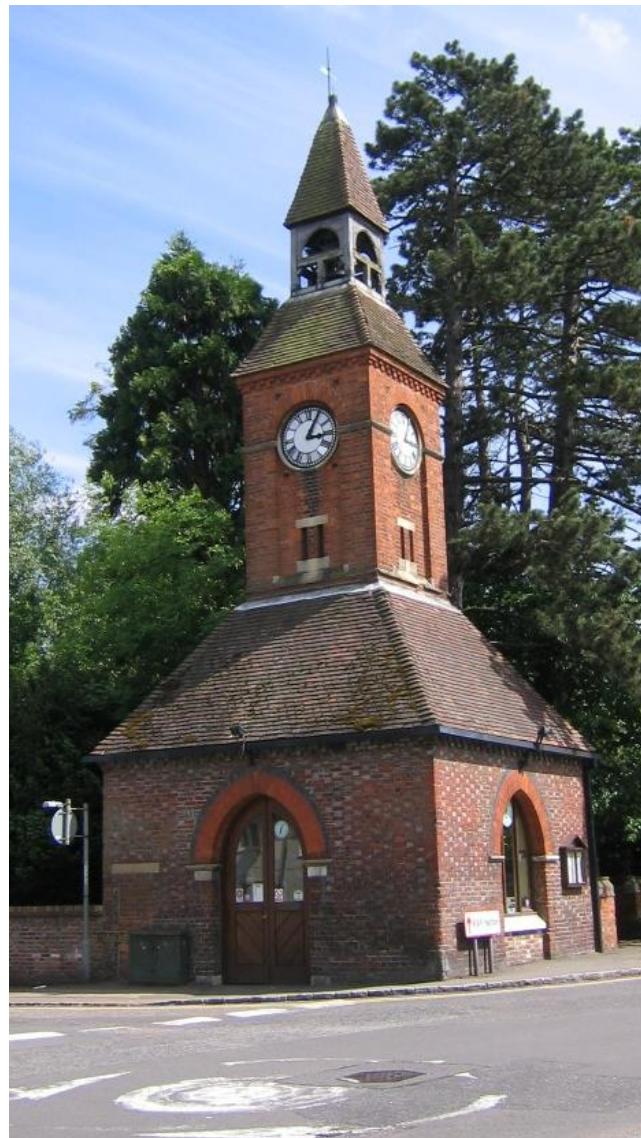




WENDOVER PARISH COUNCIL

Community Action Plan October 2021 – March 2023

28th October 2021



INTRODUCTION

What is a Parish Council Community Action Plan?

A Parish Council's Community Action Plan is essentially an action plan for a set number of years outlining how it will work in the best interests of all who live or work in the Parish or who use the Council's services. The Plan determines the Council's values, vision, and key objectives either directly or by trying to increase its influence on the relevant delivery body, such as Buckinghamshire Council. The Plan will help the Parish Council to prioritise and determine the direction and internal strategies for the period of the plan.

Why has Wendover Parish Council decided to produce a Community Action Plan?

The Wendover Parish Council Community Action Plan sets out the vision and priorities of the Parish Council between October 2021 to March 2023 and will help ensure a planned and consistent approach to:

- The design and delivery of services.
- The prioritisation and allocation of resources.
- Delivering real value-for-money solutions.

The Plan has been written with a view to move forward with a structured approach and has been developed by a working group of Councillors, public and WPC Clerk (named: 5YP working group).

Having an agreed Community Action Plan provides a framework for the Parish Council to work within, enabling it to operate in a more consistent and co-ordinated way. The Plan intends to assist the Council in becoming more confident and proactive in its decision making.

The Plan identifies the core objectives of the Council over the current and next financial year and the key processes and actions associated with each of the Council's priorities as well as how Community Involvement can be assured.

In determining the aims of the Council, the Community Action Plan has recognised national and local priorities and taken account of the views of local communities.

