



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 2020

	Annual Actions		
	Action	Community Engagement	Review
1.	Approve the Annual Return by June 30th	Full Council meeting open to the public	30 th June 2019
2.	Submit Annual Return to external auditor	Public right to inspect and object.	30 September 2019
3.	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 2020
4.	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
5.	Convene Annual Parish Meeting by 1 June 2019	Any elector may speak and vote, presentations & display by community organisations, award for Volunteer of the Year.	1 June 2019
6.	Comment of planning applications and planning consultations by resolution at Planning Committee meetings.	Planning Committee agenda published on website, meeting open to the public, period of public participation.	Subsequent meeting
7.	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 referendum will take place early in 2019 will then be incorporated into North Somerset Council Planning Policy during 2019.

8.	Prepare and approve a budget for 2020-21 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 2020.
	On-going Actions and Aspirations for progression over 2019-20.		
1.	North End Steering Group	To continue to work with North Somerset Council and other organisations and third parties to promote improvements and benefits for Yatton and Claverham.	Through out 2019-20.
2.	New burial ground progression through North Somerset Legal process and planning process following decision on type of cemetery in January 2019	Inform residents of progress and any lack of it through publicity and meetings open to the public.	Throughout 2019-20.
3.	To work on improvements to road safety in Yatton & Claverham	Recommendations will be considered from community reps and, decisions made at meetings open to the public.	End of 2018-19
4.	To implement the 2-year plan for the improvement of play areas. Plan for the future of the skatepark area on Hangstones.	Contact key groups on the sort of equipment desired if any new is to be considered.	Review areas autumn 2019 and include any further plans within budget setting in Autumn/Winter 2019
5.	To consider any additional areas that could accommodate Christmas display.	Decisions taken at Committee/Council meetings open to the public.	Summer 2019
6.	Elections May 2019	To check the organising of wards prior to Councillors standing. To promote the elections and to provide training for Councillors afterwards.	Spring/summer 2019.
7.	To renew Quality Council status Jan 2020	Part of the 'Quality' requirements	Jan 2020.
8.	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 2019
9.	Hangstones Alterations to accommodate office and ground staff and visitors.	Decisions taken at Committee/Council meetings open to the public	Ongoing throughout 2019-20

10.	To progress the new allotments at North End.	A waiting list is established and the plans will be progressed through the North End Development Steering Group.	Ongoing throughout 2019-20.
11.	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 meetings open to the public	Ongoing throughout 2019-20
12.	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. The extension of the Strawberry Line from the station to Arnolds Way and from Kingston Bridge to Clevedon. To encourage the increase of new clubs and societies in the parish.	As agenda items with decisions taken at Committee/Council meetings open to the public.	Ongoing throughout 2019-20