

24/056I CLERKS REPORT: MAY 2024

1. COUNCIL STRATEGIC PLAN.

Following recent conversations around CIL spend and other council projects, I write to clarify what I believe is the correct way forward.

The Council has two sets of people: elected Members and staff. The elected Members are strategic: they give democratic representation, set the strategy, make the decisions, and generally monitor the council's performance. The staff discharge the council's statutory and non-statutory functions and deliver on the council's strategy, reporting progress, and generally are responsible for the operational aspects of the council.

The council has fundamental priorities:

1. What it must do by statute (i.e. meet 4 times a year, try to provide allotments on request)
2. What it has responsibilities for (i.e. maintain its assets in good repair, carry liability insurance)
3. What it agrees to do for other agencies / authorities (i.e. contractual agreements, such as the DCC visibility splay cutting)
4. Anything else it chooses to do (examples include sport provision, youth provision, community grants, and the provision of public amenities).

These priorities create the basic 'Business of the Council', and are loosely divided into four areas:

1. Democracy
2. Community
3. Economic
4. Environmental.

1.1. The Strategic Plan

As previously raised through Council on at least two separate occasions, I believe that adopting a planned approach to the delivery of Council business and performance management will identify higher level organisational goals and the principles underpinning the operation of the Council. These strategic aims are then embedded in the organisation through annual Service Planning (integrating the operational with the strategic), regular reporting, monitoring, and the staff appraisal system.

The Council's Strategic Plan has been a work in progress through the winter thanks to Cllr Taylor and is now beginning to take shape. One element of the Strategic Plan identifies short, medium, and long-term goals, and therefore also identifies aims and objectives for their achievement. The projects that are needed to help achieve these aim and objectives are then decide, informed by cost, feasibility, and barriers to delivery. By setting out the Strategy, the council is then ideally placed to ensure each project is justified, correctly managed, delivered satisfactorily, adequately resourced, and completed in a timely manner.

Strategic planning thereby sets out those goals, cultures, and activities by which the success of the Council can be judged, year on year. A Service Delivery Plan and the Strategic Plan form the basis from

which all service activities and goals are identified, prioritised, resourced and delivered. They sit above other service plans and documents and reflect agreed direction of travel. In particular, it should be noted that any projects listed are largely in addition to the day to day running/operation of the Council & service delivery.

1.2.Additional Plans

Council may also wish to consider / implement any or all the following:

- An Annual Service Delivery Plan
- Consultation Plan
- Performance Indicators / Performance Management Plan
- Risk Management Plan

1.3.CIL Projects

With all the above points in mind, the council is not yet in a position to begin to look at CIL projects and spend of its CIL monies. If I may return to the word 'justify'; the Council will work to provide value for money services which are relevant, efficient, economic, and effective. When spending public money there must be justification and a clear rationale. This, in a democratic organisation, will see Councillors advocating and working for the best interests of the community with particular regard to service provision, infrastructure, wellbeing, and community assets - working with the community and in partnership. Fair and inclusive consultation gives every parishioner the opportunity to have a voice, and analysis of that consultation will inform council decisions.

1.4.Consultation

Following council's recent resolution for a Community Consultation this summer, I have had a positive conversation with Officers about how we as a staff team deliver on that resolution to expand the Community Consultation to include focus groups and drop-in surgeries. We will be particularly keen to engage with the traditionally hard-to-reach sectors of our society. We will plan and design the consultation over the next 4-6 weeks, to coincide with the Summer Broadsheet which is due to be distributed in early June.

If any Members receive suggestions from the community in the meantime, please encourage them as individuals to submit their thoughts through the formal consultation so their input can be recorded. Please do not forward to us; we do not have the capacity to input lists gathered through informal channels, nor will we as there is a danger that repeated requests from the same individual through different platforms will skew the authenticity of the datasets.

1.5.Recommendation

1.5.1.That the Council resolves to focus its energies on finalising the first draft of its Strategic Plan.

1.5.2.That it is acknowledged this will be a priority for its staff, in addition to and around their usual duties as time permits.

1.5.3. That projects for CIL are invited to be submitted through - and only through - the Community Consultation.

2. POLTIMORE BOWLES

2.1. A small group of people have been working on a project to restore the Poltimore Bowle that was destroyed by a car accident a few years ago. The project has now reached the stage of execution, with funding agreed from the Locality Budgets for Cllrs Randall-Johnson and Gent.

2.2. Cllr Gent has written to say “We would be very grateful if the parish would agree to make the application for the funding to DCC’s Locality budget, and pay the contractor. The net expenditure for Broadclyst Parish should be zero, but you (the parish council) will have to do the form.”

2.3. **Recommendation:** That the Parish Council resolves to submit the funding application and pay the contractor.

3. TITHEBARN LOCAL CENTRE TOPPING OUT

3.1. Cllr Massey and I attended the Topping Out ceremony at the end of April.



Figure 1 Cllr Henry Massey, Tithebarn Local Centre, April 2024. (Devon Contractors Ltd, 2024)

Alder King has cafe space available - <https://lnkd.in/g95YBvEr> and also the upper floors with the potential for a vaulted ceiling, suitable for a variety of uses inc. healthcare and community - <https://lnkd.in/eBMPs9zP>

4. KILLERTON WOODLAND CREATION CONSULTATION.

At the Annual Parish Meeting, Killerton presented on its tree planting proposals at Columbjohn, Beare and Elbury farms for this coming planting season. The council is invited to consider the proposals which have been revised with final layouts since the presentation council received early in the process this time last year.

Geophysical work to determine the presence of underlying archaeology led to considerable layout revisions following detailed survey results and subsequent meetings with DCC and NT archaeologists.

Prior notification applications and planning consents will also be applied for to cover the new footpath road crossings and surfacing of some rides to create multifunctional new routes through the planting areas.

Killerton has requested a response to the consultation before 24th May to enable final applications to Plymouth and South Devon Community Forest (PSDCF) - hopefully funding the greater part of the scheme.

Recommendation: that the parish council delegates its response to officers/named Members.

This concludes my report to Council.

Angie Hurren
Broadclyst Clerk and RFO.
07/05/2024