

Appendix 1

Area North Development - Service Action Plan 2017/18

Completed	In progress – on target	In progress – risk of missing target	Future action not started
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Action /Project description	Who	Milestone/ outcome	When	Current position Oct 17
Continue to build SSDC engagement with Town & Parish Councils, including guidance on community plans and local investment	All	6 monthly meetings with clerks/chairs as required	Ongoing	Update meetings have been held with each market town to identify current priorities and support required from SSDC. Attendance has been provided at Parish Council meetings as required
Support local community engagement with SSDC and partnerships between agencies to meet local needs (including community safety) and encourage innovation	All	6 monthly meetings with key partners	Ongoing	Meetings attended as required
Service Action plan: Top level actions – more detail is within individual work programmes / project plans				

Priority Area 1: Jobs and the economy

Action /Project description	Who	Milestone/ outcome	When	Current position Oct 17
Support our 4 Local Information Centres (Somerton, Martock, Langport, South Petherton) with service level agreements	MO	Release all grant payments by December 17	Ongoing	2 Payments released. 2 in progress.
Support towns to take part in MTIG	PB	Attendance at MTIG meetings	Ongoing	Taking lead on digital audit work. With colleagues, devising grant programme for improved digital inclusion in market towns

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Action /Project description	Who	Milestone/ outcome	When	Current position Oct 17
Support for small businesses				
<ul style="list-style-type: none"> Production of short run publication promoting local businesses and facilities to visitors and residents. 	PB	Publications issued	March 2018	Good feedback from businesses regarding success of publication. Reprint for Spring 2018 anticipated
<ul style="list-style-type: none"> Business networking events 	PB	Minimum of 2 events per year	Autumn 2017 and Spring 2018	Next event 1/11/17
<ul style="list-style-type: none"> Training workshops 	PB	Digital workshop about social networking opportunities Signposting to existing training opportunities. Marketing and promotion workshop for businesses	March 2018	Working with CDS 2 x free data protection courses planned for December 2017. (Open to businesses across the district). Future social networking training to be picked up through MTIG funding
Tourism/attracting visitors to the area				
<ul style="list-style-type: none"> Supporting initiatives to improve local facilities and services including: <ul style="list-style-type: none"> Support for Langport River Group to improve infrastructure for access onto the river 	PB	Attendance at meetings	Ongoing	Eol submitted to LEADER for infrastructure on river at Langport. Project delayed while LTC is re-established.

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<ul style="list-style-type: none"> ○ Support initiatives to encourage cycling and walking. Consider links with existing and emerging initiatives that support cycling and other low impact opportunities in Area North. ○ Review and improve promotion of the River Parrett Trail (focussing on the SSDC section) Identify local solutions to raising awareness of the Trail and promoting the range of businesses along the course of the river, ensuring connections and links to partner organisations are used to best advantage. 		<p>Report to Area North committee regarding the Langport to Muchelney cycleway</p>	<p>March 2018</p>	<p>Community survey for the Langport to Muchelney cycleway indicates very strong local support for its continuation. Reviewing its management in line with discussions about an extended cycleway to include Langport to Aller.</p> <p>RPT: Identifying opportunities and platforms to promote the RPT through consultation with businesses on the trail and partners such as SCC Rights of Way team.</p>
Support to LEADER (Levels and Moors)				
<ul style="list-style-type: none"> ● Promote LEADER funding to potential applicants ● Support good applications ● Represent SSDC on the Levels and Moors Executive 	<p>PB</p> <p>PB</p>	<p>Applications submitted</p> <p>Attendance at meetings</p>	<p>Ongoing</p> <p>Ongoing</p>	<p>EOI submitted.</p> <p>Representation ongoing</p>

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Priority Area 2. Affordable Housing

Action /Project description	Who	Milestone/ outcome	When	Current position Oct 17
Support progress to secure completion of affordable housing scheme in Compton Dundon	SK	Build complete	March 2018	Awaiting power to be connected on site before work recommences. Monitoring through rural housing action plan
Continue to offer support with local housing needs surveys (HNS) as requested	ALL	Assist High Ham Parish Council with production and analysis of survey Respond to need from other parishes as requested	Autumn 2017 Ongoing	High Ham survey complete and analysis in progress No other requests to date
Support progress to complete affordable housing units, to be owned and managed by Community Land Trust, as part of larger development on former Lift West site at Seavington St Michael		Creation of Community Land Trust Build completed	Established May 2017 Ongoing	Build underway Development named Falcon Close Affordable units will be last on site to be completed

Priority Area 3. Self help and community facilities

Action /Project description	Who	Milestone/ outcome	When	Current position Oct 17
Support community-led play days and youth work.	ALL	Minimum of 6 play days supported in 2017	Summer 2017	8 play days took place during summer and autumn 2017
Support Kingsbury Episcopi church rooms management committee	CS	Work completed and grant released	December 2017	Refurbishment work has commenced and due to complete end of year.

