

Heytesbury, Imber and Knook Parish Council

Action plan 2023 – 2024

The action plan is a summary of proposals, projects and services that Heytesbury, Imber and Knook Parish Council aim to deliver. The plan is subject to alteration and will help with the budget planning process. Heytesbury, Imber and Knook Parish Council can add to it and amend as necessary.

Completed	Progressing	Not started
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Description	Comments	Progress	Responsibility
Traffic survey High Street, Heytesbury and Knook	Results did not meet criteria for community speed watch	Survey completed July 2023	Council Outside Spaces Working Group
Double yellow road marking lines and bus stop road markings Greenlands and school junction, High Street, Heytesbury		Application made to Local Highways and Footways Improvement Group (LHFIG) Advised not LHFIG but Taking Action on School Journeys Councillors to work with school to update travel plan	Council
‘Slow’ road markings Parsonage Farm and Cotley Hill Heytesbury also white gates Cotley Hill	Estimated contribution cost £1367	Application made to Local Highways and Footways Improvement Group (LHFIG) Budget agreed Carriageway markings from the roundabout and road markings on Tytherington Road approved.	Council
Newsletter	£200 set aside from stationery printing and publicity budget	Agreed February 2023 First issue completed October 2023	Cllr Fellowes, Cllr King, Cllr Williams, Cllr Wilson
Blue plaque trail	£200 set aside from outside spaces budget	Agreed April 2023 Blue plaque approved for lock up, Heytesbury Blue plaque put up	Cllr Sturmeay

Biodiversity enhancement Heytesbury and Tytherington	£310 earmarked reserve	Tree planted in Tytherington	Council Cllr Sturmeay Cllr King
Maintenance of trees Knook	Cost £300 Annual assessments recommended	Inspection carried out by arboricultural consultants July 2023 Inspection arranged for 2024	Council
Grounds maintenance contract	Current contract to end October 2023	Quote obtained from current contractor Quotes requested from companies for comparison Contract approved for 2024 and 2025	Council
Maintenance of footpaths	Current contract to end September 2023	Quote received from current contractor Quote accepted for 2024	Council
Play area maintenance and improvement	£1567.66 earmarked reserve	Safety inspection completed 2024	Council Outside Spaces Working Group Cllr Fellowes
Dog bag dispensers		Two new dispensers ordered and delivered for Heytesbury	Council Cllr Fellowes
Councillor surgeries		Councillor surgeries arranged for 2023 Councillor surgeries arranged for 2024	Council
Neighbourhood plan		Agreed to prepare a plan and establish a steering group July 2023 Councillors appointed to steering group Terms of reference approved	Council Neighbourhood plan steering group
Housing needs survey		Wiltshire Council review of rural housing needs surveys	Wiltshire Council
Community Land Trust	Neighbourhood plan steering group to liaise with Wiltshire Community Land Trust	Agreed to support and encourage establishment of a Community Land Trust Contact with Wiltshire Community Land Trust	Neighbourhood plan steering group

Review of Community Emergency Plan		Community Emergency Plan approved July 2023 and available on website with personal flood plan Equipment requested from Parish Emergency Assistance Scheme for collection October 2023	Council Cllr Barker Bennett
Community consultation	To be completed end November 2023 Draft questionnaire September 2023 meeting	Agreed July 2023 Councillors appointed to working group Draft questionnaire completed October 2023 Questionnaire approved November 2023	Working group Cllr Coombes Cllr Fellowes Cllr Wilson
Website	Website hosting renewal £33 a year	Transfer to new website hosting completed	Council