



STOKE ST GREGORY COMMUNITY PLAN ACTION TRACKER

Introduction to the Community Plan Tracker

- What? This tracker is a tool to be used by the community for the purpose of summarising progress against the actions described in the 2023 Community Plan
- Why? We all have an obligation to address the actions and ensure progress is made. This is what our residents expect having been invited to express their views and opinions of the future of our community
- How? We will all regularly (3-monthly) report on progress made and this will be reviewed by the CP Delivery Team and reported to residents and the Parish Council

Responsibilities

The following abbreviations have been used to identify groups that have specific responsibilities to deliver this Community Plan

- CEWG** Climate Emergency Working Group (to be formed)
- CGP** Community Group Partnership
- CPDT** Community Plan Delivery Team
- HA** Highways Authority
- HOTV** Heart of the Village Management Committee
- FG** Footpath Group
- FWAG** Farming and Wildlife Advisory Group
- PC** Parish Council
- PFGC** Playing Fields Management Committee
- SC** Somerset Council
- SEG** Stoke Environment Group
- WHMC** Williams Hall Management Committee

Assessing Progress Score

- A simple scoring mechanism to give an indication of progress will be used
- A 'score' of 0 means that the task has been identified but no work has yet started on addressing the action
- A 'score' of 5 means that the action has been completed and no further work will be undertaken

There will be very few scores of 5 - many actions require a change in practises and will be ongoing. Thus, they will never be 'closed out'

Milestones

Milestones have been entered and it is hoped these will be accepted by those responsible for addressing the action. It is, however, that milestones may need to be changed. Where this is the case, responsible organisations are requested to contact the CP Delivery Team to confirm the change with a brief justification.

A Message from the Community Plan Delivery Team

The creation and publication of the 2023 Community Plan is probably the most important piece of community work conducted in Stoke St Gregory for the past 20 years. It really does have the potential to support those individuals and groups that have the determination to make change for the benefit of our community and society as a whole. Its importance cannot be over-emphasised.

In 2022, a total of 17 community group representatives signed a 'Collective Commitment' to contribute to the Plan and to contribute to the future of our community. This was a pledge we all made freely.

The Community Plan Delivery Team is now committed to working with all members of our community, but particularly the 17 groups that made the pledge, to deliver on this Plan. We are therefore urging you all to recognise the importance of this work, which marks the start of an exciting journey for our community, and to throw all your expertise, knowledge, resources and enthusiasm into the plan. We all have an important role to play and even if your group is not explicitly identified in this Tracker, there is a need for you to work with others to turn words into actions. **THIS IS OUR OPPORTUNITY TO MAKE A CHANGE FOR THE GOOD OF OUR COMMUNITY.** Please embrace this opportunity and lets get cracking!

This Month's News

This Tracker will be regularly updated and distributed. We want everyone to contribute, to be informed and to benefit from its aspirations.

This (June 2023) is the first Tracker to be distributed. Over the next few years, the contents will evolve and, indeed, the format of the Tracker may evolve to better share information. Your comments will be gratefully received by the Delivery Team. In this section, we will provide a short update of news relevant to progress and highlight the actual benefits that have been accrued as a result of your work and dedication.

