



BROUGHTON ASTLEY PARISH COUNCIL

ANNUAL REPORT AND

CORPORATE PLAN 2015 -2020



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BROUGHTON ASTLEY PARISH COUNCIL CORPORATE PLAN 2015 – 2020

Forward

Welcome to Broughton Astley Parish Council's Corporate Plan for 2015-20. This Plan has used the combined contents of the previous year's Business and Plan and Annual Report to provide a structure for its ambitions to improve the social, economic and environmental well-being of the Broughton Astley. This Plan has been developed to provide an overview of the Parish Council's endeavour to improve the quality of life for all residents, businesses and visitors to Broughton Astley as well as developing and underpinning its identity. In addition it outlines the Parish Council's vision, purpose, objectives and values for the forthcoming year with targets and Performance Indicators to help Councillors to monitor and assess progress against objectives set.

The Plan states the aims, objectives and aspirations of the Parish Council for the next financial year and it will be reviewed on an annual basis to allow progress to be monitored and revised.

As the most local tier of local government Broughton Astley Parish Council believes that some local government services can be delivered much more effectively and efficiently at this level and that the range of services continues to be developed.

If you wish to comment on this document please do so. Your views are important to the Parish Council. Details of how to comment are included at the back of the document.

Thank you for taking the time to read Broughton Astley Parish Council's Corporate Plan for 2015 - 2020

Executive Summary

The aim of the corporate Plan is to give local residents in Broughton Astley a clear understanding of what the Parish Council is trying to achieve and how it intends to deliver its aims and objectives.

The Plan sets out what the Parish Council intend to focus on over the next 5 years and in doing this will outline those areas that are and are not identified as priorities, as there may well be other public sector bodies better placed to deliver these services.

Broughton Astley Parish Council is committed to improving and enhancing the Parish of Broughton Astley in an environmentally sustainable manner, having regard to the identified needs and wishes of all sections of the community. The Parish Council will examine in detail its responsibilities, review them and set a viable and achievable development plan for the future.

The Parish Council will continue to strive to make significant improvements within the local community by working closely and in partnership with other public bodies and community organisations. These organisations are key contributors and represent the diversity of the local community and include voluntary, business and public sectors.

A vision for Broughton Astley

To improve the quality of life for those who live in the Parish of Broughton Astley by improving and developing the physical environment, and developing an inclusive and enhancing community, work and leisure opportunities; whilst protecting the heritage and open spaces of the Parish.

Overview of Broughton Astley

Broughton Astley is a rural settlement bordered by other smaller settlements and farmland which is of a mixed nature between arable and dairy. It lies close to the north western boundary of Harborough District, six miles north of Lutterworth and nine miles south west of Leicester City and has good road access to Hinckley, Blaby and the retail developments at Fosse Shopping Park and Grove Park adjoining the M1/M69.

Broughton Astley originates from three villages, Primethorpe, Sutton in the Elms and Broughton, which became linked by development along Main Street and Station Road and is now a single community. Sutton-in-the-Elms, although part of the parish, is separated from Broughton Astley by the B581 Broughton Way bypass, and as a consequence retains its own separate identity.

The latest population estimate is 8,940 (source: 2011 Census) in 3422 households.

	2001 Census	2011 Census	% increase
Astley Ward	2,260	2324	2.8
Broughton Ward	2,286	2840	24.2
Primethorpe Ward	1,851	1772	-4.3
Sutton Ward	1,893	2004	5.9

Overview of the Parish Council

The Parish Council exists to improve the social, economic and environmental well-being of the Broughton Astley, which it does in a number of ways. It provides a democratic and representational voice for the community. Where services are provided directly they are managed to a good standard, in an efficient and responsive way, at an affordable cost.

Where services are provided by others, the Parish Council endeavours to ensure that they are delivered effectively and in accordance with the wishes of the community.

The Parish Council is represented by 16 Members responsible for four Electoral Wards. The most recent election was held in May 2015 with 13 places being filled through the electoral process and 3 remaining seats filled by co-option. The next full election will be held in May 2019.

