This has been produced by the Clerk as one of the Learning Outcomes for CiLCA but could be a useful tool in helping the Council to identify and budget for and monitor and manage projects.

**Stratfield Mortimer Council Action Plan 2021-2022**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **AIM/OBJECTIVE** | **RESPONSIBLE PARTIES** | **FUNDING SOURCES** | **ACTION** | **TIMESCALE** | **UPDATE** |
| Widening of The Street footway.*Highways Act 1980, s.43* | Clerk/Strategy Working Party/Finance and General Purposes Committee/West Berkshire Council (WBC). | West Berkshire Council (WBC) Environment Service - CIL capital projects.Match funded from SMPC’s CIL funds. | See update. | June 2021 | WBC are undertaking the required reports and once the design has been agreed will contact SMPC re next step.  |
| Building a footpath/cycleway between Mortimer and Burghfield.*Highways Act 1980, s.30* | Clerk/Footpath and Cycleway Working Party/Full Council/Ridge & Partners LLP. | CIL. | * Undertake a Land Registry search to identify landowners.
* Write to landowners to explain the project and introduce Ridge & Partners.
* Provide an update to Burghfield Parish Council and Wokefield Common Parish Council.
 | Ongoing | The scoping assessment undertaken by Ridge and Partners has been received by Full Council who have approved 1) pursuing the east side of Reading Road route 2) proceeding with the pre-planning application – budget £2,100.  |
| Planting trees in memoriam.*Open Spaces Act 1906, s.10* | Clerk/Memorial Working Party/Fairground and Cemetery Committee. | Fairground Special Projects Budget. | Working party to investigate the type of trees required and provide an indication of the price for budget approval. | July 2021 |  |
| Taking over the Library Building.*Local Government Act (LGA) 1972, s.124* | Clerk/Library Working Party/ Finance and General Purposes Committee | Precept – budget allocated for legal costs.  | * Consider the condition survey, draft lease and joint user agreement received from WBC.
* Instruct the solicitor re legal advice.
 | July 2021 | Prospective Trustees have been contacted.Confirmation of cost for legal advice has been received from the solicitor. |
| Installation of a defibrillator in the adopted phone box and ongoing management of phone box.*Public Health Act 1936, s.234*  | Clerk/Full Council. | WBC Members’ Bid and precept. | Full Council to approve:1. Remaining budget and defib provider so order can be placed.
2. Committee overseeing the long-term management pf phone box.
 | 6th May 20216th May 2021 |  |
| Purchase, management and deployment of the ANPR and SID.*LGA 1972 s.137* | Clerk/Roads, Footpaths and Commons. | Members’ Bid and SMPC match funding. | * Confirm with Thames Valley Police (TVP) that the Automatic Speed Watch Camera (ASWC) meets their required specification for Community Speed Watch.
* Establish with Westcotec the cost of a SID.
* Confirm with WBC that the ASWC and SID meet the criteria on which the Members’ Bid was granted.
 | June 2021 | Westcotec wish to replace the original ANPR/SID ordered with an ASWC whose spec has been trialled and approved by TVP. They would also give a £2,000 refund. Considering this new information, the signing of the WBC Traffic Management Equipment Licence has been put on hold as it may need amending. |
| VE Day 75 and Queen’s Platinum Jubilee Commemorations.*LGA 1972, s.145* | VE Day 75 and Queen’s Platinum Jubilee Working Party/Full Council. | £20,000 held in Ear Marked Reserve. This was approved as seed money for the original VE Day 75 commemorations and is expected to be covered by sponsor monies received. | Full Council to:1. Establish the membership of the Working Party.
2. Agree the Terms of Reference for the Working Party.
 | 6th May 2021July 2021 |  |
| Cemetery Extension.*LGA 1972, s.214(6)* | Clerk/Fairground and Cemetery Committee. | Cemetery EMR  | * Contact the benefice office to provide them with relevant information regarding the bridge installation.
* Arrange for the clearing of the landscape as agreed with Acla Ltd.
 | July 2021July 2021 | Order for bridge has been placed with Sarum. Lead time is 12 weeks. |
| New Neighbourhood Development Plan.*Town and Country Planning Act 1990, s.61F(1),(2)* | Neighbourhood Development Plan Working Group/Planning Committee. | NDP basic grant - £10,000 and precept. | Full Council to agree the recommendations of the NDPWG/Planning for the  | July 2021 |  |
| Fitness Equipment.*Local Government (Miscellaneous Provisions) Act 1976, s.19* | Strategy Working Party. | WBC Members’ Bid and CIL. | Full Council to consider the proposal and recommendations. | 6th May 2021 |  |
| Provision of allotments.*Smallholding and Allotments Act 1908, ss.23,25* | Strategy Working Party. | To be decided once Council has agreed to proceed. |  | On hold | Currently on hold due to Covid restrictions. |