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| **A drawing of a face  Description automatically generated** | **Hawthorn Parish Council** **Action Plan 2021 / 2022** | **A close up of a logo  Description automatically generated** |

# **The Parish Council takes its responsibility very seriously and strives  continually to  improve the Hawthorn to make it a pleasant village where people are proud to be part of our community.**

# When we set our budget for the next financial year, members try and think about what the council can do to achieve our aspirations in the next year and beyond.

# These may include ensuring there is a small financial provision to enable the improvements / events to  be made  and in addition often applications can be made to both local and national funding bodies to provide those facilities which otherwise would not have been possible.

# **Our Plan includes 3 sections:-**

# Administering the Council

# The Local Environment

# Community Engagement and Events

# Please have a look at our action plan and if you feel you can help or become involved in any way then please contact us.

# [**clerk@hawthornparish.co.uk**](mailto:clerk@hawthornparish.co.uk) **/ 01740 622429/Springwell House Sedgefield TS21 2HS**

# **Action Plan 2021 / 2022**

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| Focus : | Administering the Council | | |
| **Aims** | **Objectives** | **Implication** | **Timescale** |
| To ensure all HPC’s policies and protocols are adhered to and updated as and when necessary | To continue operating to standing orders & financial regs | Already included in working practices | Ongoing |
| Review of the action and business plans | To continue to review on a regular basis and also add to the website | Improve transparency | Ongoing |
| To adhere to all new legislation | To ensure website accessibility | The Clerk continues to work to ensure compliance in line with regulations as applicable to a very small parish council. | Ongoing |
| To continue monitoring estimates and budgets | To continue to review on a quarterly basis | Ensure ongoing transparency | Ongoing |
| To maximise grant opportunities | To continue to seek all relevant grant opportunities | Successful applications will provide additional capital schemes which otherwise would not be possible | Ongoing |
| Insurance | To obtain new quotes and accept as appropriate | The Clerk to undertake every 3 years | Ongoing |
| Planning | Continue and improve participation in planning matters | Ensure local feelings are taken into account. | Ongoing |
| Transparency Code | To ensure compliance | Statutory requirement | Ongoing |
| To keep under review legal powers and opportunities | Ensure compliance | Statutory requirement | Ongoing |
| Contingency Plan | To create | Ensure arrangements if need arises | April 2021  Delayed due to pandemic) |
| Councillor Training | To encourage all councillors to take advantage of all training available | To ensure Cllr are fully knowledgeable.  Training included in Budgets | Ongoing |
| Clerk : Training | To encourage the Clerk to take advantage of all relevant training | To ensure the Clerk is fully knowledgeable and up to date with all relevant information Training included in Budgets | Ongoing |
| Protecting the Parish | The council will continue to have close liaison with the Police and Ward members | To ensure communication both ways | Ongoing |

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| Focus : | The Local Environment | | |
| **Aims** | **Objectives** | **Implication** | **Timescale** |
| **To continue to improve the local environment**  **Courtesy of £10,000 Grant from Awards4All in 2018** | To purchase more spring bulbs and hold the Community bulb planting event again in October | £500 from grant remaining for bulbs | Completed |
| To purchase 2 more new seats | £1200 from grant remaining |
| To consider new planters – and planting | £500 from grant remaining |
| To provide new shelving for the new community greenhouse | £750 from grant remaining |
| To purchase new bushes /trees | £250 from grant remaining |
| **Open Spaces and Greens** | To continue to ensure all greens and open spaces are well cared for | In budgets | Ongoing |
| **To tackle litter and dog fouling** | * To monitor adequacy and position of litter and dog poo bins * To review providing free dog poo bags   To organise / support litter picks – including the Spring Clean Initiative | Budget implications  Additional litter bins at £450 each plus installation  Dog poo bags £100  New dog signs for Dene | Ongoing |
| **To urge DCC to review Speed limit on Stockton Road** | To work with DCC | No financial implication, currently pursuing options | June 2020 delayed due to pandemic |

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| **Focus :** | **Community Engagement & Events** | | |
| **Aims** | **Objectives** | **Implication** | **Time** |
| **To improve Communication** | To continue to develop all means of consultation / communication | In budgets | Ongoing |
| **To commence the ‘Keeping you in the know’ Project** | To purchase the:   * New solar noticeboards * lectern information board * Banners | As per £8,600 received from Awards 4All | Delayed due to pandemic |
| **To ensure all residents are fully informed** | To continue the electronic Hawthorn Community Round up and aim to deliver to 80% of local residents | No additional cost | Continual monitoring |
| To continue to produce 4 x Newsletters each year.  Summer to be AS in colour | In budget | Ongoing - not produced 2020 due to pandemic |
| **Working with the Community Association for the Community Centre** | To aid the Community Association to provide facilities including   * New smart TV * New security lights – ongoing | Tv cost via Community Grant  Security Lights £450 – included in budget 2019 / 2020 | Ongoing |
| **To provide Community Events** | To hold:-  Christmas Events   * Christmas tree / lights * Carols around the Tree * Switch on event * Snowman Competition | Annual Cost | Oct 2020 – not held due to pandemic |
| To hold Big Lunch Day Events   * Open Garden walk * Flowerpot Exhibition * Photographic Exhibition * Treasure Trail | Annual Costs of £250 in budgets | Oct 2020 : not held due to pandemic |
| To hold   * Annual Sunflower Competition | Annual cost of £50 in budgets | Oct 2021 |
| To hold   * VE Day Celebrations | Courtesy of grant of £960 from the Community Fund | May 2020: not held due to pandemic |
| To hold   * Hawthorn Spring Clean | No cost – all equipment provided by DCC | April 2020: not held due to pandemic |
| To hold   * Open walk around Hawthorn Dene | No cost | April 2020: not held due to pandemic |
| To work with Church   * Remembrance Day | Poppy wreath £25 | Ongoing |
| **To re-introduce Neighbourhood Watch Scheme** | To publicise and launch new scheme at Annual Parish Meeting | No financial implication | March 2020; not held due to pandemic |