



ACTION PLANS

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ABBREVIATIONS USED IN ACTION PLANS

Terms Used in the Cross Ref Column

CE&P	Conservation, Environment & Planning
BA&T	Business, Agriculture & Tourism
THVi	Transport, Highways & Village Infrastructure
CS	Community Services
LL	Lifelong Learning
R&L	Recreation & Leisure
C&LG	Communications & Local Government

Terms Used in Status and Timescale Column

S	Short Term	0-2 years
M	Medium Term	2-5 years
L	Long Term	5+ years
Ongoing	The action is already being addressed either as a whole, or to some degree, within the Parish or by an external body, but requires further interaction or monitoring.	

Terms used in Tables

BA	Broads Authority
BDC	Broadland District Council
CW	Circular Walk
EA Tourist Board	East Anglian Tourist Board
HSA	Highways Strategic Appraisal
JHMC	Jubilee Hall Management Committee
LACS	Local Authority Childrens' Services
MP	Member of Parliament
NCC	Norfolk County Council
PPSG	Parish Plan Steering Group
PCC	Parochial Church Council
SNT	Safer Neighbourhoods Team
SPC	Salhouse Parish Council
Team Salhouse	Village Enhancement Volunteer Group



ACTIONS ALREADY ACHIEVED THROUGH THE PARISH PLAN PROCESS

1. Onsite meetings with Norfolk Constabulary and Norfolk County Council, Planning and Transportation Department Officers leading to the submission of the Highways Strategic Appraisal to Norfolk County Council which has resulted in:
 - B1140 - Pedestrian signs either side of All Saints Church; Highway danger markers at the 'Hills and Holes'; this road to be included in County wide 'B' Road review relating to speed limits.
 - Feasibility study at Station Road/Muck Lane railway bridge to improve safety aspects to include assessment of requirement for new pavement from rural Footpath 14 along Station Road to Salhouse Station.
 - NCC support for extra illuminated sign for Norwich Road (westbound), subject to feasibility; Parish Council to submit request. Will require Parish funding, iro £4-£10k.
 - Parish Council to request further review with NCC - bus stops on Norwich Road (Station Road end). Pavement will be constructed to link existing pavement with bus stand on eastbound side.
 - Thieves Lane - now on structural maintenance schedule to improve drainage and footway; safety assessment to be carried out.
 - Review of Honeycombe Road to ascertain feasibility of installing central white lines (done – not wide enough).
 - New 'S' bend sign for Mill Road approach to Bell Corner - on order.
 - Wood Green and Mill Road pavements to be reconstructed in 2008/2009, (Wood Green completed April 2008); Lower Street in 2009/2010.
 - Agreement to implement additional dropped kerbing, as required, when requested by Parish Council.
2. Onsite meeting with Norfolk County Council, Countryside Access Officer, leading to submission of Footpath Report to Norfolk County Council resulting in:
 - Proposed upgrade of Footpath 14 (Hall Drive to Station Road) to be undertaken in order to link both ends of the village.
 - The identified need for certain rural footpaths to be more regularly maintained by NCC, including finger posts and markers.
 - Clarification of the restrictions and responsibilities relating to footpaths and bridleways.
 - Maintenance already undertaken on Circular Walk 57.
 - Information gained about Rambler Gates to replace stiles, making footpaths more accessible for less able bodied walkers.
3. Meeting with Broadland District Council Officers to discuss Parish Plan process regarding planning policy, Conservation Area and housing issues.
4. Submission of a Conservation Area Enhancement Appraisal based on results from Parish Plan, with recommendations for extensions to Area and other related matters.
5. Parish Council initiated a Playing Field Committee to address the refurbishment and re-equipping of the play area and to review use of the playing field to provide additional activities and facilities, using the results from the Parish Plan which will also support funding applications.
6. Parish Council installed 2 new notice boards and are planning to replace 2 more commencing 2008.
7. Parish Council initiated a Working Party to improve communications between the Council, local government and parishioners, and an Emergency Response Working Party to draw up a plan.
8. Parish Council signed up to Community Speedwatch Scheme which is now in operation.
9. New groups and clubs formed: monthly Afternoon Tea and Mardle; Carers, History, Team Salhouse volunteers, and 'Rambler' groups; Gardening, Wine and Book Clubs; weekly Youth Club; Grant Application Committee.
10. Increased awareness and use of the village website www.salhousevillage.org.uk

