

Focus	Proposed Action	Implication	Review
Administering the Council	Administering the Council	Administering the Council	
Work closely with the Work Club and High School with the view to utilising voluntary personnel for manual as well as administrative related work.	<ul style="list-style-type: none"> Utilise in Surveys - Station, users of the car park, business and overall village survey 	<ul style="list-style-type: none"> Preparation of appropriate policy documents will lead to increase workload 	Used the work club to fill in when a vacancy has occurred in the Parish Office
To continually review operational efficiencies in office practices.	<ul style="list-style-type: none"> To continue operating to our Financial Regulations and Standing Orders 	<ul style="list-style-type: none"> Already included in working practices 	Continual Practice, however adopting more policies and procedures – the administration workload has increased
Staff appraisals	<ul style="list-style-type: none"> To undertake annually during October of each year 	<ul style="list-style-type: none"> Already done within our normal working practices 	Undertaken each year in October
Consider sub-letting the Council Chambers	<ul style="list-style-type: none"> To evaluate and report on building adaptations required for sub-letting 	<ul style="list-style-type: none"> To write and submit a report 	Deliberation was given but the Committee decided when taking into consideration the costs of required upgrades to the facility and restrictions with the Parish Office/chambers it would not be cost effective to hire the Chambers/offices
To keep under review Parish Councils legal powers and report to Council opportunities.	<ul style="list-style-type: none"> Key areas of change: Dog Fouling, Litter, fly tipping and flyposting. 	<ul style="list-style-type: none"> To identify and evaluate any possible legal challenges 	Parish Council Workmen target problematic areas with signage and pavement spray. Assisted with initiative from District Council to bring awareness of Dog Fouling
Dilapidation schedule of Parish Council assets.	<ul style="list-style-type: none"> To continue to review asset register 	<ul style="list-style-type: none"> To ensure the register evolves to meet requirements 	Carried out twice Annually
To identify from annual budget money available for programme delivery.	<ul style="list-style-type: none"> To continue for the Open Spaces Committee and the Finance Committee 	<ul style="list-style-type: none"> To ensure reporting mechanism is effective 	Continual Practice
Review of the business plan	<ul style="list-style-type: none"> To formalise a business plan review committee within the Council for reporting back to Main Council half yearly and publicise updates on the Parish Councils Website and in the Parish news. 	<ul style="list-style-type: none"> N/A 	Ongoing practice 2016-19 plan had three versions.
To maximise grant opportunities.	<ul style="list-style-type: none"> To continue to seek appropriate current grant opportunities in large capital expenditures 	<ul style="list-style-type: none"> To seek and apply to appropriate grant applications and meet time requirements 	Application for grant was made to enable the Parish Council to purchase the Vehicle Activation Sign, the Purchase and donation of a smaller bike for the local PCSO and a donation received for the purchase of the Multi Use Games Arena
To liaise and maintain good relations with the public and private organisations with the Council.	<ul style="list-style-type: none"> Parish Council to attend appropriate seminars, meetings and workshops 	<ul style="list-style-type: none"> Attendance may be outside normal working hours 	Councillors have attended a number of seminars, meetings and workshops with a number of public and private organisations
Our Village Environment	Our Village Environment	Our Village Environment	
Planning	Planning	Planning	
We will liaise with District Council and County Council on planning issues to try to ensure the adequacies of the infrastructure to cope with increased number of dwellings - negotiation of S106 agreements in traffic management, services, and education.	<ul style="list-style-type: none"> Work with District Councils in building closer relationships with identifying appropriate S106 agreements in large scale development. 	<ul style="list-style-type: none"> Parish Council's powers are restricted within the Planning process 	Cllr Chapman will email A Johnson. Restriction to s106 is that Parish Council's have no legal right to the monies or a say on what S106 monies are spent on
Protecting the Conservation areas.	<ul style="list-style-type: none"> Obtain and then refer to SSDC Conservation Area Report when reviewing planning applications 	<ul style="list-style-type: none"> N/A 	Continual consideration is given to the conservation area when reviewing planning applications
Defend the Green Belt where we believe its loss will negatively influence our Parish	<ul style="list-style-type: none"> Defend the green belt, particularly boundary buffer zones where we believe its loss will negatively influence the Parish. 	<ul style="list-style-type: none"> N/A 	Continual consideration is given to greenbelt when reviewing planning applications
To raise awareness of the Housing Need Survey conducted on the Parish of Codsall	<ul style="list-style-type: none"> To obtain a copy of the Housing Need Survey for Codsall and champion identified housing needs. 	<ul style="list-style-type: none"> N/A 	Parish Council agreed to a Housing Need Survey which has been undertaken. The survey highlighted a shortage of Two-bedroom homes and bungalows.

