

MADELEY PARISH COUNCIL

THE FOLLOWING ACTION PLAN WAS AGREED AT THE MEETING OF MADELEY PARISH COUNCIL IN AUGUST 2021

AIMS:

- To improve the quality of life and environment for the people of Madeley Parish.
- To encourage strong local communities and encourage capacity building.
- To positively manage Parish Council assets and ensure value for money in all Parish Council transactions.

OBJECTIVES:

- To consult, engage and communicate effectively with the local community and service providers over matters of local importance.
- To support services and positive activities for younger and older people.
- To support the process of granting funding to local groups and services.
- To ensure the highest standard of parish appearances.
- To ensure that Madeley Parish Council demonstrates the highest level of professionalism in all of its actions.

ACTION PLAN 2021-2022

SUMMARY OF ACTIONS WITH MONTHLY UPDATES

PARISH CLERK

7/27/2021

Action	Source	Timescale	Project Lead/s	Actions Recorded
Take a lead role in the coordination of services to vulnerable people in the Parish during Covid-19 and work in partnership with others to deliver the service.	National situation	Until directed otherwise by Central Government	Clrs J Stevenson, S. White,.	Working with MCDA and Madeley Centre-funding granted. Co-ordinating Volunteers to deliver shopping and essential supplies including prescriptions to those unable to get out. Working with SCC and NBC to deliver food parcels as identified by NHS England. Working closely with Food Bank to ensure vulnerable receive food as needed. Liaise with local businesses for delivery services. Parish leafleted with the phone numbers and Face book regularly updated. Under review-situation changing due to lifting of lock down restrictions. Recommend action closed.
Action	Source	Timescale	Project Lead/s	Actions Recorded
Ensure that current bus shelters are cleaned and well maintained.	Parishioners requests	Ongoing-monthly cleaning	Contractor	Cleaned monthly with one-off specials for specific issues e.g. fly posting. Quotations to upgrade and renew 5 shelters received. Work to commence once Covid lock down has finished. 5 refurbishments completed. Costs obtained to finalise remaining shelters.Order placed.
Replace public notice board in Madeley Heath	Old board reached end of natural life	September 21	Clerk	Three quotations to come to September meeting for consideration.
Ensure the allotment site at Furnace Road is	Parishioners requests	Ongoing	Allotments Working Group and allotment	2 vacant plots as at June 2020-fully tenanted 2021 Notice board installed.

fully tenanted and maintained.			holders.	Replacement stakes installed Costs obtained for access from Madeley Centre
Work in partnership with Newcastle Borough Council and Madeley Fishing Club to manage Madeley Pool		Ongoing	Madeley Pool Working Group and Clerk	Contractor for geese appointed-work commenced April 2018. Numbers reduced 2019-no control 2020 due to Covid. Contract awarded for control of Himalayan Balsam-unable to do due to Covid. Additional grass cut throughout 2019 and 2020 to improve area. Agreed with NBC a joint notice board for the pool. No fishing as at June 2020 due to Covid. Remedial bank restoration work completed by NBC. Meetings underway with NBC to revise management agreement. Raised flower beds to be installed Nov /Dec 21
Support groups, organisations and projects aimed at improving Parish Appearances	Parishioner requests	Ongoing	All	SLA signed with Community payback June 2018-work commenced throughout 2019-Covid has stopped all Payback work at present. Financial Support to Madeley Tidy Group if requested. Employment of lengths man since January 2021 two days a week on a 12 month trial basis.
Produce and deliver Parish Newsletter twice a year	Parishioners-need for effective communication	Ongoing	Clr Mrs Whitmore	Newsletters not delivered. Decision taken June 21 to only use recycled or paper from sustainable sources.
Action	Source	Timescale	Project Lead/s	In addition Face book page now established.

Ensure the local community have the opportunity to share any matters of great importance to the Parish where a decision is to be made by MPC	National Best Practice	On going	All	Budget Consultation completed Jan 21 See also actions under Neighbourhood Plan
Encourage events to support community cohesion	Best practice	Ongoing	All	Easter egg hunt completed. Scarecrow competition July/August 21 Older persons party December 21 Family Panto Dec 21 Plan for Queens Platinum celebrations 2022
Action	Source	Timescale	Project Lead/s	Actions Recorded
Ensure the Parish Council pages on The Madeley Village Web site are up to date and refreshed.	Community Feedback	Monthly review	Clerk/RFO	New web site in place.
Ensure safe and attractive Play facilities at Heath Row and Birch Dale	Children and Young People in the Parish	On going	Clerk with Handyman, Swing Security staff and Play Inspection Company	Daily observations by Swing Security Staff. Monthly written inspections by handyman. Annual Inspection and Risk Assessment by PIC. Agreed to replace slide in Birch Dale in 2018-19 Swings replaced in Heath Row following Annual Playground assessment Birch Dale equipment to be renewed
Support Local Community groups and charities in accessing funding to enhance services	Parishioners requests	On going	Community Support Worker	New post holder in place-work limited due to Covid

