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Abberton and Langenhoe Parish Council

ACTION PLAN – 2024

Introduction

Parishes are the smallest areas of civil administration in England and provide the statutory tier of local government closest to the people. Parish Councils are an essential part of the structure of local democracy and have a vital role in acting on behalf of the communities they represent.

What is the scope of Abberton and Langenhoe Parish Council

Abberton and Langenhoe Parish Council (ALPC):

- gives views, on behalf of the Parish, on planning applications and other proposals which affect the Parish
- undertakes projects, which are of benefit to local residents
- works in partnership with other bodies to achieve benefits for the Parish
- alerts relevant authorities at Colchester City and Essex County Council level to problems which arise or work which needs to be undertaken
- helps the other tiers of local government keep in touch with their local communities.

ALPC have a wide range of powers which essentially relate to local matters, as examples (and this list is not exhaustive) such as looking after:

- community assets
- open space
- allotments
- play areas and outdoor gym equipment, street lighting, bus shelter.

ALPC also have the power to raise money through the precept, which is our share of the council tax. In order to help us plan for the year ahead, we have put together this Action Plan, which details the key objectives and actions which we hope to achieve during 2024, in addition to our overall responsibilities. This action plan will enable parishioners to be kept fully informed of what is being planned and what has been achieved in the Parish. The action plan may be reviewed periodically and updated annually.



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Aim	Objective	Action	Who	Completion Date	Update
Compliance	POLICIES – To ensure all documented ALPC policies and procedures are reviewed annually and updated as necessary.	To ensure annual review of processes are completed.	Clerk and Parish Council.	Annually between June and September.	Review of all policies and procedures is an ongoing exercise.
To monitor development and planning	PLANNING APPLICATIONS – To consider all planning applications which fall within, and impact upon, the Parish.	To ensure planning applications are notified to Councillors and where required placed on Meeting Agendas.	Clerk and Parish Council.	Ongoing.	Planning applications are appropriately distributed, and comments sent to Colchester City Council within required timescales.
Compliance and keeping up to date	SUBSCRIPTIONS – To ensure ALPC has access to advice and training to ensure Councillors are suitably trained and informed.	ALPC to approve annual subscriptions to CALC and EALC.	Clerk and Parish Council.	Ongoing.	ALPC has paid subscriptions to both CALC (August 2023 and EALC (April 2023).
Development of ALPC LCAS – To ensure ALPC is working to best practice and striving to improve.	DEVELOPMENT – ALPC achieved the LCAS Foundation Level in July 2019. ALPC continues to meet set standards evaluated at that time. ALPC confirms its aspiration to further improve and attain the Quality Award. ALPC will need to demonstrate that it meets all requirements of the Foundation Award and has additional evidence of good governance.	ALPC also has policies for training for its councillors and officers and so has in place the foundations for improvement and development.	Clerk and Parish Council.	Ongoing	ALPC continues this as an open-ended review ensuring it maintains standards to meet the requirements of the LCAS Quality Award.



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To upkeep open spaces	GROUNDS MAINTENANCE – To manage grass cutting and hedges managing maintenance where ALPC has responsibility.	Draw up specification, obtain quotes, agree best value for money contract and monitor where required.	Clerk and Parish Council.	Annually January.	Contractor for 2024 to be agreed.
To support the development of the Lion Corner Community shop	COMMUNITY SHOP – To support the very successful community facility for use by all residents. The LCCS is run by the community for the community. It, <ul style="list-style-type: none"> • provides a welcoming community hub for the village • helps reduce social isolation • provides voluntary work opportunities for all ages and capabilities. 	To assist and support the LCCS in the process of ensuring the best possible outcomes for the much needed community facility.	ALPC and LCCS.	Ongoing	The LCCS has recently been recognised at 2 award ceremonies. The shop has trained more than 50 volunteers, given work experience to Langenhoe Community Primary School and to older school pupils, as part of the Duke of Edinburgh Award scheme.
To protect and safeguard residents.	NEIGHBOURHOOD WATCH – To ensure anti-social and other behavioural issues are monitored and reported to the relevant authorities and measures developed to reduce their occurrence.	ALPC will actively promote and give support to the Neighbourhood Watch Scheme	Designated Councillor gives reports at ALPC meetings.	Ongoing	This is a standing agenda item NHW Members are asked to look out for anyone or anything that is out of place, and reporting incidents to Neighbourhood Watch Scheme co-ordinators for the appropriate action to be taken.



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To protect and safeguard residents.	COMMUNITY SPEEDWATCH TEAM – To reduce anti-social behaviour.	For designated volunteers to monitor speeds of vehicles using calibrated approved speed detection devices.	Designated Councillor gives reports at ALPC meetings.	Ongoing	The CSW team regularly carries out patrols and enforcement exercises.
To support and safeguard residents	20's Plenty! – To strive to achieve a 20 MPH speed limit on all residential roads in the villages of Abberton and Langenhoe. Supporting a campaign to implement 20mph speed limits where people live, work and play.	ALPC will petition Essex County Council to implement a blanket 20 MPH.	Clerk and Parish Council.	Ongoing	In its October 2022 meeting ALPC resolved to achieve a 20 MPH speed limit on all residential roads in the parishes to replace the current 30 MPH limit. ALPC and other local parish councils have acted together with the aspiration of expediting 20 MPH reduction on roads where it is viable.
To support and safeguard vulnerable residents	To provide a measured response to emergency situations should the need arise.	ALPC will work with local network schemes to coordinate an approach pulling together volunteers.	Response Group	Ongoing	As and when required.
To comply with the law and ensure safety	OPEN SPACES – To maintain areas for community use. Keep free from vandalism and antisocial behaviour.	Inspect equipment on an ad hoc basis to ensure safety. Identify any necessary maintenance and agree on repairs. Periodic inspection by designated Councillors to mitigate risks.	Clerk and Parish Council.	Ongoing Ongoing	Visual inspections carried out by designated Councillors. Periodic inspections are reported to the Parish Council at monthly meetings.



