

Action Plan

Goal 1: To continue to support the village so it becomes a vibrant and sustainable community for everyone

1. Work with others to improve and promote our village

Measurable Achievement	Action	Related policies/legislation	Budget required	Timescales	Progress to date
Work with OCC and SODC to deliver services and provide improvements to Wheatley					
Involvement in initiatives and improvements that benefit the community and businesses	Have an unawareness and understanding of new opportunities	Localism Act 2011 New or revised legislation and changes to local council powers	Within existing budgets through updates/training	As part of day-to-day activities	Continues
	Work with Horspath and Holton parish councils to explore Community Transport schemes - User needs survey - Research potential funding - Appropriate travel scheme and implementation		Within existing resources OCC and external grants Project budget to be established £39,000 s106 available Revise expenditure	#46 route in service Jan 2021 Community bus for Jan 2021 2021-22	#46 bus service in place until Dec 2021 No further developments with community bus scheme
To identify the needs of young people in the village and work with partners to deliver appropriate services					
Carry out consultation with younger members of the community. Work with partners to deliver suitable services	Identify target groups including those who may attend schools outside the village. Carry out a range of consultation exercises with target audience Work with professionals to identify suitable programme of activities		Within existing budgets Within existing budgets/budget allocation for 2021-22 Identify project budget C-19 has caused delays to the delivery of this, but am aware	As part of monthly activities 2021-22 2020/2021	Will resume once restrictions are lifted

			that demand for these resources may be high		
Support local organisations and voluntary groups, work with them to help deliver this strategy					
Evidence of support and collaboration with local organisations and groups to support their work and new initiatives	Regular contact with external organisations	Local Government Act 1972	Within existing resources	As part of day-to-day activities	Wellbeing committee created and first meeting held 26.05.2021
	Provide support, guidance and advice to organisations	Grants Policy	Project budgets to be allocated as and when required	Annual Parish Meeting	Continues on regular basis.
	Work in collaboration on any relevant new projects	New legislation or changes in powers	Review of precept on annual basis	Annual Community events	Supporting Good Neighbour Scheme
Support local businesses in and around Wheatley					
Support initiatives that promote new and existing businesses in the village	Deliver Wheatley Neighbourhood Plan, especially Littleworth Land Exchange	SODC Local Plan Wheatley Neighbourhood Plan	TBC Housing delivered by developer	Within 10 years	WNP has been 'made'. Council to consider next steps and to integrate plan into decision making processes
	Deliver or support community events	Local Government Act 1972 Grants policy	Within allocated budgets	Post C-19 community event Summer 2021-22	Will be reviewed once restrictions are lifted.
Parish council to procure services and products from local companies where practicable	Products and services purchased from local suppliers and contracts offered to local companies when practical and offer best value	Local Government Act 1972	Within existing budgets Budgets reviewed annually	As part of day-to-day activities	Continues to be a focus when appointing contractors/purchases
Continue to offer advertising opportunities for	WPC to administer advertising opportunities as part of Wheatley Newsletter	Local Government Act 1972	£17,000 approx. income and expenditure	6 times a year	Continues, new advertisers included in latest edition.

local businesses in Wheatley Newsletter	New advertisers advised of opportunities and any waiting lists				
Continue to support Fairtrade Wheatley and local businesses	Support Fairtrade Wheatley initiative. Purchase Fairtrade or local produce for events/meetings	Support for Fairtrade agreed 01.07.19	Within existing budgets	As part of day-to-day activities	Continues
	WPC to purchase supplies and services from local producers where practical		Within existing budgets	As part of day-to-day activities	When required
Deliver improvements to Village Square	Seating/planting improvements	Road Traffic Regs. Act 1984/Highways Act 1980	£10,000 TBC	Autumn 2021	Delayed due to C-19, some progress is being made