Community Plan Theme 1: OUR ENVIRONMENT

Objective	Community Plan Objective	Community Plan Cross Reference	Desired Outcome	Action(s) Required	Responsibilities	Milestones	Target Completion	Key Resources	Report June 23		Report September 23	
									Score	Report	Score	Report
1:1	The Parish Council, Footpath Officer and Stoke Footpath Group to work collaboratively with members of the community who feel passionately about our environment	Action a	An open line of communication and liaison between all agencies having an active role in protecting and enhancing our environment	(a) To regularly communicate and promote a collaborative and informed network of agents (b) To liaise with SEG regarding their on-going work on signage, repairs and access	PC, FG, SC	No Milestones	Ongoing	Time . Those responsible will be required to identify opportunities to communicate and work together	2	FG (through SEG) routinely reports to PC and actively liaises with PC and SC Footpaths Officers and works with land owners. Strong relationships between all parties must be developed PC have a footpaths officer who works in liaison with SEG. Charlotte Sundquist		
1:2	To prepare an inventory of the works required to enhance our footpaths and bridleways	Action b	A Parish Footpath and Bridleway Improvement Plan	To undertake a survey of footpaths and bridleways to identify actions required to improve accessibility and safety	PC, FG, SC	1 - Map all recognised routes 2 - Survey all routes 3 - Identify improvement works 4 - Report to PC, PC and SC Footpaths Officers and land owners	1 - August 23 2 - December 23 3 - February 24 4 - April 24	Time Maps to be obtained from SC Footpaths Officer Volunteers: To assist FG carrying out surveys	2	Some routes have been surveyed by the FG and repairs and access issues report to SC Footpaths Officer who has acted promptly. The PC recognises this work and supports the role of FG, PC and SC Footpaths Officers		
1:3	To address persistent problems with roadside drains and verges in 'problem areas'	Action c	Provision of evidence necessary to undertake informed discussions with SC and the Highways Agency that lead to improvement works	Undertake a survey of Parish roads and verges and produce a report showing evidence and impact	PC, SC, HA	1 - Perform initial comprehensive survey 2 - Produce survey report 3 - Liaise with SC and HA 4 - Undertake quarterly reviews	1 - December 23 2 - March 24 3 - April 24 4 - On Going	Time Appropriate mapping Volunteers: To undertake routine surveys Report Writer	2	The PC is responsive at all times to problems with roads and verges. Where problems are identified, these are immediately forwarded to Scand HA (as appropriate). It is not always possible to highlight problems before they occur and so the PC relies on public reporting and personal observations		
1:4	To identify areas suitable for improvement with initiatives such as wild flower and bulb planting	Action d	Make Stoke St Gregory a 'beautiful' rural community	Identify suitable areas of common land across the Parish for wildflower planting	SEG	1 - Identify suitable areas 2 - Plant suitable and appropriate wildflowers and vegetation	1 - December 23 2 - Each autumn planting period	Time Materials: Wildflower plants etc. Funding: For purchase of plant materials (approx £500/y)	4	Wildflower planting in the Parish began in 2021 and was repeated (in different areas) in 2022. Further planting is to take place in late 2023 (Spinney, Willey Road, Village name signs etc.)		
1:5	To review causes and impact of pollution and produce a Pollution Reduction Plan	Action e	(a) Gain a greater understanding of the causes of pollution and determine where action can be taken to reduce impact (b) Reduce levels of pollution to make our village a clean and environmentally friendly place to live	(a) Form a small team of volunteers to identify pollution 'types', 'sources' and causes (b) With professional assistance, identify actions that can be taken by all sections of the community to ameliorate effects on population and the environment as a whole	PC, SEG, Local Industry, Professional Advisors	1 - PC to form a Pollution Working Group 2 - Collect evidence and data 3 - Produce Pollution Reduction Plan 4 - PC to lead on implementation of action plan	1 - September 23 2 - December 23 3 - March 24 4 - May 24	Volunteers: To form a investigative working group Funding: For professional advice (approx £500)	0	Task not yet started		
1:6	To do more to reduce our impact on the environment through the use of 'green initiatives'	Comment 4 p11 Comment 3 p12	Gain a greater understanding about what steps we are already taking and what more we can do	(a) To clearly and frequently disseminate information about environmental activities within the Parish (b) To publicise opportunities for residents to take part in environmentally-focussed activities and initiatives	PC, SEG	1 - PC and SEG to review environmental activities 2 - SEG to regularly publicise environmental activities and opportunities 3 - SEG to regularly engage with residents and better understand their concerns and ideas	1 - September 23 2 - Ongoing 3 - Ongoing	Volunteers: To participate in SEG activities and management Funding: To run activities and purchase materials as required	4	SEG routinely reports to PC and provides a 'task list' of activities proposed for the year. SEG runs a number of public events each year including the Envirofair. Events include family activities and information sessions and presentations. SEG recognises it can always do more to publicise events in addition to regular social media posts, its website, articles in the Parish Magazine and Stoke News. SEG would be happy to run more information events in collaboration with expert groups and the PC. SEG will ensure its future programme of work addresses actions from the Community Plan		
1:7	To create a positive and proactive line of communication with the farming community	Comment 5 p12	Better understanding the impact of farming on our environment	To set up a forum whereby residents and the farming industry representatives can discuss areas of mutual interest and concerns	SEG, FWAG	1 - SEG to liaise with farming reps (FWAG) and explore a concept for a routine forum 2 - SEG and FWAG to set a date for the first forum 3 - Review success of forum	1 - September 23 2 - December 23 3 - January 23	Funding: For facility hire	1	SEG has held a preliminary discussion with FWAG (June 23). This will be followed up as a result of this Community Plan comment		

