

Wickwar Parish Council - Project/ Action tracker 2020-25

Date: May 2021

Category	Objective or identified project	Ref no	Lead	Status	Est. completion	Resource	Comments	Oversight
Recreation, sport, play	Finish refurbishment of the King George V Play Area – painting, infill equipment, signage	1 (AP 2020-25)	Clr AC	75%	Dec-21	CIL	Painting of multiplay booked w/b 17th May 21, seeking quotes for net	CIL/S106 WG
Recreation, sport, play	Consult on plans for adult gym equipment and install	2 (AP 2020-25)	Clr AC	0%	Dec-23	S106	ON HOLD- dependent on pavilion project	CIL/S106 WG
Recreation, sport, play	Redevelop pavilion to include publicly accessible toilet facilities	3 (AP 2020-25)	Clr AC	0%	Dec-25	S106		CIL/S106 WG
Recreation, sport, play	Investigate potential for multi-use games area (tennis courts, all-weather 5-a-side pitch)	4 (AP 2020-25)	Clr AC	0%	Dec-25	S106	UNDER REVIEW - Project to be reviewed by Working Group for feasibility	CIL/S106 WG
Cemetery	Update/ improve cemetery documentation, boundaries and signage	5 (AP 2020-25)	Clr AC/ CM	30%	Dec-21	Precept	Signage done, risk assessment in progress (due June/ July)	Full Council
Cemetery	Provide additional cremation plots along south wall of cemetery	6 (AP 2020-25)	Clr AC/ CM	0%	Dec-23	EMR	ON HOLD - pending RA and survey/ work to southern boundary wall	Full Council
Cemetery	Prepare for cemetery extension – survey, planning permission	7 (AP 2020-25)	Clr AC/ CM	5%	Dec-23	EMR	Initial RA completed and deeds located - consider quotes for groundwater RA (July/ Sept 21)	Full Council
Town Hall	Town Hall - Carry out risk assessment and update fire safety measures	8 (AP 2020-25)	Clr CM	50%	Dec-21	Precept	Emergency lighting and smoke alarms fitted Dec 20	Full Council
Town Hall	Town Hall Refurbishment - heating and make downstairs usable for Parish Council and community meetings	9 (AP 2020/25)	Clr GF	0%	Dec-25	CIL/ EMR/ grants		CIL/ S106 WG
Environment	CIL - Consult on locations and install a minimum of six new benches to enhance public spaces around the village	10 (AP 2020/25)	Clr AC	50%	Dec-21	CIL	Request licences from SGC for agreed locations, WG to consider further locations	CIL/S106 WG
Environment	Recruit village orderly/ handyperson to maintain public spaces and Parish Council assets (weeding, litter picking, general maintenance)	11 (AP 2020-25)	Staff Committee	0%	Dec-21	Precept		SC
Environment	Develop climate change action plan to underpin Council activities	12 (AP 2020-25)	FC	0%	Dec-21	Precept		FC
Environment	Work in partnership with Wickwar Environmental Action Group (WEAG) and other groups as appropriate, to improve the Public Rights of Way/ footpaths network and enhance the natural environment and public spaces by targeting grant funding	13 (AP 2020-25)	Clr AC/ PT	50%	Dec-22	CIL	2021/22 £440 small grant for tools, £2,060 CIL approved for projects.	CIL/ S106 WG
Environment	Seek opportunities to work in partnership to deliver a village craft and produce show	14 (AP 2020-25)	FC	0%	Dec-22	Precept/ grants	ON HOLD for this year due to Covid 19	FC

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Roads and transport	Investigate the feasibility of providing a village bus shelter at the new bus stop on Sodbury Road (CIL project)	15 (AP 2020-25)	WG	0%	Dec-23	CIL		CIL/ S106 WG
Roads and transport	Consult on project to install village 'entrance gates' on Sodbury Road, Downs Road and Station Road to reduce speeding	16 (AP 2020-25)	WG	0%	Dec-22	CIL	Results of latest Sodbury Rd speed table consultation will inform project	CIL/ S106 WG
Roads and transport	Engage with South Gloucestershire Council (SGC) to progress proposed traffic calming measures and 20mph limit on the High Street	17 (AP 2020-25)	CIlr CM	50%	Dec-24	SGC	Formal consultation taking place 21/04/21 - 15/05/21	FC
Roads and transport	Engage with South Gloucestershire Council (SGC) to provide proposed road safety measures in the Buthay - signage and road markings	18 (AP 2020-25)	CIlr CM	10%	Dec-21	SGC	Meeting with SGC Highways (TH) took place early 2020 to agree what was possible.	FC
WCC	Community Centre - Install community defibrillator	19 (AP 2020-25)	CIlr PT	50%	Dec-21	grant	Grant application by CIlr PT successful	WCC MC
WCC	Community Centre - Install disabled toilet	20 (AP 2020-25)	CIlr GF	0%	Dec-23	Poss CIL		WCC MC
Comms and governance	To continue to implement robust risk management and health and safety policies and procedures	21 (AP 2020-25)	CIlr CM	75%	Dec-21	Precept	All initial risk assessments complete/ drafted except Town Hall	FC
Comms and governance	Redesign the Annual Parish Assembly - include an award ceremony for the Annual Parish Council Awards, showcasing the impact of small grant funding (when Covid 19 restrictions allow)	22 (AP 2020-25)	CIlr GF	10%	Dec-21	Precept	ON HOLD for this year due to Covid 19. Annual Parish Council Awards documentartion approved.	FC
Comms and governance	Prepare a communications strategy to underpin effective community engagement	23 (AP 2020-25)	FC	20%	Dec-21	Precept	Communications survey completed Dec 20 and website in place	FC
Comms and governance	Develop the 'Parish' section of the website	24 (AP 2020-25)	Clerk	80%	Dec-21	Precept	Village Welcome Pack requires updating	FC
Comms and governance	Refurbish the Parish Council and community noticeboard outside the Town Hall and review their use via a communications survey	25 (AP 2020-25)	Clerk	50%	Dec-21	Precept	Communications survey completed Dec 20, community board reglazed, pinboards replaced	FC
Comms and governance	Carry out an annual community survey to obtain feedback on the Parish Council	26 (AP 2020-25)	Clerk	0%	Dec-21	Precept		FC
CIL	Invite applications from community organisations for grants of £500 - £3,000 towards infrastructure projects to mitigate the impact of new development in the village (up to £12,000)	27 (AP 2020-25)	FC	50%	Dec-21	CIL	WEAG application funded £2060, Youth Club and Village Hall applications to progress to next stage.	CIL/ S106 WG