2. Work to make our village as inclusive as possible

Measurable Achievement	Action	Related policies/legislation	Budget required	Timescales	Progress to date
Ensure that new homes in the village are attractive to young people and families					
Any new developments provide adequate numbers of affordable and suitable housing	Work with SODC planning officers, developers and planning committee to discuss housing needs	WNP NPPF SODC Local Plan	Within existing resources	As part of day-to-day activities	No new developments
	Deliver Wheatley Neighbourhood Plan	WNP NPPF SODC Local Plan	Within existing resources	As part of day-to-day activities	WNP has been 'made'. Council to consider next steps and to integrate plan into decision making processes
Support the delivery of community events in Wheatley	Support a range of community events that are delivered throughout the year	Local Government Act 1972 Grants Policy	Grants budget and policy	As and when required subject to lifting of C-19 restrictions.	As and when restrictions lifted

			Allocated suitable project budgets as required		
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Goal 2: Celebrate and protect our environment, landscape, heritage and facilities

1. Work with others to improve and promote our village

Measurable Achievement	Action	Related policies/legislation	Budget required	Timescales	Progress to date
Support the ongoing work of local organisations to protect and promote our green spaces, heritage, culture and the environment					
Retention of existing green spaces within the village	Support organisations to challenge developments on publically accessible green spaces	WPC Grant Policy Neighbourhood Plan (SCI1, SCI2, B1, Vch1, EL1) LGA s137	Grants budget reviewed and approved each year	Review applications at Finance committees Review of policy in Feb 2021	Maintained in line with budget
	Review earmarked reserves for projects to facilitate improvements	WPC Financial Regulations, LGA s137	Earmarked reserves reviewed and approved each year in line with expenditure	Oct 2021	Projects delayed due to C-19 but Church Road Rec to be improved
Support for CIO's and charities in the village that share similar aims	Deliver and review grant award scheme to support local organisations	WPC Grant Policy Neighbourhood Plan	Grants budget reviewed and approved each year	Review applications at Finance committees Review of policy in Jan 2020	Over £9,000 awarded in last financial year
	Share information and advice to organisations		Within existing budgets	As part of day-to-day activities	Continues
	Provide opportunities for organisations to promote their causes and achievements - Annual Parish Meetings - Village Newsletter	Local Government Act 1972		Apr-June each year	Newsletter, noticeboards, parish reports produced

			Within existing resources £17,000	6 editions a year	
Create and maintain a green route through the village					
Implementation of Green Route through the village	Work with stakeholders and interested parties to identify possible routes	SODC Leisure Strategy Neighbourhood Plan	Within existing budgets	Dec 2021	To be investigated now that WNP has been 'made'
	Identify potential project costs	Public Health Act 1875	Within existing budgets	Dec 2022	
	Identify potential grants that may support the project	Open Spaces Act 1906	Within existing budgets	April 2021	
	Confirm full route details and install route markers	Highways Act 1980	Within in project costs	Apr 2023	
Work with stakeholders and land owners to identify a flood storage area					
Delivery of a flood storage area to the East of the village	Work with Littleworth Playing Field CIO and OCC to identify location on flood storage site and safety measures	OCC Policies TBC Neighbourhood Plan	£ WPC contribution to CIO TBC	Sep 2021	Dependent on CIC creation. Awaiting support from ODST/OCC
	Work with LPF CIO and OCC to deliver flood storage solution		Project costs to be borne by OCC? £X external grants to support out work	April 2023	
Lobby Thames Water to reduce incidents of pollution into local waterways					
Reduction of pollution incidents from Water Treatment Station	Support members of Flood & Drainage Group to record and report pollution incidents to Thames Water	Public Health act 1936	Within existing resources	2-3 times a year	No updates
Lobby landowners and MPs to maintain waterways	Identify key land owners		Within existing resources	As and when required	Written to OCC Cllr re roadside ditches – no further updates. Flooding issues in Littleworth seem to have been resolved

Maintenance and repairs carried out by other landowners	Ensure maintenance is carried out in line with riparian land owners' responsibilities		Within existing resources	1-2 times a year	Written to OCC on clearing roadside ditches. Clearance carried out at Ambrose Rise Ditch, by WPC staff.
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2. Implement Wheatley Neighbourhood Plan

