

TOLLESHUNT D'ARCY PARISH COUNCIL

www.tolleshuntarcy.org

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TOLLESHUNT D'ARCY PARISH COUNCIL - ACTION PLAN 2022/23

TDPC = Tolleshunt D'arcy Parish Council - ECC = Essex County Council - MDC = Maldon District Council

CPOs = Community Protection Officers

1. Environment Issues						
	Objective and Action	Timescale	Responsible	Outcome	Budget	Progress
1.1	Bus Shelter improve facilities and start a rolling programme of maintenance on the current bus shelter.	Ongoing	Full Council	Providing better facilities for the residents and improve the street scene	Budget – Parish Improvements	Continuous
Additional Comments: Parish Councillor carried out the repainting of the bus shelter and also applied anti-graffiti paint - COMPLETED for 2022/23 - To be monitored for future maintenance.						
1.2	Improve the street scene keeping Tolleshunt D'Arcy clean	Ongoing	Volunteer Litter Pickers	Keep the village looking clean and tidy	Equipment already acquired.	Continuous
1.3	Upgrade of litter bins owned by the Parish Council	Ongoing	Full Council	Providing more suitable litter bins (closed top) for the residents	Budget – Parish Improvements	Continuous
Additional Comments: Two new litter bins were purchased - one outside of the bus shelter and one outside Rubys (Indian Restaurant - Tollesbury Road). Consulted with Litter Picking Volunteers						

1. Environment Issues Continued						
	Objective and Action	Timescale	Responsible	Outcome	Budget	Progress
1.4	Improve the street scene including the Maypole in the centre of the village by maintaining current services and liaise with other agencies	Ongoing	Full Council / ECC Highways / MDC	Reports made to ECC Highway Rangers. Upkeep of some grassed areas which are the responsibility of the Parish Council.	Cost contained within current contractor hours Budget - Maypole Improvement	Continuous
Additional Comments: Clerk to obtain quotations for repainting of the Maypole - Funds available in Parish Improvement Earmarked Fund.						
1.5	Work to ensure new developments are sustainable	Ongoing	Full Council	Maintain the parish's character		Continuous
1.6	Work to protect open spaces and wildlife corridors	Ongoing	Full Council	Maintain the Parish's character		Continuous
1.7	Monitor tidiness of village and involve CPOs where appropriate	Ongoing	Full Council	Keep the village looking clean and tidy	£800 Budget - Administration CPOs	Continuous
Additional Comments: Request the services of MDC CPOs to address concerns in relation to dog fouling on footpaths. Costs budgeted for the year £880.						

2. Improve Road Safety						
	Objective and Action	Timescale	Responsible	Outcome	Budget	Progress
2.1	Road and Footpath improvements – maintaining pressure on Essex Highways to improve surfaces, areas of concern are monitored and reported to the appropriate agencies	Continuous	TDPC Lead Councillor Highways / Essex Highways	Improved road and path safety	Cost contained within current staff hours	Continuous
Additional Comments: Following comments from residents and consultation with the Parish Working Group (PWG), applications have been submitted to the MDC Local Highways Panel for consideration to improve the safety of the roads. - Awaiting response from MDC.						
2.2	Investigate the possibility of installing Speed Device Indicators	2022-2024	Full Council	Improved road safety	TBC	Continuous
Additional Comments: Parish Council working with the PWG. At the meeting on 27th October, it was agreed the Chairman would work with the PWG to formulate a strategy to address speeding issues which will be presented to the Full Council for consideration. Enquiries are being made into transportable Speed Device Indicators (SDIs). If SDI's are progressed, provisions will need to be made in the 2023/24 budget.						
2.3	Maintain regular speed checks at problem locations using the services of the CPOs	Ongoing	Full Council	Improved road safety	£800 Budget - Administration CPOs	Continuous
Additional Comments: Additional Speed Patrols (TruCam) by MDC CPOs are to be carried out in Kelvedon Road for a 3-month period to address the concerns raised by the residents in Kelvedon Road - to be reviewed end of December 2022.						

