

Burstwick Parish Council Action Plan 2020-21				
Project	Work done so far	Work still to do	Who	Timescale
Short term				
Community litter pick	Annual spring clean of the village		Parish Councillor Community	Postponed until Spring 2021
Best Kept Allotments Competition 2020	Parish Council agree to run a competition. Funding allocated in budget.	To plan what the competition will judge this year. Agree panel and judging date	Parish Councillors Clerk Allotment tenants Panel judges	Postponed until summer 2021
Community health and wellbeing event	New project. Funding allocated in budget.	Organise event to: 1. To raise awareness of various initiatives / groups that can have a positive impact on people's health, well-being and safety 2. To help connect people in the village 3. Promote joint working with the school	Parish Council Clerk Village hall School Public sector partners	To be merged with summer gala in 2021
VE Day afternoon tea	New project.		Parish Council Village Hall Community	Postponed until Summer 2021
Speeding and road safety	Part time 20mph signs installed 2018. Council has agreed to set up a community speed watch in the village.	Establish community speed watch, collect data and review evidence to target interventions.	Parish Councillors Clerk ERYC Police School Residents	Autumn 2020
Parish Council owned streetlights – LED bulb conversion	New project.	Council has allocated £500 to cover the cost of converting 2-3 street lights to use LED bulbs this year, this will give a cleared brighter light and will be better for the environment consuming less power	Parish Council ERYC	Autumn 2020

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Roll of Honour board	New project.	To officially record names of people who have been awarded the freedom of the parish by the Parish Council	Parish Council Clerk	Autumn/Winter 2020
War Memorial Gardens	Rolled over from 2019-20. Sketches of war memorial gardens showing different layouts have been produced.	To develop war memorials garden project, to create a landscaped garden from the war memorial to the Christmas tree. To improve accessibility to the memorial and provide new garden and seating area for the village. Grants to be used to part fund project.	Parish Council ERYC Residents Contractor	Spring 2021
Allotments Maintenance	Continue to maintain allotment communal areas and paths. Prompt payment of water bills. Push down taps installed spring 2019	Re-number all plots with new marker posts.	Parish Councillors Parish Gardener Clerk Contractors	Ongoing
Cemetery Maintenance	Loose headstones repaired, new step laid, and welcome sign installed in 2018. Memorial rose border laid out and planted winter 2018. New potting bench for flower preparation installed 2019 New cremation plots laid out 2020	To continue to maintain the cemetery. To maintain new memorial rose border and look to offer memorial roses from 2020.	Parish Councillors Clerk Contractors Parish Gardener	Ongoing

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Communication	New website up and running Twitter and Facebook page Noticeboard Village newsletter New noticeboard 2019	To continue to develop an update website Keep notices up-to-date in the two notice boards	Parish Councillors Clerk	Ongoing
Maintenance and repairs for village play area	Major repairs and new equipment installed in 2016. Two new benches installed in 2018. Annual independent safety check in Feb 2019. Quarterly operational safety inspections take place in March, June, September and December by the play area committee. New items of equipment on the adventure trail were installed in 2019.	Existing equipment to be treated with wood preservative. Service roundabout and carry out repairs when needed. Review goal nets.	Parish Councillors Clerk School Parents ERYC Playdale Ltd Contractors	Ongoing
Village Hall	The Parish Council became the sole trustees of the Village Hall notified by the Charity Commission on 15/05/15 During autumn 2018 the existing committee has been transfer to a parish council committee. The parish council has employed a new Village Hall Clerk to provide the admin to the committee and to cover the day-to-day running of the hall.	Continue to strategically guide and support the village hall as trustees. To provide practical help as members of the management committee.	Parish Councillors Village Hall Management Committee Village Hall Clerk Parish Clerk	Ongoing

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Public Transport	EYMS 277 was withdrawn in April 2018 due to lack of usage	Continue to send a representative to Parish Transport Champion meetings, to lobby on behalf of the village for public transport.	Parish Councillors ERYC EYMS	Ongoing
Neighbourhood Watch	The parish council agreed to lead on neighbourhood watch for the village in 2017.	Discussion needed as to how the parish council shares neighbourhood watch information.	Parish Councillors Clerk Residents	Ongoing
Emergency planning working group/committee	Rolled over from 2018-19.	An ad-hoc committee to review emergency plan, link effectively with flood wardens and plan and carry out training exercises. Plan to hold a joint training exercise between the parish council and flood wardens. To purchase generator and emergency lighting set to support emergency plan.	Parish Councillors Clerk Flood wardens ERYC	Ongoing
Events working group	Group is established Funding allocated in budget	To work together to plan effective community events.	Parish Councillors Community groups	Ongoing
Litter bins	Bin relocated on Elm Avenue recreation area New bins purchased for Pinfold Lane/Elm Tree Farm Road and Strathmore Avenue in 2019	Two new bins were purchased in 2019-20 financial year. Council agreed not to allocate money for a bin in 2020-21. Council to review as part of budget setting for 2021-22.	Parish Councillors Clerk ERYC	Deferred
Brick planters for village entrance at Hariff Lane	Two planters were built in 2017 on Station Road and Hedon Road.	Deferred – Council to review as part of budget setting for 2021-22.	Parish Councillors Clerk ERYC Contractor	Deferred
Medium term				
Cemetery	Rolled over from 2019-20.	Existing cemetery is half full. Parish Council to identify land to purchase for a second cemetery.	Clerk Parish Councillors ERYC	2020 and beyond