Action Plan - Conservation, Environment & Planning

Reference	Action Point	Action	Cross Ref	Timing	Lead	Partners
Conservation CE&P 1	Review of Conservation Area	<p>1.1 Initiate action as detailed in the Conservation Area Enhancement Appraisal to amend existing boundaries:</p> <p>1.1.1 To reflect results of the Consultation Process as shown on map at page 70.</p> <p>1.1.2 To rationalise changes arising from recent developments.</p>		S	PPSG Conservation Area Enhancement Appraisal	SPC/BDC/Consultants
CE&P 2	Retention and Protection of Landscapes	<p>2.1 Initiate action to confer Planning Policy ENV 8 (Area of Landscape Value) status:</p> <p>2.1.1 Landscape between Lower Street, All Saints Church and Vicarage Road.</p> <p>2.1.2 Landscape between Hall Drive and Footpath 12.</p> <p>2.1.3 Landscape between All Saints Church, The Lodge and Vicarage Road.</p> <p>2.1.4 Hagg Wood (for its bluebells).</p> <p>2.1.5 Brakes Wood (ancient woodland).</p>		S	PPSG Conservation Area Enhancement Appraisal	SPC/BDC
CE&P 3	Retention and Protection of Buildings and Historic Features	<p>3.1 Initiate action to protect :</p> <p>3.1.1 The Bell Inn.</p> <p>3.1.2. The Reading Room.</p> <p>3.1.3. Shrublands (Lower Street) Cottage.</p> <p>3.1.4. Honeycombe Lane Cottages.</p> <p>3.1.5 Salhouse Railway Station ticket office.</p> <p>3.1.6 All thatched roof cottages (Article IV Certificate).</p> <p>3.2 Initiate action to renovate listed Baptist Chapel in Chapel Loke (Conservation Area Report dated April 2004).</p> <p>3.3 Initiate action to refurbish stone commemorative plaques on the Reading Room.</p>		S	PPSG Conservation Area Enhancement Appraisal	SPC/BDC
				S	SPC	Baptist Church Minister
				S	SPC	Owner

Action Plan - Conservation, Environment & Planning *continued*

Reference	Action Point	Action	Cross Ref	Timing	Lead	Partners
CE&P 4	Retention and Protection of Character Trees	<p>4.1 Initiate action to review hardwoods and mature trees for the purpose of tree protection orders (TPOs).</p> <p>4.2 Encourage landowner to reinstate avenue of trees linking Salhouse Hall to All Saints Church. (Conservation Area Report dated April 2004).</p>		S	SPC	Tree Wardens/BDC Landowner
Environment CE&P 5	Enhancement of Village Environment	<p>5.1 Initiate scheme for tree planting:</p> <p>5.1.1 Bell Lane to All Saints Church.</p> <p>5.1.2 Bell Lane through Hall Drive to Station Road.</p> <p>5.1.3 Station Road.</p> <p>5.1.4 Around playing field to provide shady areas.</p> <p>5.2 Initiate landscaping schemes:</p> <p>5.2.1 Entrance roads to the village at Lower and Upper Streets.</p> <p>5.2.2 At the base of the village sign at Bell Corner. (Conservation Area Report dated April 2004).</p> <p>5.2.3 On green triangle at junction of Lower Street and Upper Street. (Conservation Area Report dated April 2004).</p> <p>5.3 Initiate enhancement by the screening of the waste disposal bins in Broad carpark. (Conservation Area Report dated April 2004).</p> <p>5.4 Initiate action to replace BT telephone boxes with K6 model (Conservation Area Report dated April 2004):</p> <p>5.4.1 Bell Corner.</p> <p>5.4.2 Junction of Lower Street and Upper Street.</p>		S	SPC	Tree Wardens/NCC/BDC/ Volunteers NCC/Team Salhouse
CE&P 6	Provision of Open Space	<p>6.1 Initiate action to acquire the use of:</p> <p>6.1.1 Additional open space for unrestricted access by villagers.</p> <p>6.1.2 Set aside land for the use of dog walkers</p>	R&L	S	SPC	Landowners

