

Nettleton Parish Council

Subject: Parish Council Business Plan as Revised at Meeting on
13th June 2013 – Appendix to Minutes

1. Introduction

1.1 At the meeting of the Parish Council on the 10th May it was agreed that the Council should identify objectives to assist in the organisation of the Council's business for the year 2013/14 and to establish deliverable priorities against which the performance of the Council can be assessed.

1.2 Members identified the following issues for consideration:

Precept

Address issues/problems quickly

Concerns regarding 'red tape'

Traffic routing particularly associated with events taking place in and adjoin the Parish

Planning Issues and new policies

Monitoring of potholes

Snow Plan

Flooding

Communications

Web- site

Children's play area in Burton

What land does the Parish own

1.3 In order to address the matters raised by Councillors, it is proposed that a Business Plan be prepared under the following headings and to identify the 'Lead' Councillor who will take responsibility for that matter.

a)	<u>Routine business</u>	<u>Lead Councillor</u>
i)	Planning issues and procedures	Cllr. Pearce
ii)	Attendance at Area Boards	Cllr. Pearce + Another
iii)	Briefings to PC and parishioners	Various
iv)	Precept and Finance	Cllr. Shanahan + Clerk

b)	<u>Ongoing and recurrent issues</u>	<u>Priority</u>	<u>Lead Councillor</u>
i)	Potholes and road condition	H	Cllr. Beare
ii)	Flooding	H	Cllr. Kerr – Nettleton Cllr Shanahan – WKington Cllr. Wright - Burton
iii)	Snow Plan and gritting	H	Cllr Beare
iv)	Road safety and traffic speeds	H
v)	Assessment of Council Lands	L	Cllr. Beare

Whilst the majority view of Members was that this was a low priority, it was agreed that Cllr. Beare should undertake preliminary investigations and prepare an assessment with recommendations for consideration by the Parish Council before any contact is made with Land Registry or other similar bodies.

vi)	Children’s play area	L
-----	----------------------	---	-------

c) Desirable objectives -

i)	Improved communication & Website		Cllr. Maddocks
ii)	More parishioner involvement	
iii)	Liaison with other Parishes	
vi)	Councillor Briefings	

1.3 The purpose of this report is to provide a framework within which these matters can be addressed and to identify the implications in terms of legal constraints, manpower and financial implications.

2 Issues

2.1 A Parish Council is responsible either independently or in association with other bodies, for a limited range of duties that impact directly on the local community. Given the size and character of the Nettleton Parish, the following are considered to be of relevance:

- Churchyards and burial grounds;
- Bus shelters;

Drainage of ditches and ponds;	Footpaths and Rights of Way
General spending;	Highways and traffic calming
Land acquisition and sale;	Legal proceedings;
Planning;	Postal and Telecommunications;
Recreation grounds and related facilities;	Signage;
Water supply issues	

2.2 It must be expected that throughout the year the Parish Council will be required to consider matters arising under any of the above and will be required to act either independently or in association with other statutory and non-statutory bodies. It is therefore both necessary and important that the structure of the Parish Council ensures the capability to act promptly as and when such matters arise.

2.3 In addition the Parish Council has a non-specific monitoring role of the general well-being of this rural community with the expectation that when matters having a general effect on the community are identified, they are brought to the attention of the relevant authorities in a timely manner and/or representations are made as necessary.

3 Recommendations

3.1 Councillors should agree those items that will form part of the Council's Business Plan initially for the year 2013/14 and for the term of this Council. The Business Plan should be reviewed annually in order to assess performance

3.1 As the matters listed under 1.3a relate to the statutory duties of the Parish Council and the representation of the Parish in the wider community, it is necessary to establish a procedure for the discharge of these duties. The method to be adopted should include input from the Parish Clerk once appointed

3.2 Item 1.3b lists a number of matters that are of concern to parishioners and it will be necessary to create a procedure for the collation of information/concerns and referral to the appropriate authority for action and for the monitoring of any action taken as a result. Once again, input from the Parish Clerk will be important although it must be expected that Councillors will need to take responsibility for one or more of these matters.

3.3 Item 1.3c represents the opportunity to improve the perceived performance of the Parish Council and therefore whilst the matters listed may not be within the statutory duties of the Council there are nonetheless both important and necessary if the Council is to be recognised as relevant and valuable in this rural community