



**Action Plan - September 2004**

**Introduction**

The Broadbridge Heath Parish Plan Steering Committee was formed in the Spring of 2003 to give an opportunity for every member of the village to come forward with views and opinions on the future of the community. The Steering Committee attempted to involve as much of the community as possible to ensure the Parish Plan captured the true feeling of the villagers. All the village societies were contacted at an early stage and talks given where requested. The pupils of Shelley County Primary School enthusiastically entered a "Design a Logo Competition", the result of which is being used by the committee (see above). In addition, articles have been published in the Village Magazine and local papers and a web site set up ([www.bbhparishplan.co.uk](http://www.bbhparishplan.co.uk)) to advertise the activity. The Steering Committee sent out a questionnaire to all households in Broadbridge Heath Parish in early September 2003 and there were 279 responses in total. A "Have Your Say Fun Day" was held in mid September at which villagers were invited to attend various activities and ask further questions or give feedback. Shelley School also held classroom written activities based on questions from the questionnaire in which 130 pupils aged between 5 and 11 years participated. All these responses were analysed by Southwater Business Services. A meeting was held in November 2003 for respondents who had expressed an interest to help in village activities which led to the formation of Broadbridge Heath Conservation and History Groups. A complete description of the above activities, the full questionnaires and statistical analyses of the responses can be found in the Parish Plan Report which can be obtained from Broadbridge Heath Parish Council (cost £5 from the Parish Council Clerk) or downloaded from the website ([www.bbhparishplan.co.uk](http://www.bbhparishplan.co.uk)) at no cost. This document shows the Action Plan formed as a consequence of these activities.

**Housing / Development**

**1) Respond to major development proposals for the Broadbridge Heath area:**

Proposal	How	Who	When/Outcome if known
a) Respond to West Sussex County Council regarding their Structure Plan for 2001 - 2016.	Formal letters.	Committee members.	February 2004. Acknowledgement received August 2004. WSCC have adopted the Structure Plan with minor changes after consideration of such "Further Proposed Modifications".
b) Increase awareness amongst residents of plans for development.	Leaflets delivered door to door, press releases made, attendance/stand at HDC Public Information Day.	Committee members.	June 2004. High attendance at the Public Information Day with comments received from many villagers.
c) Respond to Horsham District Council regarding their Local Development Framework.	Formal letter based on responses received from residents of village.	Parish Council, Steering Committee, and Conservation Group.	July 2004. HDC acknowledged receipt in July 2004. Comments will be considered in October 2004 Council debate and results published as "Preferred Options" in early 2005.
d) Ensure any future development retains the village identity, provides for first time/retirement housing and includes improved communal facilities as outlined in the plan inputs.	Interact with future developers and planning department of HDC. Parish Council to consider producing a Village Design Statement.	Parish Council, volunteers from village.	Parish Council review ongoing.

**Police / Crime Reduction / Anti-Social Behaviour**

**2) Address the perceived lack of policing and the increasing problem of anti social behaviour in the village:**

Proposal	How	Who	When/Outcome if known
a) Interact with police, youth workers, Parish Council etc.	Via the Local Action Team.	Committee member to attend meetings.	On going – Police Community Support Officers (PCSO) in place from September 2004, improved lighting in some areas, youth workers and Snack Wagon to visit village in September 2004.
b) Investigate use of CCTV.	Via the Local Action Team.	Committee member to attend meetings.	Temporary fixed CCTV cameras to be installed at Village Common and opposite village shop in October 2004.
c) Follow up on proposals put forward by the Parish Council in 2003 for Village Warden Scheme.	Contact Parish Council.	Committee member.	Finances not currently available. Need may be precluded by presence of PCSOs. To be discussed in November / December Parish Council meetings.

**Transport / Traffic**

**3) Address concerns of residents about local traffic/transport:**

Proposal	How	Who	When/Outcome if known
a) Investigate methods of reducing volume and speed of traffic through village.	Liaise with Kill Your Speed Campaign Committee.	Committee member has contacted the Chairman.	Waiting for Kill Your Speed Campaign, WSCC and Parish Council to devise and agree a plan to address the problems.
b) Improve transport links, particularly bus services between BBH and Horsham and routes to hospitals.	Liaise with local bus companies and Horsham District Council.	Ask for volunteers from village.	End of December 2004.

