



West Moors Town Council Twelve-month Action Plan
January 2024 to January 2025

Action/Aim	Objective	Action By	Budget	Complete By
Achieve FOUNDATION status with the NALC Award Scheme for parish and town councils	Guide in 2021 two thirds of councillors being elected at this time. 2023 guide does not.	Clerk and Assistant to the Clerk	£130 (registration and accreditation fee)	Council Agenda item 21.12.23 and will register interest to NALC Jan 2024
Pavilion lighting upgrade (Bright LED) in the hallway, changing rooms and toilets.	Health & Safety Management/Maintain Council assets/Energy conservation	Elextra Solutions	Will cost £825 (Use from balance of Climate Emergency budget & Pav maintenance (£4,400))	ASAP
D Day 80th year anniversary	Host a celebration in the village and a poetry competition.	Assistant to the Clerk	£400	6 th June 2024
Replacement of storage garage at Fryer Field.	The existing storage unit is over 30 years old. It is NOT fit for purpose. This was listed in the FF 5-year development plan v3 adopted January 2017. New quotes being sought currently- Dec 2023	Clerk and the FF working party	To be agreed.	Feasibility report by Sep 2024 - Ongoing
Expansion of allotments <i>(presentation by Nick Jackson @ Sturts Farm prompted this)</i>	Community provision	Clerk and Sturts Farm	tbc	Investigation ongoing
Long Term Future of Burial Space Provision. There is no statutory duty to provide burial facilities, but doing so, the	To investigate options for future burial space in West Moors, to be provided, when the current cemetery in Priory Road becomes full.	Cemetery Working Group	from general reserves.	Ongoing - Work in progress (At the current

<p>management is governed by the Local Authorities' Cemeteries Order 1977. Power to provide and maintain a cemetery in or outside the council's area Local Government Act 1972, s.214 (2).</p>	<p>A fully costed document containing options that they deem are viable and appropriate will be produced. This is a long-term project and it is envisaged that it will take a number of years before a final document is available. One option of many that has been embarked upon is the moving of the current badger sett in the cemetery.</p>			<p>rate of usage the available space for new graves will last for 10 to 15 years as per report July 2018).</p>
<p>Memorial Inspections- Required every 5 years. The last inspection was in April 2019, carried out in house with the assistance of a local stone mason.</p>	<p>Comply with statutory duty to ensure the health and safety of visitors to the cemetery - Health and Safety at Work Act 1974, Occupiers Liability Act 1957. Ensure the site is maintained in a safe condition, memorials are inspected and any posing a risk to health and safety are made safe.</p>	<p>Clerk, Stonemason and Grounds Contractor</p>	<p>Earmarked fund currently stands at £1,800</p>	<p>Once approved by the Environment Committee in 2024 (4th Jan or 14th March)</p>
<p>War Memorial cleaning</p>	<p>Maintenance of Council assets.</p>	<p>Clerk/Stone Mason</p>	<p>£250- Petwyn Maintenance/improvements (Cost £1,536.00 March 2019</p>	
<p>EV Charging installation Park Way car park</p>	<p>Working in accordance with WMTC Climate Emergency Action plan</p>	<p>Clerk and Dorset Council</p>	<p>Funding from Dorset Council</p>	<p>Waiting for Dorset Council</p>
<p>Re lining of parking spaces/enlarge for door space</p>	<p>Maintenance of Council assets.</p>	<p>Clerk/Bournemouth White Lining Co.</p>		<p>To be carried out after install of EV Chargers</p>
<p>Public conveniences upgrade; Repainting of ceilings & upgrade to toilets and doors.</p>	<p>Maintenance of Council assets.</p>	<p>Clerk</p>		

Asset transfer from Dorset Council	Land behind Brook View, by Multi Use Games Area and the rear of Fryer Field.	Clerk and DC legal dept.	Fryer Field /General maintenance to cover cost of additional land coming to the Town under asset transfer	Original transfer deadline was April 2019 with EDDC. On hold with Dorset Council.
Website update- last done Sep 2020- very slow software	To continue to meet Town Council WCAG 2.1 (Web Content Accessibility Guidelines).	Clerk and service provider	Only £300 in website cost budget but <i>Capital equipment earmarked fund stands at £2,880.00</i>	

REVIEW PROCESS:

The above actions are reviewed 3 times a year or when related items appear on an agenda.

This document is available free online at : <http://www.westmoors-tc.gov.uk>

To get a copy of this document please contact the Clerk to the Town Council Mrs Judi Weedon.