



FORWARD PLAN 2020-2024

Swanmore Parish Council

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Vision

Making Swanmore a great place to live and work

Mission

To continue to support, maintain and develop facilities in Swanmore for the benefit of all residents and workers irrespective of age.

Introduction

Parish councillors are elected every four years, although councillors may resign and replacements be co-opted within that time frame. The current council was formed in May 2019.

This document outlines the vision that Swanmore Parish Council (SPC) plans to deliver during its time in office and will be reviewed annually. The main aim of the Council is to provide facilities and services within the Parish that meet the needs of the residents; however, this needs to be delivered in a financially-responsible way, utilising the annual precept and available grants to deliver the maximum value for money for the community of Swanmore. The Council also needs to ensure that as the number of homes in Swanmore grows the Parish resources are enough to meet our growing population.

Approach

This document explains the activities and responsibilities of the Parish Council and its committees and lists current priorities. It concludes with an outline of some of the activities that village surveys and feedback from both residents and councillors suggest the Council should undertake as we move forward.

How the Council works

The responsibilities of the Council are varied and specified in Acts of Parliament. These powers include those relating to planning, recreational facilities, community transport, some footpaths, some street lighting, litter and open spaces.

The Parish Council comprises four employed part-time members of staff to manage the day-to-day operations of the Council, and 10 unpaid councillors who are elected every four years by the electors of the parish.

The Councillors are governed by a mandatory code of conduct which includes obligations to act in an appropriate way. Councillors have three main components to their work:

- Decision making on money spent, services delivered and policies implemented
- Monitoring the efficiency and effectiveness of services
- Getting involved locally in meeting the wider community and involving local organisations

There are currently three committees each comprising five members; Planning and Highways, Open Spaces and Amenities, and Finance. West Hoe Cemetery, administered jointly with Bishop's Waltham Parish Council has three members. All parish councillors are trustees of the Swanmore Recreation Ground Charity.

The Executive Officer (EO) is the Council's "proper officer", appointed by the Council to discharge its functions. The EO is supported by a Deputy Executive Officer, a Responsible Financial Officer and a Community Safety Officer.

The officers work as part of a team with the councillors to serve the residents and businesses of Swanmore. They draw up and sign agendas for meetings, giving the appropriate notice, and ensure minutes of meetings are recorded accurately. They implement the decisions of the Council and provide independent, objective and professional advice, information and administrative support to the Council. The Executive Officer also fulfils the role of office manager.

