

Traffic, Transport, Highways and Footpaths

Issue 1 - Vehicle speeding throughout the village

Action	Critical Issues	Status	Comment	£	Imp	Time
Ref..1.1 - Introduce 20 mph zones for the central village area - Aylsham Road / The Street and Cross Road	Justification to Highways Authority and funding source		Not implemented. Not under SAPC control	Low	High	Med
Ref. 1.2 - Extend 30 mph zones on Aylsham Rd, Long Common and Swanton Hill	Justification to Highways Authority and funding source		Not implemented. Not under SAPC control	Low	High	Short
Ref 1.3 - Introduce a Community Speed Watch	Already implemented, but need to ensure volunteers are ongoing		Have introduced regular Speedwatch sessions Now abandoned due to lack of volunteers	Low	High	Short
Ref. 1.4 - Introduce traffic calming scheme(s)	Justification required by Highways Authority. Linked to Highway improvements listed below		What traffic calming measures would be appropriate. Speed, signage and road markings are the issues here	Low	High	Long

Issue 2 - Highway improvements required to improve safety and reduce speeding

Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 2.1 - Reconsider road layout at the Jolly Farmers junction including traffic calming options	Sight lines and priority confusion exists at the junction. Alternatives may be difficult to secure. Funding issue		Are signage and road markings not satisfactory? See comments on speed, signage and road marking.	Low/ Medium	Medium	Long

Ref. 2.2 - Change road priority at Long Common, Westwick Hill	Main traffic flows are from Long Common on to Westwick `Hill, not from Swanton Hill. Funding issue		Cannot see that priority change would help. Present system works if only to slow people down.	Low	Medium	Long
Ref. 2.4 - Install passing point(s) in Church Lane	Existing problems for school traffic. Would require land purchase and agreement of land owner and NCC. Funding issue		This has been completed	Medium	Medium	Medium
Ref. 2.5 - Secure agreement with local land-owners / farming contractors for an agreed approach to cleaning mud from roads	Identifying potential partners for any scheme and monitoring improvements		Get farmers to take responsibility to clear up after ploughing etc. Comment also applies to reinstating public footpaths that cross fields.	Zero / Low	High	Short
Ref. 2.6 - 'Wary of Sat Nav' signage to limit inappropriate HGV traffic on Swanton Hill	Large HGVs are being directed through Swanton Hill. Advisory highway signage could be installed		Completed	Minimal /Low	Low	Medium
Ref. 2.7 - Junction improvements at Church Lane / The Street / Long Common	Insufficient space for larger vehicles to turn into Church lane. Road widening to improve access. Land ownership issues and funding			Low / Medium	Medium	Long
Issue 3 - Footpath routes and maintenance						
Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 3.1 - Improve surfacing of 'school footpath' from the village hall to the school	Existing informal arrangement is unsurfaced and difficult to use in the Winter.		Done	Medium	High	Medium
Ref. 3.2 - Improve surfacing of footpath from the village hall to Aylsham Road	Existing surface is poor quality. Route used to access school. Some works already underway by PC		Footpath issues in general. Highways have cut down on cutting due to financial constraints..	Medium	Medium	Short

Ref. 3.3 - Publicise 'safer routes' for walking and cycling through and around the village. This to follow any highway improvements and changes to speed limits	Limited pavements and speeding traffic can make it difficult for pedestrians and cyclists, particularly children, to move around the village		Speed limit issue.	Minimal	Medium	Medium
Ref. 3.4 - Establish a Country Footpath Group to consider all footpath issues and promote use in the village area. This to include overseeing maintenance and signage issues.	Access to the countryside is valued by a considerable number of local people. A local group to manage this area would help ensure maximum benefit for local people		There is now a regular walking group. Could develop this to be a monitoring group too. Highways and farmers need to take responsibility as well.	Minimal	Medium	High
Ref. 3.5 - Consider new footpath from Aylsham Road through to Swanton Abbott Woods to the Boat House	Could create several circular walks and links to Skeyton. Land ownership issues will need to be resolved			Medium	Low	Long

Issue 4 - Verges and hedgerows

Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 4.1- Establish a system to report and ensure action on vehicle damage to verges	HGVs and heavy farm machinery regularly damages verges in the village. This has safety and 'village environment' implications		There must be a Highways reporting protocol for this?	Zero	Medium	Short
Ref. 4.2 - Encourage Highways Authority and land owners to maintain hedges to agreed standards.	Funding issues for NCC and agreement of land owners for 'non highway' areas		Preventative maintenance - see Footpaths, roads Etc. above.	Low	Medium	Medium