Monitoring the Community Action Plan

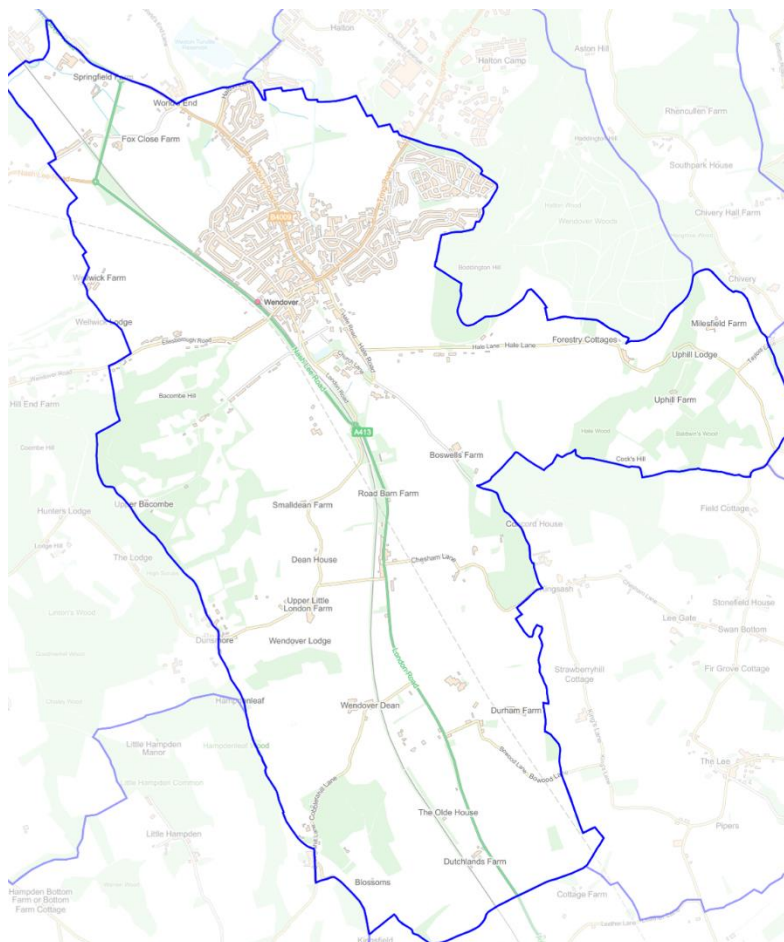
The detailed content of the Plan will be strongly influenced by other work and will need to be regularly reviewed and updated accordingly. Internal pressure may arise from plans to improve service quality and the availability of resources, while external pressure may come from partnership work, other plans, and Government Legislation.

The Plan will be formally reviewed by the 5YP working group and Full Council every 3 months.

THE PARISH COUNCIL

The Parish of Wendover

The parish boundaries cover not only the historic market town but many smaller settlements / hamlets outside of the town boundaries, namely Dunsmore, Hazeldean, Little London, Lower Bacombe, Scrubwood, Smalldean, The Hale, Upper Bacombe, Wendover Dean, Wendover Marsh, Worlds End. Of these, Dunsmore is split between the Wendover and Ellesborough Parishes.



The Parish Council

Situated in the centre of the market town of Wendover, the iconic Clock Tower hosts the Parish Council office where staff are available to discuss issues and provide information.

Wendover Parish Council currently has 12 elected or co-opted Councillors who discuss, debate, and decide on matters that relate to the Community. There is capacity for 13 Councillors. Meetings are held in public on a regular basis and agendas and minutes are published on noticeboards and the website for all residents to review.

Buckinghamshire is made up of two tiers of local government, each with differing areas of responsibilities. Wendover Parish Council is the first and most local tier of government for residents of the Parish. Buckinghamshire Council is the second tier and is responsible for services within the Wendover parish including, parking, housing, street cleaning, education, highways, and social services.