Focus	Proposed Action	Implication	Review
Litter/Dog Fouling	Litter/Dog Fouling	Litter/Dog Fouling	
The Parish Council receives a high number of complaints from residents about litter and dog fouling.	<ul style="list-style-type: none"> Continue to work alongside SSDC to tackle dog fouling problem areas and try new initiatives within problem areas. To review the location of litter bins and dog bins, parishioners' concerns for example should determine adequacies. Draft a policy with dealing with litter/fly tipping and dog fouling. Organise and promote an annual litter pick Continue to provide and empty litterbins under the Parish Councils responsibility and for our workmen to continue to litter pick the village centre and outlying roads and pavements. 	<ul style="list-style-type: none"> Possible increase in expenditure costs and manpower. 	<ul style="list-style-type: none"> Parish Council Workmen target problematic areas with signage and pavement spray. Assisted with initiative from District Council to bring awareness of Dog Fouling. The Parish Council has no powers to enforce, enforcement remains under SSDC. NALC are looking championing Parish Council to have some enforcement powers; Government would have to agree, and the law altered.
Christmas Lights	Christmas Lights	Christmas Lights	
To extend lights to include Birches Bridge extend. Programme to increase planting, community art with particular with regard to the outlying parts of the village i.e. Codsall Wood, Oaken, and Birches Bridge/Road.	<ul style="list-style-type: none"> To establish a Business partnership, to build up reserves, enhance village planting and to discuss with the High School Artwork Projects that could be installed around the village. 	<ul style="list-style-type: none"> Possible increase in expenditure costs and manpower Requires co-operation from businesses and schools 	Budget increased and the Parish Council has agreed to purchase additional lights for 2019.
Our Village Environment	Our Village Environment	Our Village Environment	
Highways	Highways	Highways	
Introduce measures to improve traffic management specifically village centre station car park and park and ride facilities.	<ul style="list-style-type: none"> Liaise with District Council in introducing parking restriction of the public Car Park. Liaise with and help support the Volunteer car scheme through grant scheme and promotion of the group via the Parish Councils noticeboards and website. 	<ul style="list-style-type: none"> Within existing work programme 	<ul style="list-style-type: none"> Introduction of parking restrictions on the public car park has freed up parking provision for the village centre for shoppers.
To assist in reducing speed throughout the village	<ul style="list-style-type: none"> To work in partnership with our local PCSO to target problematic areas. Endeavour to re-energise the Speed watch campaign. Continue to lobby County Highways to improve traffic flow and speed of traffic through the village. 	<ul style="list-style-type: none"> Requires co-operation and assistance from the Police and County Council 	<ul style="list-style-type: none"> Constraints found with setting up a Speed Watch Campaign, organising training and road checks by the Police. The Parish Council Has Liaised with the local PCSO's and via the Safer Neighbourhood Panel. The Police have targeted the following areas: Birches Road, Elliott's Lane and the Wolverhampton Road
Gritting of roads and pavements	<ul style="list-style-type: none"> Continue to work with colleagues at County to ensure salt bins are filled and gritting takes place at key locations Parish Council workmen will continue to grit pavements outside shops alongside Station Road and The Square. 	<ul style="list-style-type: none"> Rescheduling workman's daily work programme 	<ul style="list-style-type: none"> The workmen gritted the Village Centre following snow showers Parish Council Offices requested reasons from County Council as to why the Roads were not gritted on a particular morning.
