



ASPLEY GUISE PARISH COUNCIL

Annual Plan 2021/2022

The purpose of this Annual plan is the following:

- To capture key dates in the Councils year
- To serve as a reminder for contract renewals
- To show the estimated delivery date for key budget items
- To provide evidence to the residents of Aspley Guise, the Councils plan for the year and items that have been achieved/delivered (✓)

Where applicable for each action, the statute that justifies the Council in its actions is shown for transparency (currently for future actions only).

April: (Start of new Financial Year) • Update Asset Register (Clerk) ✓ • Finalise FY 20/21 Financial Accounts (Clerk) ✓ • Issue annual report FY20/21 ✓ • Annual Parish Meeting Date 26th April ✓ • Tree Survey completed ✓	May: • Internal Audit Review ✓ • Annual PC Meeting Date 4th May ✓ • Submit External Audit Reports ✓ • RoSPA Playground Inspection (Local Govt (Miscellaneous Provisions) Act 1976 s19) ✓
June • Tree work completed ✓	July: • Finalise tender for Play Area redevelopment (Play Committee) ✓ • Plant flowers in planters (volunteers) ✓ • Agree and award local Grants ✓ • Emergency Install of logs at Browns Way due to possible threat of Travellers arriving onsite ✓ • Finalise tender for Play Area Play Area repairs following RoSPA report (Local Govt (Miscellaneous Provisions) Act 1976 s19) ✓
August: • Finalise Streetlight Policy ✓ • Publish Summer Newsletter (Local Governments Act 1972 s 142) ✓ (Parish Councils Act 1957 s3)	September:



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October: • Townlands Wildflower meadow cut (GST) (Local Govt (Miscellaneous Provisions) Act 1976 s19 (1)) ✓ • Complete Browns Way project ✓ • Start budget FY22/23 discussion ✓ • Refresh planters with winter flowers (volunteers) ✓ • Review Salt Bins ✓ • Issue Tender for year 3 Project Iffley (Parish Councils Act 1957 s3) ✓ • Review quotes for Streetlight Electrical Survey (Parish Councils Act 1957 s3) ✓ • Follow up for 2nd and 3rd Defibrillator locations (Public Health Act 1936 s234) ✓	November: • Budget meetings for FY22/23 ✓ • Request new quotes for work on War Memorial (War Memorials Act 1923 s1 as extended by Local Government Act 948 s133) ✓ • Continue follow up for 2nd and 3rd Defibrillator locations (Public Health Act 1936 s234) ✓ • Request quotes for clearance of Townlands ditch (Public Health Act 1936 s260) ✓ • Complete Salt bin op-ups ✓
December: • FAC finalise precept for recommendation to Full Council FY22/23 ✓ • Publish Winter Newsletter (Local Governments Act 1972 s 142) ✓ • Start seeking quotes for street Light electricity 3-year deal ✓	January: • Agree Precept ✓
February: • Complete Streetlight electricity contract renewal • Start seeking quotes for Insurance renewal • Complete year 3 Project Iffley (Parish Councils Act 1957 s3)	March: • Plant spring flowers in planters (volunteers) • Publish Spring Newsletter (Local Governments Act 1972 s 142) • Issue reminder for Grant application window • Complete installation for play area refresh (Local Govt (Miscellaneous Provisions) Act 1976 s19)

Prepared by Lynne Simons,
Parish Clerk & RFO

Last updated for 7th February 2022 meeting