The Parish Council is chaired by the Chairman who is elected on an annual basis at the Annual Council Meeting held in May each year. The Parish Council also elects a Vice-Chairman each year.

List of Members and their contact details

ASTLEY WARD

Mark	GRAVES	17 Millbrook Drive Broughton Astley LE9 6UX	283834
Colin	PORTER	29 Aland Gardens, Broughton Astley LE9 6NE	284410
Richard	TOMLIN	10 Thornton Close Broughton Astley LE9 6UH	285723
Stuart	OLIVER	3 Murray Close Broughton Astley LE9 6HH	284502

BROUGHTON WARD

Colin	GOLDING	18 Willsmer Close Broughton Astley LE9 6UL	282726
Sulina	HENDY	4 Hawk Close Broughton Astley LE9 6RQ	289892
Daniel	HOWE	56 Dunton Road Broughton Astley LE9 6NB	289927
Maureen	STELL	6 Townsend Close Broughton Astley LE9 6NX	284496

PRIMETHORPE WARD

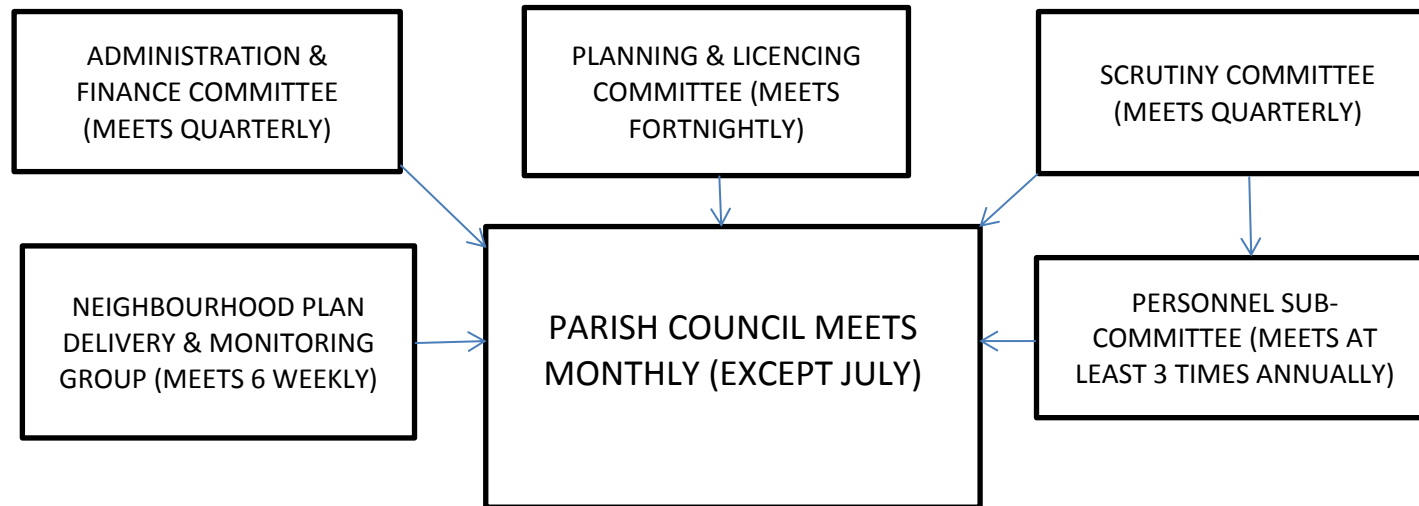
Jon	BATEMAN	Danemead, 15 Netherfield Close Broughton Astley LE9 6XZ	285854
Gerald	BROWN	90 Blenheim Crescent Broughton Astley LE9 6QX	282976
Ray	CAPEWELL	4 School Crescent Broughton Astley LE9 6ST	283327
Alan	ROWE	4 Bodycote Close Broughton Astley LE9 6WT	284718

