



# St Stephen in Brannel Parish Council

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## St Stephen in Brannel Parish Council Three Year Strategic Plan 2022-2025<sup>1</sup>



<sup>1</sup> Adopted by Full Council at the meeting held on Wednesday 3<sup>rd</sup> March 2022 under minute reference FPC23/22. Due for review in December 2022.

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<sup>2</sup> Document created by Linda Ranger PSLCC Cert HE – Clerk & Responsible Finance Officer

## **Introduction**

St Stephen in Brannel Parish Council constantly strives to work on behalf of parishioners on the issues that matter to each of the villages.

Members are always keen to receive ideas and suggestions from parishioners on particular areas of interest or concern and where it is felt the Parish Council may assist.

This three-year strategy replaces the action plan and is a statement of the Parish Council's vision for, and commitment to the Parish. The first version began in November 2019, in line with the budget setting process. The second version commences at the start of the 2022 municipal year.

Its aim is to give the residents of St Stephen in Brannel Parish an understanding of what the Parish Council is trying to achieve and how it intends to deliver over the next three years.

It is a "live" document so will be reviewed and updated on an annual basis with progress being regularly monitored.

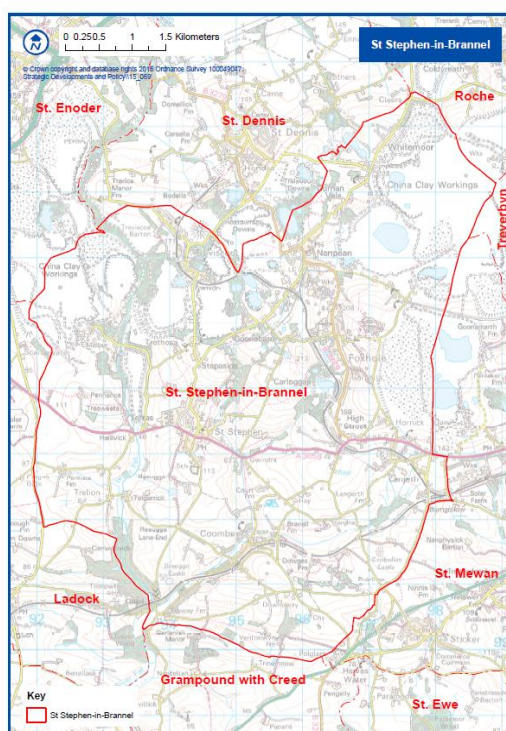
## **Background**

St Stephen in Brannel (Eglosstefan yn Branel) is a civil parish in Cornwall.

The Parish is on the southern edge of Cornwall's china clay district and includes the villages of Coombe, Foxhole, High Street, Lanjeth, Nanpean, St Stephen, Treviscoe and Whitemoor as well as the associated hamlets.

The Parish Council consists of fifteen Councillors and employs twelve members of staff.

Eleven of the Parish Councillors were elected in 2021 and serve for a term of four years. Four of the Parish Councillors were co-opted in 2021 and will serve until May 2025.



The Parish is split into two divisional wards for election purposes and is home to over 7,240 residents<sup>3</sup> with 5,639 of those people being registered to have the right to vote in an election as follows –

Divisional Ward	Electors
St Stephen (Covering Coombe, Foxhole, High Street, Lanjeth, Nanpean, St Stephen and Treviscoe)	5201
Whitemoor (Covering Whitemoor)	438

## Finances

### Income

The total income for the Parish Council is budgeted at £423,310 for 2022/23. The majority of the income goes from the precept issued to Cornwall Council as the local authority. The precept for 2022/23 is £331,023. Other sources of income include

- Burial fees;
- Rent;
- Room hire (Brannel Room);
- Service agreements with Cornwall Council;
- Grant funding; and
- Council tax support.

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<sup>3</sup> 2011 Census

### Expenditure

The total expenditure for the Parish Council is budgeted at £399,925 for 2022/23. A breakdown of expenditure can be found on the Parish Council website [www.ststepheninbrannel-pc.org.uk](http://www.ststepheninbrannel-pc.org.uk). The budget is completely allocated except for a contingency amount which ensures the general reserve is of an adequate level.

### General Reserve

The Parish Council needs to hold an amount in reserves to meet unexpected expenditure, otherwise it could run out of money before the end of the financial year. In line with proper practices it was budgeted that the general reserve be maintained at approximately 4 months net revenue expenditure with a figure of £121,247 at the beginning of 2021/22 and a predicted figure of £92,385 for the start of 2022/23.

### Earmarked Reserves

Earmarked reserves are funds that are held for specific projects, where money is allocated for a specific purpose but may not be spent in that financial year. A breakdown of earmarked reserves can be found on the Parish Council website. The total amount held in earmarked reserves at the beginning of 2021/22 was £134,149. The majority of this amount was monies allocated to community benefit funding.

### Assets

Assets are defined as land, buildings, machines, equipment, furniture, fixtures and vehicles of significant value that are owned by the Parish Council. A copy of the asset register can be obtained from the parish council office. At the beginning of 2021/22, the Parish Council had assets to the value of £899,553.