3. Manage Councils Assets						
	Objective and Action	Timescale	Responsible	Outcome	Budget	Progress
3.1	Recreation Ground - Replacement roundabout and install new piece of equipment (community consultation to see what is needed)	2022-24	Full Council	Improving the area for the residents	Roundabout repairs £2,700 funded from Recreation Ground Earmarked Funds. New equipment to be partially funded from the income from Pavilion hire (£6,000 per annum) plus Recreation Ground Earmarked Fund.	Roundabout - Completed New equipment - awaiting outcome from funding application - decision expected end October 2022
Additional Comments: Roundabout - Inspection of the roundabout was carried out by a local engineering company. The roundabout could be repaired rather than replaced. Repairs were completed and the equipment is now in good working order. New Play Equipment - Consulted with Tolleshunt D'Arcy Primary School children to see what the preferred piece of play equipment is. Piece of equipment voted on by the children. Application submitted to the Community Initiatives Fund - Awaiting outcome						
3.2	Recreation Ground - Explore drainage options to help surface water run away	2022-24	Full Council	To improve the Recreation Ground drainage so it can use for many years to come		

3. Manage Councils Assets Continued						
	Objective and Action	Timescale	Responsible	Outcome	Budget	Progress
3.3	Recreation Ground - Installation of new footpath	2022-24	Full Council	Improving the area for residents	To be partially funded from income from Pavilion hire plus Parish Improvement budget	
Additional Comments: Consulted with the hirer of the Pavilion and they have offered to contribute to half the costs of a new footpath as it would also be a benefit to their facility. Aim for works to be completed before the winter. Quotations for work to be obtained.						
3.4	Burial Ground - Explore drainage options (left-hand corner of the Burial Ground) to help surface water run away	Mar-23	Clerk/Full Council	To improve the Burial Ground drainage so it can use for many years to come	Budget – Parish Improvements	
3.5	Burial Ground - Installation of new noticeboard	Jun-22	Full Council	To engage with Burial Ground users providing up to date information.	In progress Budget – Parish Improvements	Completed
Additional Comments: Noticeboard installed - COMPLETED						
3.6	Burial Ground - Carry out an assessment on land availability in the Burial Ground	Ongoing	Full Council	To assess availability and consider options for the future	Cost contained within current staff hours	

4. Build on Community Engagement						
	Objective and Action	Timescale	Responsible	Outcome	Budget	Progress
4.1	Noticeboards to improve communications.	Ongoing	Full Council/Clerk	To engage with residents by providing up to date information on the parish council and community events at increased sites	Cost contained within current staff hours	Continuous
4.2	Regular committee meetings which public, press, County and District Councillors are invited to. A list of the meetings can be found on the website and Facebook. Agendas and minutes are placed on notice boards and our website	Regularly all year round	Clerk	Raises awareness of the parish council and encourages community engagement	Budget - Administration costs	Continuous
4.3	Annual Report to promote council activities for the past year which is included in the Annual Assembly Community Meeting.	Annually Mar/April	Full Council/Clerk	Raises awareness of the council and its activities	Cost contained within current staff hours	Continuous
4.4	Safety and securely continue to communicate via the website, Facebook to all residents promoting awareness	Ongoing	Full Council/Clerk	To help provide a safe and secure environment	No cost to TDPC	Continuous

4. Build on Community Engagement Continued						
	Objective and Action	Timescale	Responsible	Outcome	Budget	Progress
4.5	Quarterly Parish Newsletter produced	Ongoing	Councillors/Clerk	Good communication with the residents keeping them up to date and providing local information	Budget - Administration costs	Continuous
4.6	Grant Scheme to encourage local groups to apply for the funding in October each year by advertising this on our website, Facebook and notice boards	Oct annually	Clerk/Council	Supports local associations financially providing directly for the residents	Budget - £2,500 (£2,000 earmarked for running of Village Hall)	Continuous
Additional Comments: TDPC to consider Grant Application to support the running costs of a new Village Larder Facility. Support is required to help with providing storage facilities and set-up costs. The facility will provide assistance to those who require assistance due to the current costs of living crisis.						
4.7	Promote local elections to encourage democracy and new councillors by advertising on notice boards.	Relevant Election years	Full Council/Clerk	Better communication to the residents to make them aware of how they can contribute and become involved.	No budget for 2022/23	Continuous
4.8	Creation of a Community Parish Improvement Working Group	May/June 2022	Chair and Vice- Chair to liaise with group	Improving the area for residents	No cost to TDPC	
Additional Comments: PWG formed. Members of the PWG regularly attend the meetings of TDPC to report back on any issues, or concerns which have been brought to their attention.						
4.9	Create welcome pack for new residents	July 2022	Full Council	To welcome new residents to the Parish and provide them with local information	TBC	

5. Future Considerations						
5.1	Investigate and formulate a contingency plan for when the Village Hall is not available for meetings	2023/24		Have ready contingency arrangements		

6. Review						
6.1	To be reviewed quarterly				Next review November 2022 - so items uncompleted items can be considered when setting the 2023/24 precept	