SUTTON WARD

Robert	GAHAN	76 Warwick Road Broughton Astley LE9 6SB	283865
Clive	GRAFTON-REED	31A Coventry Road Broughton Astley LE9 6QB	285069
Russell	PATRICK	34 Cookes Drive Broughton Astley LE9 6RH	282198
Michael	SWINFEN	2 The Avenue Broughton Astley LE9 6QJ	284902

Committee structure

The Parish Council has 4 main Committees that govern the strategic direction and much of the day to day business of the Parish Council. Members are elected to serve on the Committees on an annual basis. The Committee structure is displayed in the diagram below:



Annual Precept

The Parish Council is funded entirely by the residents of Broughton Astley through the Precept, which is paid as part of the Council Tax charge. Additional income is generated through various services such as the hire of the village hall, sports pitches and allotment plots.

The Precept for the year 2015/16 is £259,772 which includes a Council Tax grant of £10,607 issued by Harborough District Council. At 31 March 2015 the Parish Council had a general reserve of £ 283,142 and an earmarked reserved of £ 44,770.

Income and Expenditure Account 1 April 2014 - 31 March 2015

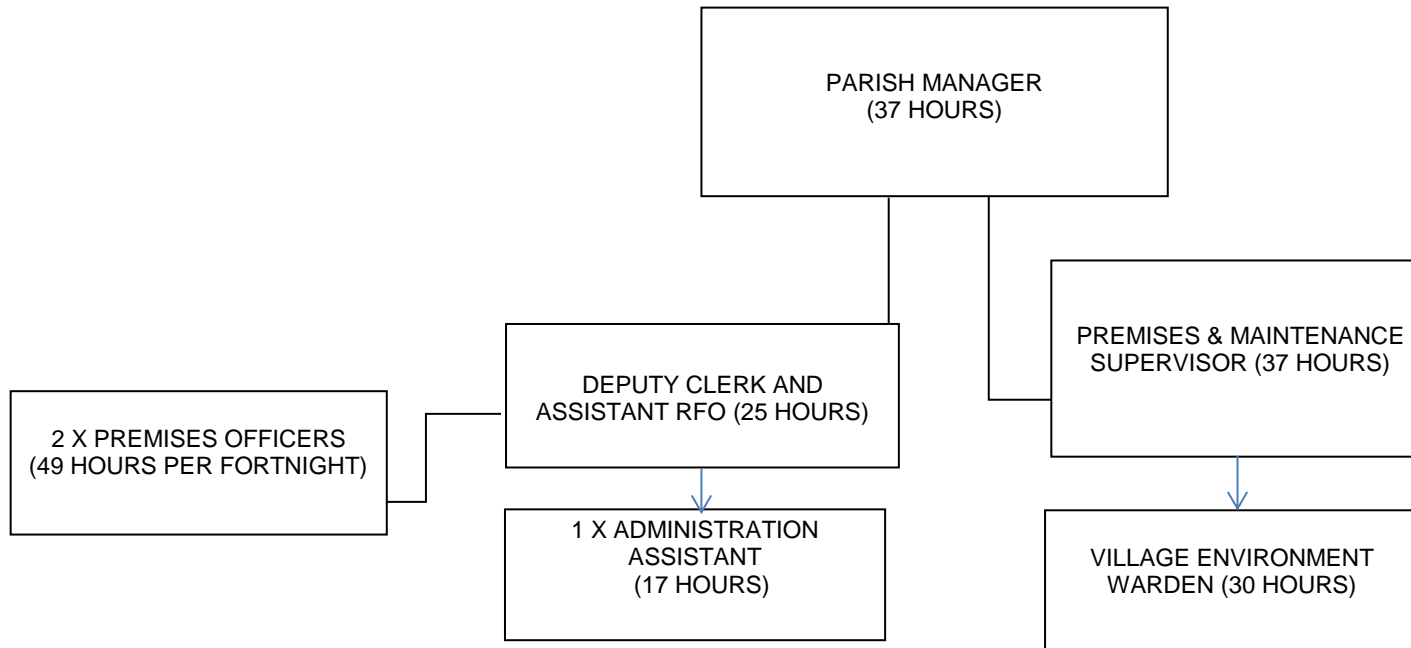
31 March 2015

31 March 2015

200,852		251,412
£	Opening Balance	£
1,500	Income	
267,285	Grant Income	5,808
5,915	Precept Received	265,746
39,558	Other Income	4,110
2,205	Village Hall Income	37,760
4,315	Allotments Income	1,964
2,526	Cemetery Income	4,615
188	Recreation Ground Income	2,514
323,492	Property Income	188
	Total income	322,705
	Expenditure	
178,547	Admin Costs	184,779
24,298	Village Hall Costs	22,878
2,215	Allotments Costs	6,044
333	Cemetery Costs	339
36,186	Recreation Costs	19,048
1,502	Highways Costs	1,939
9,949	Council Costs	13,330
20,781	Capital spending, loans & interest	35,218
7,851	General Power of Competence	0
281,662	Total expenditure	283,575
	Net Income	39,130
41,830		290,542
242,682		
- (8,730)	Transfers to/from reserves	7,400
251,812	Closing Balance	283,142

STAFF STRUCTURE

Supporting the Parish Council is a staff structure that is employed to help deliver services and ensure that all decisions are carried out. The staff structure is headed by a full time Parish Manager, who undertakes all legal requirements as Clerk to the Council. The Parish Council staff can be contacted at the Parish Office by telephone 01455 285655. The present staffing structure is as follows:



Chairman's Annual Report 2014/15

The council year 2014 -15 has been one of maintaining stability whilst dealings with new beginnings and change.

