

IMPLEMENTATION PLAN for WBNP Action Plan

21st April 2021

This plan sets out the implementation of the West Bergholt Neighbourhood Plan Action Plan (Appendix 2, supporting document I Action Plan & List of Community Ambitions)

Ref	Issue or Risk Area	Objective	Action	Owner	Status (in bold)	Anticipated completion date (in bold)	NP Project cost 21/22
Village Society and Community							
1	Cohesiveness of the Community	Provide opportunities for groups to take forward ideas and initiatives	<ul style="list-style-type: none"> Investigate through Social Media ways in which issues can be debated and action groups formed. 	NS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
2	Cohesiveness of the Community	Provide opportunities for groups to take forward ideas and initiatives	<ul style="list-style-type: none"> Continue to support the mobile library service to ensure its continued presence in the Parish. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
3	Cohesiveness of the Community	Provide opportunities for groups to take forward ideas and initiatives	<ul style="list-style-type: none"> Support the introduction a Film Club. 	BB	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
4	Community Meeting Places	Improve range and capacity for holding meetings	<ul style="list-style-type: none"> Investigate new premises or extensions to existing. 	BB	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	

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5	Community Meeting Places	Improve range and capacity for holding meetings	<ul style="list-style-type: none"> Introduce electronic booking systems. 	BB	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
6	Vulnerable Groups	Provide support for vulnerable groups	<ul style="list-style-type: none"> Support transport to Health Centres and Surgeries. 	HS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
7	Vulnerable Groups	Provide support for vulnerable groups	<ul style="list-style-type: none"> Identify what older and people living with a disability would like to do through local community engagement. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
8	Vulnerable Groups	Provide support for vulnerable groups	<ul style="list-style-type: none"> Work with partners to create activities to meet unmet needs. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
9	Vulnerable Groups	Provide support for vulnerable groups	<ul style="list-style-type: none"> Provide packs of information about facilities and clubs and societies in the parish. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	

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9A	Vulnerable Groups	Provide support for vulnerable groups	<ul style="list-style-type: none"> Review physical barriers to everyday life that stop people with additional need feeling or being part of the village 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
10	Maintaining thriving Clubs and Societies	Create opportunities for people to participate	<ul style="list-style-type: none"> Promote clubs and societies through social media and the website. 	NS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
11	Lack of Community Hub	Provide a centre for day-to-day interaction	<ul style="list-style-type: none"> Investigate the feasibility of an informal meeting place for parishioners. 	AS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
12	Lack of Parish Offices	Provision of office with easy public access	<ul style="list-style-type: none"> Investigate new or adapted premises. 	BB	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
13	Lack of community events	Promote seasonal events	<ul style="list-style-type: none"> Promote at least 4 events per year e.g., Fireworks, Fete, Open Gardens, Hillhouse Wood events. 	NS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300

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14	Lack of community events	Promote seasonal events	<ul style="list-style-type: none"> Create an "Annual Community Groups' Gathering" to celebrate and promote all the local volunteering activity. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
15	Lack of community events	Promote seasonal events	<ul style="list-style-type: none"> Create a community calendar of existing community events and promote these locally. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
16	Lack of children and young adult facilities	Provide opportunities and facilities	<ul style="list-style-type: none"> Renew children's play facilities plus equipment and space for older children and young adults. 	DS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300

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Environment							
17	Conserve and enhance existing Open Space	To identify and improve the quality and accessibility of each major open space in the village	<ul style="list-style-type: none"> Identify resources and audit each major Open Space in the village and create management plan for the next 5 years to secure enhancements for quality and biodiversity. 	PS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
18	Conserve and enhance existing Open Space	To identify and improve the quality and accessibility of each major open space in the village	<ul style="list-style-type: none"> Identify resources and carry out an access audit of each major Open Space. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
19	Conserve and enhance existing Open Space	To promote more multi-functional use of the existing open space	<ul style="list-style-type: none"> Explore enhanced shared use of green space for sustainable living, celebration, nature study, play and relaxation e.g. Green Fairs, Allotment Open Days, composting, bike trails, village nature trail, community garden etc. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
20	Conserve and enhance existing Open Space	Identify responsibilities and options for specific maintenance issues	<ul style="list-style-type: none"> Produce condition survey of local footpath network. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	