Measurable Achievement	Action	Related policies/legislation	Budget required	Timescales	Progress to date
Implement the actions and findings from the plan					
Actions are undertaken in line with findings and recommendations	Delivery of plan is carried out and monitored through Planning Committee	Town & Country Planning Act 1990 WNP	Within existing resources Project budget allocated as and when required		WNP has been 'made'. Council to consider next steps and to integrate plan into decision making processes
Support the land exchange between East/West of the village					
Progress is made with planners, residents and developers in organising and implementing the land exchange	Once adopted a project team is created to support the project	NPPF WNP SODC Local Plan	Project budget allocated as and when required		Land exchange to be reinstated in revision on WNP. Council to discuss this with WNP Committee.
Oppose excessive development of Oxford Brookes and ensure that the community benefits from improved infrastructure and	Planning application is discussed at meetings WPC undertake their statutory consultee role with SODC WPC attend any meetings and committees as and when required	NPPF SODC Local Plan LGA	Within existing budgets Budgets reviewed annually		Updates provided by working group.

investment following development.					
Ongoing review of WNP	Regular reviews are undertaken of the plan, its progress and changes in legislation or policy	NPPF SODC Local Plan	Within existing resources and budgets		WPC to liaise with WNP Committee on review to reinstate land exchange

3. Utilise our role in the planning process to the benefit of the community

Measurable Achievement	Action	Related policies/legislation	Budget required	Timescales	Progress to date
Respond to SODC planning applications to ensure that we have the right type of development in the right place					
SODC planning applications are considered and responded to by the parish council	Monthly meetings of Planning Committee to consider SODC planning applications	Town & County Planning Act 1990 NPPF SODC Local Plan	Within existing resources	Monthly or as required	Meetings continue as per schedule and now to include policies from WNP
	Consideration of large-scale applications by full council Consultation responses returned to SODC planning officers promptly			Within SODC timescales	Responses returned to officers promptly
	Representation made to SODC planning committee in support or objection to planning applications as required			As required	As required
Ensure we receive our share of Community Infrastructure Levy and S106 monies from developers and use this for the benefit of the community					

CIL allocations monitored, reported, and used for community-based projects	Record CIL income and expenditure. Complete CIL reports annually Identify projects that the funds could be used for	Local Government Act 1972 NPPF Local Plan	Allocated as per planning process	Annual budget allocation and predictions	Council approved receipt of CIL funds and income recorded
S106 monies are allocated and utilised for the benefit of the community	Work with SODC officers to identify S106 allocations Apply for S106 allocation to be used for community-based projects	Local Government Act 1972 NPPF Local Plan	Allocated as per planning process	Annual budget allocation and predictions As per individual projects	Considerations sent to SODC officers
Comment on licensing applications where required	Respond to SODC licensing applications considering the impact/benefit to the community.	Licensing Act	Within existing budgets	As part of monthly activities	As required

4. Preserve existing services and facilities that will benefit the community

Measurable Achievement	Action	Related policies/legislation	Budget required	Timescales	Progress to date
Work with OCC, SODC and local organisations to maintain local services					
Local services are retained, maintained and improved	Work with organisations to support existing services so that there is no loss	Local Government Act 1972 Grants policy Small Holdings and Allotment Acts 1908	Within existing resources or project budgets identified	As part of normal activities or projects timescales as identified	Council continues to support external organisations delivering services
Manage parish council land, facilities and resources to a high standard					
Manage, maintain and improve parish council owned facilities	Carry out regular maintenance on our play and recreational facilities so that the play value is increased	Local Government Act 1972 Public Health Act 1875 Open Spaces Act 1906	Within existing budgets Budgets reviewed annually in line with planned expenditure	As part of monthly activities	Budgets and resources available to maintain existing and continue to review other opportunities