The Council has four standing committees, each with its own remit:

1. **Amenities Committee** which is concerned with all matters relating to the Amenities in Wendover Parish.
2. **Planning Committee** which is concerned with consulting on planning applications and reviewing Neighbourhood Plan.
3. **Finance Committee** which is concerned with all matters relating to the Finance of WPC.
4. **Staffing Committee** which is concerned with all issues concerning staff and volunteers of WPC.

There are also working groups held more informally that report back to Committees and the full Council with recommendations. These include: HS2 WG, Open Spaces WG, Noise and Speeding WG and the 5yr Plan WG.

Management Structure

The administration of the Parish Council is carried out by the Clerk who is appointed by the Parish Council. The Clerk is required to carry out all the functions required by law as the Parish Council's proper officer and to issue all statutory notifications.

The Parish Council is supported by a team of 6 members of staff (1 who is currently on Maternity leave). The Clerk manages the team and is supported by a Deputy Clerk /RFO, 2 Part Time Administrators, a Senior Groundsman, and a Groundsman.

Areas of responsibility

Parish Council Assets and Areas of Responsibility	Grounds Maintenance Areas of Responsibility with the Parish Council
<ul style="list-style-type: none"> • Allotments – two sites • Hampden Meadow Recreation ground, play area, fitness trail and shelter. • Hampden Pond • Witchell Meadow Recreation ground • Ashbrook Recreation ground play area and site safe. • Manor Waste (market area). • War Memorial. • Clock Tower and offices. • Parish seating and waste bins. • 7 bus shelters. • 19 dog waste bins. • Ground Team vehicles. • Ride on mower and flail deck. • Strimmer, brush cutter, blower, 2 pedestrian mowers, hedge cutter. • General grounds maintenance equipment and tools. • 560 Streetlights 	<ul style="list-style-type: none"> • Planters and Hanging Baskets. • Provision of Litter & Dog Bins (Not emptying). • Bus Shelters Aylesbury Road and Tring Road. • Christmas Lights and trees. • Benches. • Footway lighting. • Grass and hedge cutting. • Play equipment maintenance. • Tree surveys and maintenance on WPC land. • Devolved Services; Grass verges within 30mph and urban zones, hedge enforcement, sign cleaning, weedkilling, siding out and 8 Rights of Way.

Summary of Recent Activity

The Parish Council has undertaken projects in the last few years which include:

- ❖ Popular and successful Christmas Events and community competitions raising money for local organisations
- ❖ Installation of new Defibrillators bringing the total in the Parish to eight
- ❖ Petitioning the House of Commons and House of Lords in relation to HS2
- ❖ An extension to Witchell Meadow providing additional free parking close to the shops and markets
- ❖ Maintaining safe playground equipment
- ❖ Refurbishment of Manor Waste with more seating and a smoother surface and power points
- ❖ Support of other organisations e.g. – Grants
- ❖ Upgrading of streetlights to more environmentally friendly LED units.
- ❖ Allotment refurbishment and regeneration – skips were hired, and abandoned plots were restored to a suitable condition for new tenants
- ❖ Completed the Neighbourhood Plan
- ❖ Installed additional dog waste bins
- ❖ Refurbished old and installed new benches
- ❖ Reinstated the Parking Review working with TfB and Buckinghamshire Council
- ❖ Replaced fencing along Heron Path and resurfaced the path
- ❖ Upgraded the WPC website to make it more user friendly

VISION AND PRIORITIES MOVING FORWARDS

WPC Vision Statement

The Parish of Wendover will continue to thrive through actively celebrating its heritage & rural setting, enhancing its unique character, and addressing the challenge of climate change

WPC Mission Statement

Preserve & enhance what makes Wendover's unique character

- the heritage (buildings, way of life) and facilities (open spaces, infrastructure)
- the people (who reside, work & visit) instill a sense of pride in all that we are
- be an easy place to start and grow a business or service

Commit to a sustainable environment

- address challenges resulting from climate change in all that we do
- encourage & support everyone to play their part
- mitigate the impact of HS2 wherever possible

Promote an inclusive community

- be welcoming across all groups of society, visitors, new residents, and new businesses
- instill an ongoing sense of community for all those who reside or work in the parish
- work in partnership with neighbouring parishes & community groups

Remit & priorities for WPC - October 2021 to March 2023

This Community Action Plan aims to represent the residents' priorities in relation to the Parish Council's vision. The Council will co-operate and liaise with residents and existing organisations, where appropriate, for the general wellbeing of the Wendover Parish.