Issue 5 - On street parking

Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 5.1 - Encourage all residents to use 'on property' parking wherever possible. Via publicity /leaflet and /or village magazine	On road parking in congested /confined areas such as The Street and Cross Road can cause		No powers exist to enforce proper parking. Causes: More cars/household, limited space in private driveways, visitor parking. Can residents influence their own and neighbours parking	Low	Medium	Short

	traffic and pedestrian safety issues.		habits? Sometimes impossible for emergency vehicles to use The Street			
Ref. 5.2 - Discourage on verge parking via publicity.	On verge parking can cause sight PC line problems for traffic and increase hazards for pedestrians		See above	Low	Medium	Short

Issue 6 - Public transport

Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 6.1 - Consider relocating the Jolly Farmers bus stop	Existing location is hazardous for waiting children. Consider new siting. Needs NCC approval.			Low	Medium	Medium
Ref. 6.2 - Provide bus shelter at new stop location	Linked to relocation issue (Ref. 6.1) and funding from NCC		Completed	Low	Medium	Medium
Ref. 6.3 - Review suitability of Bus/coach routes using narrow country lanes	Large vehicles are damaging verges PC on some local lanes. Alternative routes may be possible.			Low	Medium	Medium

Housing, Planning and Environment

Issue 1 - Housing development

Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 1.1 - Investigate the need for, and the potential to provide for, a small scale affordable housing	There is some demand in the future for affordable housing in the village. Options for small numbers could be considered. Subject to		Private development applications will continue to be scrutinised by the community for their relevance and acceptability.	Minimal	High	High

scheme in, or closely related, to the village	NNDC planning and housing policies					
Issue 2 - Design standard						
Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 2.1 - encourage high quality design standards for any extensions / building works in the village through the planning process consultation	NNDC planing policy determines standards. Need to encourage applicants to discuss ideas with PC as part of the planning consultation process		The PC has little control over this.	Zero	Medium	Short
Issue 3 - Planning applications						
Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 3.1 - Ensure all planning applications are listed on the village notice boards and the web site with links to NNDC web site for viewing plans	Local people wish to be more aware of planning applications and to input the process where necessary		PC does discuss planning issues, but no formal publicity is done. Planning proposals appear on NNDC weekly lists etc and via PC and yellow Planning Notices	Minimal	Medium	Short
Issue - 4 Countryside / open space						
Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 4.1 - Increase access to the countryside through promotion of available sites and footpath networks - Leaflets, maps and website information.	Better use of the countryside and raised awareness of good stewardship practices will help protect and enhance the environment. Will need land owner support		Footpaths are clear on O.S.maps but need maintenance from farmers, land owners and Highways etc. See above.	Low	Medium	Medium
Ref. 4.2 - Establish a Footpath Group to promote use of the local footpath network	Good links will be required between NCC Footpath Service, land owners and local users		There is now a regular walking group. Regular dog walkers always report problems to Countryside Access North Norfolk. Maintenance and reinstatement poor and requires improvement. Regular walkers carry	Low	Medium	Medium

			secateurs for minor undergrowth encroachment but cannot deal with major obstructions/overgrowth.			
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Drainage and Sewers

Issue 1 - Working with other agencies

Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 1.1 - Work with Anglian Water, NNDC and the Environment Agency to implement any drainage improvement actions identified from the current work (2009)	Improving the drainage situation in the village will require joint effort by several agencies and local residents.		£40,000 has been spent by Anglian Water upgrading pumps, tanks & new drains. Culverts & ditches for Cross Road and to the Beck cleared but preventative maintenance is essential & urgent. Any ditch must be kept clear & landowners should be made to comply. Recently new more powerful pumps have been installed	TBC	High	TBC
Ref. 1.2 - Effective highway gully clearance	Properly working drains and allowing surface water to drain from roads into ditches is essential to minimise flooding. Councils and landowners need to be involved		See 1.1 above. Gullies are not maintained neither are ditches and culverts.	Minimal	High	Short

