



# PARSON DROVE PARISH PLAN 2005

## ACTION PLAN SHOWING ACHIEVEMENTS TO OCTOBER 2008

Produced in association with:



Parson Drove  
Parish Council

# PARSON DROVE PARISH PLAN

## ACTION PLAN

## INTRODUCTION

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As part of the Parish Plan Process it was essential to prepare an Action Plan to take forward the major items identified by the results of the questionnaire analysis. The Action Plan set out here seeks to do that. It is prepared in a format based on that recommended by Cambridgeshire ACRE's model and their layout is acknowledged here.

As with life outside our parish no one action stands in isolation. Many of the actions listed below will need to be taken forward with consideration for their impact and relationship with other parts of the Action Plan.

The Steering Group Committee prepared the Action Plan which was in turn formally adopted by the Parson Drove Parish Council and has its full support and backing. The Action Plan committee are now using their best endeavours to bring the all the actions outlined to fruition.

Some of the actions have already been commenced or completed and this has been achieved in part by the support of the preparation of the Parish Plan. The findings of our Parish Plan will also be used in our efforts to meet other parts of the Action Plan.

The progress of the Action Plan is subject to regular review by the Action Plan Committee and reports are made regularly to the Parish Council and Parishioners. Regular updates will also be posted on [www.parsondrove.net](http://www.parsondrove.net). This version of the Action Plan demonstrates progress made up to October 2008.

## LIST OF ABBREVIATIONS

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The following abbreviations have been used in this document:

Cambs. ACRE – Cambridgeshire Action with Communities in Rural England

CCC – Cambridgeshire County Council

FL – Fenland Links

FDC – Fenland District Council

HA – Highways Authority

ROSPA – Royal Society for the Prevention of Accidents

PCT – Primary Care Trust

PDPC – Parson Drove Parish Council

LDF – Local Development Framework

LPWG – Leisure Project Working Group (Section 106)

LSC – Learning & Skills Council

26/01/2009

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Action/How	Priority	Action Start Date	Partners	Resource Implications	Planning Authority Involvement	Action/ Progress
<b>ENVIRONMENT</b>						
<p><b>ACTION:</b> Improve verge maintenance (litter removal and mowing); installation and servicing of more litter bins and dog waste bins</p> <p><b>HOW:</b> Increase number of verge mowings per year; arrange for additional litterbins and installation of new dog waste bins in agreed positions.</p>	High	Summer 2005	Parson Drove Parish Council (PDPC); Fenland District Council (FDC); Residents of Parson Drove FL	Assessment of capital expenditure by PDPC; FDC; Volunteers for litter picking; Education of residents and others to discourage litter dropping	Nil	PDPC one extra cut per year. 1 extra dog bins, 4 extra litter bins. Constituted Street Pride group - regular litter picks
<p><b>ACTION:</b> Greater availability for community use of glass recycling facility and extension of other recycling facilities both household and community based.</p> <p><b>HOW:</b> <b>since the completion of the parish plan FDC have announced plans to extend their recycling collection facilities</b>); communication to local businesses re use of community glass recycling facility; explore possibility of further recycling facilities.</p>	Medium	2005/2006	PDPC; FDC; Cambs. County Council (CCC)	Assessment of capital expenditure by PDPC; FDC; CCC	Conservation officer regarding siting of recycling facilities; Amenities ' 95 if considering additional facilities	2 extra glass recycling bins on green.  Fortnightly collection of recyclables – FDC.  Payne school recycling clothes

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<p><b>ACTION:</b> Improve disabled access to facilities where reasonable to do so.</p> <p><b>HOW:</b> There is already a legal requirement to do this under the Disability Discrimination Act 1995</p>	High	2005	Local businesses: local facilities such as village hall; sports organisations	Funding required for cost of these works; liaison with business and funding providers; Fenland Links; Cambs ACRE	FDC for planning permission/building regulation approvals where necessary	Access by concrete path to village hall + disabled toilet installed. DDA audit for pavilion and village hall.
<p><b>ACTION:</b> Improve rights of way and permissive footpaths – particularly along the Drain from Murrow to PD</p> <p><b>HOW:</b> Landowner and North Level Drainage Board in conj with Rights of Way Officer from CCC</p>	EXTRA ITEM					DEFRA agreed to provide funding but not implemented yet. Chase up

