

ACTION PLAN: 2022 - 25

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 - May
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
Number of Councillors	Review number and liaise with CDC	Appropriate representation	Sept 22
Transparency	Ensure compliance	Continued compliance with the Local Government Transparency Code 2015	Ongoing
Staff Appraisal	Establish regular appraisal for clerk	Staff development and support	Sept 22
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	Planning Cttee to review all applications and post minutes on website	Improve transparency / residents are aware of issues that may affect their Parish	Monthly
Neighbourhood Plan	Support any requirements of NP Steering Group	Successfully 'made' NP'	Oct 23
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	<ul style="list-style-type: none"> Investigate providers Survey Funtington Primary School children and parents 	<ul style="list-style-type: none"> Value for money Determine usage of Playground, now and if improved 	Oct 22
Defibrillators	<ul style="list-style-type: none"> Continued monitoring of defibrillator effectiveness Provide training 	Safety of residents	<ul style="list-style-type: none"> Ongoing Bi-Annually
Verges/ Wildflowers/trees	Publicise	Improve appearance of Parish	Ongoing
Highways	<ul style="list-style-type: none"> Ensure VAS/SIDs working Membership of RAVEN 	Support speed reduction	<ul style="list-style-type: none"> Ongoing Quarterly
Village Green (aka the Dell)	Ongoing maintenance	Open green space for residents	Ongoing
Telephone kiosk	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> • Production of Newsletter • Continued update of website • Improved use of Facebook 	Residents fully informed	<ul style="list-style-type: none"> • When deemed necessary • Ongoing • Ongoing but to commence August 22
Residents involvement	Survey	Ensure Parish Council is addressing residents views	Nov 22
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