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		Annual inspection carried on Playground and Outdoor Gym by registered play inspection companies to mitigate risks.			Annual Inspection carried out by Anglia Inspection Services Ltd on 15 January 2024, the report confirms 'The park and Gym equipment is in very good condition and safe for use. Annual inspection for 2025 to be arranged.
To provide exercise facilities	OUTDOOR GYM – To maintain in proper order	Maintain to required safety standards and carry out repairs where necessary.	Clerk and Parish Council.	Ongoing	Annual Inspection carried out by Anglia Inspection Services Ltd in January 2024. Annual inspection for 2025 to be arranged.
To provide recreation facilities	CHILDRENS PLAY AREA – To maintain and ensure a safe area for children to play.	Monitor progress and carry out repairs where necessary.	Clerk and Parish Council.	Ongoing	Annual Inspection carried out by Anglia Inspection Services Ltd on 15 January 2024. Annual inspection for 2025 to be arranged.
To provide recreation facilities	PETANQUE COURT – To maintain a recreation facility for residents.	To engage with stakeholders and maintain a recreational facility for use by residents.	Clerk and Parish Council.	Ongoing	The pétanque court is a well-used recreational facility.
Provision of bins	DOG and LITTER BINS – To ensure the existing bins, are emptied regularly and replaced or repaired if faulty.	Monitor and report any litter or fouling problems to the Zone Wardens at Colchester City Council.	Clerk and Parish Council.	Ongoing	Respond to public complaints. Escalating complaints as required to the Zone Warden.



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To aid safety and resolve issues.	SCHOOL PARKING – To ease issues caused by the 'School Run!'	To engage with appropriate stakeholders to alleviate issues regarding problem parking.	All – ALPC, Langenhoe Community Primary School and residents.	Ongoing	September 2022, parking measures introduced as per the 2019 TRO – Yellow zigzag parking restrictions applied in Meadow Way at the exit from Langenhoe Community Primary School.
To engage with the Community	COMMUNITY ENGAGEMENT – To engage with stakeholders to shape plans for the parish. To inform residents using available methods. Use of ALPC website to further inform.	Attend Village Hall meetings, invite other stakeholders to ALPC. To issue articles for publication in quarterly magazine. Regular website updates.	Clerk and Councillors.	Continuous dialogue with local groups. Ongoing communication with residents.	The Village Hall has fully reopened and is again being used for community purposes.
To refresh Community Notices boards	COMMUNITY NOTICEBOARDS – to refresh, showing information relating to ALPC and advance notice of parish meetings.	As and when required.	Clerk and Councillors	Ongoing	ALPC Clerk refreshes noticeboards as and when required.
Local Plan	LOCAL PLAN. A plan for the development of the local area, drawn up by the Local Planning Authority. It guides decisions on whether planning applications in the Parish can be granted.	To ensure the best possible conclusions for the Parish in any future development, Planning Obligations which give improvements to the surrounding area to guarantee any qualifying development makes a positive contribution to the community.	Clerk and Parish Council	Ongoing.	The Local Plan has determined Abberton and Langenhoe can sustain up to 55 additional dwellings in the proposed emerging Local Plan 2013-2033. This includes land earmarked for development for 2 sites in Peldon Road. Outline Planning applications granted for both sites. The larger of the sites has



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					outline planning application for: up to 50 dwellings; a new vehicle drop-off/pick up point; and access from Peldon Road.
Neighbourhood Plan	Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area.	To ensure ALPC is informed to make the best possible decisions for the Parish in any future developments.	Clerk and Parish Council	Ongoing.	ALPC is committed to carrying out a Neighbourhood Plan.
Housing Needs Survey	To ensure ALPC is informed to make the best possible decisions for the Parish in any future developments, this establish whether a need for affordable housing exists in a village and what size, type and tenure people need, Rural Community Council of Essex (RCCE) will work closely with the ALPC to undertake a housing needs survey.	To work with the RCCE to design a questionnaire that will be distributed in early 2024 to each household in the parish asking for details of their current and future housing need. Then to analyse the results which will be compiled by RCCE on behalf of ALPC.	Clerk and Parish Council	Ongoing.	ALPC has resolved to carry out a Housing Needs Survey and has advised RCCE to proceed with the draft survey, submitted. This will be delivered to all households in January as experience suggests a higher return will be returned if left until the new year.
Highways and public rights of way. (PROW).	To ensure and review effectiveness of reporting highways and PROW defects and issues.	To continue reporting defects and issues to Essex Highways, Portfolio Holder for Highways Maintenance and Sustainable Transport and the County Councillor for Pyefleet.	Clerk and Parish Council	Ongoing	Issues and defects are regularly raised with Essex Highways via the 'Tell-Us- Online' and 'Track-It' web portal and seek updates to highways issues from County Councillors at ALPC meetings.