Swanmore Parish Council current focus areas

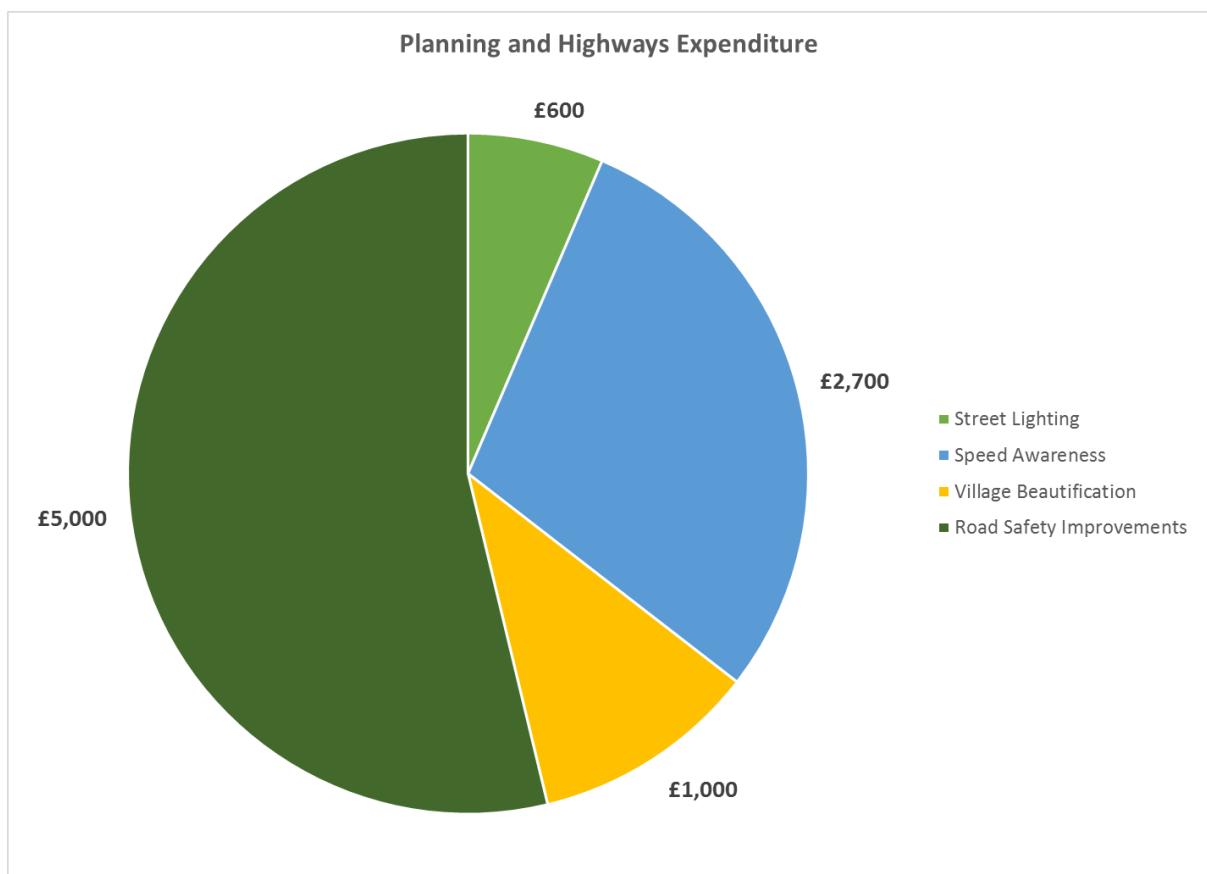
- **Village Safety**
 - Work to reduce traffic related issues in the village
 - Work to reduce parking concerns in the village
 - Work to deter anti-social behaviour in the village
 - Liaise with Hampshire County Council, Winchester City Council and Hampshire Police.
- **Community Facilities**
 - Maintain open spaces
 - Monitor play equipment
 - Invest in the Pavilion to make it an attractive place to hire
 - Support the Conservation Group
- **Represent Swanmore Interests**
 - Liaise with Planning Authorities
 - Liaise with developers
- **Support village clubs and services**

PLANNING AND HIGHWAYS

The Planning and Highways Committee meet 10 times a year, and is kept busy with a range of responsibilities including: commenting on planning applications; highways maintenance – in conjunction with Winchester and Hampshire Councils; road safety; footways; street lighting; and street environment.

Current objectives:

- Improve road safety outside Swanmore College in conjunction with Hampshire County Council including:
 - Widening the entrance to the Village Hall
 - Enhancing relevant footpath access
- Work with Hampshire County Council to deliver the Village Centre Access Improvements Project (CIL Funding project)
- Update and improve village entrance road signs
- Manage the Speed Limit Reminder Program and conduct speed data surveys
- Carry out pavement surveys and improvements
- Support village beautification



OPEN SPACES AND AMENITIES

The Open Spaces and Amenities (OS&A) Committee meet 10 times a year and is responsible for maintaining and developing key recreational facilities and open spaces within Swanmore parish as well as monitoring biodiversity of its conservation areas. It also supports Rights of Way paths in conjunction with Hampshire County Council, and manages the day to day maintenance of the Swanmore Recreation Ground which is an independent charity of which SPC Councillors are trustees.

Facilities:

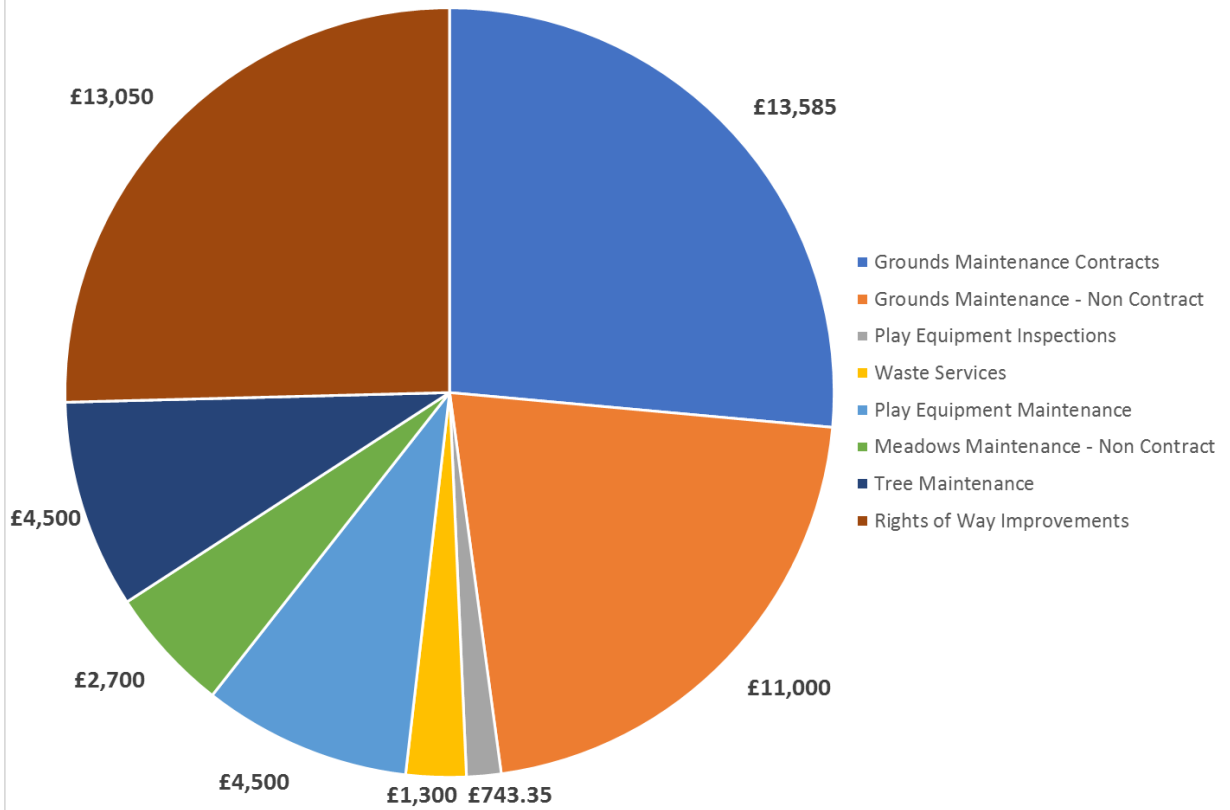
- **Sports:** football pitches, Multi Use Games Area (MUGA), BMX track, skate park and running tracks
- **Recreational:** play equipment, play areas, open spaces, meadows and Green's Wood
- **Village amenities:** car parks, benches, litter/dog bins, and some village signage
- **The environment:** tree maintenance, habitat and biodiversity surveys, hedges and ditches, gates and fences, ponds and footpaths and all other environmental issues

