

### Necton Parish Council Action Plan 2015

Aspiration	By when	Owner	Update
<ul style="list-style-type: none"> <li>▪ Produce and publish a 3 year Business Plan</li> <li>▪ Continue to review and update</li> </ul>	June 2015 Annually 2016 - 2018	Full Council	Various items standard on agenda
Seek Local Council Award Scheme status <ul style="list-style-type: none"> <li>▪ Foundation level</li> <li>▪ Quality Level (upgrade 12 months with 20% discount, £104 cost)</li> <li>▪ Quality Gold</li> </ul>	June 2015 May 2016 May 2020	JW	Registration paid. Now gathering docs. Will need resolutions at council meetings
<ul style="list-style-type: none"> <li>▪ Establish a clear reserves policy, providing for asset replacement.</li> <li>▪ Build reserves in accordance with policy</li> </ul>	August 2015 Annually 2015 - 2018	IT	
Establish a Parish Office, a central place for administration and records, where councilors and staff may utilize for council business.	September 2015	JW	
Establish a schedule of refurbishment of the street lights and columns according to age/condition.		DM	
Set up an IT facility within the Parish Office for residents to access public bodies for online activities (e.g Breckland Council online services)	October 2015	JW	Have donated laptop. Ties in with office action.
Make copies of minutes accessible to public by putting full un-adopted minutes on notice board and the website within 2 weeks of meeting	June 2015	GJ	
Research, identify and publish a leaflet providing rights of way and footpaths that are available for community enjoyment.		DA	
Amend council grant policy to enable organisations to apply at any time during the year, from a pre-agreed grants budget.		Full Council	Need to get onto agenda

<b>Aspiration</b>	<b>By when</b>	<b>Owner</b>	<b>Update</b>
Establish open surgery at the parish office, inviting organisations and residents to call in.		JW	Ties in with office action
Champion and lead the development of a Neighbourhood Plan.		CC	Initial meeting arranged
Review the current number of grit bins, add or re-allocate as appropriate.	Before Winter 2015	GJ	
Develop the community garden, a space of about 5 acres, following consultation with residents.		DM	
Establish a funding plan for the installation of new bus shelters <ul style="list-style-type: none"> <li>▪ A47 Norwich bound side</li> <li>▪ Hale Road, shop side</li> </ul>		FW	
Source match-funding for the NCC Parish Partnership scheme – Trod along Hale Road.	May 2015	GJ	
Source funding for the installation of a bike rack at the village hall car park		GJ	
Consider becoming the sole trustee of the Community Centre (NRCC, a registered charity)	June 2015	SC?	
The Clerk to achieve an industry appropriate qualification - CiLCA	September 2015 to start training course May 2016 to qualify	Clerk	Registered interest in joining sept course with NTPT
An induction training event for new councillors	May 2015 (following elections)	Clerk	Booked 18 May15