Firstly, we complete the year in a strong stable financial position. We have set the parish precept which is 1.37% higher than last year, mainly due to a cut in the Council Tax grant provided via the District Council. We do, however, expect to have a small surplus at the end of the financial year which will be moved into reserves as a matter of prudence.

The Parish Council's External Auditors have once again provided an unqualified audit report, demonstrating our competence and offering further re-assurance to the general public of our professional and financial competence

In the year where we remembered one hundred years since the start of the First World War, we managed to refurbish the War Memorial and added new paving at the front which will allow the veterans and those representing the various organisations a safer place to parade to pay their respects.

We have continued our policy of upgrade and replacement for the younger members of our community with new equipment in the children's playing area. During the year 4 new pieces of equipment were installed at Frolesworth Road recreation ground, including a wheelchair accessible roundabout.

Our grounds maintenance operations have been made more efficient by the purchase of a new 'triple gang' mower and by the replacement of our ageing equipment including the hedge cutter and strimmer.

Extensive land drainage work has been undertaken at our allotment sites, and the toilet and hand washing facilities provided at the site have also been improved via S106 grant funding.

In terms of beginning, we are finally seeing progress in the Neighbourhood Plan delivery despite some real challenges. Many will be aware that the proposed additional development on Crowfoot Way for 111 houses was finally rejected in a Judicial Review where the courts upheld the Secretary of State's decision to refuse permission. A key factor was our "robust plan". A second decision for 24 houses on Dunton Road was upheld. The decision quoted the fact that this was the reserve site for the plan. It was encouraging that the Secretary of State stated "Though every development proposal must be considered on its own merits, ahead of the review of this Plan the Secretary of State at present sees no justification for any further housing development at Broughton Astley outside of already allocated sites or in line with that Plan's Policy H3 on windfall sites."

Looking forward we have the outline planning permission for the community centre and expanded medical centre as part of the Broughton Way development. Harborough District Council as the planning authority and the Parish Council have secured agreement on Section 106 contribution from the developers to the value of £2.3 million. However, the funding will be released in stages as the housing development progresses.