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21	Conserve and enhance existing Open Space	Identify responsibilities and options for specific maintenance issues	<ul style="list-style-type: none"> Identify issues relating to care, maintenance and improving biodiversity. 	PS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
22	Conserve and enhance existing Open Space	Identify responsibilities and options for specific maintenance issues	<ul style="list-style-type: none"> Host a 'Public Rights of Way' information day. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
22A	Conserve and enhance existing Open Space	Identify responsibilities and options for specific maintenance issues	<ul style="list-style-type: none"> Identify issues relating to care, maintenance and improving biodiversity of the three ponds in the village 	DS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
23	Ensure treescapes and hedgerows are maintained	To keep an attractive mix of natural and man- made landscapes	<ul style="list-style-type: none"> Carry out a regular comprehensive tree survey and seek to add further TPOs to the existing register. 	PS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
23A	Ensure treescapes and hedgerows are maintained	To keep an attractive mix of natural and man- made landscapes	<ul style="list-style-type: none"> Identify streets, open spaces, and other areas of land where new planting can be considered and introduced. 	PS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300

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24	Conserve and enhance character areas in the village	To maintain the distinctive settlement pattern that exists	<ul style="list-style-type: none"> Identify character areas and seek to incorporate these in a revised Village Design Guide. 	RT	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
25	Reduce Nuisances	To reduce dog-fouling	<ul style="list-style-type: none"> Produce survey of main locations of concern. 	JGR	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
26	Reduce Nuisances	Reduce Nuisances	<ul style="list-style-type: none"> Promote poop-a-scoop awareness to dog-owners through web, village pack, bulletin, school newsletter. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
27	Reduce Nuisances	To reduce litter	<ul style="list-style-type: none"> Continue litter picking around the village and arrange community litter pick days. 	JC	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
Sports and Recreation							
28	Lack of capacity for organized sports activities	Provision of new sports area	<ul style="list-style-type: none"> Examine possible new sites. 	RT	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300

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29	Lack of capacity for organized sports activities	Provision of new sports area	<ul style="list-style-type: none"> Encourage increasing the range of sports. 	BB	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
30	Poor awareness of walking opportunities	Improved information to allow greater number of people to enjoy the countryside	<ul style="list-style-type: none"> Promote existing PROW network, trails and guides on the website. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
31	Lack of leisure cycle routes	Improved opportunities for cycling	<ul style="list-style-type: none"> Promote circular rides through provision of self-guided routes from the village. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
32	Improved fitness	Increase participation in activities	<ul style="list-style-type: none"> Promote of existing and new opportunities. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
33	Limited use of all-weather sports facilities	Increase participation and use of MUGA	<ul style="list-style-type: none"> Examine new surfacing and improve facilities available for a greater range of activities. 	BB	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£0

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34	Lack of community sports participation events	Increased taster and organised activities	<ul style="list-style-type: none"> Investigate reinstatement of 4 villages bike ride. 	CS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
35	Lack of community sports participation events	Increased taster and organised activities	<ul style="list-style-type: none"> Investigate charity fun runs. 	NS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
Community Safety							
36	Crime and Fear of Crime	Improve perceptions and reduce crime rates	<ul style="list-style-type: none"> Publish statistics regularly via website. 	NS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
37	Crime and Fear of Crime	Improve perceptions and reduce crime rates	<ul style="list-style-type: none"> Promote Neighbourhood Watch schemes. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	

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38	Lack of Police Presence	Provide dedicated police presence in community	<ul style="list-style-type: none"> Investigate Special and Neighbourhood Policing opportunities. 	BB	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
39	Unsafe Pedestrian Environment	Improve conditions	<ul style="list-style-type: none"> Audit networks and crossing points. 	AS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
40	Unsafe Pedestrian Environment	Improve conditions	<ul style="list-style-type: none"> Investigate provision of crossings and footways. 	AS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
41	Unsafe Pedestrian Environment	Improve conditions	<ul style="list-style-type: none"> Campaign for provision of 20 mph. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
42	Unsafe Cycling Environment	Improve conditions	<ul style="list-style-type: none"> Determine need for cycle facilities. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	

