



CONINGSBY TOWN COUNCIL

ACTION PLAN FOR 2024-2027

Our vision for Coningsby

In 2027, Coningsby has become a great place to visit and an even more great place to live.

Our mission:

Our mission is to be open and fair, delivering a sustainable and prosperous economy. That protects the environment, embraces the whole community and recognises Coningsby's unique location and relationships with the RAF.

Our Purpose:

To put the community at the heart of everything we do, providing opportunities for our residents, community groups and businesses, where no-one gets left behind. To be a leading council operating within best practice and standards as recognised by the town community, members, staff, partners and peers. To ensure the provision of assets, services and to influence the supporting infrastructure to enable the community to grow and flourish.

Groups which report to / are in association with the Town council:

Name:	Type:	Comment:
Human resources and finance	Committee	Max of 11 members
Burial Board and Amenities	Working group	6 council members, subject to change
Sports development and football club	Working group	5 council members, subject to change
DIVSS	Youth club	Volunteer ran under Council rules

Action List:

Objective:	Action:	Outcome:	Cost:	Completion by:	Update:
Training and development	Book training where needed and complete CPD spreadsheet when members of staff attend. Add councillors' attendance to spreadsheet.	To have councillors and clerk who are up to date on all relevant legislation. To continue good governance by making it mandatory for new councillors to attend New Councillor training and other training as required. To support staff in attending training courses and conferences.	Budget: £3,000.00	Ongoing	
Local council awards scheme	Work towards the Foundation award. Aspire to high standards and best practice and continue to work for higher levels of award.	Demonstrates that the council meets the minimum requirements for operating lawfully and according to standard practice.	Not included in budget. Agreed in Sept 2024	Ongoing	Clerk Is working on foundation stage to have this completed by April 2025.
Communication with local groups and organisations	Liaise with and engage, as appropriate, in partnership or support arrangements with district council, other local councils, government departments, statutory and public bodies, churches, local schools and voluntary bodies or agencies.	Provide community services and improve the environment to benefit the people of Coningsby. Engage with community groups, organisations and individuals to help shape the Town Council's plans for the parish.	No cost	Ongoing	
Internal Committees and working groups	Committees and Working Groups to be elected each year and meet regularly to carry out specific work.	To operate an effective and efficient Committee and Working Party system to deal with specific areas of interest such as Finance, HR, Flooding and Public Rights of Way.	No cost	Ongoing	

Statutory duties:	<p>Continue to undertake statutory duties to:</p> <ul style="list-style-type: none"> • Manage finances in compliance with the Financial Regulations. • Manage meetings and administer Council’s business in compliance with the Standing Orders. • Undertake external and internal audits. • Maintain internal controls. • Carry out, update and review Risk Assessments for all activities. • Adopt, update and review Policies and Procedures. • Employ and manage staff in compliance with Employment Legislation. • To comply with the law and ensure safety 	<p>To continue to be open and transparent about the way it manages its finances and its procedures.</p> <p>To be accountable to the public.</p> <p>The policies and procedures govern how the Town Council works.</p> <p>To ensure the councillors and the clerk work to current legislation and best practice.</p> <p>To ensure that the Council meets the Health and Safety requirements for its staff. Councillors,</p>	No cost	Ongoing	
General Power of Competence (GPC)	Resolve to use GPC when the Council is eligible	GPC (LA 2011 s1(1)) gives the Town Council “the power to do anything that individuals generally may do” as long as they don’t break other laws.	No cost	Completed May 2024	The town council resolved to adopt the GPC, May 2024.
Planning and new developments	To meet each month to consider planning and licensing applications. Participate and give guidance during consultation exercises for any major developments.	To ensure that responses to Planning applications are transparent and consistent.	No cost	Ongoing	

	Consult with the residents, developers, and ELDC. Ensure communication continues throughout the process of a large development. Promote community engagement in planning and represent residents of the area.				
Road Safety	To provide and maintain SIDs for use in Coningsby and work with local police.	To enable safer journeys for residents.	Maintenance: £200.00	On going	Signs installed in 2 locations. CSW team active.
Annual Report	Provide information about the Councils activities in the last year. Prepare a poster and report to be published on the website and on noticeboards. Publish in Village magazine.	An annual report will give residents a brief outline of actions it has taken, future plans and allows the council to be transparent, this could be in the form of Chairmans annual report at Parishioners meeting.	No cost	Ongoing	
Promote communication and dialogue between Coningsby and the wider village community	Continue to maintain and improve the council Facebook and website. Send regular items for inclusion in the wapentake. Improve the annual town meeting with the aim on increasing participation from all. Open council office regularly to public. Allow some drop in sessions.	Improves communication and is compliant with the Accessibility Regulations. Improves communication face to face. Allows the public an opportunity to meet the Clerk and Councillors to discuss concerns. To encourage and facilitate community engagement ensuring those members of the community with the smallest voice are heard and to	No cost	On going	

		value the community's contribution and gives them consideration.			
Christmas	To provide Christmas lights and Christmas trees. Continue the light up Coningsby scheme for businesses.	Help local businesses Enhance the appearance and encourage events in the area at Christmas.	£2,500.00	ongoing	Always done annually
RBL – Remembrance day	To provide and display lamp post poppies. To apply for road closure for remembrance parade and support as needed.	Enhance appearance and encourage community participation.		Ongoing	Road closure applied for September 2024.
Events	Continue to work with other organisations for annual events, Christmas and Remembrance Service. Work towards improving the Christmas event	Benefits to local residents and organisations	To be included in next budget	Ongoing	
Grants scheme	To provide Grants and Sponsorship to local organisations.	Supports local groups financially. Provides funding for local groups to enhance their facilities and activities which will benefit local residents.	£4,000.00	Ongoing	
Footpaths and PROW	Keeping 27 Public Rights of Way clear in the Town.	Enhance the area and protects the local footpaths. Enhance welfare of residents.		Ongoing	
CCTV	Own and maintain the current CCTV system within the village of Coningsby and work towards purchasing new camera.	Increased security for residents and helps combat anti-social behaviour.	£5,000.00	Ongoing	
Allan Barker recreation ground	To maintain the public community space for all residents	To continue to maintain the area and sports pavilion.		Ongoing	

		To apply for grant funding to improve this space.			
Extending skate park (phase 2)	To provide a larger skate park.	To enhance community spaces to make it more desirable for locals and visitors.	£60,000.00	Ongoing	Funding in place.
Dogdyke road cemetery	To continue to provide a cemetery for all.	To actively take bookings, maintain the site and look for new ground.	£10,000.00	Ongoing	
Purchase of new burial ground	To find land and prepare suitable land.	To continue to work towards finding suitable land for the use of a cemetery which includes green burials. Apply for planning permission. Look for contractors for works.	Unknown	Ongoing	Met with architect, for current proposed site.
Asset transfer of new community spaces	To acquire new land.	To improve potential asset and the quality of local open spaces.	Confidential currently.	Ongoing	Seeking legal advice.

Adopted 24th October 2024