	Undertake improvements to Farm Close Road Rec, Church Rd Rec and Cullum Rd Rec		Within project budgets, allocated during the budget process Seek external funding to cover any shortfall	Church Rd 2021-22 Cullum 2022-2023	New planting area nearing completion
	Manage tree stock in line with Tree Policy and tree survey recommendations.		Budget reviewed annually and adjusted in line with anticipated expenditure. Tree Surveys undertaken in line with Tree Policy		Tree surveys undertaken and tree work carried out in line with findings. Replanting where suitable
Measurable Achievement	Action	Related policies/legislation	Budget required	Timescales	Progress to date
Carry out further research into viability of a new burial spaces in or close to Wheatley					
With support of contractors and land owners identify suitable locations and identify costings for a new burial space close to Wheatley	Continue to work with professionals to identify suitable locations Carry out site investigations on preferred locations with the approval of land owners If appropriate seek draw up project plan	Open Spaces Act 1906 Parish Councils and Burial Authorities (Misc. Provisions) Act 1970 Local Government Act 1972	Within existing resources Within allocated budgets in 2020-2021 As per project plans	Ongoing Sep 2021	Project to be developed once further review of WNP.
Deliver a new pavilion at Wheatley Playing Fields in partnership with Wheatley Playing Fields Trust					
New pavilion is delivered in conjunction with Wheatley Playing Fields Trust, Sport England and other sports governing bodies.	Funding is sought to complete the project	Local Government Act 1972	Within existing resources £50,000 reserves allocated	2021-22	Contractors appointed to deliver first stage of costings
	Contractors/project managers appointed to deliver the project		£1.5-1.8m project costs	2021-22	Project team in place to help deliver this
Work with stakeholders to create a CIO for Littleworth Playing Fields and to seek to improve access and facilities					

Council presence on trust to help drive improvements to the site	Regular meetings to identify priorities	Charities Act 2011	Within existing budget	2019 onwards	Representatives involved in initial discussions
	Support of Flood Alleviation Projects	Local Government Act 1972	Within project budgets	2020	Will be progressed once CIC in place
	Projects identified and delivered to deliver priorities		With support of external funding	2019- onwards	Will be progressed once CIC in place

Goal 3: Make our village safer

1. Work to reduce traffic speed and volume

Measurable Achievement	Action	Related policies/legislation	Budget required	Timescales	Progress to date
Work with OCC and TVP to collect data on traffic flows and vehicle speeds					
Traffic monitoring carried out and figures used to identify any action that can be taken	Install temporary vehicle/speed monitoring devices Reports used to inform decisions Continue to report HGV breaches to Trading Standards	Local Government and Rating Act 1997 Highways Act 1980	Within existing resources or budgets allocated as required	Autumn 2021 Winter 2021/22	To be installed once restrictions are lifted and normal travel usage returns
Work with OCC, SODC, TVP and community on any recommended traffic calming measures					
Implement any recommendations from traffic reports	Identify improvements Seek to find funding for improvements	Highways Act 1980	Within existing budgets External funding or precept	Spring 2022	TVP contacted following concerns of dangerous parking
Work with OCC, SODC, TVP and community to tackle dangerous and inappropriate parking in Wheatley					
Reports made to relevant agencies	Photographic evidence provided to relevant agencies		Within existing resources	Ongoing	Crime reports made

	Work with Civil Parking Enforcement Team		To be reviewed when further information is made available	Spring 2022	
Continue to lobby for better highway maintenance					
Liaison with officers and councillors to address issues	Identify problem areas/issues Report using HIAMS/Fixmystreet or direct to officers. Support for additional resources to tackle issues		Within existing resources Within existing resources Within existing resources	Ongoing Ongoing Ongoing	Fix my street reports made and progressed for pot holes and minor repairs. Other issues reported to Area Steward for follow-up
Challenge developments that will increase traffic flow in Wheatley					
Planning applications considered and responded to by planning committee.	Respond to planning applications in or for areas that will impact Wheatley	Town & Country Planning Act 1980	Within existing resources	Within monthly meetings	As per monthly planning meetings

2. Work with others to make our village safer

Measurable Achievement	Action	Related policies/legislation	Budget required	Timescales	Progress to date
Work with OCC and community representatives to write and implement a Community Emergency Plan					
Write and implement a Community Emergency Plan	Identify community groups or residents who could join the project	Local Government and Rating Act 1997	Within existing resources but delivered with the support of the community	Spring 2021	Progress delayed, but recent meeting with working group to progress this further
	Identify points of contact/locations that could be included			Spring 2021	As part of meeting discussion

