

**West Swindon Parish Council****Outline Projects Action Plan 2025/26**

West Swindon Parish Council will publish an action plan annually in May. The Plan will be funded from the budget which is set in January and which includes project expenditure for the forthcoming year. Priorities in the plan will reflect matters raised by members of the public during the Annual Parish Council Meeting and other public meetings. West Swindon Parish Council will continually review the action plan on a quarterly basis, and will add any matters as required through the year. The Parish Council will also formulate a Strategic Plan to guide decision making and planning longer term.

Item no.	Action	Outcome	Budget	Responsible body and partners	Timescales	Progress/Comments
<b>Resident Engagement &amp; Communication</b>						
1	<b>Website &amp; Communication</b>	-Residents can self serve key information about the Council. -Residents can access contact details and report concerns	£1000	Council/Parish Team -Engagement Officer/Support Officer	Website is launched. Revisions continue.	Establish a Community Events calendar. Establish self service for volunteers. Establish self service for allotment holders.
2	<b>Quarterly e-Newsletter</b>	Residents feel informed about the work of the Parish	Focus on e-distribution	Council/Parish Team – Engagement Officer/Support Officer	Newsletter distributed by the end date of each bi monthly period	Newsletter drafted. Circulation planned Q1 31/05/2025. Improve promotion and sign up options.
3	<b>Parish Noticeboards</b>	Residents can view key information	None – repair and replace as required	Council/Parish Team – Engagement Officer/Support Officer	Noticeboards update monthly.	Boards updated at intervals. Improve information and layout presentation.
4	<b>Parish Grants (criteria established)</b>	Residents and small groups can access small funds for local projects	£10,000 per annum	Parish Team to promote and administer the scheme. Decisions through report at Council.	Grant deadlines end of May/Sept  Scheme advertised	Grants distributed. Monitoring ongoing. Publicity ongoing. Invite recipients to update at public meetings.

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<b>Grounds Maintenance/Amenities</b>						
10.	<b>Grounds maintenance service delivery</b>	Residents receive a good quality grounds maintenance programme	Primary expenditure of the Precept	Ongoing review of service standards for West Swindon on grounds maintenance programme  Village centre maintenance agreed	Standards agreed seasonally by Planning, Leisure & Environment Committee annually  Ongoing improvements to be determined.	Ongoing  Roadsweeper service deployed.  Tranquility Remembrance garden planned for Corton Cresc. Installation Summer 2025
6	<b>Vehicle programme</b>	Parish reviews lease and purchase of vehicles	£20,000	Acquisition of existing vehicles underway.	Ongoing	Two new electric vans purchased. 4 existing diesel vans to be purchased. 1 UTV purchased.
7	<b>Play area refurbishment programme</b>	Play areas in West Swindon are maintained to a quality standard	c. £100,000	Parish Team conduct inspection and maintenance programme	Annual programme to be confirmed through a new Play Working Party	Shaw Ridge tender process underway. Play working party to be formed.
8	<b>Community enhancements</b>	Residents feel they have a good service from the Parish that enhances the local environment	c. £12,000 Planting, bins, benches	Parish Team	Status reported bi-monthly to Committee	Ongoing Village Centre and roadside planter updates and improvements.
9.	<b>Community Assets</b>	Community buildings and assets are secured and managed for the benefit of West Swindon residents	Tbc.	Swindon Borough Council/additional partners	Awaiting progress from Swindon BC	Ongoing Review and seek options for additional allotments.