

SEDLSCOMBE PARISH PLAN
TRANSITION FROM SURVEYS TO ACTION PLANS

This paper briefly describes the transition from Sedlescombe Parish Plan's surveys and meetings to the production and issue of draft action plans.

1. Detailed records were kept of issues raised at the four meetings and by April 2002 these were listed with all issues supported in the six completed questionnaires.

2. Using a similar format to that adopted by Rother District Council for their Annual Performance Plan Summary, five aims were produced ie

Aim 1: To achieve an informed and participating Sedlescombe community.

Aim 2: To achieve a safe and healthy Sedlescombe community.

Aim 3: To help provide amenities and services in Sedlescombe.

Aim 4: To support business and rural employment in Sedlescombe.

Aim 5: To protect and enhance Sedlescombe's built and natural environment.

The topics are similar in content to Rother District Council's five aims which are:

Key Aim 1: To lead and engage the community.

Key Aim 2: To provide a safe and healthy District.

Key Aim 3: To provide opportunities to meet the social, leisure and cultural needs of the community.

Key Aim 4: To provide for economic growth and employment.

Key Aim 5: To protect and enhance the built and natural environment.

3. Each of Sedlescombe's five aims was in turn broken down into more detail and these were approved by the Parish Council on 9 July 2002.

4. The issues identified from the meetings and questionnaires were listed under the aims to form five Action Plans.

5. One of the respondents to the Parish Plan questionnaire wrote this on their form: "Thank you for taking the time to compile and 'process' this questionnaire, and for all the exceptional work and enthusiasm of the Council. I'm proud to be part of and live in such a vibrant village which values its past and looks to the future." This seemed to be a good basis for an overall aim of the Sedlescombe Parish Plan and the following has received unanimous support from respondents – "Overall aim – To make Sedlescombe a vibrant place that values its past but looks to the future and where people are proud to live and be part of the community".

6. In mid-August 2002, a summary document was sent out for further consultation to the secretaries of all Sedlescombe organisations, to Sedlescombe businesses and to officers and members of the District and County Councils, to the Police, School, etc. (approximately 110 copies). The summary document included:

6.1 A list of the meetings and surveys that have informed the Action Plans.

6.2 The five aims with the break-downs into more detailed aims.

6.3 The Action Plans listing issues under the aims showing sources, lead organisations and dates.

7. The accompanying letter asked for comments and a new questionnaire of 21 questions was sent with the summaries. The questions concerned the most controversial topics.

8. In mid-August 2002, the Parish Council Chairman and Clerk had a meeting with Rother's Chief Executive, Community Services Manager and district councillor responsible for the Community Plan to discuss the summary.

9. At the same time as the summaries were being distributed, parish councillors were commenting on the full Parish Plan that includes, not only the Action Plans, but also lists under the Aims:

8.1 Achievements for the last year.

8.2 A summary of the consultations.

10. The format of Sedlescombe's main Plan aims to go towards the requirements in DEFRA's draft Quality Parish Councils guidance which states that the Annual Report should include "A Chairman's overview of the

SEDLESCOMBE PARISH PLAN
TRANSITION FROM SURVEYS TO ACTION PLANS

Council's achievements against previous action plans and targets and what plans and targets are for following year(s)" (page 31 of guidance).

10. On completion of all the consultation in mid-September 2002, The Best Value and Community Projects Committee of Sedlescombe Parish Council met to consider all comments and to have initial discussions about the projects that are to stay in the Action Plans, including whether the dates that have been included are achievable. The way the projects will be tackled and how their progress will be monitored was also considered by the Committee. The Minutes of this meeting were approved at the Parish Council meeting on 8 October 2002. The Plan and Summary were then be printed.

11. After printing, a copy of the main Sedlescombe Parish Plan (approximately 70 pages) was sent to the main groups identified as partners and by end December 2002 was placed on sale locally. A copy of the 12-page summary will be distributed to every household at the same time as the Parish Assembly papers are distributed by councillors in April 2003.