Current objectives

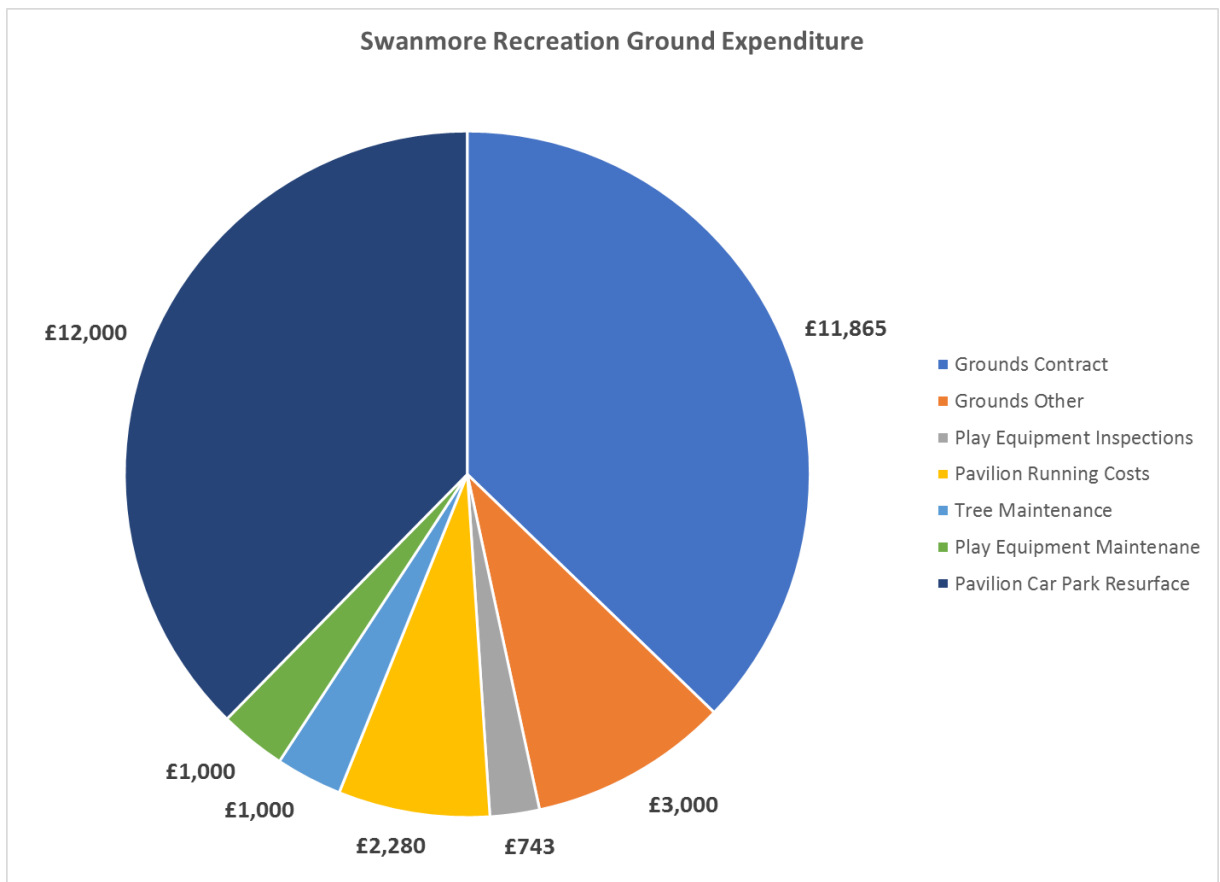
- Deliver, manage and monitor the allotments
- Review, update and monitor outdoor play equipment
- Resurface Broad Lane Recreation Ground Car Park
- Upgrade the Pavilion
- Improve Rights of Way
- Manage and monitor the grounds maintenance contracts
- Commission tree surveys and subsequent tree works
- Supporting Swanmore Conservation Group