We are working with the District Council, Thomas Estley Community College, the medical practice, the NHS and other bodies to plan the new facilities in the village so we have a sustainable solution which supports all of the various parties' requirements. We cannot provide an exact time scale; estimates are for the leisure centre to be opened in 2 -3 years. We will do everything possible to bring this forward as quickly as possible.

Finally to changes, we say goodbye to our Parish Manager, Christine Lord who takes a well-earned retirement after seven years. Christine was instrumental in our Neighbourhood Plan being the robust quality document it has provided to be. We wish her a long and happy retirement

We have been very fortunate to be able to promote Debbie Barber to the post of Parish Manager. Debbie has been with the Parish Council for 6 ½ years having held a number of supervisory roles in other businesses.

We have recruited a new deputy clerk, Alison Wood and promoted our administrative assistant, Nicola Elson, which will strengthen our team to deal with the challenges ahead.

In closing my Annual Report, I would like to place on record my thanks and appreciation to all Parish Councillors who give so much of their time freely to undertake their duties as Parish Councillors during the course of the year. I would particularly like to thank councillors Paul Dann, Stuart Page and Chris Evans who after many years of service are stepping down.

Clive-Grafton Reed. Chairman –Broughton Astley Parish Council



Corporate Priorities

This document sets out the Parish Council's vision for the community and its Corporate Priorities which for 2015/16 are:

1. safeguarding the well-being of all residents and creating a sense of community;
2. ensuring the village is well cared for;
3. providing leisure and recreational facilities adequate to meet identified needs;
4. managing resources carefully to ensure these objectives are delivered as effectively, efficiently and economically as possible using effective partnerships where possible.

This document does not intend to influence others on issues that are not directly under the Council's control, but rather what it intends to achieve. The document will be revised again in twelve months' time and updates on achievements will be reported through the Parish Council's Annual Report; with specific service areas measured by a series of Performance Indicators.

1. safeguarding the well-being of all residents and creating a sense of community.

Action	Committee/Council	Timescale	Comment
Provide adequate shopping / banking facilities to meet day to day needs of residents without the need to travel further afield through inward investment.	NP D & M Committee	Progress to be reviewed on an annual basis	Investigate Business forum Investigate level of business paid charged by HDC Monitor closures of businesses
Provide additional and appropriate facilities to meet the needs of growing young and elderly populations	NP D & M Committee	2014 - 2019	Purchase of additional land necessary to provide additional facilities Investigate the provision of more activities for elderly people Regular liaison with TECC and Youth Service
Reduce the level of crime and anti-social behaviour in conjunction with the Police and members of the CDRP	Council	2014 - 2019	Delivered through Harborough District CDRP Partners.
Produce a Community Resilience Plan based on Harborough District Model	Council	May 2016	Monitor local flooding occurrences Seek provision of part-time fire station

Continue to support community events such as the Broughton Carnival and Christmas Fayre which provide the opportunity to communicate directly with residents and improve communication.	Council	2014 - 2019	Investigated increased assistance for Christmas Fayre, including manual switch for lights switch on.
Erect annual floral displays in the Village centre and at the Village Hall, maintained throughout the summer months in order to create a sense of wellbeing.	Council	2014 - 2019	
Erect Christmas Lighting displays in the Village Centre in order to attract shoppers and visitors into the Village Centre.	Council	2014 - 2019	Investigate manual switch for lights switch on

2. ensuring the village is well cared for.

Action	Committee/Council	Timescale	Comment
Ensure sufficient investment in village facilities via the Precept and by encouraging the relevant principal authorities to address identified needs.	Council	2014 - 2019	
All Parish Council owned land is to be maintained to a high standard by the Grounds Maintenance Team.	Council	2014 - 2019	Investigate the use of grounds maintenance equipment for outside contracts.
Continue to work with the Environment Agency, the District Council and the County Council to resolve issues including the removal of excess vegetation and improving the look of the area with sympathetic planting in the stretch of the brook by St Mary's Church.	Council	2014 - 2019	Establish an environmental champions groups to work and deliver feed back

3. providing leisure and recreational facilities adequate to meet identified needs.

