



# PORINGLAND PARISH COUNCIL

## STRATEGIC ACTION PLAN 2017-18 – Year End Update

Poringland Parish Council will publish an action plan annually in May. The Plan will be drawn from the budget which is set in January and which includes project expenditure for the forthcoming year; from matters raised by members of the public and from the Six Strategic Group and other such outside bodies; and from matters identified as important to the community.

Poringland Parish Council will continually review the action plan, and will add any matters as required through the year.

**Poringland Parish Council’s Key Objectives for May 2017 to May 2018 are:**

Action	How identified?	Timescale	Budget	Update
To investigate the process and viability of developing a Neighbourhood Plan for Poringland.	Strategic Working Group	Viability: September 2017		<b>COMPLETED</b> In July 2017 the Parish Council concluded that a Neighbourhood Plan was viable for Poringland, and has set up the Committee and entered into the first stages of production. This is now absorbed into the work of the Council.
Update the Parish Plan by re-surveying residents in the Autumn, analyzing the results and issuing a	Strategic Working Group	Survey: Autumn 2017. Results published:		<b>ON HOLD</b> It was decided in July 2017 that this would be put on hold, as the Neighbourhood Plan would take precedence and public opinion

revised Parish Plan via electronic means where possible. To include a section for under 16's.		early Spring 2018.		needed to be focused there.
To consider community governance arrangements suitable for Poringland, and submit these to the statutory consultation process, lobbying for improvements where necessary.	South Norfolk Council / Boundary Commission consultations	March 2018 (end of SNC review)		<b>COMPLETED</b> South Norfolk Council considered the Council's proposals and did not make any governance changes beyond minor boundary changes to the north of the parish.
To consider improvements to the Pavilions at the Playing Field, commensurate with their use, including heating and hot water solutions for the football pavilion, and supporting the football club to provide separate changing and shower facilities as required by the football league.	Welcome Home and Memorial Playing Field Trust	December 2018		<b>ONGOING</b> The Trust continues to engage in dialogue with the Football Club, who are aiming to reconfigure the showers in Summer 2018. The Trust will aim to tie in with this project as the two are interlinked, and there may be opportunities to share funding applications. <b>March 2018:</b> Specification tenders gone out for heating and shower schemes, grant funding to be discussed with Football Club May 2018. <b>May 2018:</b> Council in the process of appointing a contractor to the works. Funding application made.
To continue	Planning process	Ongoing	N/a	<b>ONGOING</b>

engagement with developers in the Parish, including Norfolk Homes, David Wilson Homes, and any new developments that may be proposed within and near the parish boundaries.				Dialogue continues with all developers and land promoters in the Parish. <b>March 2018:</b> Ongoing discussions regarding legal transfer of lands to Parish Council. Ongoing engagement with the GNLP consultation.
To maintain a strategic overview of traffic matters within and around Poringland, working with The Strategic Six to lobby on improvements, individual matters, and discuss with Norfolk County Council problems of traffic finding alternative routes to Norwich Road.	Six Strategic Group	Ongoing	N/a	<b>ONGOING</b> The Strategic Six continue to maintain an overview of traffic matters in the wider area. Regular meetings are now held with the Highways Engineer to discuss matters, and discussions have taken place about specific traffic issues affecting the parish.
To progress the Community Land Project with a Working Group to work through Phase 1 – blueprint for the provision of community services on the land.	Community Land Project Public Consultation	Long Term	N/a	<b>COMPLETED</b> The master plan for the site has been agreed. A new working group had been set up and tasked with taking the project through the planning application phases.
To work towards the 'Quality' Award with a	Whole Council Strategic Working Group	Ongoing	N/a	<b>ONGOING</b> While no specific work has been

view to applying for that once the Council qualifies.				<p>carried out as the Council does not qualify for the Quality Award, the work of the Council strives towards this.</p> <p><b>March 2018:</b> Brief check shows that the Council meets all criteria except elected councilors.</p>
To continue to improve good governance through the identification of efficiencies and modern methods of working.	Ongoing improvement programme	Ongoing		<p><b>ONGOING</b></p> <p>August 2017 - Introduction of new Bookings and Finance software which are interlinked, and which cut out many manual processes.</p>
To continue to improve the offering at the Community Centre, including drafting a general maintenance plan, a scheme of approved contractors (including market testing pricing of contractors currently used) and other general improvements as they become identified.	Ongoing improvement programme. Facilities Strategic Advisory Group.	Ongoing	£25,653 (air conditioning; floor refurbishment; car park extension)	<p><b>ONGOING</b></p> <p>Air conditioning installed into office and bar areas. Floor refurbishment completed Christmas 2017. Car park extension is a project in hand, which will be focused on once staff resource becomes available.</p> <p><b>March 2018:</b> Floor to be re-done May 2018. Car park extension planning documents drafted. Quad 1 sound project approved and commissioned. Painting to be carried out in 2018/19.</p> <p><b>May 2018:</b> Sound installed into Quad 1 April 2018. Painting scheduled for May half term. Planning permission for car park extension is in consultation, specification will be sent to contractors once approved.</p>

<p>To continue to enhance amenity facilities/land within the Parish for maximum community use and to protect the environment, including assessing the need for new / extended Tree Preservation Orders in the Parish.</p>	<p>Open Spaces Advisory Group</p>	<p>Ongoing</p>	<p>£250 (playground markings)</p>	<p><b>ONGOING</b> Play area markings project fully funded and commissioned for January / February 2018. Tree warden is making applications for TPOs. <b>May 2018:</b> Benches and mushroom stools fully funded and ordered, awaiting delivery.</p>
<p>To offer training and development opportunities for all councillors and officers of the council.</p>	<p>Training and Development Policy</p>	<p>Ongoing</p>	<p>£600 2016/17</p>	<p><b>ONGOING</b> Appropriate training needs are identified through the appraisal process, and the Clerk attends local and national events to keep knowledge up to date. Training opportunities circulated to councillors, who are encouraged to attend. Council has supported Clerk with 50% payment of fees for Level 4 qualification.</p>
<p>To continue to support the Six Youth Council to grow and develop, ensuring engagement in the work of the Council and promoting future involvement in local democracy.</p>	<p>Six Strategic Group</p>	<p>Ongoing</p>		
<p>To consider development of</p>	<p>Whole Council Strategic Working Group</p>	<p>Ongoing</p>	<p>N/a</p>	<p><b>COMPLETED</b> Agreed that Indicators will be built</p>

performance indicators as part of the Council's move towards a more strategic outlook.				into the next Action Plan
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**Actions agreed May 2017.**  
**Review of action plan May 2018.**  
**Next action plan due May 2018.**