Open Spaces and Amenities Committee Expenditure

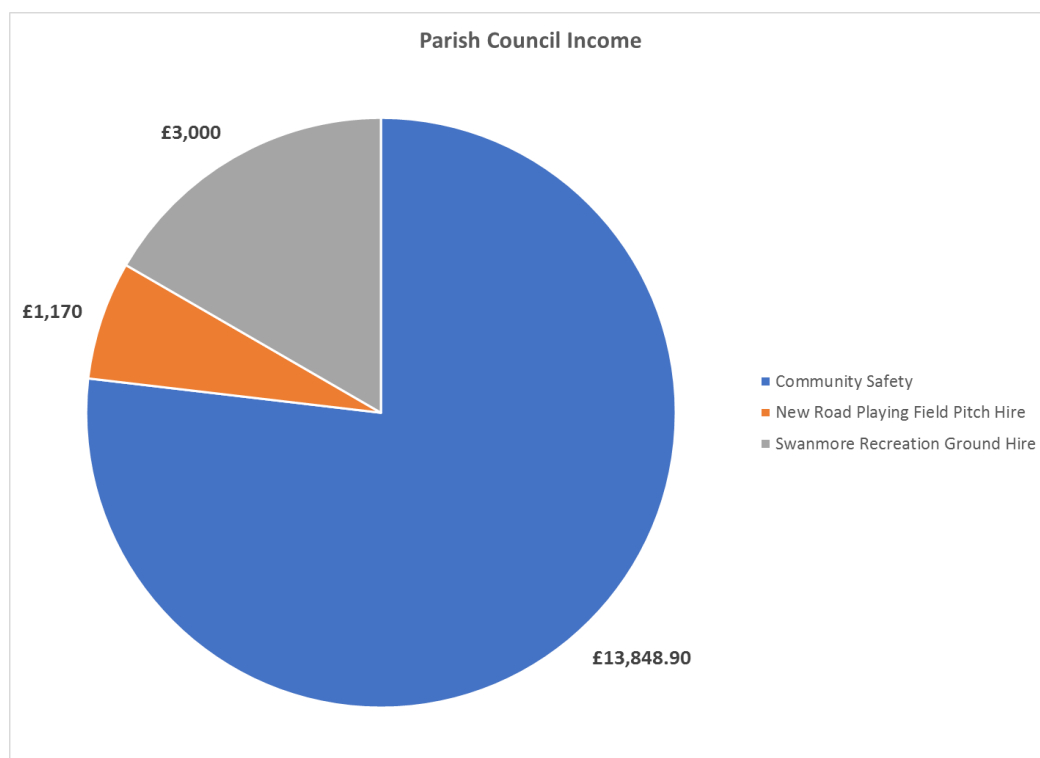
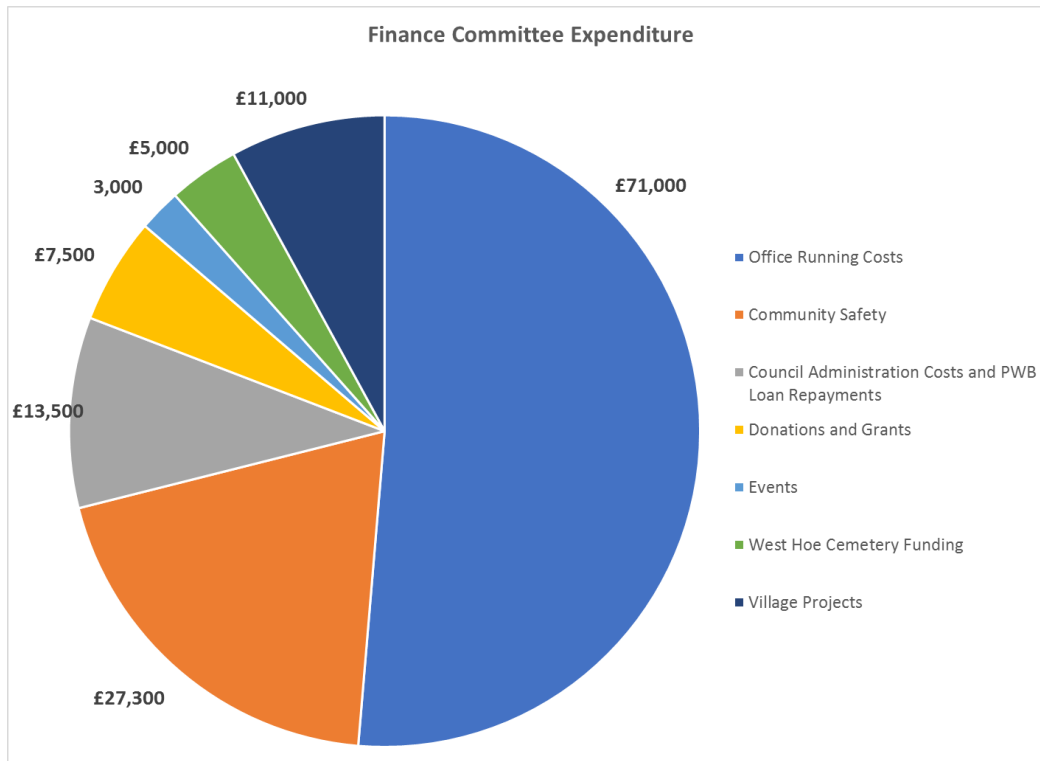


Swanmore Recreation Ground Expenditure



FINANCE

The Finance Committee comprises the chairman and vice chairman of the Council, the chairmen of the other two committees plus additional representation. The Committee meet six times a year. Its main focus is on monitoring the income and expenditure to ensure the Parish Council is delivering services within budget.