Action Plan - Conservation, Environment & Planning *continued*

Reference	Action Point	Action	Cross Ref	Timing	Lead	Partners
CE&P 7	Improvement to the Playing Field	7.1 Initiate action to provide more communal facilities on Playing Field to increase its use eg benches and tables.	R&L	S	SPC	
CE&P 8	Reduction of Litter and Dog Fouling	8.1 Initiate action to reduce litter in the lay-by opposite All Saints Church. 8.2 Take action to encourage dog owners to control dog fouling in and around the village. 8.3 Identify locations for additional dog and litter bins. 8.4 Provide additional dog and litter bins.	CS	S S S S	SPC SPC SPC SPC	BDC/Team Salhouse BDC
CE&P 9	Environmental Improvement	9.1 Support established volunteer group for environmental improvement – village planting, minor pond maintenance, village cleanup, churchyard maintenance.	CS	Ongoing	SPC	Team Salhouse
CE&P 10	Pond Enhancement and Maintenance	10.1 Initiate annual contract for major pond maintenance and enhancement of all village ponds. (Conservation Area Report dated April 2004).		S	SPC	NCC (Conservation)
CE&P 11	Provision of Bench Seats	11.1 Identify appropriate locations to place bench seats. 11.2 Initiate action to provide additional bench seats.		S S	SPC SPC	
CE&P 12	Provision of Noticeboards	12.1 Initiate action to replace Circular Walk 57 board in Playing Field car park. 12.2 Progress action to replace notice board on Station Road with one that is 'fit for purpose'.	R&L BA&T C&LG	S S Ongoing	SPC SPC	NCC

Action Plan - Conservation, Environment & Planning continued

Reference	Action Point	Action	Cross Ref	Timing	Lead	Partners
CE&P 13	Village and Conservation Area Signage	<p>13.1 Initiate action to obtain and place Village/Conservation Area signs at:</p> <p>13.1.1 Bell Lane entrance to village.</p> <p>13.1.2 Woodbastwick (Salhouse Road) entrance to village.</p> <p>13.2 Initiate action to provide additional Salhouse sign for Muck Lane/Station Road entrance to village.</p>		S	SPC	BDC (Conservation)/NCC
Planning CE&P 14	Retention of Village Character	<p>14.1 Ensure that all aspects of planning take into account the retention and/or the enhancement of the village character.</p> <p>14.2 Resist all planning which involves the use of greenfield sites outside the Settlement Limit.</p>		S-M S-M	SPC SPC	BDC (BDC Design Guide)/NCC
CE&P 15	Meeting the Housing Need	<p>15.1 Ensure that the housing need accurately reflects the village requirement.</p> <p>15.2 Ensure priority is given to villagers who have a need for starter homes by the use of carefully selected Exception sites, preferably on the Norwich Road, which would benefit the community as a whole.</p> <p>15.3 Investigate the feasibility of providing sheltered housing or housing association rented for villagers, preferably on the Norwich Road.</p>		S-M S-M	SPC SPC	BDC BDC
CE&P 16	Location of Development	<p>16.1 Ensure that any future estate* development is located in the following order of preference:</p> <ul style="list-style-type: none"> • Salhouse Hall. • Norwich Road. • Bell Lane. • Thieves Lane. 		S-M	SPC	BDC/Housing Associations Landowners

Legend: * Estate is defined as 5+ houses (BDC Local Plan 2006)