The successful achievement of these priorities is dependent on the Council and its officers being totally proficient, and therefore confident, in the associated processes and activities. Training and development of both officers and councillors will continue to be a priority.

In the upcoming period the Parish Council will endeavour to work with others to prioritise the following, categories in relation to the Neighbourhood Plan:

Parish Council

- Improve and enhance consultation and presence in the community.
- Review Parish Council processes.
- Successfully deliver devolved services in-house.
- Maintain the estate and Parish Council assets.
- Strengthen relations with local organisations.
- Improve service delivery productivity.
- Full triennial survey and maintenance of all WPC trees.
- Improve play and recreational areas.
- Work with Climate Action Wendover to help reduce the carbon footprint of the community.
- Declare a climate emergency and begin work on the Council becoming carbon neutral.
- Continue to strive for the best possible mitigation for Wendover from HS2.
- Continue the replacement of waste bins to ensure uniformity and improve practicality.
- Work with the Wendover Arm Trust to fund improvements to the Canal tow path.
- Improve the environment at Hampden Pond with tree and lily management and new fencing.
- Works with Transport for Bucks to improve highway signage at Princess Mary Gate.
- Implement the findings of the parking review, working with Buckinghamshire Council.
- Complete the refurbishment of the clock tower wall.
- Provide Wendover with a new skatepark in replacement of the old site on London Road.

Business

- Extend promotional activities / incentives.
- Encourage sustainable start-ups.
- Encourage a wider range of shops and different retail offers in the Town Centre.
- Limit the change of use from business to residential.
- Further utilise the Manor Waste to support businesses post Covid pandemic.

Tourism

- To support the Friends of Wendover Library in their application to extend the Library building to provide study areas, meeting space and tourist information.
- To ensure that any building is in keeping with the local built environment and complies with the Conservation and Heritage policies.
- To investigate the possibility of advertising Wendover as a tourist destination in the wider community.

- Re-purpose existing WPC website to become the ‘hub’ for all activities, clubs, organisation & information regarding living, visiting and doing business in the Wendover Parish

Infrastructure

- To influence any development plans for RAF Halton, ensuring infrastructure plans centred on GP & Health Services, transport, and schooling account for the increase in population.
- To address the issues of both on-street and off-street parking in Wendover.
- To work with neighbouring Parishes, whose residents utilise Wendover for services, visiting, socialising, school & health amenities etc

Our eco priorities (in summary)

Education
Conduct an eco audit on all Council operations to learn how we can do better.

Energy
Use the WC website to sign-post residents to greener choices and available grant opportunities

Transport & Travel
Encourage use of public transport, cycling and walking
Campaign for 20 mph zone

Food & Food Waste
Encourage seasonal eating
Create a community herb garden
Encourage home composting & food waste reduction
Promote a more plant based diet

Biodiversity & Nature
Green gardening awareness
Promotion of biodiversity
Wendover Tree Trail
Tree planting together with CLAW
Establish a bee corridor

Consumption & Waste
Encourage the reduction of use of single use plastics
Encourage and drive community litter picks
Encourage re-use of items

**Wendover Parish Council
Green Action Plan Yr 1**

YOUR VIEWS MATTER

Engaging with the Parish

Community engagement and communication is a key part of the community action plan, and it is a vital part of what the council does for the parish of Wendover.

The pandemic proved difficult to stay in touch within the parish, other than through digital media. Our good neighbourhood wardens were a lifeline for so many, not just with help and support but keeping people up to date with the latest information. These wardens are in 'reserve' and from time to time we will engage them to support the PC in their engagement and communication efforts.

Going forwards, post pandemic we will be making a few changes to how WPC connects with the parish and communicates.