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43	Unsafe Routes to School	Improve conditions	<ul style="list-style-type: none"> Examine opportunities to make improvements. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
44	Road Safety Fears	Improve environment	<ul style="list-style-type: none"> Implement Five "Es" (Engagement, Encouragement, Education, Enforcement, Engineering). 	HS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
Communication							
45	Village Bulletin	To maintain a Village Bulletin that continues to be published regularly and is relevant to the community.	<ul style="list-style-type: none"> Investigate periodically what the residents would like to see in the bulletin. 	MH	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
46	Village Bulletin	To maintain a Village Bulletin that continues to be published regularly	<ul style="list-style-type: none"> Ensure the bulletin is aligned with web- based communication. 	MH	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300

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		and is relevant to the community.					
47	Village Bulletin	To maintain a Village Bulletin that continues to be published regularly and is relevant to the community.	<ul style="list-style-type: none"> Support the Village Bulletin Board. 	MH	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
48	Village Bulletin	To maintain a Village Bulletin that continues to be published regularly and is relevant to the community.	<ul style="list-style-type: none"> Investigate what other villages do with their newsletters 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
49	Village Bulletin	To maintain a Village Bulletin that continues to be published regularly and is relevant to the community.	<ul style="list-style-type: none"> Review colour vs black and white. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	

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50	Training and up-skilling in Social Media	To get more of our community using social media	<ul style="list-style-type: none"> Establish a Community Forum 	NS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
51	Providing key information	To update all reference points to communicate to the community	<ul style="list-style-type: none"> Review current locations where noticed boards are placed 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
52	Providing key information	To update all reference points to communicate to the community	<ul style="list-style-type: none"> Implement new communications strategy. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
53	Capturing views on key issues facing the community	To quantify thoughts and views	<ul style="list-style-type: none"> Undertake residents survey 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	

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54	Drawing all updates from all the different clubs and organisations and utilise the Facebook and Twitter West Bergholt home page.	To bring together all updates and communicate to wider community	<ul style="list-style-type: none"> Review all current aspects of social media. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
55	Drawing all updates from all the different clubs and organisations and utilise the Facebook and Twitter West Bergholt home page.	To bring together all updates and communicate to wider community	<ul style="list-style-type: none"> Collate and bring all updates together and link with the village bulletin. 	PS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
56	Councillors to promote more open communication	The community get to know our Parish Councillors	<ul style="list-style-type: none"> Parish Council to report on its news in Village Bulletin and on the website. 	NS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300
57	Councillors to promote more open communication	The community get to know our Parish Councillors	<ul style="list-style-type: none"> Encourage the community to ask questions of their Parish Councillors. 	NS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	£300

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58	Increased community volunteer participation	Through greater and wider communication gain more support from the community	<ul style="list-style-type: none"> Promote volunteer opportunities through our new wide range of communication plans. 	CS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
59	Increased community volunteer participation	Through greater and wider communication gain more support from the community	<ul style="list-style-type: none"> Encourage the children of the village and their parents to volunteer. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
Transport							
60	Parking	Manage parking around popular destinations	<ul style="list-style-type: none"> Investigate revised regulations and layouts and opportunities for off-road parking around School, Co-op and Scout Hut. 	CS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
61	Traffic Management and Traffic Calming	Manage traffic conditions	<ul style="list-style-type: none"> Investigate use of village gateways. 	PS	0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	

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62	Traffic Management and Traffic Calming	Manage traffic conditions	<ul style="list-style-type: none"> Emphasize (landscaping at) junctions on main routes 		<p>0 not started 1 under review 2 On going 3 complete</p>	<p>Mar 22 Mar 23 Mar 24 Mar 25</p>	
63	Traffic Management and Traffic Calming	Manage traffic conditions	<ul style="list-style-type: none"> Investigate one-way systems 		<p>0 not started 1 under review 2 On going 3 complete</p>	<p>Mar 22 Mar 23 Mar 24 Mar 25</p>	
64	Traffic Management and Traffic Calming	Traffic Management and Traffic Calming	<ul style="list-style-type: none"> Improve signage around village 		<p>0 not started 1 under review 2 On going 3 complete</p>	<p>Mar 22 Mar 23 Mar 24 Mar 25</p>	
65	Traffic Management and Traffic Calming	Create a pleasanter traffic environment	<ul style="list-style-type: none"> Introduce traffic calming on certain roads. 		<p>0 not started 1 under review 2 On going 3 complete</p>	<p>Mar 22 Mar 23 Mar 24 Mar 25</p>	