FULL COUNCIL

Full Council meets six times a year and is the ultimate decision-making body for the Council. Recommendations from other committees are approved, amended or otherwise in this forum. Full Council also approves recommendations and requests from various ad hoc “working groups” created to manage specific projects and directs the office staff as required.

Priorities

- to ensure smooth-running of the parish office
- to improve community engagement and create a sense of belonging within the parish by:
 - upgrading the Swanmore Parish Council website
 - developing and distributing new residents information packs
- supporting village clubs, organisations and services via e.g. Grants and Community Awards
- Support the primary school and college



The Council's Forward Vision

The following activities have been identified both from village surveys and feedback from residents and councillors as areas where the Parish Council should support or provide investment in order to help the wider community.

- Review office requirements
- Invest in the Village Hall to develop it as a more comprehensive Community Centre
- Investigate the possibilities for improved cycle routes to Bishops Waltham
- Explore a web-based booking portal for all Swanmore facility bookings including church facilities.
- The development of a serviced office/co-working area for local business people to use/rent

Forward Plan Action Plan 2020-2024

Cttee	Item	Ranking (High, Medium, Low)	Estimated Cost	Allocated Budget	Financial Year	Status
P&H	Improve road safety outside Swanmore College - Widening the entrance to the Village Hall	H	£18,527.29	£18,527.29	2020-21	COMPLETE
P&H	Improve road safety outside Swanmore College - Enhancing relevant footpath access					
P&H	Improve road safety on Gravell Hill - Village Entrance Gates, hooped speed limit signing	H	7,840.00	7,840.00	2020-21	In Progress
P&H	Update and improve village entrance road signs	M	3000	£1,400	2020-22	In Progress
P&H	Support village beautification	M	£1,000	£1,000	2020-2024	ONGOING
P&H	Install additional street lights on New Road	L	£10,000	£0	2021-22	
P&H	Install additional street lights on Lower Chase Road	L	£6,000	£0	2021-22	
P&H	Manage the Speed Limit Reminder Program	H	£2,700	£2,700	2020-2024	ONGOING
P&H	Conduct Speed Data surveys and analysis	M	£350	£0	2021-22	
P&H	Pavement improvement survey and works	H	£5,000	£5,000	2020-21	In Progress
P&H	Work with Hampshire County Council to deliver the Village Centre Access Improvements Project	H	£0	£0	2021-22	
OS&A	Managing and monitoring grounds maintenance contracts	H	N/A	N/A	2020-2024	ONGOING
OS&A	Supporting Swanmore Conservation Group	M	£1,000	£1,000	2020-2025	ONGOING
OS&A	Complete delivery of the planned allotments	H		£50,000	2020-21	In Progress
OS&A	Reviewing and updating outdoor play equipment Phase 2	M	£30,000	£0	2021-22	
OS&A	Reviewing and updating outdoor play equipment Phase 3	M		£0	2023-24	
OS&A	Resurfacing Broad Lane Recreation Ground Car Park	M	£20,000	£12,000	2020-21	
OS&A	Improving Rights of Way					
	* Medicott Way - The Lakes	H	£15,000	£3,050	2020-21	In Progress
	* Pre School Footpath and village centre car park footpaths	H	£10,000	£10,000	2020-21	COMPLETE
	* Lower Chase Road Parallel to College	L	£50,000	£0	2021-22	
OS&A	Commissioning tree surveys	H	£1,500	£1,500	2020-2024	ONGOING
OS&A	Upgrading the Pavilion	M		£0	2022-2023	
FC	Support the Primary School (playing field drainage works)	M	£50,000	£0	2021-22	
FC	New residents packs	M	£0	£0	2020-21	
FC	Supporting village clubs, organisations and services - General Power of Competence Grants/ Community Award	H	£8,000	£8,000	2020-2024	ONGOING
FC	Support Village Events - Christmas, New Road Playing Field	M	£3,000	£3,000	2020-2024	ONGOING
Future	Review office requirements					
Future	Invest in the Village Hall to develop it as a more comprehensive Community Centre					
Future	Investigate the possibilities for improved cycle routes to Bishops Waltham					
Future	Explore a web-based booking portal for all Swanmore facility bookings including church facilities					
Future	The development of a serviced office/co-working area for local business people to use/rent					