

BUCKLESHAM PARISH COUNCIL

Mrs Ruth Johnson, Clerk to the Parish Council
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BUCKLESHAM PARISH COUNCIL 4-YEAR BUSINESS PLAN

Developed May 2023

Our Vision

Bucklesham Parish Council aims to become a positive and reliable organisation, which is aware of and committed to the needs of the Parish, and actively communicates its message within and for the Parish. It seeks to promote, maintain and improve a good quality of life by assessing the needs of groups and individuals within the Parish, and by making efficient and positive use of its income.

About Bucklesham Parish Council

Bucklesham Parish Council is the first tier of Local Government, closest to the community, with an important role to play in promoting the Parish by representing all resident's interests. Within its limited remit, it provides and monitors efficient services and amenities to meet local need, influences other decision makers and strives to improve the quality of Parish life. The Council represents the views of its community to improve or provide cost effective services and amenities. These can range from crime prevention measures, providing litter and dog bins, maintaining the bus shelter and the Playing Field, to having the right to be notified of, and comment upon, planning applications. Residents have the opportunity to elect seven Parish Councillors every four years. The Council elects a Chair and a Vice Chair annually, in May. Councillors are unpaid and receive no allowance other than travel costs for duties which take them outside of the Parish.

How the Parish Council Operates

The Parish Council will carry out its statutory duties as required, by:

- Meeting six times a year to deal with the business of the Council and running these meetings within the Standing Orders of the Council. One of these meetings will be the Annual Meeting of the Parish Council at which the Chair for the coming year will be elected. All full Council meetings are open to the public with a period set aside for members of the public to address the Council. The meetings take place in Bucklesham and Foxhall Village Hall which allows good access and adequate meeting space.
- Adhering to the Council's own Standing Orders and Financial Regulations, which lay down the rules by which it operates and conducts its business. Council's Standing Orders are based on a model prepared by the National Association of Local Councils (NALC).

- Ensuring that all Parish Councillors adhere to the Suffolk Code of Conduct.
- Facilitating the holding of an Annual Parish Meeting each year (usually in May) to review the activities of the previous year and give an opportunity for residents to raise issues of concern. If in attendance, the Chair of the Parish Council will preside over the meeting.
- Aiming to promote the economic, social and environmental wellbeing of the Parish and to contribute to a sustainable and inclusive community.
- Working towards further development of the Council under the concept of the Local Council Awards Scheme and to achieve appropriate awards for the benefit of the Parish of Bucklesham.

Aims and Objectives

Parish Benefit:

To represent Bucklesham Parish and to improve the facilities and infrastructure for the Parishioners within Bucklesham. This will be achieved by being a professional and competent Parish Council, which is open and accountable and ensures sound financial management of Parish Council resources. The Parish Council will award Grants to any village organisation that can show a commensurate benefit to parishioners.

Village Administration:

To ensure the ongoing administration of Bucklesham Parish and the facilitation of the Parish Council's activities. To be a good and fair employer by providing fulfilling work opportunities and conditions. To continue to seek and improve established channels of communication and find new ways of engaging and communicating with the residents of Bucklesham.

Council Development:

To provide the Chair, Vice Chair, Councillors and the Parish Clerk with the education and knowledge to enable them to contribute to the advancement and improvement of Bucklesham Parish. To ensure Councillors have the chance to keep abreast of new opportunities and policies. To improve Council services to the public by encouraging the Clerk to develop their skills through appropriate training.

Financial Planning and Control:

To ensure the ongoing financial viability of Bucklesham Parish Council and provide high quality, efficient, cost effective and sustainable services. To ensure the Financial Budget is monitored on a regular basis to guarantee any anomalies are highlighted to the Parish Council for appropriate action. A financial report will be presented to the full Council at each meeting.

Strategic Planning/Key Projects:

To ensure Bucklesham Parish Council has a long-range plan for the future, the following objectives will be included in the Parish Councils **4-Year Business Plan**:

- Work with County and District Councils to ensure the maintenance of all Highways including Public Rights Of Way.
- Introduce further noticeboards sited around the village, providing a more professional and inclusive approach by Bucklesham Parish Council to the community of Bucklesham.

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- Continue to address concerns of residents on speeding and continue to monitor the data from the Speed Indicator Device (SID) that is situated on Main Road.
- Share the data provided by the SID with Suffolk Highways and Suffolk Constabulary upon request.
- Investigate what steps can be taken to provide further traffic calming measures in appropriate areas.
- Ensure that the Community Infrastructure Levy (CIL) income is spent on projects that have been identified as providing, improving, replacing, operating or maintaining infrastructure that supports the development of the Parish Council's area or anything else concerned with addressing the demands that new development places on the area.

Communication and Engagement:

To provide a channel of communication for the views and expressions of the local community and to be responsive to its needs and aspirations. The Parish Council will ensure that the Parish Clerk receives any relevant training to ensure the communication to and engagement of residents is improved, while providing reports on the Parish Council in a professional manner. To ensure appropriate engagement with Social Media so as to improve communication with residents.

How will the Council measure its success?

The Council will monitor and report progress regularly at full Council meetings, details of which are recorded in published Minutes.

Adopted by the Parish Council at a meeting on: *10th May 2023*

Signed:

Ruth Johnson

David Brinkley

Ruth Johnson
Clerk

David Brinkley
Chair

Version Control

Date	Details	Next Review
10 th May 2023	First Publication	May 2024