Encourage and Support the formation of a Community Speed watch Speed Indicator Devices to be installed	Parishioners requests-issues with speeding vehicles in Parish	All completed except Madeley Heath-scheduled for July/August 21	G. White Clerk	8 people trained in the use of equipment and procedure. Equipment and signage in place. Needs to be refreshed Completed
Install CCTV cameras to prevent crime and disorder	Parishioners requests	September 2020	Clerk	Contractor appointed and agreed to rent equipment on monthly basis. Planning permission granted for land opposite Greyhound Court. Waiting for cost from sub contractor to install concrete base and complete relevant authority paperwork to SCC. Investigations under way with BT to establish whether a data link can be installed.
Ensure a celebration of Community groups at the Annual Parish Meeting	National Best Practice	April 2020 April 21	All	Annual Parish Meeting deferred until 2021 due to Covid restrictions. Annual Parish Meeting held virtually in 2021
Action	Source	Timescale	Project Lead/s	Actions Recorded
Respond to all requests for consultation from voluntary and statutory bodies.	National Best Practice	As needed	All via Clerk	Planning applications. FARs Strategy document. Licencing. Borough Council Green space Strategy Revised draft list of validation requirements
Ensure all requests for consultation in relation to Planning matters are	National Best Practice	Monthly	All via Clerk	All reqs immediately circulated to all Cllrs. Added to next agenda, position statement agreed and comments reported back to NBC within time limits.

answered.				
Ensure the effective management of Heath Wood	Parishioners requests	Ongoing	Clerk	Twice yearly inspection by qualified tree inspectors. Woodland Plan to be produced-consultant appointed.
Support and develop activities and facilities for young people in the Parish	Parishioners requests	On going	Young Peoples Working Group	<ul style="list-style-type: none"> • Work in partnership with the Madeley Centre. • Pantomime Dec 2020? Unknown at the time of writing due to Covid. • outdoor gym installed Madeley Heath and Birch Dale adjacent to current play areas • Investigations into feasibility of youth shelter
Action	Source	Timescale	Project Lead/s	Actions Recorded
Support and develop events and activities for older people in the Parish	Parishioners requests	On going	All	No Christmas event held in 2020 due to Covid. Plan to hold event December 2021
Achieve LCAS Quality Award	National Best Practice	By March 2021	LCAS working group with Clerk	Further work needed to achieve this.
Ensure working towards compliance with GDPR	Mandatory	Ongoing	All/Clerk	Privacy notices revised and posted on web site. Policy updated and agreed Data audit underway completed Entering SLA with SCC for external DPO Council e-mails for Councillors in place-to be revised
Ensure staff and Councillors receive timely, relevant and appropriate	National Best Practice	On going	All	2019 2 councillors attended training for new councillors. Clerk attended Cheshire Annual SLCC day

training to their roles				<p>conference Oct 19 2020</p> <p>2 councillors to attend virtual presentation from HS2 on Archaeological aspects of HS2 route in 2020.</p> <p>2021</p> <p>1 Councillor attended planning training</p> <p>1 Councillor attended new Councillor training</p> <p>Clerk attended Parish online training</p> <p>Clerk attended writing accessible documents training</p>
Ensure that grass verges are cut and maintained	Parishioners requests		Contractor	Verges cut twice monthly March-Oct inclusive. Additional areas taken on around Madeley Pool on a monthly basis and parts of Newcastle Road previously services by NBC for SCC
Ensure the continuing maintenance and care of the Madeley War memorial	Parishioners requests from various public meetings in 2013	On going	All via Clerk	Work also underway to look at provide a memorial garden in the grounds of The Madeley Centre
Action	Source	Timescale	Project Lead/s	Actions Recorded
Commence work on Neighbourhood Plan for Madeley Parish	Community consultation	Commenced in 2017.	Joint MPC/MCG committee	Consultation for regulation 14 was terminated due to Covid. No elections/referendums permitted until the earliest May 2021.
Continue to strive to purchase the land called "The Rock Garden."	Residents adjacent to Rock Garden.	Ongoing	Clerk	Garden maintained twice yearly and grass cut twice a month in growing season. Work commenced on overhaul of garden and land at junction of Izac Walton Way and John Offley Road

Adoption and use of the BT Phone Box on Woore Road	Parishioners	September 2020	Clerk	Adoption completed. Box is listed so limitations on what can be done externally to the structure. Ideas currently been discussed June 2020.
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