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<b>HOUSING</b>						
<p><b>ACTION:</b> Questionnaire responses indicated the need for future housing development to be both small in scale; use redundant buildings if possible; and cater for a number of categories including single people, young people, older people; and for affordable housing to be provided.</p> <p><b>HOW:</b> Seek to have housing responses adopted as supplementary planning guidelines by planning authorities;</p>	High	Summer 2005	PDPC; FDC; CCC		PDPC; FDC; CCC	Liaise in conjunction with PDPC responding to FDC regarding proposed LDF. Highlighted results from Parish Plan not correctly interpreted.
<p><b>ACTION:</b> Ensure that future planning does not over stretch existing resources such as health care facilities at surgery; school numbers can be met from existing or enhanced facilities, local services expand to meet increased demand.</p> <p><b>HOW:</b> Establish liaison groups at early stage to ensure these factors are taken into account when planning decisions are made</p>	High	Summer 2005	PDPC; FDC; CCC; Fenland Links; Cambs ACRE; service providers	Time for meetings to put these considerations in place	PDPC; FDC; CCC	Discussed capacity issues with local GP – which is at maximum. School under capacity at present but demographics changing so expected to meet future needs.

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<p><b>ACTION:</b> The increase in traffic should be taken into account when planning off road parking for new development</p> <p><b>HOW:</b> Responses from questionnaire indicate current level is 1.6vehicles per household. Ensure that level of provision or above is included in future planning approvals.</p>	High	Summer 2005	PDPC; FDC; CCC;		PDPC; FDC; CCC;	Highlighted issue with planners for inclusion in LDF. 1.3 parking spaces per dwelling not sufficient in rural areas.

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<b>YOUTH</b>						
<p><b>ACTION:</b> There is a clear need for both further facilities for the younger generation.</p> <p><b>HOW:</b> Efforts to be made to provide additional play equipment and meeting facilities for the young people</p> <p><b>NOTE: Since preparing the parish plan play equipment for younger people up to age 14 has been installed on the playing field</b></p> <p>Explore possibility for provision of Internet Café for use of all parishioners</p>	High	Autumn 2005	PDPC; FDC; Amenities '95 Committee; Fenland Links; Cambs ACRE; Funding providers	Capital for play equipment and provision of meeting facility; FDC and or ROSPA for safety inspection of equipment.	FDC for any planning and building regulation controls	Weekly youth club for 11-16s set up in Pavilion. Partners include FL, CCC and Young Lives. School holiday activity programme set up by FL with FDC.
<p><b>ACTION:</b> Improve provision of sports activities and/or improve transport links to other sports facilities to allow greater participation in such activities. These include football, cricket, rugby, hockey, tennis, boxing</p> <p><b>HOW:</b> Liaison with sports providers in the area and transport providers to improve access to services. Explore possibility of all weather sports facility regarding funding and sustainability</p>	High	Autumn 2005	Amenities '95 committee; Parson Drove Football Club; FDC Sports and recreation officers; FDC Rural Regen. Manager; CCC transport section (for improving bus services); Fenland Links; Cambs ACRE; funding providers	Capital for new sports facilities; volunteers to run new sporting ventures.	FDC for planning and building regulation approvals	LPWG set up aimed to extend Pavilion to Provide additional leisure facilities. New cricket club. Martial arts club weekly

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<p><b>ACTION:</b> There is clear support among the youth for a revival of the Youth Club</p> <p><b>HOW:</b> <b>At the time of writing this action plan a meeting has been arranged to gauge actual support for the youth club from this it is hoped to start it up again.</b></p>	High	Spring 2005	Amenities '95 Committee; PDPC; FDC Youth workers; Fenland Links	Venue for Youth club; additional equipment and resources; volunteers to run it; Initial support from dedicated youth worker		See above

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<b>OLDER PEOPLE</b>						
<p><b>ACTION:</b> Provide wider access to day centre to allow use by people as meeting place for all senior citizens.</p> <p><b>HOW:</b> This needs greater consultation both with service providers and with the older generation to establish the framework for what is really required Is it either just a meeting place to share companionship or to enable more people to receive some or all of the facilities offered by the present Day Centre.</p>	Medium	Autumn 2005	CCC; Social Services; Action Plan Committee; Older Generation	Capital expenditure to enhance/replace the existing facility; Identify alternate site/facility for additional needs of wider older generation	CCC; FDC	Social services provide by referral – at capacity – waiting list – including people from outside village.
<p><b>ACTION:</b> Expand existing Luncheon Club to enable more people to participate.</p> <p><b>HOW:</b> Canvass level of support; approach pubs to establish service they can offer and costs</p>	High	Summer 2005	Existing Luncheon club committee and new helpers if required; local pubs	None	N/A	Additional advertising resulted in extra members.
<p><b>ACTION:</b> Access to information and advice about services and benefits available to <b>ALL</b> people.</p> <p><b>HOW:</b> Provide accessible information point and encourage orgs to provide outreach services. The access point may be by using any of the village facilities such as church halls, village hall, community room in pavilion</p>	High	Autumn 2005	Churches; Amenities' Committee; CAB; other service providers FDC	Adequate seating, screening for privacy; display racks for leaflets; manning of resource centre;	N/A	CAB attend Pavilion monthly. Info available from rack in hall. Also newsletter, website, Golden Age Fairs etc.

