



Dunham Hill and Hapsford Parish Council

Action Plan 2024-25

	Issue	Action	Lead	Resource Implications	Timescales
Crime & Community Safety					
1.	Speeding in the Parish	Monitor using SID	K Holmes	£907 provision for ancillaries & servicing	Regular and frequent monitoring
2.	Parking on pavements	Liaise with PCSO	Councillors	NIL	As and when required
3.	Fly Tipping	Report to CWaC	Cllr Bradley	NIL	As and when required

Events & Activities					
4.	Remembrance	Lamppost Poppies	Cllr Bradley /Johnson	£30 for Additional Lamp-post Poppies	October-November
		Lay Poppy Wreath at Remembrance Event	Parish Councillors	£25 for Poppy Wreath	
5.	Festive Season	Festive Wreaths	Cllr Bradley /Johnson	NIL	End of November – Beg January
		Purchase Christmas Tree for Hapsford	Clerk	£170	End of November
		Organise Lights Switch on event for:- Dunham Hill Village Hapsford Village	Cllrs Bradley/ Wallace		First weekend in December
6.	Community Cleanup Events	Maintain twice yearly cleanup events	Cllr Bradley	£180 Litter picking equip.	March & Oct
7.	Easter Egg Hunt	Organise kids Easter Egg Hunt in Hapsford	Cllr Wallace	NIL	March

Communication					
9.	Improve communication of Parish Council activities	3 x per year Parish Council Newsletter	Cllr Wallace	£80 printing cost per newsletter	Apr, Aug, Dec
		PC Website, WhatsApp, & Facebook	Clerk/Cllrs Johnson /Wallace	NIL	Monitor & Update Monthly

Environment					
10.	Wildflower Planting	Continue with Wildflower planting programme along A5117	Councillor	£375	Spring 2024



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Planning, Enforcement & Neighbourhood Plan

11.	Neighbourhood Plan	Complete Neighbourhood Plan	Lead – Cllr Green	Will seek grants wherever possible to fund this work.	May 2025
12.	Planning Applications	Review all planning applications against neighbourhood plan and circulate suggested response around Parish Council for approval.	Councillors /Clerk	NIL	As and when required.
13.	Enforcement Issues	Report all Enforcement Issues to CWaC and monitor.	Councillors /Clerk	NIL	As and when required.

Highways

14.	Potholes and Highways/signs Damage	Report all potholes and highways/signs damage issues brought to the parish council's attention to CWaC and monitor.	Councillors /Clerk	NIL	As and when required.
15.	Highways Weeding	Report all highways weeding issues brought to the parish council's attention to CWaC and monitor.	Councillors /Clerk	NIL	As and when required.

Footpaths

16.	Footpath Accessibility	Report all footpath accessibility issues brought to the parish council's attention to CWaC and monitor.	Councillors /Clerk	NIL	As and when required.
17.	Public Rights of Way & Bridleways	Monitor and report any overgrown PROW's	Councillors	NIL	As and when required.
18.	Maintenance /replacement of stiles	Report all stile damage issues brought to the parish council's attention to CWaC and monitor.	Councillors /Clerk	NIL	As and when required.

Community Resources

19.	Grants	Develop Grant Giving Policy and roll out	Clerk	£500	December 2024
20.	Assets	Review all assets owned by PC and agree a maintenance schedule.	Councillors	£450	Annually



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Parish Council					
21.	Training	- Identify and schedule training for Clerk - Identify and schedule training for Parish Councillors	Clerk Parish Councillors	£175 £175	As and when required. As and when required.
22.	Parish Meeting	Organise Annual Parish Meeting to allow groups within the Parish to report activities that have been carried out to the Parish Council	Chairperson/ Clerk	NIL	March
23.	Local Council Award Scheme	Apply for Quality Award	Clerk	£130	April 2024