Action Plan - Business, Agriculture & Tourism

Reference	Action Point	Action	Cross Ref	Timing	Lead	Partners
Tourism BA&T 1	Facilities, Amenities and Publicity	1.1 Initiate provision for additional signage to attract and inform visitors wishing to access Salhouse Broad and use the footpath system around the village.	R&L	S	SPC	NCC/Landowners
		1.2 Support provision of new footpaths, parkland and amenities such as tea room at Broad.		S	SPC	Landowners
		1.3 Instigate updating of BDC/BA/NCC/Tourist Board leaflets to include Salhouse for walkers and cyclists.	R&L	S	SPC	BDC/BA/NCC/ EA Tourist Board
		1.4 Improve tourist information on notice boards and at key locations within the Parish, also including replacement of CW notice board in playing field car park.	R&L CE&P	S	SPC	NCC(CW board)
BA&T 2	Future Development	2.1 Maintain discussions with major landowners re: any further/future projects they may envisage, to ensure village interests are protected.		S-M	SPC	Landowners
Business BA&T 3	Existing Business	3.1 Maintain close contact with businesses and District Council over any likely changes to ensure village interests are protected.		S-M	SPC	Local businesses/BDC
BA&T 4	Village Shop/ Post Office	4.1 Continue to encourage more use of village shop and post office counter in conjunction with owner.		S	Shop owner	Salhouse SAGA/Editor Website/Webmaster
Business and Tourism BA&T 5	The Village in the Future	5.1 Promote the village of Salhouse and its Conservation Area by all means, including a dedicated tourist leaflet.		S-M	SPC	BDC/BA/NCC/EA Tourist Board/ Landowners
		5.2 Continue to provide good facilities for visitors and tourists.		S-M	SPC	Landowners
		5.3 Encourage thriving new business in character with the village.		S-M	SPC	
		5.4 Encourage villagers and parishioners to actively support business in the village.		S	SPC	Salhouse SAGA/Website

Action Plan - Transport, Highways & Village Infrastructure

Reference	Action Point	Action	Cross Ref	Timing	Lead	Partners
Traffic Management THVi 1	Traffic Calming Measures	<p>1.1 Initiate traffic calming measures:</p> <ul style="list-style-type: none"> 1.1.1 Main village approaches. 1.1.2 Lower Street. 1.1.3 Norwich Road. 1.1.4 Bell Lane. 1.1.5 Station Road. <p>1.2 Initiate loading only, and weight access restriction for:</p> <ul style="list-style-type: none"> 1.2.1 Lower Street. 1.2.2 Thieves Lane. 1.2.3 Upper Street. <p>1.3 Continue to support Community Speedwatch.</p> <p>1.4 Create Highways Lobby Group.</p>		S	SPC	NCC/Norfolk Constabulary
THVi 2	Speed Limit Reduction	<p>2.1 Initiate reduction in speed limits:</p> <ul style="list-style-type: none"> 2.1.1 Norwich Road. 2.1.2 Honeycombe Road. 2.1.3 Lower Street. 2.1.4 Bell Lane. 	CS	S Ongoing S	SPC SPC	Norfolk Constabulary/ Volunteers Volunteers
Highways THVi 3	Highways Safety	<p>3.1 Initiate safety improvements:</p> <ul style="list-style-type: none"> 3.1.1 Bell Corner. 3.1.2 Lower Street. 3.1.3 Norwich Road/Station Road junction incl bus stops & pavements. 3.1.4 Station Road railway bridge. 3.1.5 Thieves Lane. 		S	SPC	NCC/Norfolk Constabulary
THVi 4	Surface Water Drainage (see Utilities)	<p>4.2 Investigate means of improving surface water drainage:</p> <ul style="list-style-type: none"> 4.2.1 Lower Street. 4.2.2 Thieves Lane. 		S	SPC	NCC

Action Plan - Transport, Highways & Village Infrastructure *continued*

Reference	Action Point	Action	Cross Ref	Timing	Lead	Partners
THVi 5	Road Maintenance	<p>5.1 Initiate more effective road maintenance schedule.</p> <p>5.2 Initiate installation of formal lay-by opposite church.</p>		S S	SPC SPC	NCC NCC
Pavements THVi 6	Pavement Width & Access	<p>6.1 Continue action to reinstate width on Lower Street.</p> <p>6.2 Initiate action to install access ramps where required.</p>		S S	SPC SPC	NCC NCC
THVi 7	Strategic Pavement Plan	<p>7.1 Request review of pavement requirements for the following roads:</p> <p>7.1.1 Norwich Road.</p> <p>7.1.2 Station Road.</p> <p>7.1.3 Lower Street (East).</p> <p>7.1.4 Thieves Lane.</p> <p>7.2 Initiate more effective pavement maintenance schedule.</p> <p>7.3 Initiate action to:</p> <p>7.3.1 Improve pavement under Station Road railway bridge.</p> <p>7.3.2 Investigate lighting under Station Road railway bridge.</p> <p>7.3.3 Investigate requirement for crossing point in Mill Rd.</p>		S S-M S-M ongoing	SPC SPC SPC NCC	NCC NCC NCC
Footpaths THVi 8	Additional Footpaths	<p>8.1 Investigate provision of rural permissive footpath away from the road edge:</p> <p>8.1.1 Bell Lane to Church.</p> <p>8.1.2 Honeycombe Road.</p> <p>8.1.3 Norwich Road.</p>	R&L	S	SPC	Landowners/NCC