Action	Committee/Council	Timescale	Comment
Provide a more diversified sporting facilities to meet the aspirations of all age groups e.g. tennis courts or a bowling green	NP D & M Committee	2014 - 2019	Delivered in conjunction with Harborough District Council, Harborough District Leisure Trust, Leicestershire and Rutland Sport and the local schools
Purchase of additional land for the provision of sporting and leisure facilities.	NP D & M Committee	2014 - 2019	
Seek to increase the level of Village Hall by investigating alternative uses for the Village Hall during school holidays, where under usage has been identified	Scrutiny Committee	June 2016	
A programme for the replacement of playground equipment to ensure that it is safe and suitable for its users.	Council	2015 - 2020	Rolling budget of £5,000 per annum allocated for the provision of new/replacement play equipment.

4. managing resources carefully to ensure these objectives are delivered as effectively, efficiently and economically as possible using effective partnerships where possible.

Action	Committee/Council	Timescale	Comment
Use the annual internal audit programme to ensure that services are being delivered in accordance with Standing orders and Financial Regulation and offer 'value for money'	A & F Committee	2014 - 2019	
Continue to review the Parish Council's health and safety systems, and the level of insurance cover required, in accordance with existing risk management procedures.	A & F Committee	2014 - 2019	

Liaise with the District Council to ensure that funds provided by developers are used to meet the community's objectives, particularly with regard to leisure and recreational facilities and highways safety.	A & F Committee	2014 - 2019	Review twice yearly
Examine ways of improving communications with residents, businesses and visitors by using electronic methods	Scrutiny Committee	2014 - 2019	Introduction of Facebook and Twitter to be investigated. New website produced
Pursue re-accreditation as a Quality Status Council if appropriate, following the national review of the Quality Council scheme being undertaken during 2014/15.	Council	2014 - 2019	Quality Foundation Status achieved January 2015

Performance measures, monitoring and service planning

In order to effectively measure and monitor how Broughton Astley Parish Council is performing in relation to its Corporate Priorities a series of Performance Indicators have been developed. The Performance Indicators will be measured on an annual basis over the period of this Plan and further developed in future years. The Parish Council can then measure performance and make recommendations for improvement where necessary.

Corporate Priorities - Internal Performance Indicators

Service Area	Performance Indicator	Total 2013/14	Target 2014/15	Target 2015/16
Allotments	Income secured as percentage of expenditure	-10.4%	0	0
	Percentage of vacant plots (more than 28 days)	3.8% (6 plots)	2% (3 plots)	0
	Number of residents on waiting list	7	3	0
Democratic representation	Percentage of elected Parish Council Members	75% (12 Members)	87.5% (14 Members 2015 election)	87.5% (14 Members 2015 election)
	Percentage attendance at Parish Council by Members	80.68% (13 Members)	87.5%(14 Members)	87.5% (14 Members)
	Dispatch of Agenda 3 clear days prior to the meeting	94%	100%	100%
Staffing	Average number of sickness days per employee	24.9	10	8
Finance	Total income as percentage of overall expenditure	12.9%	15%	17%
Communications	Number of website hits (per year)	42,108	45,000	47,000
Customer Service	Percentage of 'very satisfied' (Village Hall users) completing the bi-annual survey	80%(regular users) 77.7% (casual users)	85% 85%	90% 90%
	Number of formal complaints (per year)	0	0	0

How to Comment on this Document and Contact the Parish Council

Broughton Astley Parish Council would very much appreciate your views on the content of the Plan as well as any comments, queries or complaints regarding the services provided by the Council.

Broughton Astley Council also welcomes suggestions from all sections of the community regarding further service development or on other issues that are important to the Parish that the Council may be able to have an impact on.

If you do wish to comment, or for specific help and advice on matters concerning the Council, you can:

Telephone: 01455 285655

Email: debbie@broughton-astley.gov.uk

Write to: Parish Council Office. Village Hall Station Road Broughton Astley. LE9 6PT.

