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| **Cleeve Parish Council’s Action Plan 2021/22**  **Adopted by the Council on 14th May 2019, to be reviewed annually.**  **Last review and amended 8th June 2021** | | | | |
| Objective | Action | Who is responsible | Timescale | Achieved? |
| Reduce speed limit through the village | Help promote the speed watch and obtain more volunteers  Reduce the speed on Cleeve Hill Road | Clerk, Cllr Stringer and volunteers  Clerk and Council | Ongoing  Scheduled  2021 | Community Speed watch is now active with 2 different locations.  Work has been agreed and a grant from Bristol airport received. We are just waiting for the work to start. |
| Improve condition of footpaths | Work with North Somerset Council to ensure all footpaths can be walked | Clerk | Ongoing | Public Rights of Way consultation completed September 2020. Awaiting NSC response regarding routes they will assist with. |
| Get all gates/styles changed to kissing gates | Council to decide on additional gates that need changing. | Council, Clerk, NSC | Ongoing | Public Rights of Way consultation completed September 2020. Awaiting NSC response regarding routes they will assist with. |
| Work out ways to reduce dog mess | Council and Clerk to look into methods of reducing dog fouling. Consider working with parishioners. Clerk to continue to put in All About Cleeve Article. | Council, Clerk | Ongoing | This has improved and people seem to be clearing up after their dogs but it will be monitored. |
| To ensure continued compliance with the relevant current legislation and to promote openness, transparency and community engagement through the use of various communication media. | Clerk to ensure compliance is maintained through website and Facebook page. Councillors to continue monthly meetings and agree to article written by Clerk to go in All About Cleeve. | Council, Clerk | Ongoing | This is ongoing and updates are made where appropriate. |
| To ensure that all council assets are maintained in a safe and proper manner | Responsible councillor to check on a regular basis that council assets such as seats, bus shelters, noticeboards, village signs are maintained and in good working order | Clerk and Councillors | Ongoing with risk assessment. | Risk assessment and asset register are used to ensure all assets are maintained. |
| To ensure all Council policies and procedures are reviewed annually and updated as necessary | Clerk to ensure annual review process is on the agenda | Clerk and Councillors | Annually at May meeting of the Council. | This will be reviewed in May 2022. |
| To ensure all trees in Council recreational spaces are maintained and safe | Tree warden along with nominated Councillor review the trees annually and report back and work that needs to be done. Clerk to then arrange necessary maintenance | Tree warden, nominated Councillor, Clerk | Annually in February with risk assessment.  Ongoing | The annual tree inspection was carried out in late 2021 due to Covid. This resulted in some maintenance work being done to tree in Pound Green. |
| To consider planning applications in the interest of parishioners such as maintenance of distinctive landscape, woodlands, building styles, county lanes and protection of Greater and Lesser Horseshoe councillors and placed on agenda bats. | Clerk to ensure planning applications are notified to. Clerk to seek time extensions from North Somerset Council if necessary. Site visits to be arranged if required. | Clerk and Councillors | Ongoing | This is ongoing. All planning applications are responded to where applicable. |
| To continue to monitor and support various groups and organisations within the parish including but not limited to: Village Hall, Community Resilience Group, King George V Playing Fields and Cricket Club. | Councillors to be elected as representatives for the Village Hall, Community resilience and King George V Playing Fields, All councillors to support parish events where possible and maintain dialogue and visibility with village organisations. | Councillors | Ongoing | This is ongoing, we have representatives on all the groups and many others in addition. |
| To continue to monitor the growth and conditions made by Bristol Airport to get the best outcome for residents from adverse airport activities such as noise and road traffic | Support PCAA, attend airport consultative committee meetings. | Councillors | Ongoing | Cllr Burn as a the PC representative on the PCAA helps provide the Council with additional information.  Cllr Burn and Cllr Whistance sit on the Bristol Airport Environmental Working Committee.  We publish updates on the website and Facebook. |
| Log accidents | Keep a report of accidents within the village | Clerk | Ongoing | The Clerk will keep a log of any accidents that get reported within the village. |
| Get a pedestrian crossing placed outside Court De Wyck primary school | This will be reviewed on completion of new properties next to Claverham Village Hall. | Clerk, Council | Ongoing | Contact made with Yatton PC as in their control. Will continue to monitor as also effects our residents. |
| To ensure the action plan is reviewed annually | Clerk to ensure review at the Annual Parish Meeting in May (Action plan to run May to April) | Clerk and Councillors | Annually at May meeting |  |
| Affordable housing and future developments in the village | To ensure any future development in the parish is in line with the recommendations from the parish plans. | Councillors | Ongoing | There are no current planning applications in place where this is appropriate, however, if they arise we will be sure to work with the developer. |
| Lord Nelson CIL Monies | Monies received and use to be considered with residents for benefit of the community | Clerk and Councillors | Ongoing |  |
| To maintain the parish defibrillator- located at Cleeve Village Hall | To ensure that consumables (especially battery) is replaced when running low  Pads replaced in March 2018.    Budget provision in 2018/19 | Appointed- Ben Whistance as Guardian. | Ongoing.  Battery replacement- March 2022 | Re-registered with “The Circuit” National network managed by British Heart Foundation May 2021.  Spare pads purchased May 2021 and held with defibrillator. |
| Raise community awareness of the Councillor vacancy which is to be filled through co-option. | Clerk to continue to put articles in All About Cleeve detailing the purpose and role of the Parish Council. | Councillors, Clerk | Ongoing | This was achieved through regular Facebook posts, updates on our website and notices going on our Parish Boards. |
| Community engagement | To improve community engagement and raise the Councils profile with the public. | Councillors, Clerk | Ongoing | Councillor drop in surgeries with our local Village Agent in attendance were initially carried out monthly however due to low attendance will now be quarterly. We post regular updates to once COVID19 restrictions ease.  Facebook and website are regularly updated and articles submitted to AAC. |
| Encourage more recycling | Get a bin installed on Pound Green by NSC for recycling of cans and bottles | Village orderly | Ongoing | The bin has been ordered by NSC and we will be the first in the area to try having this type of bin. However due to COVID 19 this has been delayed. |
| Help the village recover following COVID 19 | Be available to listen to concerns and provide useful information to resident/ local businesses.  We will review our grant process to ensure we can help as much as possible. | Council | Ongoing | To be discussed further. |
| Rewilding | To encourage rewilding at appropriate locations around d the village such as: King George V playing fields, Goblin Combe quarry and Heron Green | Council | Ongoing | Site visit of to the King George V playing fields completed by Chair with NSC and Chair of Trustees in October 2020. Grass and wildflowers will be encouraged at the other locations to allow rewilding to take place. |

Annual Review

Council

To use Community Carbon Calculator as a baseline enabling CPC to review the local community’s carbon footprint.

Carbon Tool

Agreed……8th June 2021

Date of next review….May 2022