**Action Plan Timeline:** 2021

KEY

Community engagement

COVID - 19

Recovery

Future Invest- Environmental Service ments Enhancements Improvements

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Traffic Light** | **Action** | **When** | **Year** | **Comments** |
|  | Implement Budget Group CCTV recommendations | March | 2021 | Completed  |
|  | Corporate Plan marketing | March | 2021 | Completed on time |
|  | Community consultation on Corporate Plan | April | 2021 | Completed  |
|  | Seed swap | April | 2021 | Completed with positive comments. No take up on setting up Incredible Edible Scheme. Community Development Officer examine? |
|  | Sunflower competition | April | 2021 | Commenced through the Infant School coms channels |
|  | Spring trail at Knowle Park | April | 2021 | Completed with positive comments from residents. Repeat annually and add to it.  |
|  | Creation of composting area in Knowle Park | April | 2021 | Completed  |
|  | Completion of skate park artwork | April | 2021 | Completed with positive comments from YP & families. |
|  | Instagram page launch | April | 2021 | Completed – as of 3 August has x followers. |
|  | Commissioning of village signs using Wyvern Students designs | May | 2021 | Designs completed & fabricated. Need installing.  |
|  | Water bottle filling station at Pavilion | May | 2021 | Completed – needs informative signage |
|  | Promote eBulletin signups via social media | May | 2021 | Ongoing |
|  | Pembers Hill play equipment survey | May | 2021 | Completed. Play area opened  |
|  | Shorts Road Community Café survey | May | 2021 | Completed. Over 900 responses, 98% in support of café.  |
|  | Take on ownership and maintenance of Upper Barn Copse | May | 2021 | PC been maintaining since May. Awaiting formal transfer.  |
|  | Maintenance of Pembers Hill Drive | May | 2021 | PC been maintaining since May. Awaiting formal transfer. |
|  | Freehold transfer of library complete | June | 2021 | Completed.  |

**Action Plan Timeline:** 2021

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Traffic Light** | **Action** | **When** | **Year** | **Comments** |
|  | Additional hanging baskets installed in village | June | 2021 | Completed |
|  | Upgrades to CCTV in New Century Park, Pavilion and Horton Heath Community Centre | June | 2021 | Completed |
|  | Water bottle filling station at Parish Office | June | 2021 | Completed – needs signage |
|  | Footpath improvements at Knowle Park commence | July | 2021 | Need repair works following flash floods.  |
|  | Improvement works to community orchard and cemetery | July | 2021 | In progress. Cemetery improvements further ahead. |
|  | Crowdhill wildlife watch campaign | July | 2021 | Started in August |
|  | Create poster to display on community notice boards to promote e-Bulletin signups | July | 2021 | In progress |
|  | Support launch of community library | July | 2021 | Library opened end of July and volunteers requested a later launch date. Set for 4th Sept. Parish Clerk has helped organize artists for the day. |
|  | Teddy Bear's Picnic | July | 2021 | Event had to be rescheduled to 17 July due to weather. Positive feedback, repeat annually.  |
|  | Promote recordings of Council meetings on YouTube via social media, community notice boards, e-Bulletins. Add YouTube links to website agendas/minutes | Jul/Aug | 2021 | In progress. Also improving conferencing equipment in the conference room.  |
|  | Produce & implement social media strategy/calendar which incorporates all relevant points outlined in this Corporate Plan, including surveys, health and wellness information, awareness days, and 'what's on' guides. | August | 2021 | Delayed till September when new Deputy Clerk is in post.  |

**Action Plan Timeline:** 2021

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| --- | --- | --- | --- | --- |
| **Traffic Light** | **Action** | **When** | **Year** | **Comments** |
|  | Commission more public art at Pembers Hill Drive | August | 2021 | In progress |
|  | Activities to mark National Play Day | August | 2021 | Target not met due to limited staff resource.  |
|  | Pembers Hill play equipment installation | August | 2021 | Completed |
|  | Purchase of defib for Parish Office/Knowle Park users | August | 2021 | Completed & awaiting installation |
|  | Pembers Hill Play Area public art installation | August | 2021 | In progress |
|  | Tennis improvements work | August | 2021 | In progress |
|  | Hedgehog Friendly Streets Fair Oak campaign | September | 2021 | Information day on 18 August. Signups launched |
|  | Installation of solar panels at Woodland CC | September | 2021 | Quotes to be presented at September Council |
|  | Building of community cafe | September | 2021 | Planning application submitted on 23 July |
|  | Explore feasibility of digital training sessions in community library and consult with community | September | 2021 |  |
|  | Short project to explore ways to resolve isolation among residents. Community consultation via social media. | September | 2021 |  |
|  | Run first online Q&A session with residents/Parish Clerk | September | 2021 |  |
|  | Community consultation on Climate Task & Finish Groupdraft Action Plan | September | 2021 | Delayed until new Deputy Clerk in post. Commence Oct/November |
|  | Review of website | September | 2021 |  |
|  | Community engagement on parish-wide tree strategy | September | 2021 |  |