New initiatives include:

- WPC Staff mobile phone for emergencies
- WPC occasional presence at Thursday and/or Saturday markets
- Councillor visits to schools, clubs, societies every 6 months
- Setting up a WPC Instagram account to promote the beauty of the Parish (not just the town)
- Expanded website to cover all activities for the Wendover Parish
- Councillors email addresses made available for personal contact*

*The Parish has been split up into 12 different sections (wards) and a Councillor allocated to each ward in order for individuals to have a regular and consistent representative for their particular issues around the Parish. The wards are as follows:

Ward 1

The Witchell
Little Hampden Close
South Street
Chapel Lane
Church Lane
Hogtrough Lane
Bacombe Lane
Hale Lane
Hale Road

Ward 2

Aylesbury Road
(High Street to Lionel Avenue)
Chiltern Road
Vicarage Close
Chiltern Close
Russel Court
Victory Road
St Anne's Close

Ward 3

Pound Street
Dobbins Lane (High St to Chiltern Rd)
Vinetrees
Mill Mead
The Pennings
Forest Close
Combe Avenue

Ellesborough Road
Station approach
Gables Close

Ward 4

Castle Park Road
Walnut Drive
Water Meadow Way
Mercer's Meadow
Lifre Drive
Grenville Avenue
Carrington Crescent

Willowbrook
Halton Lane
Moor Park
Stanhope Close

Ward 5

Tring Road
Colet Road
Hampden Road
Boddington Road
Woolerton Crescent
Barlow Road
Beechwood Lane
Compton Road

Ward 7

Old Tring Road
Haddington Close
Warneford Avenue
Tedder Road
Halton Wood Road
The Beeches
Wendover Heights
Badgers Meadow

Ward 9

Manor Road
Manor Crescent
Ickneild Close
Grange Gardens
Wharf Close
The Paddocks
Holly Court
Wharf Road

Ward 11

World's End Lane
Aylesbury Road (North from Lionel Avenue)
Nash Lee End
Dunsmore
Wendover Dean

Ward 6

High Street
Back Street
Great Lane
Holland Close
Chandos Place
Honey Banks
Clay Lane
The Poplars

Ward 8

Dobbins Lane (Chiltern Road to Lionel Avenue)
Lionel Avenue
Orchard Close
The Cedars
Parton Close
Lionel Close
Bridleways
Thornton Crescent

Ward 10

Haglis Drive
Cavendish Close
Linden Lea
Reddings Close
Perry Street
Nightingale Road
Sydney Terrace
Bryants Acre

Ward 12

Babington Road
Wood Lane
Portal Lane
Hospital Circular Road
Trenchard Avenue
Longcroft Avenue
Lambe Road

The names and contact details of Councillors assigned to each ward is available on the website

Reviewing the Community Action Plan

The Community Action Plan will be regularly updated and always available to the public. It will be a regular item on the agenda for the Finance Committee to ensure the Council formally reviews its progress and objectives against the budget. It will also be reviewed annually in October by full Council to enable any changes to be considered during the Precept planning for the following year.

The Community Action Plan will inform the public about what we are doing to meet the needs of the community and we welcome any comments / views on its content and format. Hard copies will be available in the Parish office, The Library and an electronic version on our website www.wendover-pc.gov.uk

How to Contact us:

Wendover Parish Council
The Clock Tower, High Street , Wendover
Buckinghamshire, HP22 6DU
Tel: 01296 623056
clerk@wendover-pc.gov.uk
www.wendover-pc.gov.uk

Document History		
Status	Date	Version
Adopted by Parish Council	06.03.2017	1
Reviewed by Finance Committee	14.08.2018	1
Reviewed by Parish Council (Changed to Community Action Plan)	04.12.2018	2
Updated KPI detail, reviewed by Parish Council	04.03.2019	3
Reviewed and updated by Parish Council	05.11.2019	4
Reviewed and updated by 5yr WG	20.10.2021	5
Adopted by Parish Council	02.11.2021	6