Action Plan - Transport, Highways & Village Infrastructure *continued*

Reference	Action Point	Action	Cross Ref	Timing	Lead	Partners
THVi 9	Station Road to Hall Drive Rural Footpath (Footpath 14)	<p>9.1 Progress upgrade of rural footpath between Station Road and Hall Drive to enable:</p> <ul style="list-style-type: none"> • Better access within village. • Cycling, pedestrian, mobility vehicle & push chair capability. • Compliance with 'Safe Routes to Schools Project'. 	R&L LL	S-M Ongoing	SPC	NCC/Landowner
School Traffic Congestion THVi 10	Alternative Means of School Travel	<p>10.1 Continue to investigate schemes to enable more children to walk or cycle to school by:</p> <p>10.1.1 Remote parking with supervision for children to walk to the school.</p> <p>10.1.2 Progressing upgrade of Station Road to Hall Drive footpath.</p> <p>10.1.3 Progressing means of improving pavements and reducing traffic speed on school routes.</p> <p>10.1.4 Investigating feasibility of re-opening Farman Close gate.</p> <p>10.2 Investigate acquisition of school bus.</p> <p>10.3 Investigate possibility of staggered school start/finish times.</p> <p>10.4 Investigate car share scheme.</p> <p>10.5 Investigate use of school grounds for one way drop off system.</p>	LL R&L LL LL LL	S S S S S S S S	School SPC SPC School School School School School	JHMC/The Bell Inn/SPC NCC School/NCC NCC/Norfolk Constabulary
Public Transport THVi 11	Bus Services	<p>11.1 Monitor any further use of coach style buses by FIRST Bus (54 service).</p> <p>11.2 Investigate additional early evening buses.</p>		S S	SPC SPC	FIRST Bus FIRST Bus/Anglian Coaches

Action Plan - Transport, Highways & Village Infrastructure *continued*

Reference	Action Point	Action	Cross Ref	Timing	Lead	Partners
THVi 12	Bittern Line Railway	12.1 Investigate provision of more trains stopping at Salhouse. 12.2 Request more cycle capacity on Bittern Line train Service.		S S	SPC PPSG	Bittern Line Railway/NCC Bittern Line
Council Services THVi 13	Grass Verge Cutting	13.1 Improve grass verge cutting and gritting service by: 13.1.1 Establishing the extent and frequency of grass cutting service. 13.1.2 Requesting extension of grass cutting service if appropriate. 13.1.3 Monitoring quality of service. 13.1.4 Requesting removal of grass cuttings. 13.2 Request review of winter road gritting coverage, eg Cheyney Avenue access to school.		S	SPC	NCC
Utilities THVi 14	Electricity	14.1 Request study on short term electricity cuts and overhead supply infrastructure.		S	SPC	EDF/National Grid
THVi 15	Sewerage	15.1 Request investigation of problems of sewerage overspill in Lower Street in the following areas: • Cheyney Avenue junction. • Lower Street/Upper Street junction. • Bell Corner.		S	SPC	Anglian Water
THVi 16	Tele-communications	16.1 Request investigation into Broadband capability within village with a view to improving higher data speed.		S	SPC	BT
Fuel Services THVi 17	Bulk Heating Oil	17.1 Investigate village scheme for purchase of heating oil in bulk at a discounted price.		S Ongoing	PPSG	Village participants

