**Nettleton Parish Council: Business Plan for 2024-2025.** *Approved – 20th May 2024*

1. **Introduction**

This document has two purposes, firstly is to identify matters to be addressed in the year 2024-2025 and secondly to list the Lead Councillor(s) for each item. (See Section 3 for a description of the role of Lead Councillor) Also the document will provide a benchmark against which the performance of the Council can be assessed.

1. **Summary**

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| ***Routine Business*** | ***Lead Councillor(s)*** | ***Notes*** |
| Planning Applications: Burton | Cllrs Minney, & Clark |  |
|  Nettleton | Cllrs Stevens, & Crosse |  |
|  West Kington | Cllrs Grave, Lamb & While |  |
|  |  |  |
| Planning Procedures & Consultations | All Cllrs. |  |
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| Attendance at Northern Area Planning Meetings | As appropriate |  |
|  |  |  |
| Attendance at Parish Forum (quarterly meetings) | Chair (Cllr Minney) & others |  |
|  |  |  |
| Attendance at Chippenham Area Board meetings | As appropriate |  |
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| Communication: Website & non-electronic | Cllr Lamb and Clerk |  |
|  |  |  |
| Precept & Finance | Chair (Minney & Cllr Graves) & Clerk |  |
|  |  |  |
| ***Recurring Issues*** |  |  |
| Road condition, including road drainage | Cllr Minney and Windell | 4.1 |
| Snow Plan & Gritting | Cllr Windell |  |
|  |  |  |
| Land Drainage & Flooding of Properties | Cllr Minney, Crosse, Lamb, Graves, & While | 4.2 |
|  |  |  |
| Road Safety & Traffic Speeds: Burton | Cllr Minney | 4.3 |
|  Nettleton | Cllr Stevens |  |
|  West Kington | Cllr Lamb |  |
|  |  |  |
| Footpaths & Bridleways | All Cllrs. | 4.4 |
|  |  |  |
| Fly Tipping & Litter | All Cllrs | 4.5, 4.6 |
|  |  |  |
| ***Current Ongoing & New Issues*** |  |  |
| Risk to Pedestrians on Hillside in Burton (hopefully completed by 2025) | Cllr Minney | 5.2 |
|  |  |  |
| Projects in the Parish & use of CIL payments | All Cllrs | 5.3 |

1. **The Parish Council and the Role of Lead Councillors**

The Parish Council (PC) decides on all matters for which the PC is responsible by majority voting. Lead Councillors do not have delegated powers unless specifically approved by the PC.

The role of Lead Councillors is as follows:

1. To report to the Parish Council on those matters for which they are Lead Councillor, having researched the issues and developed draft proposals if appropriate, in order to assist the PC in making decisions.
2. To represent the Parish Council at meetings and present the PC’s views, bearing in mind that new matters requiring a PC decision must be referred back to the PC.
3. To liaise with Wiltshire Council and other third parties regarding delivery of services in the Parish, including liaison with parishioners and coordination of action lists.

Note that all formal correspondence on behalf of the PC is the responsibility of the Clerk, unless specifically agreed by the PC. If the Clerk is absent, the Chairman will carry out this role.

1. **Recurring Issues**
	1. Road Condition & Road Drainage: The PC will continue to identify road condition and drainage issues in the parish and liaise with the WC highways team to address them. Under the highways arrangements implemented by WC, all residents are encouraged to use the WC App to report highways issues. More minor items should be reported to Cllr Minney who will arrange for them to be dealt with by the Parish Steward.
	2. Land Drainage & Flooding of Properties: The PC will continue to monitor issues of land drainage and flooding within the parish and liaise with land owners, WC drainage team and the Environment Agency to address them.

Flood Wardens have been appointed for each village:

* + - Burton: Cllr Minney
		- Nettleton: Cllr. Crosse
		- West Kington: Cllr Grave, Lamb and While
	1. Road Safety & Traffic Speeds: Traffic speeds on the B4039 in Burton are continuing to be addressed through Speed watch operated by Burton Community Association (BCA).

Traffic speeds and the safety of pedestrians, cyclists and horse riders continue to be a concern in both Nettleton and West Kington. This issue will be kept under review.

* 1. Footpaths & Bridleways: The PC will continue to monitor the condition of public rights of way and will request the appropriate authorities to take action where considered necessary. Issues can be reported to any Councillor.
	2. Fly Tipping: The PC will monitor fly tipping in the Parish and notify the appropriate authority to remove it. All residents are encouraged to report fly tipping promptly through the WC App.
	3. Litter: The PC will monitor litter in the parish and will, where considered necessary, take appropriate action to address this issue.
1. **Current Ongoing & New Issues**
	1. .
	2. Risk to pedestrians on Hillside, Burton: The Hillside section of the B4039 road has no footpath and is a serious safety hazard to pedestrians. Investigation of a scheme to provide a footpath via adjacent land has shown that this is not feasible at present but the matter will be kept under review. In the meantime, the possibility of providing signs to alert drivers to possibility of pedestrians in the road will be investigated with Wiltshire Council. This is still ongoing but new speed limit signs should be installed in October 2024.
	3. Projects in the parish and use of CIL Payments: A list of projects in the parish which the Parish Council may wish to fund (in part or in whole) will be kept under review. This will include the potential use of CIL (Community Infrastructure Levy) payments received from WC.
2. **Other Issues**

The PC will consider other matters as they arise and will act either independently or in association with other bodies as appropriate. In addition the PC has a non-specific monitoring role of the general well-being of this rural community to identify matters having a general effect on the community and take appropriate action, liaising with the relevant authorities in a timely manner as necessary.

**Abbreviations used in this document**

PC = Parish Council. WC = Wiltshire council. BCA = Burton Community Association.