

DEEPING ST JAMES PARISH COUNCIL

ACTION PLAN

Deeping St James Parish Council constantly strives to work on behalf of parishioners on the issues that matter to the community. We are always keen to receive ideas and suggestions from parishioners on particular areas of interest and concern and where it is felt that the Council may assist.

Action	How it will be tackled	Responsibility	Resource Implications	Monitoring Responsibility	Current Status
1. Start & develop Councillor Surgeries at Deepings Library.	Advertise in Advertiser Posters Notification in the Press & magazines. Appointments/drop-in Councillor rota	Parish Council	Cost of Advertising Cost of stationary & postage	DSJ Parish Council	To start 5 th March 2016 No longer continuing.
2. Regeneration of Woody Heights Skate Park	Applying for Grants/donations Consultation with relevant parties Letters of support Working party	Parish Council	Cost of Stationary & Postage S.106 money Precept contribution Individual and group contributions Clerks time	Cllr. Kate Shinkins-Hoppe Youth & Community Committee DSJ Parish Council	Quotations obtained Market Deeping businesses contacted Working Party set up Questionnaire prepared Majority of funding obtained Completed. Opened Saturday 2 nd December 2017
3. Joint Neighbourhood Plan with Market Deeping Town Council	Joint working party set up with members from DSPC & MDTC Consultation and meetings with community Advice from professional bodies Registration & plan	Parish Council & Market Deeping Town Council	Cost of stationary & postage Precept contribution Grants Hall hire Professional Advice	Cllr. Kate Shinkins-Hoppe DSJ Parish Council	Scoping meeting held & agreement from both Councils to proceed with a Joint Plan Neighbourhood Plan adopted May 2021
4. Rebuilding St James Deeping Signal Box	Purchase of land Obtain dismantled signal box & storage Professional drawings and planning permission Services of Stamford College and Manor Roofing to rebuild	St James Deeping Signal Box Group	Precept contributions Government Grants Individual donations Other Grants Fundraising by St James Deeping Signal Box Group Cost of Stationary & Postage Clerks Time	Cllr Stuart Hall	Charity formed for purpose of rebuild Agreement to buy land £20k Grant from Government Plans being drawn up by architect so planning permission can be obtained

					July 2021 –ongoing. Application made to Heritage Lottery for finance towards employing a Heritage Architect. Other fundraising continues. Site has been purchased and footings dug.
5. Clearance of litter etc	Community Action	Parish Council & local community	Parish contribution towards refuse sacks etc	DSJ Parish Council	Action agreed. Ongoing
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6. Re-launch of Deepings Youth Centre	Ongoing support via Council appointed Trustee and financial help 3 Nights a week at The Youth Centre and ongoing support of Youths in the Community	Deepings Youth Centre	Precept contribution	Cllr. Andrew Howell Youth & Community Committee DSJ Parish Council	New Board of Trustees constituted with new Chairman. New Youth Leader appointed Club reopening at Easter with new programme Youth Club re-opened 3 nights per week
7. New footbridge over River Welland at end of Eastgate	Partnership with Northern Footpath Alliance	Northern Footpath Alliance	Public & private funding required	Cllr Jim Blessett & Cllr. Tim Stevens	Planning permission obtained. Land access agreement Quotations for bridge Still ongoing

8. Keeping Scouting in Deeping St James	Meetings with Parish Council Funding Issues Council input Joint working party between Market Deeping Scouts & Deeping St James Scouts to look at the best way forward.	Joint working party between Market Deeping Scouts & Deeping St James Scouts	Depends on type of help required	Cllr Andrew Bowell	DSJ Scouts have appointed a new Group Chairman Joint Committee formed to research the best way to move Scouting forward in the Deepings COMPLETED – All scouting in the Deepings now under one banner. Meeting in Market Deeping
9. Lighting Beacon for Queens 90 th Birthday	Joint project with Friends of Jubilee Park	Parish Council & Friends of Jubilee Park	Insurance Safety implications Stationary & postage Phone calls	Allotments footpaths and open spaces committee DSJ Parish Council	Agreement to light the Beacon Cllr Judy Stevens liaising with Friends of Jubilee Park COMPLETED - Beacon lit
10. Annual Parish Meeting	To be held in The Deepings School. Local groups invited to speak and have table top displays Chairman to report on progress of Parish Council Refreshments Making a difference awards to be presented	Parish Council & The Deepings School	Cost of stationary & postage Cost of refreshments Cost of publicity Cost of MAD trophies Cost of hiring Conference Centre	DSJ Parish Council	Date to be agreed Venue to be booked Invitations to be sent out Refreshments to be arranged. Promotional posters to be circulated Ongoing - APM held annually
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11. Tackling Speeding in the village	Passive speeding signs rotated around streets Archer Surveys	Parish Council and Police	Depends on type of activity	Transport committee DSJ Parish Council	Speed signs rotated monthly Archer survey arranged in Eastgate