Action Plan - Transport, Highways & Village Infrastructure *continued*

Reference	Action Point	Action	Cross Ref	Timing	Lead	Partners
NDR THVI 18	Traffic Reduction	18.1 Liaise with NCC (NDR Team) to achieve the following: 18.1.1 Removal of HGV designation on B1140. 18.1.2 Rerouting of all HGVs and Sugar Beet traffic via NDR/A47. 18.1.3 Reduction of through traffic using Station Road.		S-M	SPC	NCC
Norwich Airport THVI 19	Flight Path Activity	19.1 Monitor plans for extension of runway at Norwich Airport. 19.2 Request Salhouse PC member on Norwich Airport Consultative Committee.		S S	SPC SPC	BDC/Norwich Airport Consultative Committee Norwich Airport Consultative Committee
Emergency Response THVI 20	Contingency Plan	20.1 Create emergency response plan for village.		S Ongoing	SPC	BDC/NCC

Action Plan - Community Services

Reference	Action Point	Action	Cross Ref	Timing	Lead	Partners
Medical Provision CS 1	Hoveyton & Wroxham Medical Centre	1.1 Investigate:		S	SPC	Medical Centre/ Bus companies
		1.1.1 Provision of better public transport services between Salhouse and Medical Centre. 1.1.2 Activation of disabled reception facility. 1.1.3 Promotion of Health Centre web site.		S	Medical Centre Saga Editor Webmaster Saga Editor Webmaster	Medical Centre
CS 2	First Responders	1.2 Provide wider range of local NHS telephone numbers in village magazine and on website. 2.1 Investigate the incorporation of Salhouse into the First Responders scheme.		S Ongoing	SPC	First Responder Scheme/ Volunteers
Community Protection CS 3	Policing Community Speedwatch Homewatch	3.1 Promote close liaison with Safer Neighbourhoods Team. 3.1.1 Investigate lack of visible policing.		S	SPC	SNT/Norfolk Constabulary
		3.2 Continue to support Community Speedwatch scheme.	THVi	S	SPC	SNT/Norfolk Constabulary Norfolk Constabulary/ Volunteers
		3.3 Promote Homewatch scheme by: 3.3.1 Improved dissemination of information from Broadland Watch. 3.3.2 Using electronic facilities within the village, where possible.		S	Homewatch Area Co-ord Co-ords	Broadland Watch
		3.3.3 Providing Homewatch display and presence at Annual Parish Meeting. 3.3.4 Continue recruitment of coordinators.		S	Homewatch Area Co-ord Homewatch Area Co-ord	SPC Saga Editor/Webmaster

Action Plan - Community Services *continued*

Reference	Action Point	Action	Cross Ref	Timing	Lead	Partners
Waste Recycling and Disposal CS 4	Recycling	4.1 Liaise with District Council for expansion of the range of recycled materials through household and community systems.		S	SPC	BDC
	Additional Recycling Points	4.2 Investigate possibility of providing a recycling point in Station Road area.		S	SPC	Station Road residents/ BDC
	Garden Waste	4.3 Promote use of Home Composter bins.		S	SPC	BDC/SalhouseSAGA/ Village Website/BDC
	General Waste	4.4 Investigate reinstating the provision of general waste skip.		S	SPC	
Community Interaction CS 5	Jubilee Hall	5.1 Investigate adaptation of Jubilee Hall for multiple use simultaneous with Playgroup.	LL R&L	S	JHMC	Playgroup Committee/ OFSTED
		5.2 Increase fund raising events and seek external grants.		S	JHMC	Village Groups/Grant Application Committee
		5.3 Heating – Investigate optimum heating control system to provide more effective heating in Jubilee Hall.		S	JHMC	
Community Interaction CS 6	Community Projects	6.1 Support the work of village based community projects: 6.1.1 Litter picking. 6.1.2 Village amenity improvements. 6.1.3 Arrange village fete/ village show. 6.1.4 Village Carers' group.	CE&P R&L	S Ongoing	SPC	Volunteers/Team Salhouse/SPC Playing Field Committee/Carers Group

