

12 Month Action Plan

Category	Details	Current position	Finance	Next steps	Who is involved
Highways	Replace older/dilapidated bus shelters, and add new shelters to open-air bus stops	- 1 bus stop due to be replaced using HCC grant. - Another grant application sent to HCC for (ATCO codes provided): 1 shelter replacement: 1900HA110422 - 3 new shelters: 1900HA110421, 1900HA110424, 1900HA110425	Application for HCC bus shelter grant	- If HCC provides grant, instruct chosen company to undertake work	Cllr Morris Clerk
	Speed Indicator Device	Scouting potential device locations	CSPC Earmarked funds	- Complete and submit forms for licensing from HCC - If HCC approves the licence, review PC's previous approval to purchase ElanCity SID - Purchase SID and organise placement, ongoing maintenance, and collection of data	Cllr Hunt Cllr Morris Clerk
Playing Fields & Play Areas	QEII Playground Project	-Equipment that needs replacing has been identified -Examples of potential new equipment collected with rough prices	Combination of CSPC funds and grants	- Request ideas and feedback from schools, or organise a workshop session with them - Organise and advertise a site visit/meeting with residents (particularly children, teens, and their guardians). - Produce a community survey - Use the feedback to estimate the project cost and complete grant applications. - Submit grant applications after Council approval, and if funds are received, Council to decide on and	Cllr Redding Clerk



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				instruct contractors.	
	Replace older MPF playground toddler swings	Equipment that needs replacing has been identified	Combination of CSPC funds and grants	- Receive quotes for the replacement equipment - Consider eligibility for grants, and if so, submit grant applications after Council approval - Council to decide on and instruct contractors	Cllr Redding Clerk
Jubilee Pavilion	Car Park drainage project	- Quote accepted following Cllr Redding and Sports Club's comprehensive specification	CSPC Earmarked funds	- Obtain commencement date and approximate timeline	Cllr Redding Sports Club
	Roof posts repair/replacement	- Sports Club have provided a comprehensive specification	CSPC funds	- Request quotes to complete the specification - Evaluate quotes against Council budget and decide if the work is viable for the current financial year, or should be scheduled for the next financial year - Council to vote on quotes at meeting, and if approved, instruct contractor.	Clerk Sports Club

	Roof and gutter cleaning	- A quote has been accepted	CSPC funds	- Obtain commencement date and approximate timeline	Clerk
Jubilee Pavilion and Memorial Playing Field	Improve security	- CCTV has been placed around Pavilion - Change specification for bollards around MPF field to have 2-metre spaces instead of 3 - Discussions with Sports Club taking place about viability of a height gate	Combination of CSPC funds, possible Sports Club contribution, possible grant	- Request MPF bollards and quotes - If a height gate is considered beneficial and viable, request quotes - Evaluate quotes against Council budget and decide: 1. If any grants could be used, and then apply for them (with Council approval) 2. If the items can be purchased in the current financial year 3. If the works should be scheduled for the next financial year	Cllr Redding Sports Club Clerk
Parish assets	In-depth asset register review	Asset register is updated every year, but locations of items aren't specific, some information is unclear, and several items may need valuation	CSPC funds	- Source any relevant maps, documents, and Council records - Include what3words or OS grid reference for locations - Identify which assets need an up-to-date valuation, and seek quotes for Council approval	Clerk
	Memorial maintenance	- Works on the Stone Cross memorial	CSPC	Council to vote on quotes when enough are	Clerk



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	& repairs	have been ordered - Quotes for works on the Wayside Cross and Victorian Memorial Fountain have been requested	Earmarked funds	received, then instruct contractor	
Grass & Vegetation Maintenance	Tree works	- A quote to complete recommended works, following tree condition report, has been accepted	CSPC funds	- Obtain commencement date and approximate timeline	Cllr Hunt Clerk
	Hedge cutting	Last carried out September 2025	CSPC funds	Instruct grounds maintenance company to carry out work outside of nesting season	Clerk