We will help residents report highway faults on their behalf with our contacts at County Council.	<ul style="list-style-type: none"> To log reports and report back to council at monthly planning meetings 	<ul style="list-style-type: none"> Devise new reporting programme 	<ul style="list-style-type: none"> Data base created for logging complaints and follow ups.
Parish Council will press for road repairs and maintenance.	<ul style="list-style-type: none"> To report defects to the Parish Councils County representative 	<ul style="list-style-type: none"> Devise new reporting programme 	<ul style="list-style-type: none"> Data base created for logging complaints and follow ups.

Focus	Proposed Action	Implication	Review
Crime and Disorder	Crime and Disorder	Crime and Disorder	
Review benefit of CCTV, what if any additional CCTV would be required.	<ul style="list-style-type: none"> To obtain a copy of SSDC review of CCTV 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> District Council has reviewed CCTV and are moving to a mobile system
Looking to support through grant system Youth Club Initiatives	<ul style="list-style-type: none"> To encourage appropriate applications that meet our requirements 	<ul style="list-style-type: none"> N/A 	
Support for locality 4 to link into District Council.	<ul style="list-style-type: none"> Parish councillors to attend locality 4 meetings 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> Good Life
Liaise with Police on reducing crime within the Parish	<ul style="list-style-type: none"> Continue to work with Police to keep crime low in the Parish, help with the Local Police with initiatives for our local area, i.e. Bike Marking. 	<ul style="list-style-type: none"> Initiatives may take place outside normal working hours 	<ul style="list-style-type: none"> Cllr's Bob Spencer & Val Chapman are on the Safer Neighbourhood Panel
Other/Miscellaneous	Other/Miscellaneous	Other/Miscellaneous	
To review and improve signage and to install village maps in appropriate locations.	<ul style="list-style-type: none"> Open spaces Committee to look into signage/maps identifying locations and style. 	<ul style="list-style-type: none"> Site surveys and meetings with key personnel 	<ul style="list-style-type: none"> A housing map for the village of Codsall Wood has been installed
The Parish Economy	The Parish Economy	The Parish Economy	
Codsall Parish Council wishes to encourage and promote the economic and commercial vitality of the parish to ensure its future prosperity and sustainability:	<ul style="list-style-type: none"> Carefully assess the overall impact of Change of Use planning applications Working closely with local businesses and try to establish a Business/Traders group to encourage community involvement of business/traders. Where practical, and in accordance with our Standing Orders, try to source services from local business. Supporting the principle of Small Business Saturday and seek to promote the parish as a place to do business and encourage tourism and local visitors whenever we have the opportunity. Represent village businesses when dealing with other tiers of local government. In particular when events such as road closures directly affect traders or there are opportunities for traders by joining forces with District or County initiatives 	<ul style="list-style-type: none"> Local Traders may not wish to form a Traders Group Meetings may have to be held outside normal working hours. 	<ul style="list-style-type: none"> The Parish Council sent a Business Questionnaire to all Local businesses Following on for the Business questionnaire the Parish Council organised a Business/Traders group meeting in conjunction with the Police to sign up to Business Watch in the Parish Council offices – one business attended.
