



Stradbroke Parish Council Action Plan

Stradbroke Parish Council has developed an Action Plan which will form the basis of the Parish Council's focus over the coming years. This Action Plan will help Councillors formulate the annual budget and set the yearly precept figure, this is collected by Mid Suffolk District Council as part of the Council Tax charge.

The Action Plan has been drawn from:

1. the annual budget which includes projected expenditure for the year;
2. matters identified at parish council meetings;
3. Councillor proposed projects approved by the Parish Council; and
4. matters raised in the following:
 - a. Schedule of Works and EPC for the Health Centre
 - b. Parish Infrastructure Investment Plan (PIIP)
 - c. Neighbourhood Plan (NP)

As matters raised in the Parish Infrastructure Investment Plan are included in the Action Plan, there are some projects included with a long term timescale past 2025 – these are included for forward planning purposes.

The Action Plan is reviewed on an annual basis by the full Council alongside the revised budget for the coming year, and monitored in year when required.

Where any additional items are brought forward by Councillors, and approved by the full Council, these will be included at the next quarterly monitoring meeting.

| Key: | |
|--------------------|--|
| Ongoing | Recurring annual work |
| Short Term | April 2024 – March 2025 |
| Medium Term | April 2025 – March 2026 |
| Long Term | Beyond March 2026 |
| MSDC | Mid Suffolk District Council |
| SCC | Suffolk County Council |
| CIL | Community Infrastructure Levy |
| S106 | Funding agreement connected to specific developments |
| SALC | Suffolk Association of Local Councils |
| SLCC | Society of Local Council Clerks |
| SCALT | Stradbroke Courthouse & Library Trust |

Update for October 2024

| Objective | Action | Funding | Timescale | Start date | Partner organisation |
|--|---|-------------------------|-----------|-------------|--------------------------------|
| Parish Council: General Work | | | | | |
| Ensure the Council operates to current legislation and best practice. | Update policies and procedures in accordance with guidance. Review and approve new policies when required. | Precept | Ongoing | n/a | |
| | Maintenance and updating of website and Facebook page to maintain effective communication. | Precept | Ongoing | n/a | |
| | Review risk register Action points raised by annual RoSPA inspections | Precept | Ongoing | n/a | |
| | Ongoing training for Councillors and staff | Precept | Ongoing | n/a | SALC / SLCC |
| | Management & regular maintenance of Parish Council assets inc tree and ditch work | Precept | Ongoing | n/a | Contractors |
| | Cemetery management and maintenance | Cemetery fees & precept | Ongoing | n/a | Contractors |
| | Management & maintenance of footpaths | Grant / precept | Ongoing | n/a | Suffolk and Contractor |
| | Management of the Health Centre inc annual assessments | Rent | Ongoing | n/a | Fressingfield Medical Practice |
| Liaison with local authority departments and village groups. | Grant provision to community based organisations | Precept | Ongoing | n/a | |
| | Communication of highways safety concerns. | Precept | Ongoing | n/a | Suffolk Highways |
| | Ensure Neighbourhood Plan is taken into account in all planning applications. | Precept | Ongoing | n/a | Mid Suffolk District Council |
| Update: The actions above are undertaken on a continuous basis and form the general administration of the Council. | | | | | |
| Ensure safety at play parks | To review RoSPA and determines works required. | Precept | Ongoing | As received | Jon Wilson |
| Update: To be updated annually following receipt of the annual RoSPA report. | | | | | |