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<p><b>ACTION:</b> Provision of more seats around the village</p> <p><b>HOW:</b> Identify sites for new seats; research suitable construction; identify source of funding</p> <p><b>SEE ALSO SPORT SECTION</b></p>	Medium	Spring 2006	PDPC; FL: funding bodies; village orgs if siting seats on their property i.e. church; playing field; village green	Capital expenditure by or through PDPC		<p>3 extra seats installed by PDPC.</p> <p>Review for any potential extra sites</p>
<p><b>ACTION:</b> Provision of a central repeat prescription collection service</p> <p><b>HOW:</b> Establish feasibility of service; examine how service is offered elsewhere; consult partners; establish point for depositing repeat prescriptions</p>	Medium	Summer 2005	Parson Drove Surgery; Primary Care Trust (PCT); local shopkeepers	Secure point for deposit repeat prescription slips		Discussed with GP – now available online. Not practical to do more due to confidentiality.

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<b>SPORT &amp; RECREATION</b>						
<p><b>ACTION:</b> Examine demand for increase access to health and fitness facilities within the village</p> <p><b>HOW:</b> Consult with existing Yoga and Keep Fit groups; establish extent of and access other facilities in the area; look to integrate any new provisions within existing or proposed parish facilities such as sports hall/village hall</p> <p><b>NOTE:</b> <b>This item should be cross referenced with the Transport Section</b></p>	Medium	Spring 2006	PDPC; FDC Sport and Recreation Equity Officer; PCT; Transport providers	To be assessed depending extent of facilities required.	CCC; FDC	LPWG set up. see Youth above. 2 new weekly keep fit groups set up in village. (Mature & others) Needlecraft classes held weekly.
<p><b>ACTION:</b> Increase the provision of sporting activities available within the parish and surrounding area</p> <p><b>HOW:</b> Set up sports forum to investigate ways of increasing provision; explore possibility of sharing facilities with other neighbouring parishes.</p> <p><b>NOTE:</b> <b>This item also has implications for the youth, public transport and social sections.</b></p>	High	Autumn 2005	PD Football Club; Amenities '95; Bowls Clubs; FDC Sport and Recreation Equity Officer; Fenland Links; Sport for All; funding providers	New multi purpose hall; all weather surface for football; tennis; netball; instructors for sports; funding for provision of facilities and their upkeep. Provision of adequate car parking	CCC; FDC	LPWG set up. see youth. Football training broadened to all. School Holiday activities – see youth. Table Tennis club set up.

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<b>HEALTH</b>						
<p><b>ACTION:</b> Improve access to NHS Dental Services</p> <p><b>HOW:</b> This issue is not specific to Parson Drove and will require action by both central government and PCT. Bring the need to the attention of the PCT</p>	Low	Summer 2005	Department of Health; PCT	Capital Investment by central government/PCT; recruit more dentists	N/A	Highlighted with PCT. Add NHS dentist open in Wisbech, but demand due to migrant population outstripped supply. Still a deficiency
<p><b>ACTION:</b> Monitor the pressure on existing surgery services to meet the needs of growth in population.</p> <p><b>HOW:</b> Liaison with PCT, surgery and planners to ensure planning approvals can be matched by resources</p>	High	Summer 2005	Fenland Links; PCT; Parson Drove Surgery; Action Committee	May need additional investment in extending surgery/ staff to meet demand.	CCC; FDC: PCT	See housing – Ongoing encouragement needed but national recruitment problem in rural areas
<p><b>ACTION:</b> Questionnaire highlighted perceived need for more local cancer screening services.</p> <p><b>HOW:</b> Consultation with PCT to establish ways to inform patients of local services. Examine effectiveness of access to current services.</p>	Medium	Summer 2005	Fenland Links; PCT; Parson Drove Surgery; Parson Drove Surgery Car Scheme; Action Committee	To be assessed following meetings with partners	N/A	Approached PCT to bring mobile unit to Village Hall but not cost effective. Promote & establish % not taking up