## Local Environment

### 4) Respond to interest expressed about the local environment:

Proposal	How	Who	When/Outcome if known
a) Form a local Conservation Group.	Contact those who expressed an interest in the Parish Plan questionnaire and invite other members of public to attend via press releases, articles in Village magazine.	Committee member.	Group formed in December 2003. Bi-monthly meetings ongoing.
b) Prepare an up to date count / statement of trees in Parish.	Organised walks.	Conservation Group	Grant received May 2003. Activity ongoing.
c) Prepare an up to date count / statement of species in Parish.	Field work.	Conservation Group.	Letter sent to HDC in June 2004.
d) Improve road signs and the condition of verges, pavements, footpaths and attractiveness of communal buildings in and around village.	Collect information from residents and via observations, organised walks etc. for Parish Council to act on.	History Club and Conservation Group.	Spring/Summer 2004. Letter passed to Parish Council in September 2004 who will follow up with appropriate organisations and pursue erection of signs at entrance to the village
	Write to Tesco highlighting problem of litter around their premises.	Parish Council and Conservation Group.	March 2004.
	Organise a garden competition.	Conservation Group.	2005.
	Involve community in annual clean out of Ducky.	Conservation Group.	November 2004 and Spring and Autumn thereafter.
	Investigate if Parish Council can provide allotments.	Conservation Group.	March 2004. Parish Council needs letters from 6 residents requesting allotments before appealing to HDC. (Issue publicised by PC in Autumn 2004 Village Magazine).
	Provide more dog bins.	Parish Council.	PC is liaising with HDC.

### 5) Respond to interest expressed about the history of Broadbridge Heath:

Proposal	How	Who	When/Outcome if known
a) Form a local history club.	Contact those who expressed an interest in the questionnaire and invite other members of public to attend via press releases, articles in Village Magazine.	Committee member.	Club formed in December 2003. Monthly public meetings held with speakers from village, Local History Group of Horsham Museum Society and by Annabelle Hughes.
b) Publish book of village history.	Gather material and photographs from local people, library, internet, WSRO.	History Club.	End 2005.

## Leisure Facilities

### 6) Improve leisure facilities and activities in Broadbridge Heath, particularly for young people:

Proposal	How	Who	When/Outcome if known
a) Investigate space at clubs in area and see if transport to these can be arranged.	Contact other villages (Slinfold, Hassocks) to see how they have tackled the problem, HDC, Leisure Link.	Committee member.	Investigations complete. Transport does not seem viable.
b) Investigate if drop in internet café would be viable.	Contact Hassocks to see how their scheme has progressed.	Committee member.	Has not been a success. HDC's Snack wagon to visit BBH in September 2004, likely to be more popular.
c) Start a Youth Club in the village.	Investigate possible premises.	Parish Council.	Investigations by Parish Council and Local Action Team ongoing.
d) Resurrect Annual Village Fete.	Contact Gala Committee and ask for volunteers at follow up meeting.	Committee.	Meeting held November 2003. Insufficient volunteers at present.

## Education

### 7) Respond to comments relating to education:

Proposal	How	Who	When/Outcome if known
a) Investigate drop in clubs before and after school.	Contact Head Teacher at Shelley Primary School.	Committee member.	September 2004.
b) Investigate improvements for children with special needs.	Contact parents of special needs children through Skylarks, Busy Bees, Kellybrook Playgroups, Shelley and QE2 Schools to find out requirements.	Committee member.	Results expected in October 2004 - volunteers to be asked to follow up on suggestions.

### 8) Monitor progress of Action Plan:

Proposal	How	Who	When/Outcome if known
a) Request that a progress report be included in the agenda of the Annual Parish Meeting.	Contact Parish Council.	Committee member.	April 2005.