	Write and Implement plan Review plan			Summer 2021	
To investigate crime prevention and community safety initiatives					
Work with TVP and other agencies to reduce crime in the village	Support initiatives and scheme that provide advice and guidance for residents. Involve TVP in community events	Local Government and Rating Act 1997	Within existing resources but dependent on TVP availability and resources	As and when required	Improved dialogue with TVP. Cllrs now main point of contact
Share information and advice that will benefit our community					
Assist in the promotion of campaigns and initiatives that promote safe homes and safeguard members of the community	Utilise communication tools to share information and advice		Within existing resources	As and when required	As and when information is available it is shared with community
	Provide outlets for stands at community events				

Goal 4: Develop the council to enable it to deliver its functions effectively and to instil effective leadership

1. Develop skills and capacity within the council

Measurable Achievement	Action	Related policies/legislation	Budget required	Timescales	Progress to date
Provide relevant training to staff and councillors					
Training opportunities offered and undertaken by councillors and staff	Councillor commitment to attend relevant training (minimum 2.5hrs p/y) Staff training agreed through annual appraisal	Learning and Development Policy	Learning and Development budget	Ongoing	Opportunities shared and officers and Cllrs have attended NALC, OALC, OCVA sessions recently.

	Training records maintained Learning shared within the council				Other booked onto future events
Develop and empower staff and councillors					
Councillors and staff given opportunities to develop their skills and knowledge	Opportunities provided where councillors and staff are allowed to develop existing or new skills	Learning and Development Policy	Learning and Development budget available	Ongoing	As above
Embrace new technologies and legislation	Council adapts to new technologies and legislation that allows it to carry out its statutory duties and functions	New legislation/agreements	Budget to be reviewed annually or as required	Ongoing	Continue to develop skills within IT systems
Consider priorities for staff as part of annual review					
Annual reviews carried out and objectives reflect this strategy and the council's objectives	Annual reviews undertaken Objectives incorporated into new year's plan	Learning and Development Policy	Learning and Development budget available	Jan 2020	Completed in Jan/Feb 2021
Be innovative in finding external funding for projects					
External funding opportunities sought for projects that will benefit the community	Identify external funding opportunities for planned/future projects Applications made If successful projects delivered	Grant criteria will determine suitability and availability of grants	Within existing resources	Ongoing	Continues as and when projects. Funds are identified. SODC Cllr award received to assist with tree planting.
Councillors to feed into key documents and policies					
Councillors given opportunities to feed into new	Opportunities for project/working groups to be created to deliver key documents		Within existing resources	Ongoing	Documents reviewed throughout the year. Revisions

and existing documents Existing policies reviewed annually by the council	Councillors given opportunities to review documents before approval Annual review of key documents carried out				made and circulated as required.
Maintain eligibility for General Power of Competence					
General Power of Competence reaffirmed	Affirmation taken at first meeting of council every 4 years	Localism Act 2011	Within existing resources	Ongoing	Ongoing

2. Provide excellent communications and transparency

Measurable Achievement	Action	Related policies/legislation	Budget required	Timescales	Progress to date
Continue to offer parish surgeries twice a week					
Surgeries take place every Wednesday and Saturday	Parish Council opened twice a week for public to visit	Local Government Act 1972	Within existing resources	Twice a week	Cancelled during pandemic, but communication remains open
Continue to distribute Wheatley News					
Newsletter produced and distributed six times a year	Editorial content and compiled that includes a range of advertisers and Community based content Edition printed and distributed	Local Government Act 1972	Wheatley News income and expenditure budgets	Six-times a year	Continued during pandemic and latest edition includes a new pull out
Create and distribute new Wheatley Information Leaflet					
Production and delivery of new leaflet	Content gathered Leaflet designed and printed Leaflet distributed	Local Government Act 1972	Within allocated budget	2021	On hold but will be reviewed with contributors
Maintain parish council website					
Website maintained and updated	Documents uploaded Content updated Design changes carried out	Local Government Act 1972	Within existing budgets	Ongoing	Regular updates made

Publish Annual Governance and Accountability Return information					
AGAR and accounts published	Information published online and on noticeboard	Local Government Finances Act 1992 Audit & Accounts	Within existing resources	By July each year	Displayed on website and noticeboards