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<p><b>ACTION:</b> Repeat prescription service  <b>HOW:</b> This has been addressed under the older generation section</p> <p><b>FOOTNOTE:</b>            It is part of the remit of Fenland Links to provide liaison services between the community and service providers and this is one area where meetings between all interested parties could prove helpful.</p>	Medium	Summer 2005	Parson Drove Surgery; Primary Health Care Trust (PCT); local shopkeepers	Secure point for deposit repeat prescription slips		See Older People

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<b>PUBLIC SERVICES</b>						
<p><b>ACTION:</b> Police, Fire and Ambulance response times were all highlighted as a perceived need for improvements.</p> <p><b>HOW:</b> Liaison with each of these services about their current performance and ways in which it can be improved and/or the public be better informed about their performance in our area.</p>	Medium	Autumn 2005	All service providers; Fenland Links; Action Committee; Parish Council	Depending on the outcome of consultations the resources will need to be assessed but cannot be determined at this time		<p>Info disseminated by ECOPS, Neighbourhood Panel meetings and availability of Mobile nos. of PCSOs.</p> <p>However perception still there, so more work needed.</p>
<p><b>ACTION:</b> Increase number of neighbourhood watch schemes in the parish</p> <p><b>HOW:</b> This is already in hand at the time of writing a meeting has been set up with Neighbourhood Watch to gauge level of interest in additional schemes in the parish</p>	High	Spring 2005	Neighbourhood Watch Organisation; Parishioners	Time and willingness of people to act as co-ordinators		<p>Efforts being made to recruit co-ordinators.</p> <p>Extra signs placed.</p> <p>Smartwater initiative</p>

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<b>TRAFFIC</b>						
<p><b>ACTION:</b> Speeding traffic is still a major concern</p> <p><b>HOW:</b> Continue to press for improvements to traffic calming; look at extending reduced speed limits, examine other ways of slowing down traffic</p>	High	Summer 2005	CCC; Police; PDPC	Capital expenditure for further traffic calming measures; human resources for better policing	CCC	<p>Cosmetic improvements on the bank, PDPC applied to JFMHI scheme but too expensive. Now neighbourhood panel priority – Police have undertaken speed checks. School successful in Safer Routes to School programme.</p>
<p><b>ACTION:</b> Improvements to street lighting in some areas of the parish.</p>	Medium.	Autumn 2005	CCC; FDC; FL; Street lighting providers; PDPC; Funding providers	Capital investment in new street lights; energy conservation measures	CCC; FDC	<p>PDPC installed 4 extra lights. Ongoing 1 per year programme</p>

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<p><b>ACTION:</b> Need to improve pedestrian safety</p> <p><b>HOW:</b> Examine location and use of existing footpaths; establish locations for new or extended footpaths. Particular areas highlighted were Fen Rd; Back Rd Murrow; Sealeys La; Church End and improved pedestrian access across the footbridge from Station Road and The Bank</p>	High	Winter 2005	CCC; FDC; PDPC	Capital investment in new footpaths	CCC; FDC	Applied to JFMHI scheme – Main Road too expensive. Fen Road improvements under current SRTS & JFMHI bid. Back Rd Murrow, and footbridge to The Bank have additional lengths of footpath. Ongoing.
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<b>PUBLIC TRANSPORT</b>						
<p><b>ACTION:</b> Parish plan identifies better use of public transport if it was more frequent and provided a later service to Wisbech. Also identified desire for other routes to March, Peterborough and Kings Lynn.</p> <p><b>HOW:</b> Consult with transport providers to improve service provision and better links to services to March, Peterborough and Kings Lynn. The two latter are possibly for hospital visits.</p>	High	Autumn 2005	CCC; FDC; Transport users groups; Transport service providers	Capital investment in new bus stock; capital subsidy for rural transport schemes		Free fares for over 60s introduced. Efforts to get bus from Murrow thwarted but community Transport now free (with membership). Guyhirn Interchange feasible but no funding from HA as yet.
<p><b>ACTION:</b> Review use of car share schemes; community car schemes</p> <p><b>HOW:</b> Set up meeting with current and possible future providers; identify viable services, which can be provided.</p> <p><b>NOTE:</b> Issues within this section are impacted by youth, sport and recreation and older generation sections</p>	High	Autumn 2005	CCC; FDC; Transport users groups; Transport service providers WSM community Car Scheme; PD Surgery Car Scheme.	Additional volunteer drivers/ expansion of current community services.		Promoted in Village Voices & directory, but shortage of volunteer drivers. Ongoing campaign.

