



SANDGATE PARISH COUNCIL

ACTION PLAN 2015-18

Revised 13/2/18

OBJECTIVE	ACTION	BY	UPDATE 13/2/18
Public realm Provide a first class public environment which promotes community use and supports a diverse and vibrant business community	Set up and support a local business network	Dec 2015	ACHIEVED
	Achieve annual Seaside Award	Annually	ACHIEVED Sept 2017
	Annual parish inspection to identify and remedy streetscene issues including signage	Annually – May	ACHIEVED Regular inspections/surveys of streetscene assets are undertaken including storm drains, gutters and litter issues resulting in focused activity by SDC to remedy. Provision of refurbished Golden Valley road sign.
	Provision and maintenance of hanging baskets and planters throughout the village public spaces	On-going	ACHIEVED New flower display at western end of village (Battery Point). Planter adjacent to Ship Inn refurbished. Planters sponsored to enhance planting.

<p>Local services Effectively monitor local service providers to improve the customer experience</p>	<p>Monitor service providers* to meet the terms of their contracts/service level agreements and escalate non-compliance for</p> <ul style="list-style-type: none"> • street cleaning • rubbish and recycling collection • grounds maintenance <p>*Including Kent County Council, Kent Highways and Shepway District Council</p>	<p>On-going</p>	<p>ACHIEVED</p>
<p>Asset management Effectively manage facilities directly run by the parish council and seek to transfer assets currently run by Shepway district council where the business case identifies opportunities for increased value for residents and improved services</p>	<p>Village Green/Wilberforce Green - maintain a good quality green space to showcase parish council management</p> <p>Military Road Recreation Ground – proposal to change name</p> <ul style="list-style-type: none"> • new car park • new public conveniences • new kiosk facility <p>Sandgate Library: negotiate a lease for and take on the management from KCC.</p> <p>Consider extended open hours and enhance community use to provide a hub for exhibitions, events and displays</p> <p>Granville Parade: negotiate a satisfactory lease and take on the management from SDC of toilet block</p> <p>Kiosk: continue to support tenants and improve kiosk facilities and surroundings</p>	<p>On-going</p> <p>On-going</p> <p>June 2016</p> <p>Jan 2016</p> <p>On-going</p> <p>Nov 2015</p> <p>On-going</p>	<p>ACHIEVED <i>New planting. New flag pole.</i></p> <p>ACHIEVED</p> <p>ACHIEVED <i>Mar 2017</i> <i>Following community consultation renamed 'Sandgate Park'.</i> PENDING <i>Grant aid is being sought from a number of sources with the aim of starting a project of park improvements in Spring 2018</i></p> <p>ACHIEVED</p> <p>ACHIEVED <i>Usage data shows significant increase in customers and group. Extended opening hours.</i></p> <p>ACHIEVED <i>Nov 16</i></p> <p>ACHIEVED <i>Following successful first year of operation new 3 year lease due to be signed in Oct 2017</i></p>

	Lobby for council tax reduction on public conveniences	Dec 2016	PENDING Lobbied through Kent Association of Local Councils
Communications Communicate effectively with all local residents, businesses and community groups, promoting openness and transparency	Maintain and develop local email list: send out regular parish updates (at least monthly)	Monthly	ACHIEVED On-going
	Produce printed and e-Parish Newsletter twice per year available from local pick-up points and website	Annually (May & October)	PENDING
	Respond to correspondence (by post, phone or email) within 5 working days (target 90%), and raise as required at the next appropriate council meeting	On-going	ACHIEVED On-going
	Full council and committee meetings to be open to the public. Wherever possible meetings to allow for public questions and submissions submitted in advance to be heard at the meeting	On-going	ACHIEVED On-going
	Publish agendas to promote all meetings via website and Parish noticeboards at least 5 working days in advance. Draft meeting minutes available on website no later than 15 working days after any meeting	On-going	ACHIEVED On-going
	Maintain up to date and informative notice boards	On-going	ACHIEVED On-going
	Review website content to ensure relevant and up to date	Jan 2016	ACHIEVED Website redesigned
Community Safety Ensure the safety of residents and businesses is at the forefront of local police and PCSO priorities and activities	Bi-monthly updates from Police/PCSO to Parish Council on local crime/antisocial behaviour and their activities to include feedback from community	On-going	ACHIEVED
Community events Support the delivery of	Sea Festival Fun Day (Sandgate Park)	Annual	ACHIEVED 2017 Annual Programme

<p>an annual programme of quality and inclusive events for all residents and visitors to promote Sandgate as a tourist and business destination</p>	<p>Commemoration events</p>		
<p>Planning Support the local planning process by providing a timely and considered response to all planning applications in or significantly affecting the parish.</p> <p>Promote awareness of and compliance with the Village Design Statement especially at district level</p>	<p>All planning applications considered by the planning committee to deadline for comments</p> <p>Annual review of planning application decisions at parish and district level to identify trends and issues and highlight/escalate as necessary</p> <p>Four yearly review of the Village Design Statement (in conjunction with stakeholders including Sandgate Society and Shepway District Council) to update and ensure fit for purpose. Sign off and embed new version into planning process.</p>	<p>On-going</p> <p>June 2016</p> <p>Oct 2016</p>	<p>ACHIEVED On-going</p> <p>ACHIEVED Annual data compiled (2016). Action on identified issues incorporated into 2017 revision of Village Design Statement</p> <p>PENDING Final draft of 2017 revision signed off by full council (Sept 2017). Forwarded to SDC to endorse and incorporate into planning decision-making process.</p>
<p>Traffic management Advocate residents' and businesses' views on parish traffic management and parking to all responsible authorities</p>	<p>Monitor churn in the High Street and the impact on businesses and advocate appropriate parking management schemes</p> <p>Monitor parking in residential areas and support appropriate parking management schemes</p> <p>Monitor car parks usage and highlight any usage issues</p>	<p>On-going</p> <p>On-going</p> <p>On-going</p>	<p>ON-GOING First phase of a Sandgate Controlled Parking Zone (CPZ) began in Oct 2016. Phase 2 of the CPZ will ensure that there will always be 2 hours free parking 8am-6.00pm on the High Street. Car parking charges have been reduced. Data awaited from SDC as to how successful this has been in increasing usage and reducing on-street parking</p>

Financial management Maximise grant, fund and donation income and ensure that all monies expended provide value for money	Maximise extra income from grants, funds and donations to deliver the SPC objectives	Annual	£11,300 - income from KCC towards library running costs £6,000 – calculated costs of managing toilets at Granville Parade subsumed into kiosk lease £400 – planter sponsorship (Equals % of total budget TBC)
	Annual Council Tax precept rise of no more than 2%	Annual	2% Precept increase (2017-18)