ACTION PLAN: 2022 – 2525 (updated Qtr 1 2023)

COUNCIL ADMINISTRATION

Focus	Proposed Action	Implication	Timescale
Continually review operational efficiency	Operate in accordance with Standing Orders, Finance Regs and other policies	Already included in all working practices	• Ongoing
Review of the Business and associated Action Plans	Ensure regularly reviewed and add update to website	Improve transparency to local residents	• Annually – Qtr 1
Continue monitoring financial spending against budgets	Review monthly	Financial balance and probity	• Ongoing
Parish Council legislation	Review updates from NALC and SLCC	Statutory requirement	• Ongoing
Transparency	Ensure compliance	Continued compliance with the Local Government Transparency Code 2015	• Ongoing
Staff Appraisal	Establish regular appraisal for clerk	Staff development and support	• Annually Qtr 1
Councillor and staff training	Support Clerk and Councillors to take advantage of training opportunities	Strengthen knowledge and confidence	• Ongoing

THE LOCAL ENVIRONMENT

Focus	Proposed Action	Implication	Timescale
Planning	• Review all applications and post minutes on website • Ensure appropriate representation at Appeals etc	Improve transparency / residents are aware of issues that may affect their Parish	• Monthly • As and when necessary
Neighbourhood Plan	Support any requirements of NP Steering Group	Successfully 'made' NP'	• Oct 23 - delayed
Protecting the Parish	Continued liaison with police and other relevant external agencies	Safest environment as possible	• Ongoing
White Gateways	Investigate potential of installing white gates	Improvement in appearance / support speed reduction	• Sept 23
West Ashling Playground	• Investigate providers • Survey Funtington Primary School children and parents	• Value for money • Determine usage of Playground, now and if improved	Complete
Defibrillators	• Continued monitoring of defibrillator effectiveness • Provide training	Safety of residents	• Ongoing • Bi-Annually
Verges/ Wildflowers/trees	Publicise	Improve appearance of Parish	• Ongoing
Highways	• Ensure VAS/SIDs working • Community Highways Scheme	Support speed reduction	• Ongoing
Village Green (aka the Dell)	Ongoing maintenance	Open green space for residents	• Ongoing
Telephone kiosk	• Ongoing maintenance • Installation of flowers	Improve appearance of Parish	• Ongoing • Annually - June
West Ashling & Funtington District Village Hall	Membership of Committee	Appropriate liaison between Village Hall and Council	• Ongoing
West Stoke Village Hall	Membership of Committee	Appropriate liaison between Village Hall and Council	• Ongoing

COMMUNITY ENGAGEMENT

Focus	Proposed Action	Implication	Timescale
Communication with residents	• Production of Newsletter • Continued update of website • Improved use of Facebook	Residents fully informed	• When deemed necessary • Ongoing • Ongoing
Residents involvement	• Surveys • Public meetings	Ensure Parish Council is addressing residents views	As necessary
Liaison with neighbouring parishes	• Attendance at Bournes Forum	Increased awareness of local issues, external to the Parish	Quarterly
Attendance at Council meetings	• Publication of Agendas and Minutes	Raise awareness of Council activities / residents views	Monthly