



Sherborne Town Council

FORWARD PLAN

2011 – 2015

**Public Version approved SEPTEMBER 2011
Updated in January, May, August and December 2012
Updated in May, September and December 2013**

No	Title	Description	Time Scale	Completed
1	Cemetery Extension PRIORITY	Establish the number of grave spaces left within Sherborne Cemetery and investigate options for re-using old graves, extending the Cemetery or to source additional cemetery land.	Oct 2010 - ongoing	In progress
2	Grit Bins & Adverse Weather PRIORITY	To consider the purchase of grit bins and supporting snow clearing equipment and establish what support the Town Council could offer to both WDDC and DCC during periods of adverse weather.	Oct 2010 – Dec 2011	Completed
3	Sherborne Area Partnership PRIORITY	To carry out an audit of its present work and agree a way forward, ensuring that it operates within the financial resources available.	June 2011 – Mar 2012	Completed
4	Planned Programme of Maintenance PRIORITY	To put in place electrical, mechanical and structural surveys for all STC properties and develop a planned programme of maintenance and the establishment of funds to implement the annual work programme.	Sept 2010 - ongoing	In progress
5	Property Asset Review PRIORITY	To carry out a review of the property portfolio assessing the role each property plays in providing services to the community and identifying properties that might be surplus to requirement.	Jan 2012 – Sept 2012	In progress
6	Sherborne Primary Schools Mini Olympics PRIORITY	To organise in partnership with the local schools a major sporting experience for the primary school children of Sherborne to coincide with the 2012 Olympics in England.	Sept 2011 – July 2012	Completed
7	Financial Reserves PRIORITY	To review the level of reserves held by the Town Council and identify how to increase existing levels in years to come and to introduce specific reserve accounts for replacing purchases, when they reach the end of their useful life.	Sept 2011 - Dec 2011 – Then ongoing	Completed

8	Terrace Playing Field Equipment PRIORITY	Review the range of GM equipment available at TPF with a view to renewing and/or upgrading.	Sept 2011 – Mar 2012	Completed
9	Sherborne In Bloom PRIORITY	To assess the organisation of SIB and consider alternative ways for delivering SIB with greater community involvement.	Dec 2011 – Mar 2012	Completed
10	Chamber of Trade PRIORITY	To develop procedures so that the COT & STC work together more effectively for the overall benefit of the Towns business community.	Sept 2011 - ongoing	Completed
11	Tourism PRIORITY	To establish ways in which STC could work in partnership with others to enhance the tourism potential of Sherborne.	Sept 2011 - ongoing	Completed
12	Skate Park Replacement	To support the work of the Sherborne Skate Park Group seeking funding to replace the existing, but outdated facility, with a new concrete sunken facility.	Mid 2010 – Mar 2014	Completed
13	Adventure Play Ground	To review the condition of the adventure playground, assess its suitability for refurbishment, replacement or removal.	Ap 2013 – Mar 2014	In progress
14	Digby Hall	To carry out a review of the facility with regards to implementing a refurbishment /upgrade programme of works to update the ageing facility.	Date to be considered once PPM outcome known	In progress
15	Digby Hall Terms and Conditions Of Hire	To update the terms and conditions of hire for the venue including the need for hirers to have independent public liability insurance and review the bar franchise due for renewal.	Dec 2011 – Mar 2012	In progress
16	Marketing of Council Facilities	To assess the present usage levels of Council facilities with a view to establishing areas of opportunity for greater use and to put in place marketing practises to raise facility profiles and ultimately increase usage levels.	Ap 2012- Sept 2012	In progress
17	Terrace Playing Field Profile	To raise the profile of the site and improve its overall appearance and attraction as a local facility.	Late 2010 - ongoing	In progress

18	Terrace Club Operation	To review with the sports clubs the operational arrangements for the Terrace Club including the management and maintenance of the building.	Jan 2013 – Sept 2013	In progress
19	Expansion of the Grounds Maintenance operation	To work with DCC & WDDC to identify public open space they own with a view to STC taking responsibility for those areas so as to ensure higher standards of presentation across the Town.	Ap 2012 – Mar 2013 or in advance of that time frame if openings arise	In progress
20	Tree Surveys	To appoint suitably experienced professionals to carry out a comprehensive tree survey of all trees on STC land and put in place annual maintenance and a replanting programme.	Ap 2012 – Mar 2013	Completed
21	Community Led Planning Pilot	To develop a community driven local plan for the Town and to share experiences with the other pilots in the national programme.	Jan 2011 – June 2013	In progress
22	Buildings Energy Conservation	To ensure that when works are carried out on Town Council buildings that energy management and conservation methods are used to reduce the Council spend on energy and reduce CO2 emissions	When ever situation allows - ongoing	Completed
23	Town Council Grants	To review the grants procedure establishing clear guideline criteria for applicants and how often STC will consider grants each year.	Jan 2012 – Mar 2012	Completed
24	Manor House Tenancy Agreements	To review all agreements aiming to create a standardised approach with all agreements running in line with the financial year.	Dec 2011 – Apr 2012	Completed
25	Annual Parish Meeting	To review the format of the meeting to encourage greater resident attendance and to inform those attending of the work achieved in the last 12 months and the plans for the coming year.	Jan 2012 – Apr 2012	Completed
26	Street Signage and Furniture Review	To review the level and range and abundance of street furniture in and around the Town.	Apr 2013 – Mar 2014	In progress
27	Localism Bill	To consider the Bill once published and assess what changes and impact the Bill will have on the operation of the Town Council.	Awaiting formal publication of Bill	Completed

