

Berrynarbor Parish Council
Action Plan

| Action | Estimated Completion Time | Responsibility Person(s) | Completed |
|---|---------------------------|--|-----------|
| Comply with all Statutory requirements and Health & Safety regulations | Ongoing | Parish Clerk & Council | |
| To ensure all policies and risk assessments are up-to-date | Ongoing | Parish Clerk & Finance and Personnel Committee | |
| Respond to relevant local, regional and national consultations | Ongoing | Council | |
| Use Parish Paths funding to maintain public footpaths throughout the parish | Ongoing | Services Officer | |
| To ensure the safety of trees on parish council land | Ongoing | Parish Clerk & Council | |
| To promote Parish Council and facilities | Ongoing | Council | |
| To maintain an up-to-date website | Ongoing | Clerk | |
| Ensure play equipment is safe and maintained to an appropriate standard | Ongoing | Cllr Mrs Beer, Council & Parish Clerk | |
| Obtain Local Council Award Scheme Foundation Level | 2017 | Council & Parish Clerk | |
| Respond to planning consultations | Ongoing | Council & Parish Clerk | |
| Defibrillator Awareness Training | April 2017 | Parish Clerk | |
| Refurbishment of Public Toilets | 2017 | Council | |
| Replacement of Bus Shelter | 2017 | Council | |
| Purchase of new Berrynarbor signs | 2017 | Council | |