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<b>Other Issues</b>						
<b>EDUCATION</b>						
<p><b>ACTION:</b> There is a need for improvements in adult education and life long learning facilities within the parish and through improved transport access to services provided in other local areas.</p> <p><b>HOW:</b> Explore use of village school for provision of adult literacy and numeracy classes; liaison with transport providers to provide improvements to services in other centres; examine possibility of linking proposed community access points in pavilion with IT skill training and adult learning. Encourage the provision of lifelong learning programmes through better promotion of the courses available.</p>	High	Summer 2005	Peterborough Regional College; Isle College; CCC Education Department; Payne School; Amenities '95; FDC Social inclusion manager; Travelling Community liaison officer.	Provision of suitable venues; transport arrangements to other centres; Reading, Literacy and IT resources and consumables		<p>Restrictions in LSC funding make local provision unviable.</p> <p>Pavilion open for training using CAPs.</p> <p>FL exploring alternatives with WEA and Next Steps on behalf of community.</p>

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<b>CHILDCARE</b>						
<p><b>ACTION:</b> Explore the extent of the need for childcare facilities in the parish and its impact on parent's ability to take part in social, leisure and employment activities.</p> <p><b>HOW:</b> Liaison with child care providers; establish costs and restrictions; pursue the need for childcare facilities to be expanded to meet needs.</p> <p><b>NOTE:</b> This could have implications for new village hall/multi functional sports facility</p>	Medium	Autumn 2005	Payne School; Preschool and Mothers and toddlers groups; Childcare support agencies; Amenities '95	Premises; staff; running costs if providing additional facilities		<p>Extended sch. agenda being developed by local school. New children's centre based in Murrow.</p> <p>Needs survey undertaken by CCC.</p>

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<b>INFORMATION TO PARISHIONERS</b>						
<p><b>ACTION:</b> The need for more information points and delivery of information to parishioners both existing and new residents was highlighted by questionnaire responses.</p> <p><b>HOW:</b> Additional information points has already been partly addressed with the provision of a new village Information board located outside the village hall. Further steps include the provision of a welcome pack to residents giving information on facilities within the parish, clubs, groups and organisations, which currently operate in the parish with contact numbers. When new community room is completed it is intended to have leaflet racks to display information. Investigate wider use of the Internet to provide information.</p>	High	Autumn 2005	PDPC Website; sponsors for information pack	Cost of producing welcome packs; volunteers to distribute; Advertising of Internet site for release of information		<p>Quarterly PDPC newsletter.</p> <p>Welcome pack distributed to all households and left in public places (needs updating).</p> <p>Additional Notice Board – paid for by FL.</p> <p>Better website.</p> <p>Golden age fairs.</p> <p>Info Rack in Village Hall.</p> <p>PDPC surgeries quarterly.</p> <p>Celebration / consultation days at least annually.</p> <p>Neighbourhood panel meetings.</p> <p>2 new finger posts installed (helps visitors as well).</p>

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<b>SOCIAL INTEGRATION BOTH WITHIN THE COMMUNITY AND BETWEEN NEIGHBOURING PARISHES</b>						
<p><b>ACTION:</b> Ways need to be found to encourage social integration both within the community and between neighbouring parishes.</p> <p><b>HOW:</b> It is acknowledged that this will not be easy but efforts by the Action Committee and other agencies need to be made to encourage integration</p>	High	Summer 2005	PDPC; Action Committee; FDC Social Inclusion Manager; Travelling Community Liaison Officer; representatives of neighbouring parishes	Provision of meeting points; advertising of events to promote social inclusion		Youth share Book Café and Youth Club facilities. Football and Bowls club encourage outsiders. Also see Info above. PD is a “hub”. Traveller community seem to mix more as a result of literacy classes.

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<b>PROMOTION OF EXISTING AND NEW BUSINESSES</b>						
<p><b>ACTION:</b> Whilst existing businesses flourish the possibility of support for existing and new local businesses</p> <p><b>HOW:</b> Canvass businesses for needs beyond their existing. Liaison with other Agencies to promote business opportunities where possible.</p>	Medium	Spring 2006	FDC; Fenland Links; Cambs Acre; Local Chambers of Commerce; Business support Agencies	To be assessed	CC; FDC planning officer	Website & welcome pack promote businesses. More action needed.