from District Valuer.					
Insurance revaluation survey	Obtain up to date assessment from surveyor	Rent	Short	May 2024	Surveyor
Update: Due to alterations to the building, new insurance valuation required ahead of the insurance renewal in Autumn – a survey will be arranged asap.					
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 will be written and submitted to solicitor for registration to be finalised.					
To help engage young people.	Establish a youth council	Grant	Short	tbc	
Update: RA & HB will bring a proposal to take forward one of the original objectives but not a full Youth Council; if no other Councillor volunteers to take this up – the Council will need to determine whether this project should be ended.					
Neighbourhood Plan	Formal review to be undertaken	Precept	Short	To be completed by July 2024	Mid Suffolk District Council
Update: work to produce a track change document underway					
Tree works at Churchyard	Priority works identified.	Precept	Short	ongoing	Tree warden & tree surgeon
Update: Works at Church underway					
Cemetery - chapel	Internal works – re-plaster and paint.	Precept	Short	May 2023	Volunteers
Update: No date has been set for the internal works.					
Defibrillator	Investigate placing additional community defibrillator at Westhall end of the village	TBC	Short	July 2023 – on hold pending info from developer	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.					

Objective	Action	Funding	Timescale	Start date	Partner organisation
Parish Council approved CIL projects					
Nursery	To provide new facility.	CIL	Medium / Long	when land obtained	SCC/MSDC
Update: <ul style="list-style-type: none"> District Cllrs approved application in principle. SCC asked for larger plot – discussions to take place once outline approval finally granted (currently waiting s.106 agreements) SPC will contribute £100k from Neighbourhood CIL received from development related to STRAD18 – assumed that this amount will be received from the development. Timing dependent on development commencing. 					
Highways	Phase 1 of agreed interventions	CIL	Short	As agreed	SCC
Update: <ul style="list-style-type: none"> Councillors agreed interventions and 2 phases for the works. Meeting took place with SCC, information on interventions being considered was shared with officers. Launch of public consultation at APM – April 2024 Potential funding for pedestrian crossing points and improved footway are being progressed. Other areas will be funded by NP CIL. Phase 2 to be determined once costs and timing for phase 1 determined. 					
New Land	To agree transfer and develop the area	Precept / CIL / Grants	Short	April 2024	Wellers Hedleys / MSDC
Update: <ul style="list-style-type: none"> Solicitor engaged for transfer. Developer is working to improve the site. MSDC have been consulted on land being used for nature recovery. 					

Agreed CIL Projects not yet started (shown in agreed priority order as at April 2024):

1. Church: external works and internal community space
2. Court House: sound proofing
3. Permissive path: refurbish
4. Playing field: upgrade and extend fitness track
5. Cemetery: accessible path
6. Defibrillator & Cabinet
7. Playing field: improve security and safety
(**May 2024** – bid by Stradbroke Media for electrical kiosk unsuccessful).
8. Tennis Courts resurface
9. 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*