Issue 2 - Encouraging 'good practice' regarding drainage issues

Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 2.1 - Promote drainage 'good practice' for local households to support drainage infrastructure improvements by Anglian Water. Via leaflets, magazine and web site articles	Any drainage infrastructure improvements will need to be matched with good practice from households such as rainwater to soak aways and minimising fat and oil discharge to drains		See above. Wet-wipes, grease etc must not be flushed down drains. Communication required to enforce good practice.	Minimal	High	Short
Ref. 2.2 - Encourage all land owners to fulfill their obligations to maintain land drains and ditches - Negotiate a 'Maintenance Pledge' and map all ditches / land drains	Land drains and ditches play a vital role in reducing flooding in the village. Agreeing a 'maintenance pledge' from land-owners would maximise the		See above. Ditch maps are essential to identify where there are blockage problems and owners contacted. Further work is required here"	Minimal	High	Short

on a 'land ownership map' of the village and surrounding area	benefit to the village. Needs agreement from land-owners who would have to meet maintenance costs					
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Issue 3 - New housing development

Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 3.1 - Seek agreement from NNDC to consider / recognise drainage and flooding issues when determining planning applications. This to include minimum standards and solutions for drainage that will not increase the existing problems	New development or extensions to existing homes can put further strain on an already poorly performing drainage system. This should be considered as part of the planning consent process. Will need to be considered alongside existing planning law / processes		Actioned.	Zero	High	Short

Issue 4 - Raising awareness on drainage issues

Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 4.1 - Seek to meet with local land owners to discuss flooding problems and where appropriate, how agricultural practices could be modified to minimise flooding risks to properties or highways	Run off from fields and blocked ditches can contribute to flooding. It may be possible to agree changes that will help reduce the chances of this happening		Communication with farmers. How about a farmer representative attending PC meetings?	Zero	High	Short
Ref. 4.2 - Keep residents aware of the progress on reducing flooding problems and how each	Understanding the problems and what some of the solutions could be will help each household to		Some publicity of these issues done via PC and Parish Magazine. Could be added to website?.	Minimal	High	Medium

household can help. Via leaflets, magazine and web site articles.	play a part in achieving improvements					
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Leisure and Recreation

Issue 1 - Promoting the use of existing facilities and seeking improvements

Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 1.1 - Promote new youth and sports based activities at the village hall. To include table tennis, snooker/Pool, basket ball hoops	Existing facilities are limited, but some 'sporting' / recreational use could be considered. Consulting young people on the options is essential.		The VHMC continues to explore opportunities for maximising the usage of the Village Hall	Minimal	Medium	Short
Ref. 1.2 - Review management and maintenance of the Play Park	The existing maintenance programme needs review to minimise vandalism and improve general upkeep. Parish Council to consider taking over management			Minimal	High	Short
Ref. 1.3 - Consider establishing a Cubs / Beavers session at the village hall	Viability of a new group would need Village Hall to be examined and is dependent on local leaders being available. Partner organisation required		The VHMC continues to explore opportunities for maximising the usage of the Village Hall	Minimal	Low	Medium
Ref. 1.4 - Investigate options, including funding to extend and improve the existing village hall for general community use and new activities	Making the existing facility a more attractive and useful venue would help expand the programme and overall viability and may be more activities		The VHMC continues to explore opportunities for maximising the usage of the Village Hall	Low	Medium	Medium

	cost effective than building new facilities on a new site					
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Issue 2 - Considering how new facilities or activities could be provided

Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 2.1 - Investigate and secure funding for new leisure based activities at the village hall, particularly for young people	Grant aid may be available to support new initiatives. Partner organisations needed to work with Village Hall committee		The VHMC continues to explore opportunities for maximising the usage of the Village Hall	Low/Medium	Medium	Short
Ref. 2.2 - Establish an annual Village Festival to bring together all existing community events and introduce new ones.	Will require joint working by several local organisations. Feedback suggests a festival approach would be supported .		The VHMC continues to explore opportunities for maximising the usage of the Village Hall	Low	Medium	Short

Issue 3 - Considering how a new site for leisure activities could be provided

Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 3.1 - Carry out a feasibility review of possible sites for any new leisure facility, including - Aylsham Road, opposite Jolly Farmers, next to Village hall and close to the school	Community feedback suggests any new facility should be recreation based - playing field , tennis, multi sport etc. Some form of hall or pavilion would be required. Value for money needs to be assured against improving existing facilities. Dependent on land owners and funding. Ensure young people are involved in the planning. Further action dependent on review outcomes		Private development applications will continue to be scrutinised by the community for their relevance and acceptability.	Initially minimal Actual project - High	Medium	Medium