## **Community Engagement**

The Parish Council understands the importance of engagement with residents and local organisations. In 2018, a community engagement policy was adopted that details how the parish council try to building positive relationship through communication. This policy can be found on the parish council website. If you have suggestions for alternative methods, please contact the parish council office.

In addition, several parish councillors have joined a steering group and are working together with volunteer residents in the creation of a Neighbourhood Development Plan (NDP). The NDP is a way of helping local communities to influence the planning of the area in which they live and work. It can be used to:

- Develop a shared vision for your neighbourhood.
- Choose where new homes, shops, offices and other development should be built.
- Identify and protect important local green spaces.
- Influence what new buildings should look like.

Membership to the steering group is open to anyone living or working in the parish. If you wish to join, please contact [nhplan@ststepheninbrannel-pc.org.uk](mailto:nhplan@ststepheninbrannel-pc.org.uk) in the first instance.

## Action Plan

Activity	Responsibility	Timescale	Comment
Annual Parish Meeting	Chairman & Council Finances: None	2022-25	Opportunity for residents to receive an update on the work of the Parish Council, listen to speakers on matters of local interest and ask questions.
Planning applications	Planning committee Finances: None	2022-25	To actively comment on all planning applications that have an impact on the Parish and/or residents
Resurfacing of St Stephen Short Stay car-park	Finance & General Purposes committee Finances: Budget allocation	2022-25	To maintain the standard of the car park surface to fulfil health and safety requirements for those using the facility.
St Stephen Churchtown cemetery extension	Finance & General Purposes committee Finances: Budget allocation	2022-25	To ensure and secure adequate appropriate burial space for future years
Devolution of land	Finance & General Purposes committee Finances: Earmarked reserves	2022-25	Transfer of land from Cornwall Council (currently used as allotments)
Devolution of property	Finance & General Purposes committee Finances: Earmarked reserves	2022-25	Transfer of leasehold from Cornwall Council - Nanpean public toilets
Devolution of property	Finance & General Purposes committee Finances: Earmarked reserves	2022-2025	Transfer of asset known as the pumping station in Central Treviscoe from Cornwall Council

Devolution of property	Finance & General Purposes committee Finances: Earmarked reserves	2022-2025	Transfer of asset known as Creakavose Play Area, St Stephen from Cornwall Council
Devolution of property	Finance & General Purposes committee Finances: Earmarked reserves	2022-2025	Transfer of land at Creakavose, St Stephen from Cornwall Council
Devolution of property	Finance & General Purposes committee Finances: Earmarked reserves	2022-2025	Transfer of land adjacent to 19 Gilbert Close, St Stephen from Cornwall Council
Creation of a Neighbourhood Development Plan (NDP)	Council & NDP steering group Finances: Earmarked reserves	Completion by September 2022	Helping the community influence future development of the Parish.
Speeding – Speed Indication Devices (SIDs)	Planning committee	Completion by June 2022	To address resident's concerns on speeding by installing mobile SIDs across the parish.
Speeding and traffic flow	Planning committee	2022-2025	To listen to resident's concerns and, when relevant, bring locations to the attention of the China Clay Network Panel Highways Scheme
Maintenance of grass verges	Council Finances: Budget allocation	2022-25	To continue with and expand the maintenance of the grass verges within the Parish installing a sense of pride for the area.
Weed spraying	Development & Environment committee Finances: Budget allocation	2022-25	To continue with the weed spraying of the Parish highways and look at more environmentally friendly methods.

Climate Change	Development & Environment committee Finances: Budget allocation	2022-25	To consider requests for the Council to declare a climate emergency and, in deemed necessary, put a supportive plan in place.
Air Quality Monitoring	Development & Environment committee Finances: Budget allocation	2022-25	To continue to monitor the air quality of the Parish to safeguard resident's well-being.
Relaunch of Youth Parish Council	Development & Environment Committee Finances: Earmarked reserves	Completion by September 2022	To give the younger generation of the Parish a voice.
Elections	Council & Clerk Finances: Budget allocation	May 2025	To ensure all seats are filled following the 2025 elections to safeguard democracy and the use of the General Power of Competence.
Events	Development & Environment Committee Finances: Budget allocation	April 2023	To hold annual events in the parish to allow the community to come together.
Defibrillators	Finance & General Purposes committee Finances: Budget allocation	Completion by 2025	To have a Council owned defibrillator installed in each village.
Local Council Award Scheme – Gold	Development & Environment committee and Clerk Finances: Budget allocation	Completion by May 2023	To achieve the criteria for the Gold level award.



Grant funding	Community Benefit Fund committee and Finance & General Purposes committee  Finances: Budget allocation	2022-25	Provide grant funding to local organisations to support community activity whilst donating to local/national charities that provide assistance to residents.
Training	Council & Clerk  Finances: Budget allocation	2022-25	Encourage Members and Staff to attend recognised training opportunities to ensure residents receive a professional, lawful service.

## Contact

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