	Councillor attendance at Police Community Panel				Speeding in Eastgate is Police priority Looking into buying additional speed signs. COMPLETED.
12. Re-opening of Deepings Library	Councillors working with FODL Local MP support Fundraising by FODL Campaigning at Lincoln and Parliament Volunteer support Business support Partnership with DCT	Friends of Deeping Library & Deepings Community Trust	Grant from Parish Council Grant from MDTC Funding from LCC Individual donations	DSJPC & MDTC	Library Co-ordinator appointed. Library reopened 30 th January COMPLETED
13. Improve Community engagement	Quarterly Newsletter Neighbourhood Plan Community Consultation Attendance and publication of local events Facebook Page Web site Press releases Purchase of new Chairman's Chain	Parish Council and Community	Printing Stationary & postage	DSJ Parish Council	Ongoing development
14. Parish Walks	Three walks over footpaths in the parish to ensure they are kept open Refreshments at local hostelrys	Parish Council & Community	Printing & Stationary Cost of three buffets	Allotments footpaths and open spaces committee DSJ Parish Council	Dates to be selected Routes to be agreed Walk leaders to be agreed Local hostelrys to be contacted Ongoing – held annually
15. Helping Clerk work towards CILCA qualification	Ongoing support from councillors as necessary Clerk studying for CILCA qualification	Parish Council & Clerk	Qualification costs Mileage	The Clerk	Clerk has started on CILCA course working towards qualification No longer proceeding

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16. Working towards Local Council Scheme Foundation Level	Various policies to be reviewed Council practices to be reviewed Clerk working towards CILCA Application to accreditation panel Better publication of meetings, minutes etc. online Evaluation & Improvement	Parish Council	Printing Stationary & Postage Fees	DSJ Parish Council	Review process started When completed application to be made to NALC for accreditation Did not proceed
17. Ongoing Councillor Training	LALC training courses circulated to councillors Places on courses booked by clerk Individual training schedules kept by Clerk	Individual Councillors	Mileage Stationary & postage Fee to LALC	The Clerk	Various courses already booked Ongoing
18. Allotments	Allocate Allotments from waiting list Monitor plots to ensure they are kept tidy Issue rental agreements to plot holders Attend Allotment Show Collect rents Repairs and maintenance as necessary Allotment Association reporting to the Parish Council	Parish Council & Allotment Association	Cost of Stationary & postage Maintenance & repair costs Advertising costs	Allotments & Open Spaces Committee DSJ Parish Council	All plots rented New gate installed Waiting list kept by the Clerk Leak in water supply being mended Ongoing

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19. Jubilee Park	Improve & develop the facilities on Jubilee Park Help with Dog Show Help with Carols in the Park Inspection and maintenance of play equipment Bulb Planting Litter picking Police engagement Working with Friends of Jubilee Park	Parish Council Friends of Jubilee Park Mini Friends of Jubilee Park Police	Depends on type of activity	Parish Council	Notice boards erected Christmas tree planted Play equipment is regularly checked Litter picked daily Electricity connected. CCTV to be installed. Considering extending children's play area.
20. Flag pole	To erect a flagpole in Deeping St James, so that we can fly a flag to commemorate certain dates. E.g. St Georges Day, Queens Birthday, Commonwealth Day				2021 Flagpole erected on Jubilee Park. Flags purchased: St George Union Flag Commonwealth Lincolnshire
21. Land Acquisition	Negotiate with SKDC to transfer open spaces to the Parish Council	Parish Council takes over pocket parks to manage them for the benefit of the residents living nearby, and to ensure they are kept open for the public. Will have an impact on staffing			July 2021 Plots identified and Council agreed to transfer. SKDC contacted to initiate asset transfer Still waiting reply
22. New Cemetery	New Cemetery Precept for the purchase of land for new Cemetery.		Locate and purchase site.		Ongoing Correct piece of land has not yet been found

			Building a cemetery with capacity for future generations		
23. Council email addresses for councillors	June 2021. It was noted that the Clerk would further investigate how to set up gov.uk emails for the parish council and all staff and councillors.			The Clerk	
24. Webpage	June 2021 Offer of ongoing assistance with the webpage at a minimal cost via Lincolnshire Association of Local Councils – After the Clerk had explained the how time consuming the maintenance of the Parish webpage (offered freely by LCC) was, the Parish Council agreed that they would be interested in knowing more about this offer.			The Clerk	Subscribed to the website maintenance scheme offered Lincolnshire Association of Local Councils
25. Scribe Cemetery software	June 2021 The Council should consider budgeting for this from April 2022.			F & GP	Scribe Cemetery demonstration (via Zoom) on Wednesday 23 June 2021- this had been attended by the Clerk and Councillor Thomas both of whom felt it was a good tool to have and that the Council should considered

					budgeting for this from April 2022.
26. Amending Committee Structure	May 2021 A working party should be formed to look at the remaining committee structure with a view to putting forward a proposal in the future.	Working Party		Cllrs. Kate Shinkins-Hoppe, Andrew Bowell, Christine Halls and Jack Little	Working Party set up, met several times and progressed this
27. Tree Inspection and Maintenance	May 2021. Working party set up to investigate the merits of undertaking a tree count, and preparing a Tree Maintenance programme	Working Party		Kate Shinkins-Hoppe	Tree inspections took place in September 2021
28. Transfer of Jubilee Park play Area from SKDC to Parish Council.	April 2021. It was RESOLVED to transfer the responsibility of the play area from the District to Parish Council ensuring an area map and transfer date were in place.				
29 . Welcome packs for new residents	Jan 2021 To consider preparing a welcome pack to be distributed to new residents. To be left at ew development sales offices				Not moved forward