Action Plan - Community Services *continued*

Reference	Action Point	Action	Cross Ref	Timing	Lead	Partners
Disabled Facilities CS 7	Access	7.1 Review disabled access to village amenities.		S	SPC	SPC/Village amenities
Library CS 8	Facilities	8.1 Promote WRVS home library service.		S Ongoing	Saga Editor/ Webmaster	WRVS/Volunteers
Post Code CS 9	Anomaly	9.1 Resolve post code anomaly Norwich Road/Station Road/Wood Green.		S	Parish Clerk	Royal Mail
All Saints Church CS 10	Long Term Future	10.1 Investigate water supply and toilets.		S	PCC	PCC PCC/JHMC
		10.2 Encourage young families to become involved.		S	Rector	
		10.3 Investigate possibility of regular Sunday school in Jubilee Hall.		S	Rector	
		10.4 Investigate holding more activities in the building eg art /photographic exhibition, craft fair etc.		S-M	PCC	

Action Plan - Lifelong Learning

Reference	Action Point	Action	Cross Ref	Timing	Lead	Partners
Jubilee Hall LL 1	Maximise Use of Facilities	1.1 Investigate legislation and any changes required to facilitate multi-use of Jubilee Hall simultaneous with playgroup.	CS R&L	S	JHMC	Playgroup Committee/ OFSTED/SPC
Primary School LL 2	School Facilities	2.1 Promote the proposed School sports activity hall for joint use and funding by village.	R&L CS	S-M	School	SPC/Villagers/Grant Application Committee
		2.2 Investigate use of School facilities for appropriate village activities, (eg IT).	R&L	S	School	Tutors/Volunteers
		2.3 Continue to replace mobile facilities currently being used as Classroom.		S-M Ongoing	School	LACS/BDC
LL 3	School Access	3.1 Continue to progress improvement to relevant village infrastructure to promote walking & cycling to School.	THVi	S-M	SPC	BDC/NCC/School/Norfolk Constabulary
		3.2 Continue to encourage alternative parking arrangements to alleviate congestion around School.		S Ongoing	School	JHMC/The Bell/SPC/NCC
		3.3 Investigate establishing a footpath from car park and inside playing field to connect with alleyway from Thieves Lane to Heron Close.		S	SPC	School
		3.4 Investigate feasibility of School bus to reduce traffic congestion.	THVi	S	School	
		3.5 Investigate feasibility of re-opening Farman Close gate.	THVi	S	School	
LL 4	School Capacity	4.1 Coordinate availability of places at School and Playgroups for village children in the event of further local housing expansion.		S	School Playgroup	SPC/LACS
Adult Education LL 5	Provision in Village	5.1 Investigate setting up adult education classes in village.		S	Tutors	NCC Adult Education/ School/JHMC

Action Plan - Recreation & Leisure

Reference	Action Point	Action	Cross Ref	Timing	Lead	Partners
Footpaths R&L 1	Station Road to Hall Drive Footpath (Footpath 14)	<p>1.1 Progress action to improve Footpath 14 by:</p> <ul style="list-style-type: none"> 1.1.1 Upgrading surface and making disabled/pushchair friendly. 1.1.2 Investigating use for cyclists. 1.1.3 Ensuring regular maintenance to retain width and good surface. 	THVi LL	S Ongoing	SPC	NCC/Landowners
R&L 2	Parish Footpath	<p>2.1 Continue to monitor state of footpaths by:</p> <ul style="list-style-type: none"> 2.1.1 General footpath maintenance. 2.1.2 Ensuring signage is renewed/repaired where necessary. 2.1.3 Introducing rambler gates to replace stiles as appropriate. 2.1.4 Restricting access to wheeled vehicles. 		S Ongoing Footpath Report	SPC	NCC/Landowners
R&L 3	New Footpaths	<p>3.1 Investigate possibility of implementing new permissive footpaths:</p> <ul style="list-style-type: none"> 3.1.1 Bell Corner to Church. 3.1.2 Broad to Woodbastwick. 3.1.3 Along Honeycombe Road. 3.1.4 Playing field car park, inside hedge to alleyway. <p>3.2 Investigate possibility of opening a new circular route to Broad.</p>	THVi LL BA&T	S S S	SPC SPC Landowner	Landowners/NCC United Charities/School
R&L 4	Footpath Information	<p>4.1 Take action to renew Circular Walk Information Board.</p> <p>4.2 Provide footpath maps on noticeboards.</p> <p>4.3 Provide footpath maps on website.</p> <p>4.4 Provide footpath maps in SAGA.</p>	CE&P BA&T BA&T	S S S S	SPC SPC Webmaster Editor	NCC NCC NCC