| Objective | Action | Funding | Timescale | Start date | Partner organisation |
|---|---|----------------------------------|-----------|---|---|
| Health Centre – Wilby Road | | | | | |
| Complete works – air con/heating, solar PV and roof lights. | Solar PV panels, battery wall – finished. Heating/air con not started. | Health related CIL plus revenue. | Short | May 2023 | Solar – East Green Energy Plus Air Con contractor |
| Update: Solar PV system now connected to router and fully operation. Air con / heating – yet to be commenced. CIL123 available till 2025. September 2024 – updated air con quote being prepared by previous preferred contractor. | | | | | |
| Rent review due November 2023 | Obtain up to date assessment from surveyor | Rent | Short | May 2023 | Primary Care Surveyors |
| Update: Surveyor is in discussion with District Valuer regarding the current valuation – in respect of break clauses. | | | | | |
| Insurance revaluation survey | Obtain up to date assessment from surveyor | Rent | Short | May 2024 | Surveyor |
| Update: Completed. Zurich Ins has been informed of the new figure. Increased insurance fee by £130pa. | | | | | |
| Special Projects | | | | | |
| Registration of Parish Council land – tennis courts | Engage a solicitor to undertake the registration on behalf of the Council | Budget | Short | Feb. 2020 | Solicitor |
| Update: A report has been written and submitted to solicitor for registration to be finalised. | | | | | |
| To help engage young people. | Establish a youth council | Grant | Long | tbc | |
| Update: Youth Council project put on hold. Youth Voice: membership of working group to be reviewed. | | | | | |
| Neighbourhood Plan | Formal review to be undertaken | Precept | Short | Completion date dependent on housing target. | Mid Suffolk District Council |
| Update: Consultant appointed to help with review. Basic grant applied for and received. Currently awaiting a housing target figure from MSDC following proposed revision to NPPF. Scoping report prepared for Council sign off. | | | | | |
| Tree works at Churchyard | Priority works identified. | Precept | Short | ongoing | Tree warden & tree surgeon |
| Update: Completed. | | | | | |
| Cemetery - chapel | Internal works – re-plaster and paint. | Precept | Short | May 2023 | Contractor |
| Update: Quote being obtained for removal of plaster and replastering – same contractor as previous works. | | | | | |
| Defibrillator | Investigate placing additional community defibrillator at Westhall end of the village | TBC | Medium | July 2023 – on hold pending info from developer | M & D Developments |
| Update: Developer for Grove Farm has indicated that they may install a defibrillator and cabinet on the site once planning permission is secured. Planning application is still under consideration. | | | | | |

| Objective | Action | Funding | Timescale | Start date | Partner organisation |
|---|--|------------------------|-----------|--------------------|------------------------|
| Parish Council approved CIL projects | | | | | |
| Nursery | To provide new facility. | CIL | Long | when land obtained | SCC/MSDC |
| Update: <ul style="list-style-type: none"> District Cllrs approved application in principle. S.106 has been signed and outline permission granted. SPC will contribute £100k from Neighbourhood CIL received from development related to STRAD18 – assumed that this amount will be received from the development. Timing dependent on development commencing. | | | | | |
| Highways | Phase 1 of agreed interventions | CIL | Short | As agreed | SCC |
| Update: <ul style="list-style-type: none"> Councillors agreed interventions and 2 phases for the works. Meeting took place with SCC, information on interventions being considered was shared with officers. Project launched at APM plus public consultation event – April 2024 Bid for CIL123 funding for pedestrian crossing points and improved footway rejected. Crossing points have now been submitted for funding through Rural England Prosperity Fund SID: 3 x locations have been submitted to SCC for approval. Council to review request for 40mph buffers and parking restrictions to be taken forward. | | | | | |
| New Land | To agree transfer and develop the area | Precept / CIL / Grants | Short | April 2024 | Wellers Hedleys / MSDC |
| Update: <ul style="list-style-type: none"> Solicitor engaged for transfer. Developer is working to improve the site. MSDC have been consulted on land being used for nature recovery. | | | | | |
| Playing field security & safety | To install an electrical kiosk | NP CIL | Short | June 2024 | Stradbroke Media CIC |
| Update: Council approved project. No progress to date on this. | | | | | |

Agreed CIL Projects not yet started (shown in agreed priority order as at April 2024):

1. Church: external works and internal community space
2. Court House: sound proofing
3. Permissive path: refurbish
4. Playing field: upgrade and extend fitness track
5. Cemetery: accessible path
6. Defibrillator & Cabinet
7. Tennis Courts resurface
8. Golf Practice Area

CIL Projects – long term or not progressing:

1. Radio Stradbroke: new studio *on hold pending location being identified*
2. Community centre extension: *Trustees have no plans to progress this project*