

Loughton and Great Holm Parish Council Business Plan 2018- 2019

Introduction

This 2018-2019 Business Plan contains the planned activity for the Parish Council for the financial year commencing 1st April 2018.

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 2018-2019, 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. To maintain sub-accounts of revenue and capital for the Loughton Sports ground premises, the Great Holm Community centre premises (post completion) and the allotments
- 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 residents in the Parish, especially those lonely and/or isolated. Consult and consider other provision for elderly local residents
- 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

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 2018-2019, the Parish Council's special projects will be:-

A. Following the expected completion of the acquisition of the freehold of the Great Holm Community Centre, to establish new arrangements for the management that resource to ensure it continues sustainably to provide venue for local residents, groups and local democracy. Also to ensure any disrepair in the premises is repaired and the premises are generally refurbished.

B. Consult on refurbishment of the children's play area at Ashpole Furlong, Loughton. To design the project in partnership with MKC project 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. Investigating the potential for upgrading the trim trail equipment around Lodge Lake with consent of the Parks Trust and any available grants including local resident consultation
- E. Special landscaping projects in the Parish to improve the environment in partnership with MKC.
- F. Consultation with residents on a proposed Neighbourhood Development Plan in the parish
- G. To complete the MK 50th Anniversary art installation project
- H. 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/refurbished, or converted to an alternative use, and if so what.
- I. To investigate the replacement/refurbishment of the damaged interpretation board on the plinth at the green in Loughton