Crime and Anti Social Behaviour						
Issue 1 - Reducing anti social behaviour						
Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 1.1 - Continue regular inspection visits to the Play park and on the PCSO patrol area	The few cases of vandalism in the village have been at the Play Park. New management arrangements for the Play park will take this on board.			Zero	Medium	Short
Ref. 1.2 - Work with the Jolly Farmers management to reduce anti social behaviour associated with the pub	A large proportion of the anti social behaviour in the village is associated with the pub - loud music, noisy departure, disturbance in the car park. The pub management has agreed to work with the Parish Council to tackle these issues. Recent (2009) management changes have already started with improvements		Ongoing contact with North Walsham Police station to address incidents of concern in the village.	Zero	High	Med
Ref. 1.3 - Provision of appropriate activities for young people at local facilities	It is important provide local facilities for young people. Linked to proposals in Leisure and recreation section.			Low	Medium	Medium
Issue 2 - Raising awareness						
Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 2.1 - Promote the PCSO service further via greater use of all notice boards , the village	Some people are not sure how to contact the PCSO, or how to		PCSOs abandoned by Norfolk	Zero	Medium	Short

magazine / web site and PCSO 'surgery' meetings	report / deal with anti social behaviour.					
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Employment, Training and Jobs

Issue 1 - Promoting training opportunities

Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 1.1 - Work with Job Centre Plus to put local job information and training opportunities on the village web site	Making the most of local job opportunities is important and any local training opportunities should be promoted			Zero	Medium	Medium

Issue 2 - Promoting local business and services

Action	Critical Issues	Status	Comment	£	Imp	Time
Ref. 2.1 - Provide an expanded and improved local trade register on the village web site	Supporting local trades and PC / businesses is important, helping create a thriving village and good access to essential services such as plumbers, electricians and builders.		We have Nextdoor and other websites for local business recommendations. There is Swanton Abbott & Buxton Oil Club for purchasing oil at reduced prices. The village website is out of date	Zero	Medium	Long

Education and Learning

Issue 1 - Promoting community use of the school and other village facilities for learning activities

Action	Critical Issues	Status	Comment	Cost	Priority	Timescale
Ref. 1.1 - Investigate provision of adult education classes at the school and village hall	There is some demand for adult education classes in the village, particularly computers, languages and art. School facilities may be		The community will need to review any new proposals on their own merit.	Minimal	Low	Medium

	suitable or the Village hall could be used. Overall viability will need to be assessed. Partner organisation required.					
Ref. 1.2 - Investigate use of school field for sports use by young people	Until a purpose built field is made available, the school field provides the only open space suitable for sports use. Any use would need to be compatible with school use / requirements and supervision / insurance issues being adequately covered. Partner organisation required.		See above with relevance to open outside space for sports activities.	Minimal	Medium	Medium
Ref. 1.3 - Investigate use of the school facilities for holiday play scheme / activity scheme	There is some demand for children's School activities during the school holidays mainly from the 5 - 11 age range. Any use would need to be compatible with school requirements and insurance requirements. Best option may be to link with existing Norfolk based scheme.		School would need to gain support from people to supervise the activities.	Minimal	Medium	Medium

Local Services and Facilities

Issue 1 - Contacting local service providers

Action	Critical Issues	Status	Comment	Cost	Priority	Timescale
Ref. 1.1 - Establish a quick and easy way for local people to contact local council and other service providers on service issues	With such a wide range of services provided by local councils and other organisations it is important that good feedback / contact is available		NNDC and NDC have good websites and customer phone service department.	Zero	Medium	Long

	to report issues quickly. This helps ensure high standards.					
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Issue 2 - Raising awareness of local services to increase use and help ensure high standards

Action	Critical Issues	Status	Comment	Cost	Priority	Timescale
Ref. 2.1 - Publish relevant council and other service information on the village web site and in the village magazine	The PC can act as a local 'agent' for council and other appropriate services by providing up to date information on services. Needs agreement from councils		Some of this is done through newsletter. Regular events calendar circulated to all households.	Zero	Medium	Short
Ref. 2.2 - Promote the local Post office via the village magazine and web site	Use it or lose it' concept. It is important that this local service is retained and increasing levels of use will help	N/A	We do not have a village Post Office now.	Zero	Medium	Long
Ref. 2.3 - Work with local churches to coordinate and integrate activities with other village events and increase community use of facilities, including consideration of improving essential facilities such as kitchens and toilets	Community use is difficult to promote without basic facilities. Funding will be a significant issue that needs investigation . Needs to be considered alongside other ideas for community activities / leisure			TBC	Low	Long
Ref. 2.4 - Provide a community glass recycling point at the Village hall	Already underway		Bottle bank is now installed at the village hall.	Minimal	Medium	Short