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Support delivery of Curry Rivel community facilities investment programme at Westfield and SSDC play areas.	SK	New equipment installed	December 2017	Equipment installed.
Support development of community facilities at Huish Leisure Centre	MO	Attendance at meetings as required. Possible grant application	Ongoing	£25 awarded by ANC towards roofing project. No other support requested at present
Support Stoke Sub Hamdon Recreation Trust to implement five year plan.	MO	6 monthly updates received. Attend meetings as required	Ongoing	Support offered as required
Support delivery of Ilton community facilities investment programme onto new land at Copse Lane.	CS	Master planning exercise complete and work underway	March 2018	Masterplan drafted and Parish Council is consulting with community. Support will be ongoing.
Support Curry Mallet Parish Council and Village Hall to implement improved local play facilities	MO	New play equipment installed & \$106 spent	March 2018	Design work currently being undertaken and equipment costed.
Support Martock Parish Council to deliver actions identified in the Martock 'Our Place' programme	MO	SLA signed. Reviewed annually 2016-19	Ongoing	Review undertaken and 2 nd year SLA payment released.
Support South Petherton Parish Council to deliver community facilities investment programme at Lightgate Lane to include master planning exercise	SK	Masterplan produced and first actions commenced	March 2018	CHL colleagues have been providing support and observations as required. Work continuing to bring the plan to a conclusion
Support Tintinhull Parish Council to progress new village hall project	CS	Build complete and grant payment released	December 2017	Project is in final phase of build, with completion anticipated by end of December. Has received 3 of 4 phased grant payments.
Support Somerton Recreation Trust to continue master planning for changing and sports facilities	SK	Project fully scoped and approved by Trust. Masterplan complete	December 2017	Work ongoing and grant payment offered. Support provided as requested

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Support and coordination of ABP abattoir liaison group	CS	Quarterly meetings arranged and attended	Ongoing	Group met in May and agreed to meet six monthly now that the site development is complete, with the next meeting in November.
Support review of community facilities in Ash and ongoing actions that arise from the outcome of the recent survey.	CS	Ongoing support as required. Possible grant application	Ongoing	Grant complete and payment released
Continued support to Kingsbury Episcopi Village Hall/Shop including release of final phase grant payment	MO	Final phase of grant payment released	July 2017	Final payment released. Community centre, shop and café are fully functioning
Support Long Sutton village hall committee with production of 3-5 year business plan and associated actions arising from it	SK	Business plan produced and presented to Parish Council	December 2017	New committee in place. Support ongoing.
Finalise payment of community grant to Aller Village Hall for new hearing loop	CS	Payment released	August 2017	Grant complete and payment released
Support potential new community group looking to undertake community purchase of the King William Inn, Curry Rivel	SK	Either the set-up of a formally constituted group or the decision not to proceed	October 2017	Now listed as an asset of community value. Another public meeting taking place in October. No direct support requested to date.
Support ongoing improvement to village hall provision in Curry Rivel	SK	3 year plan/feasibility study produced Potential grant application to Area North	March 2018	Grant awarded for display screen equipment in village hall. Ongoing support offered as required.
Support SSH Parish Council with purchase of Methodist chapel and programme of improvements	MO	Purchase complete Project plan produced Funding secured for improvements	March 2018	Aiming for exchange of contracts by Christmas 2017 Access audit completed

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Finalise grant payment towards Ilton defibrillator	CS	Payment released	September 2017	Grant complete and payment released
Support Langport Town Council with feasibility study of Town Hall	PB	Feasibility study produced Project plan costed and underway	March 2018	Feasibility study delayed whilst LTC is re established
Finalise grant payment to Langport and Huish senior citizens club	CS	Payment released	August 2017	Grant offer letter sent. Project runs over 12 months and due to complete December 2017.
Support Long Load village hall management committee to finalise works and release grant payment (£5k)	MO	Revised works fully scoped and costed Work underway	December 2018	Work progressing well, with good community support. Following budget saving, Heritage Lottery Fund has agreed reallocating funding for some additional work, with a time extension to complete this.
Support Blake Hall Management committee/Parish council with improvements to Blake Hall to incorporate public toilets	SK	Lease agreed Funding secured Toilet operational	Autumn 2017 January 2018 2018	Funding bids being produced and will be submitted October/November 2017. Lease in progress.
Support South Petherton community Partnership as required	SK	Attendance at meetings	Ongoing	Attended 3 initial meetings. Now attend ad hoc as required
Support as required to new school project in Somerton	SK	TBC as project progresses	Ongoing	No support requested to date.
Grant to Drayton Village Hall towards replacement of curtains	CS	Grant payment released	Autumn 17	Grant complete and payment released

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Grant to Shepton Beauchamp Parish Council towards cost of defibrillator	CS	Grant payment released	Autumn 17	Applicant getting revised quotes for works due to new service provider. Anticipate resubmission of application late Autumn.
Grant to Norton Sub Hamdon village hall towards costs of refurbishment	MO	Grant payment released	November 17	Grant approved at Oct 17 Area North Committee. Work in progress
Grant to Stocklinch village hall towards cost of roof repairs	SK	Grant payment released	November 17	Grant approved at Oct 17 Area North Committee. Work in progress

Priority Area 4. Community led Planning and Development

Action /Project description	Who	Milestone/ outcome	When	Current position Oct 17
Support South Petherton Parish Council to refresh the Parish Plan / create Neighbourhood Plan	SK	NP presented to ANC	October 2017	Draft Neighbourhood Plan submitted to SSDC for inspection
Support Martock Parish Council to create Neighbourhood Plan	SK	NP presented to ANC	January 2018	Ongoing. Support offered as required
Support Barrington Parish Council with potential community plan (if they decide to pursue)	SK	Parish Plan published	Spring 2018	Initial meeting attended to provide advice. Support offered if the decision is taken to proceed
Support Fivehead Parish Council with development of Parish Plan	MO	Awards for All grant application Public consultation meeting Parish Plan published	Spring 2018	Grant awarded and public meeting held
Support Martock Parish Council with development of Parish Plan	MO	Parish Plan published	Spring 2018	Support offered as required