



# **Broadbridge Heath Parish Council**

## **Action Plan 2021-2023**

***Adopted by Council - February 2022 (042/22).***

***Review date: May 2022***

### **1. The Intent**

The Broadbridge Heath Parish Council Action Plan is a statement of the Parish Council's vision for the parish, its purpose, values, objectives and key actions. The aim of the Action Plan is to give a clear understanding of what Broadbridge Heath Parish Council aims to achieve by the end of its current term (May 2023), also setting out the council's longer term aspirations for consideration and review for the new council thereafter.

The Action Plan will be reviewed annually, and it will be used to measure how well the council does in its planning of its activities and its progress against key actions.

The Action Plan is based on the Council's understanding of our community's needs and will provide a framework for the Parish Council to work within, enabling it to operate in a consistent and co-ordinated way, and to be proactive rather than reactive in its decision-making. At the same time, it will help our local community to have a better understanding of what the Parish Council aims to achieve.

The Action Plan is a statement of intent. However, Broadbridge Heath Parish Council may have to make decisions contrary to our stated commitments if events such as budget constraints, new legislation or changes in our policies make that necessary.

This plan will be available on the website and any comments on the plan will be considered.

### **2. Statement of Intent**

***"To improve the sense of community wellbeing, unity, and the quality of life for the residents of Broadbridge Heath by working to achieve a desirable, thriving and sustainable place in which to live"***

To achieve this the Council will continue to:

- Put in place initiatives that will not only improve Broadbridge Heath but will encourage a greater sense of community involvement and village unity
- Ensure environmental sustainability is considered when decisions are made
- Work with and support community groups within the village
- Ensure all available s106 funds are spent to the benefit of the community

A visioning session was held to inform this plan, councillors collectively generated the ideas and the initiatives.

The activities, initiatives and goals highlighted in the visioning session have been prioritised into time periods for those deliverable during the term of the current council and visionary future aspirations.

All activities came under the following headings; Village Unity; Environment, Parish Council Office Building; Playparks; Allotments / growing; Nature areas; Street scene and Community groups.

### **3. Activities**

#### ***The Parish Council will continue to:***

- Put in place initiatives that encourage a sense of community
- Work with other service providers to represent the aspirations of the community
- Provide services that are managed to a good quality standard, in an efficient, responsive and cost-effective way.
- Conduct the business of the Parish Council by means which are transparent, sustainable and sympathetic to the environment.
- Maintain the Continuing Professional Development of Parish Council staff and Parish Councillors following recommended guidelines
- Be a professional, competent and caring Parish Council
- Work with residents, community groups, local authorities and other service providers, businesses and voluntary organisations with the aim of achieving a safe, healthy, prosperous and sustainable community
- Enhance public awareness of our role within the community and maintain consistent communication and engagement
- Recognise the sometimes diverse needs of all members of our community

- Work to enhance the ecology and environment to support nature and wildlife in the area

#### **4. Timeframe**

The activities and goals highlighted through the visioning session have been prioritised, however the following projects will be ongoing throughout and beyond the period of the plan:

##### ***Ecological projects across the village***

- Increase and improve biodiversity (bees / hedgehogs etc)
- Increase wild-flower planting
- Explore the Tree Charter and establish for Broadbridge Heath, increasing the number of trees planted
- Top Common nature project - continue to enhance the area
- Bulb planting – minimum one location per year
- Plant more trees

##### ***Community events***

- Aim to hold one per year ( e.g. storytelling at a playpark)
- Working with community groups, the Shelley School and the Church
- Support Gala Association events
- Events around global / national events such as Earth Day
- Promote and organise community events for the benefit of the residents

##### ***Council administration***

- Parish Council Meetings and Committees
- Planning applications considered
- Annual review of Policies
- Respond to changes in legislation
- Financial Audits completed on an annual basis as specified by Local Government financial regulations and legislation
- Respond to consultations that directly affect the community of BBH
- Continuation of current council services/activities

## **Projects for completion before the end of the term of the current council (May 2023)**

### **OPERATIONAL**

- Any required recruitment to deliver the plan is in place
- Systems in place to support PC projects, such as PSS Live, Parish Online mapping, Council Connect
- New staff up to speed and contributing to the business plan
- Communications plan/strategy/consultations plan in place

### **PARISH OFFICE**

- Move into office, furnish and establish as primary place of work for staff
- Setup required facilities for management of office
- Office to be open at set times to the public
- Office building community space set up and running

### **VILLAGE CENTRE**

- Re-Development Project complete
- Grounds vehicular access in place, project to achieve this
- Monster park, installed and being used
- Scheme of works for Village Centre grounds improvement agreed and project plan in place to commence works (to include proposed access points, MUGA and seating proposals)

### **PARCELS OF LAND ACQUISITION**

- Legal work to adopt all parcels of land at WHG and Solomon's Seal [working in collaboration with HDC]
- Setup maintenance contracts and resource planning for additional assets from transfers
- Allotments; adoption from Countryside and Bellway (date dependent on developers timeframe), set up and allocation of plots
- Set up Allotments Association and handover management

### **STREET SCENE**

- Triangle area planting / landscaping project works complete
- Hanging baskets throughout the village
- Village Gateways and Entrance Points reviewed and improved
- Underpass art project involving the youth club complete

### **ECOLOGICAL**

- Verges made more bio-diverse by sowing wildflowers
- Plant an orchard, involving local children

- Introduce downloadable local/eco awareness activities for local children via QR codes/website
- Install Interpretation board at Top Common with link to dedicated page on website

### **FACILITIES ENHANCEMENT**

- Ducky pond improvement works
- Tennis Club path extended round Cricket Club field and improvement to Tennis Club parking
- Improvements to Charrington Way play area
- Public recycling bins around the village

### **EVENTS**

- Christmas decorations around the village, including a Christmas Tree and event (e.g. carol singing)
- Bench to commemorate VE Day in place
- Platinum Jubilee Event

### **Longer Term Visionary objectives:**

- Sponsoring competitions/prizes/awards for village fete and local sports clubs, e.g. facilitating a 'growing competition' at the Gala Association village fete and Annual Parish Council Awards for Sports Groups
- Run a keep BBH tidy campaign/promote Adopt a Street Campaign
- Village Centre grounds works complete
- Recognition of BBH history (people who lived here etc)
- May Day celebrations in place
- Water refill stations in the village (possible locations parish office and Village Centre)
- Open space improvements such as Dog Agility and Public Sculptures
- Introduce a community garden
- Set up a volunteer action group - holding events to tidy the village - could be a BBH green gym
- Roundabouts made more bio-diverse / eco-friendly by planting flowers / plants
- Music/theatre events established
- Ensure all S106 funds available have been utilised
- Apply for funding grants available
- Map of local area walks and cycling routes

- Hold an annual community event such as Circus skills workshop, local author story-telling
- Consider the building of an Eco Building in the village for education and environmental development.

**Ongoing:**

- Office space, including free community space for local (not for profit) organisations, events such as Artist's exhibitions.
- Top Common – continue project and support volunteers work
- Work with community groups, church, and school via partnership forum