Leisure, Community & Education	Leisure, Community & Education	Leisure, Community & Education	
Allotments	Allotments	Allotments	
To run our allotments at a fair rent and will resist any external pressure to give up the land to building.	<ul style="list-style-type: none"> To meet with the Watery Lane Allotment Association each September to discuss and agree to the following years Allotment Rents. 	<ul style="list-style-type: none"> Within existing work programme 	<ul style="list-style-type: none"> On going
Continue to build good relationships between the council, Watery Allotment Committee and plot holders.	<ul style="list-style-type: none"> For the Clerk to meet with the Watery Lane Allotment Association at least twice a year and with the Open Spaces Committee once a year. 	<ul style="list-style-type: none"> Within existing work programme 	<ul style="list-style-type: none"> Meetings have taken place

Focus	Proposed Action	Implication	Review
Leisure, Community & Education	Leisure, Community & Education	Leisure, Community & Education	
Open Spaces	Open Spaces	Open Spaces	
The Parish Council will maintain for each of our open spaces current management reevaluating regularly the potential of each site.	<ul style="list-style-type: none"> Maintain the playing fields for the whole community keeping the grass cut short for games and recreation. Continue to provide play areas for children of all ages keeping them well maintained and safe. Our staff or contractors and Play Inspectors will inspect them regularly. Broaden the age range of our play/sports facilities. Fund and support organisations and events for younger members of the community and encourage their participation in village life. Maintain for each of our open spaces a current management plan balancing public access, visual appeal and the needs of wildlife promoting biodiversity. Work with key organisations to help with our management plans to maintain these sites as best we can, given the resources available to us. Encourage teams of volunteers to help maintain the sites within the scope of the management plans. Open spaces will remain open to all members of the community at all times regardless of any events that may take place on the land Continue to participate in the Remembrance Day services in the parish and ongoing maintenance of the war memorial and gardens. Continue to plant and maintain Summer and Autumn floral displays within the parish Seek grants and match funding as projects arise To identify the potential of each Open Space area and endeavour to realise its potential, look at Open Spaces Management Plan for each site, ensuring each open space is fully utilised. Support activities that promote health and wellbeing of our residents such as the Fun Run, Fitness Facilities, and Multi Use Games Arena. 	<ul style="list-style-type: none"> Possible increase in expenditure costs and manpower 	<ul style="list-style-type: none"> Adoption of the Open Spaces Policy Document Chapel Lane is being used by a voluntary group holding free fitness sessions on Saturday mornings
Education	Education	Education	
Strengthen/build relationships with all the schools in the village.	<ul style="list-style-type: none"> Encourage schools, parents and students to be involved in Parish initiatives 	<ul style="list-style-type: none"> Requires co-operation and assistance from the Schools 	<ul style="list-style-type: none"> Our Chairmen have attended a number of presentation evenings The Parish Council are working with students of Art to create a mural for the village
Work with SCC to ensure there are sufficient primary school places for our residents' children with new housing developments.	<ul style="list-style-type: none"> To liaise with SSDC and Staffordshire County Council on any impact new housing developments may have. 	<ul style="list-style-type: none"> Limitation of Parish Councils powers within the planning process 	<ul style="list-style-type: none"> £106 monies spent on Codsall High School from the Watery Lane Development
To raise awareness of defibrillator facilities around the village.	<ul style="list-style-type: none"> Identify the location of defibrillators on the Parish Councils website, Parish map. Organise training when required. 	<ul style="list-style-type: none"> Site survey and meetings with key people 	<ul style="list-style-type: none"> First speak to First Responders A defibrillator is situated at Lloyds Bank

Focus	Proposed Action	Implication	Review
Community	Community	Community	
To offer support, encouragement to the number of volunteer organisations within the Village. i.e. Village Hall, Codsall Community Group, First Responders, Busy Minds, CAB, Work Club	<ul style="list-style-type: none"> To review all grant applications to ensure they comply with the Parish Council's over all aims. 	<ul style="list-style-type: none"> Already undertaken by the council 	<ul style="list-style-type: none"> Funding and promotion
Involve the community in Parish Council initiatives.	<ul style="list-style-type: none"> Involve the community in Parish Council initiatives, i.e. wild meadow planting, sponsorship of trees, etc. To consult the community on large issues. 	<ul style="list-style-type: none"> Additional Health and Safety policies would have to be written for all new initiatives. Extra expenditure costs on additional equipment. 	<ul style="list-style-type: none"> Wildflower planting To look at creating a Newsletter