Issue 3 - Working with the Jolly Farmers to improve community access and reduce anti social behaviour

Action	Critical Issues	Status	Comment	Cost	Priority	Timescale
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Ref. 3.1 - Work with the pub management to develop community use of the pub facilities as a 'village hub'	Village pubs can become the hub of a village providing valuable community resources as well as a licensed outlet. This can include community events, information points and venues for meetings.		The Jolly Farmers has been registered as a "Community Asset" with the local council	Minimal	Medium	Short
Ref. 3.2 - Work with the Jolly Farmers management to investigate ways of reducing anti social behaviour	Anti social behaviour associated with the pub is a significant issue for the village. Will require close working with the pub management and Licensing authorities		No anti-social behaviour.	Minimal	High	Short

Contact with Local Councils

Issue 1 - Raising awareness of local councils

Action	Critical Issues	Status	Comment	Cost	Priority	Timescale
Ref. 1.12 - Publish a councillor 'Who's Who' in the village magazine and on the web site	Not everyone knows who local councillors are, either at parish, District or County level. Possible Unitary Council changes in the future will make this even more important.		There is a Parish Council website and 3 Parish Council notice boards in the village.	Zero	Medium	Long
Ref. 1.2 - Publish a local based joint annual report from all local councils confirming what they have achieved over the year for the village	All residents should have information on what councils are actually doing for them, ideally at the very local level where it is most relevant.		The newsletter fulfils this to some extent	Minimal	Medium	Medium

Issue 2 - Working to seek greater community involvement in the work of councils and the services they provide

Action	Critical Issues	Status	Comment	Cost	Priority	Timescale
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Ref. 1.1 - Publish all Parish Council minutes on the village web site and provide links to the NNDC and NCC web sites for access to their minute records and other key information	Many local people have little idea of the work of or decisions being taken by local councils. Access to the records of meetings is one way of raising awareness within the community.			Zero	Low	Medium
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Community Purchasing

Issue 1 - Investigating and establishing community purchasing schemes

Action	Critical Issues	Status	Comment	Cost	Priority	Timescale
Ref. 1.1 - Establish or expand any existing group oil purchasing scheme in the village	Significant savings can be made as well as more sustainable delivery services to the village.			Zero	Medium	Short
Ref. 1.2 - Investigate the possibility of further group schemes including logs and use of a chimney sweep	Same benefits as above			Zero	Medium	Medium
Ref. 1.3 - Investigate how a tool club could operate	A tool club has the benefits of reducing costs to individuals, but also the chance to share or learn new skills			Zero	Medium	Medium
Ref. 1.4 - Establish a 'Sharing Group' to carryout / manage any village based 'purchasing schemes' and to investigate new ideas	Overall coordination could provide greater benefits for local people.			Zero	Medium	Medium

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Village Communication

Issue 1 - Providing accurate and up to date village information for local people and visitors

Action	Critical Issues	Status	Comment	Cost	Priority	Timescale
Ref. 1.1 - Install new larger notice boards at the three existing sites across the village and investigate further sites	Notice boards are very popular with local residents. Agreement of site owners will be required			Low	High	Short
Ref. 1.2 - Re- examine the arrangements to produce and publish the village magazine	The village magazine needs to be published regularly to be of real value. Many of the initiatives contained in the village plan rely on good local information and communication			Low but ongoing	High	Short
Ref. 1.3 - Re-examine the arrangements to produce, update and publish the village web site.	The web site is a vital communication tool for local people and visitors . To be of value it must not only be relevant, but also up to date. There is a considerable resource implication to achieve this, particularly in time.			Low but ongoing	High	Short

Issue 2 - Co-ordinating local information and making best use of information provided by other organisations

Action	Critical Issues	Status	Comment	Cost	Priority	Timescale
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<p>Ref. 2.1 - Establish a Communication Group to oversee all village communication issues</p>	<p>All the various communication PC issues are related and action on one will impact on others. A coordinated approach is essential. This group will coordinate the work, but will not be responsible for all implementation. That will lie with specific sub groups / organisations</p>			<p>Minimal</p>	<p>High</p>	<p>Short</p>
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