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66	Bus routes and services	Improve information about bus services	<ul style="list-style-type: none"> Investigate real time information. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
67	Bus routes and services	Improve information about bus services	<ul style="list-style-type: none"> Maintain links about Public Transport and information on website. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
68	Bus routes and services	Reduce bus fares	<ul style="list-style-type: none"> Investigate fare levels for young people with bus companies. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	

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69	Bus routes and services	Market bus services	<ul style="list-style-type: none"> Produce Public Transport guide for village. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
70	Bus routes and services	Promote new routes and introduce better facilities	<ul style="list-style-type: none"> Investigate demand responsive community bus and community transport services. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
71	Bus routes and services	Promote new routes and introduce better facilities	<ul style="list-style-type: none"> Improve bus stop environments. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	
72	Cycling environment	Introduce cycle tracks and facilities	<ul style="list-style-type: none"> Examine opportunities to connect West Bergholt to nearby settlements and important places of attraction. 		0 not started 1 under review 2 On going 3 complete	Mar 22 Mar 23 Mar 24 Mar 25	

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73	Cycling environment	Promote cycling for leisure and health	<ul style="list-style-type: none"> Produce guides for cycling around the village and to the countryside. 		<p>0 not started 1 under review 2 On going 3 complete</p>	<p>Mar 22 Mar 23 Mar 24 Mar 25</p>	
74	Cycling environment	Introduce improved cycle parking	<ul style="list-style-type: none"> Investigate off-road routes. 		<p>0 not started 1 under review 2 On going 3 complete</p>	<p>Mar 22 Mar 23 Mar 24 Mar 25</p>	
75	Cycling environment	Introduce improved cycle parking	<ul style="list-style-type: none"> Examine current provision and suggest improvements. 		<p>0 not started 1 under review 2 On going 3 complete</p>	<p>Mar 22 Mar 23 Mar 24 Mar 25</p>	
76	Cycling environment	Cycle Promotion	<ul style="list-style-type: none"> Examine cycle proficiency at Heathlands School (and adult cycling generally). 		<p>0 not started 1 under review 2 On going 3 complete</p>	<p>Mar 22 Mar 23 Mar 24 Mar 25</p>	
77	Pedestrian Environment	Introduce improved facilities	<ul style="list-style-type: none"> Examine issues such as lighting, crossing facilities and new footways. 		<p>0 not started 1 under review 2 On going 3 complete</p>	<p>Mar 22 Mar 23 Mar 24 Mar 25</p>	

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78	Pedestrian Environment	Introduce improved facilities	<ul style="list-style-type: none"> Produce list of improvements for pedestrians and seek funding. 		<p>0 not started 1 under review 2 On going 3 complete</p>	<p>Mar 22 Mar 23 Mar 24 Mar 25</p>	
79	General Issues	Develop sustainable travel awareness and opportunities	<ul style="list-style-type: none"> Promote a low carbon and sustainable travel environment. 		<p>0 not started 1 under review 2 On going 3 complete</p>	<p>Mar 22 Mar 23 Mar 24 Mar 25</p>	
80	General Issues	Develop sustainable travel awareness and opportunities	<ul style="list-style-type: none"> Encourage school to have a Travel Plan. 		<p>0 not started 1 under review 2 On going 3 complete</p>	<p>Mar 22 Mar 23 Mar 24 Mar 25</p>	
81	Highway Environment, maintenance of footways and ditches and boundaries	Improve maintenance and asset condition	<ul style="list-style-type: none"> Use of Village Handyman and Village Warden to monitor highway environment and take localised actions. 	JGR	<p>0 not started 1 under review 2 On going 3 complete</p>	<p>Mar 22 Mar 23 Mar 24 Mar 25</p>	
82	Highway Environment, maintenance of footways and ditches and boundaries	Improve maintenance and asset condition	<ul style="list-style-type: none"> Implement of Highways Devolution Pilot which sees some Highway Authority functions delegated to Parish Councils. 	JGR	<p>0 not started 1 under review 2 On going 3 complete</p>	<p>Mar 22 Mar 23 Mar 24 Mar 25</p>	