



## Yatton Parish Council

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*OUR MISSION: To ensure the provision of high quality services in our communities of Yatton and Claverham*

### ACTION PLAN FOR THE YEAR ENDING 31 MARCH 2019

Action	Community Engagement	Review
Approve the Annual Return by June 30th	Full Council meeting open to the public	30 <sup>th</sup> June 2018
Submit Annual Return to external auditor	Public right to inspect and object.	30 September 2018
Risk Management to be considered by Finance Personnel and Administration Committee	Committee agenda and Clerk's report published on the website, meeting open to the public.	February 2019
Consider grant applications	Decisions taken at Finance Committee meeting open to the public, applicants can speak briefly on their applications.	Grants made in the summer any balance maybe reviewed Autumn/Winter
Convene Annual Parish Meeting by 1 June 2018	Any elector may speak and vote, presentations & display by community organisations, award for Volunteer of the Year.	1 June 2018
Comment of planning applications by resolution at Planning Committee meetings.	Planning Committee agenda published on website, meeting open to the public, period of public participation.	Subsequent meeting
Facilitate neighbourhood planning processes in Yatton & Claverham.	Steering groups with community representation, consultation in several different forms, dedicated website, and publicity for drafts.	Yatton Neighbourhood Plan is ongoing. Claverham Plan was approved at referendum 18 <sup>th</sup> Jan 2018. It goes to North Somerset Council February 20 <sup>th</sup> 2018 for full and final adoption.
New burial ground progression through	Inform residents of progress and any lack of	Throughout 2018-19.

planning process following Tier 2 Drainage assessment results in April 2018.	it through publicity and meetings open to the public.	
Complete actions for speed activated signs in Yatton & Claverham to improve road safety.	Recommendations will be considered from community reps and, decisions made at meetings open to the public.	End of 2018-19
Prepare and approve a budget for 2019-20 and set a precept	Discussion and decisions at Committee and Council meetings open to the public, draft budget will be posted on the website	Throughout process, final review Jan Council 2019
Complete final improvements for the War Memorial Project	Any further planting, re-position weed suppressing material and top dress gravel. Consider new brass plaque for those lost in more recent wars.	Spring/Summer 2018 before centenary
To implement the 3-year plan for the improvement of play areas.	Contact key groups on the sort of equipment desired if any new is to be considered.	Review areas autumn 2018 and include any further plans within budget setting in Autumn/Winter 2018
To consider any additional areas that could accommodate Christmas display inc new site for the Claverham Xmas Tree	Decisions taken at Committee/Council meetings open to the public.	Summer 2018
Consider further work around open spaces – current burial ground plot space, Glebelands, replace benches,	Decisions taken at Committee/Council meetings open to the public.	Spring 2018
Hangstones Alterations to accommodate office and ground staff and visitors.	Decisions taken at Committee/Council meetings open to the public	Ongoing throughout 2018-19
Quiet Lanes Initiative	To work with North Somerset Council and neighbouring parishes to formulate quiet lanes network. Decisions and progress reports taken at Planning Committee	Ongoing throughout 2018-19

	meetings open to the public	
<p>To progress the aspirations that have come forward from community consultations if applicable for the Parish Council to action. Aspirations include improving internet connectivity in the parish, Station Heritage Project to restore the footbridge, Travel Charter Awards and the reduction of HGV movements</p>	<p>As agenda items with decisions taken at Committee/Council meetings open to the public.</p>	<p>Ongoing throughout 2018-19</p>