

STRATEGIC VISION

To ensure that the Parish Council continues to practise the highest standards of professionalism and integrity in undertaking its duties and responsibilities

DRAFT STRATEGIC PLAN JUNE 2022 TO APRIL 2023

Aim: To maintain public confidence in the Parish Council through clear communication and actions. Ensuring that the views of the residents regarding improving the village are understood and where practicable and possible actioned.

1. Openness and transparency, and engagement with the community.

- To continue to develop the annual Melbourn Awards and use this to make the Annual Parish Meeting a 'must attend' event.
- Re-design the website making it more user friendly, up to date and practical, with the aim of encouraging more residents to see this as the go to place for information regarding the village.
- To encourage more residents to attend full Council and Committee meetings, thereby engaging with the community with regard to all aspects of the Council's business.

Outcome: To develop further public engagement with the Council's business.

2. Work effectively as a PC, ensuring that governance is excellent.

- Ensure that all Terms of Reference and Parish Council Policies are kept up to date and are reviewed on an ongoing regular basis.
- Continue to monitor the changing environment in which the Council operates. Enabling the Council to remain proactive to situations developing and ensuring where practicable that we respond accordingly.
- Continue to advertise for Co-option of new Councillors as a matter of urgency.
- All new Councillors to have mandatory training within 3 months (or as soon as possible) after joining the Council.
- Through the Parish website publicise the work of Councillors and employees outside of standard contracted tasks, thus ensuring that residents are kept fully aware of the work of the Council.

Outcome: To achieve the aim of having filled the vacant Councillor positions during the year 2022/23.

3. Be a good employer.

- Ensure that staff are able to attend all relevant training courses applicable to their roles[, together with employee rights and obligations]. This is to be done in conjunction with routine performance appraisals.
- Continue to address better fulfilment of Health and Safety obligations through Risk Assessment of working conditions (both inside and outside work) and implementation of preventative measures where these are found to be needed.

Outcome: a workforce which is clear about what the council expects from it and is confident to raise concerns if necessary.

4 The Council through the appropriate committees and RFO will ensure that its annual spending obligations are fully budgeted for

- Maintain the level of reserves at an amount equivalent to the Council's 6 month spending obligations. In the event that reserves fall below the 6 months level, ensure that the 6 month reserves level is re-established at the earliest opportunity.
- Continue to review value for money in all the Council's activities, including ensuring contracts are fit for purpose.
- Investigate ways of increasing the Council's income, including making grant applications.
- Continue to manage all general maintenance obligations through tendered maintenance contracts, where applicable.
- Differentiating clearly between assets owned by the Parish and assets maintained by the Parish, to ensure the information is openly available to residents.
- Ensure that the Parish Council's Asset reserve register is kept up to date and that there is a fully supported ongoing one, three, five and ten year maintenance program in place for said assets.
- Continue to build the Asset Reserve Fund to enable the Council to maintain all Parish owned assets through the Asset reserve maintenance program..

Outcomes:

- **A Parish Council which has a clear picture of its actual spend and committed spend at any point in the financial year.**
- **The Asset reserve fund will ensure that the Parish's owned assets are future proof.**

5 Continue the development of the Hub in conjunction with the Hub Management Group.

- Maintain a reliable Hub Asset Register, supported by a costed maintenance and replacement plan.
- Propose benefits and services needed by Melbourn and the surrounding villages for inclusion in the Hub Business plan, where these are consistent with the constraints of the business and its charter as a charity.

Outcome: The commitment which the Parish Council has to the Hub is supported by a plan to sustain and develop the potential of a Parish asset. Offering the village a future proof location for their activities and enjoyment.

6 Develop plans to deliver new projects for the Parish.

- Use of s106 money to mitigate future development:
- Obtain where possible grant monies to support project initiatives
- Provide outdoor gym equipment
- Replacement of Stockbridge meadows boardwalk
- Introduce either a new skate ramp or Pump track

Ensure that each project initiative is supported by a Committee or Working Party reporting back regularly to full Council. Also, that there is adequate funding available to ensure the success of the project(s) and to secure additional grant funding to support projects where possible.

Outcome: Each case must show evidence of consultation with the community and whether or not the project is supported by the public.

7 Become a Council which has a clear idea of what its community wants and what works to achieve this.

- To develop, publish and carry out a consultation plans linked to the future objectives identified in 6 above and any future initiatives identified through public consultation.
- Continue to consult the community on what improvements to Melbourn are needed.
- Determine what is needed to integrate all new homes into village life ensuring that the new developments become part of the village. Continue to gather feedback from new residents by way of the questionnaire in the Welcome Pack.

Outcome: A published structured plan whose impact can be seen in the development of section 6.

Document Approval:

(Chair to Melbourn Parish Council)

Date of Parish Council Meeting:

Review Policy: Every October prior to setting the Precept