**Action Plan Timeline:** 2021

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| **Traffic Light** | **Action** | **When** | **Year** | **Comments** |
|  | Parish council staff to have dementia-friendly training to kick start Dementia Free Village campaign | September | 2021 | Booked for 10th & 17th September.  |
|  | Bee and tree planting scheme at Summerlands Road, Meadowsweet Way, Knowle Park | September | 2021 | Scheme to be presented to 20 September Council meeting. Planting in November.  |
|  | Complete annual web accessibility audit | October | 2021 |  |
|  | Explore feasibility of support bubbles for lonely/vulnerable residents and report back to the community with recommendations | October | 2021 |  |
|  | Business and community networking event at Woodland CC | October | 2021 |  |
|  | Explore the feasibility of drop-in wellness clinics and report back to the community with recommendations. | October | 2021 |  |
|  | Fair Oak forage event | October | 2021 |  |
|  | Village centre improvement works | October | 2021 | Officers currently investigating various options including monthly village market.  |
|  | Installation of village signs | October | 2021 |  |
|  | Crowdhill public art project – interactive wildlife information boards | October | 2021 | Call to action to residents in August for wildlife photos |
|  | Remembrance | November | 2021 |  |
|  | Tree planting | November | 2021 |  |
|  | Produce and distribute Annual Survey | November | 2021 |  |
|  | Christmas craft event | December | 2021 |  |
|  | Samaritan's Shoe Box Appeal (with community library) | December | 2021 |  |
|  | Christmas Trail | December | 2021 |  |

**Action Plan Timeline:** 2022

KEY

Community engagement

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| --- | --- | --- | --- | --- |
| **Traffic Light** | **Action** | **When** | **Year** | **Comments** |
|  | Publish annual survey results | January | 2022 |  |
|  | Prepare detailed Action Plan for 2022 and consult with the community on plan contants | February | 2022 |  |
|  | Opening of community café | February | 2022 |  |
|  | Bulb planting | February | 2022 |  |
|  | Promotion and community engagement on wildflower seed bomb making activity - with local schools | March | 2022 |  |
|  | Spring clean event | March | 2022 |  |
|  | Seed bomb making with Infant School | April | 2022 |  |
|  | Spring trail event | April | 2022 |  |
|  | Themed annual parish event | April | 2022 |  |
|  | Seed bomb throwing event/wildflower sowing | May | 2022 |  |
|  | Mental Health Awareness Week | May | 2022 |  |
|  | Platinum Jubilee celebration event | June | 2022 |  |

**Action Plan Timeline:** 2022

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| **Traffic Light** | **Action** | **When** | **Year** | **Comments** |
|  | Installation of hanging baskets/village flowers | June | 2022 |  |
|  | Review progress against 2021 Corporate Plan task list and prepare report for the community and council | July | 2022 |  |
|  | Complete annual web accessibility audit | October | 2022 |  |
|  | Business and community networking event at Woodland CC | October | 2022 |  |
|  | Produce and distribute Annual Survey | November | 2022 |  |
|  | Remembrance | November | 2022 |  |
|  | Christmas craft event | December | 2022 |  |
|  | Christmas Trail | December | 2022 |  |

**Action Plan Timeline:** 2023

KEY

Community engagement

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Traffic Light** | **Action** | **When** | **Year** | **Comments** |
|  | Publish annual survey results | January | 2023 |  |
|  | Prepare detailed Action Plan for 2023 and consult with the community on plan contants | February | 2023 |  |
|  | Seed bomb making with Infant School | April | 2023 |  |
|  | Spring trail event | April | 2023 |  |
|  | Themed annual parish event | April | 2023 |  |
|  | Seed bomb throwing event/wildflower sowing | May | 2023 |  |
|  | Summer event | June | 2023 |  |
|  | Installation of hanging baskets/village flowers | June | 2023 |  |
|  | Review progress against 2022 Corporate Plan task list and prepare report for the community and council | July | 2023 |  |
|  | Complete annual web accessibility audit | October | 2023 |  |

**Action Plan Timeline:** 2023

KEY

Community engagement

COVID - 19

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| --- | --- | --- | --- | --- |
| **Traffic Light** | **Action** | **When** | **Year** | **Comments** |
|  | Business and community networking event at Woodland CC | October | 2023 |  |
|  | Produce and distribute Annual Survey | November | 2023 |  |
|  | Remembrance | November | 2023 |  |
|  | Christmas craft event | December | 2023 |  |
|  | Christmas Trail | December | 2023 |  |

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| **Traffic Light** | **Action** | **When** | **Year** | **Comments** |
|  | Makers market in village centre | TBC | TBC |  |
|  | Public art installations | TBC | TBC |  |
|  | Pembers Hill Farm public open space/play area | TBC | TBC |  |
|  | Crowdhill play area | TBC | TBC |  |
|  | Electric charge points installations | TBC | TBC |  |