



## **Loughton and Great Holm Parish Council Business Plan 2019/20**

### **Introduction**

This 2019/20 Business Plan contains the planned activity for the Parish Council for the financial year commencing 1st April 2019.

This Business Plan will list the areas of work of the Parish that will ensure that the needs of the community are met. It will work with partner agencies and stakeholders, to ensure resources are expended efficiently and effectively.

These are categorised below as either “special projects” or “ongoing works”. The Business Plan will guide the direction of the Parish Council in its programme of work and the use of its resources. All the activities are subject to further consideration by the Parish Council as to the precise terms of implementation and if appropriate some items may not be proceeded with done in a different way, as the Council considers appropriate.

### **The Planned Activities**

In 2019/20 the Parish Council’s ongoing activities will be:

A. Provide allotments for local residents as required by statute and ensure these are efficiently and effectively managed; including reviewing whether to make further provision than made currently.

B. Ensure core administrative functions such as protecting finances, maintaining appropriate insurance, preparing budgets accounts and records are conducted to a good standard as well as agendas and minutes for meetings.

C. To ensure all external and internal audit recommendations are dealt with and to ensure financial regulations, policies, an asset register and risk assessments are reviewed appropriately to ensure they are fit for purpose.

D. Maintain a planning committee to scrutinise planning applications in the Parish and to coordinate local consultation and to make representations to the local planning authority on local matters.

E. To promote the preservation of the historic built environment and the natural environment and biodiversity within the Parish

F. Provide a dog hygiene bin service where required to promote the local environment to be safe and pleasant for local residents to enjoy

- G. Provide some opportunities for local children to have opportunities to play outdoors in supported activities during school holidays at Easter holidays, summer half term and summer holidays
- H. Provide social activity opportunities for older and other residents in the Parish, especially those lonely and/or isolated.
- I. Provide a sports ground in Loughton with ancillary pavilion and car park for football, cricket and other individual and team sports for children and adults.
- J. Engage with local residents so as to understand and be responsive to their concerns and demands through opinion surveys, maintaining a website and social media, newsletters, leaflets, local notice boards and to use these channels to inform residents of Parish Council activities
- K. Have regular contact with key local stakeholders including MK Council, the Parks Trust, Thames Valley Police, the NHS, local schools, voluntary organisations, charities, sports & social associations in order to work effectively in partnership with local organisations
- L. Enable local residents to raise questions and petitions about matters of local concern, and respond with action appropriately
- M. Work closely with the local Neighbourhood Action Group to maximise voluntary service to the local community
- N. Promote local groups and associations within the Parish through a limited grants programme to help provide support and opportunity for development of charities and other community not for profit associations.
- O. Manage resources effectively and efficiently and to publish accounts & budgets for accountability and transparency
- P. Work together with MK Council to improve local landscaping services and the footpaths.
- Q. Promote awareness of and engagement of local residents in local democracy through providing information to local residents about local issues and debate.
- R. Foster a greater perception of shared welfare and community through local events and other activities. To recognise exceptional community service provided by individuals and/or groups and organisations.
- S. Maintain membership of the National Association of Local Councils and the Society of Local Council Clerks
- T. Transfer funds to long term reserves for the planned future acquisition of office and meeting space premises for the Parish Council
- U. Working with local residents and stakeholders to resolve issues concerning parking problems within the Parish

## Special projects

In 2019/20 the Parish Council's special projects will be:

A) New arrangements for the management of the Great Holm Community Centre are underway and should be fully established to ensure that the resource continues sustainably to provide a venue for local residents, groups and local democracy.

B) To consult local children on the refurbishment of the children's play area at Ashpole Furlong, Loughton, and to design a project in partnership with Milton Keynes Council and seek external grant funding.

C) Hold an Annual Parish meeting at which many local residents will attend and to engage in discussion and debate about the key matters of local concern.

D) Complete the project to upgrade the trim trail equipment around Lodge Lake with the consent of, and in partnership with, the Parks Trust, and any available grants including local resident consultation.

E) Continue the landscaping projects in the Parish to improve the environment in partnership with Milton Keynes Council.

F) Consider the benefits and challenges of developing a Neighbourhood Development Plan in the Parish and a consultation.

G) To consult with local residents regarding the children's play area at Specklands, Loughton and whether the site should be kept as it is, renovated or converted to an alternative use, and if so, what.

H) To investigate the replacement of the damaged interpretation board on the plinth at the Green in Loughton.

I) To arrange a lease for a new tenant at the Pavilion, Loughton.

J) To reinstate single use and occasional lettings of the Great Holm Community Centre

K) To employ a cleaner/caretaker for the Great Holm Community Centre.

L) To employ a premises assistant/co-ordinator.

M) To investigate the reinstatement of a cricket square at the sports ground in Loughton.

Approved by Loughton and Great Holm Parish Council 17/12/18