Action Plan - Recreation & Leisure *continued*

Reference	Action Point	Action	Cross Ref	Timing	Lead	Partners
Play Area R&L 5	Equipment and Facilities	<p>5.1 Refurbish Play Area to provide:</p> <ul style="list-style-type: none"> 5.1.1 Play equipment for children of all ages and abilities. 5.1.2 Picnic tables and seating. 5.1.3 Landscaping. 5.1.4 Bike track. 5.1.5 Disabled access. 5.1.6 Improved public conveniences. 	CE&P	S-M Ongoing Playing Field Cttee	SPC	BDC
Playing Field R&L 6	Additional Facilities	<p>6.1 Investigate provision of MUGA or hard surface court for use by adults and children to improve sports facilities.</p> <p>6.2 Investigate provision of additional sports facilities, eg rugby posts, basketball hoop, football wall etc.</p>		S Ongoing Playing Field Cttee	SPC SPC	BDC BDC
Youth R&L 7	Additional Facilities	<p>7.1 Continue to support Youth Club</p> <p>7.2 Investigate provision of Youth Shelter</p>		S S	SPC SPC	BDC/NCC Youth Club Committee
Sports Hall R&L 8	Additional Facility	<p>8.1 Investigate possible shared use of proposed school activity hall.</p> <p>8.2 Investigate possibility of provision of village sports sports Hall.</p>	LL	S S-M	SPC SPC	School Villagers
Community Spirit R&L 9	Village Events	9.1 Encourage organisation of village events to promote community spirit and co-ordinate with fundraising activities, eg fete.	CS	S	SPC	Volunteers/Landowners
Allotments R&L 10	Land Availability	10.1 Investigate availability of suitable land for allotment provision within Parish boundary.	CE&P	S	SPC	Landowners
Jubilee Hall R&L 11	Facilities	11.1 Investigate provision of additional facilities for Playgroup so that the use of Jubilee Hall can be maximised.	LL CS	S	JHMC	Playgroup Committee/ OFSTED

Action Plan - Communication & Local Government

Reference	Action Point	Action	Cross Ref	Timing	Lead	Partners
Communication C&LG 1	Noticeboards	1.1 Increase number of Noticeboards in Parish and update regularly. ie. Station Road, Garden Centre, All Saints Church.	CE&P	S	SPC	Parish Clerk
		1.2 Curtail fly posting in the village.		S	SPC	Team Salhouse
C&LG 2	Website	2.1 Promote as best means of communication with village.		S	SPC	Webmaster/ Salhouse Saga Webmaster
		2.2 Supply timely SPC information to webmaster.		S	Parish Clerk	
		2.3 Appoint and train, as required, assistant webmaster.		S	Webmaster	
C&LG 3	Salhouse SAGA Magazine	3.1 Consider publishing quarterly.		S	Editor	
		3.2 Increase information about external providers of community services and telephone numbers.		S	Editor	
Local Government C&LG 4	Parish Council	4.1 Promote public attendance at Parish Council meetings.		S	SPC	
		4.2 Publish draft SPC minutes in public domain within 15 days of PC meeting.		S	Parish Clerk	
		4.3 Provide complete SPC minutes to webmaster for display on Parish Council website.		S	Parish Clerk	
		4.4 Display complete draft and signed off SPC meeting minutes more widely around Parish.		S	Parish Clerk	
		4.5 Create youth member position on Parish Council and encourage younger members to join.		S	SPC	
		4.6 Host Annual Parish Meeting on a Saturday.		S	SPC	
		4.7 Establish a Parish Plan Action Committee consisting of Councillors & Villagers to take forward the Action Plan.		S	SPC	Villagers

Action Plan - Communication & Local Government *continued*

Reference	Action Point	Action	Cross Ref	Timing	Lead	Partners
Local Government C & LG 5	Liaison with Adjacent Parishes	5.1 Establish, for the purposes of consolidated response and exchange of information, a Joint Parishes Liaison Committee with: 5.1.1 Rackheath 5.1.2 Wroxham 5.1.3 Plumsteads and Thorpe End 5.1.4 Woodbastwick 5.1.5 Blofield		S	SPC	Relevant Parish Chairmen and District Councillors