Community Plan Theme 2: TACKLING THE CLIMATE CRISIS

Objective	Community Plan Objective	Community Plan Cross Reference	Desired Outcome	Action(s) Required	Responsibilities	Milestones	Target Completion	Key Resources	Report June 23	
									Score	Report
2:1	Create a 'Climate Emergency Working Group'	Action a	Better understand the impact that Climate Change will have on our community and how to ameliorate risks to individuals, property, and the environment	(a) The PC to work alongside SEG to create a working group that will identify the impacts of climate change on the community (b) The PC to set the terms of reference of the working group (c) The working group to identify measures that can be taken within the community to ameliorate or mitigate risk	PC	1 - Establish working group 2 - Agree ToRs 3 - Identify mitigating measures of climate change	1 - October 23 2 - November 23 3 - September 23	Time Volunteers: to form a working group Funding: facility and printing costs	0	This task has not yet started
2:2	Publish and adopt a 'Green Charter'	Action b	The PC adopts and implements the 'Green Charter' to underpin its decision making processes	Produce a Green Charter to demonstrate the community's commitment to tackling the effects of climate change	PC	No milestones	Completed 2022	Nil	4	A Green Charter was adopted by the PC in 2022. The Charter now needs to be routinely consulted when the PC makes decisions on behalf of the community
2:3	Publish and adopt Community Climate Crisis Action Plan	Action c	PC oversees the production of a plan that will help the community adapt and become sustainable in the face of Climate Change	(a) Task the Climate Emergency Working Group to produce a Community ClimateCrisis Action Plan (b) Adopt and promote the plan and identify support and resources for undertaking practical action	PC, CEWG	1 - Task working group 2 - Complete Action Plan 3 - Implement Action Plan	1 - September 23 2 - March 24 3 - May 24	Volunteers: To form CEWG Funding: To publish report	0	This task has not yet started
2:4	Declare a Climate Emergency	Action d	The PC declares a climate emergency in the Parish and seeks external support to implement appropriate responses	PC to publicly declare a Climate Emergency within the Parish	PC	1 - Declare a Climate Emergency 2 - Publicise the declaration and its implications	1 - July 23 2 - August 23	Time: to provide a description of the implications of declaring a climate emergency and publication of same	0	PC has discussed the Somerset declaration. The profile of a Parish declaration now needs to be promulgated
2:5	Take measures that will reduce the community's carbon footprint	Comment 1 p16	Implementation of practical and affordable measures that will drive down the community's carbon footprint	Promote actions that can be taken by residents and industry to contribute to a reduction in household and community carbon footprints	SEG, PC	1 - Produce a list of practical carbon reduction measures 2 - Provide active encouragement and support to implement measures	1 - October 23 2 - January 24	Time: to research practical and proportionate measures for this community and to produce guidance material. Funding: to produce a local carbon reduction guide in cooperation with CEWG	0	This task has not yet started
2:6	Share knowledge that will enable residents to make informed decisions that affect the sustainability of our community and environment	Comment 4 p16	An accessible source of information and knowledge helps residents make informed choices on ways to reduce their carbon footprint	Produce local guidance as per action 2:5. Provide forums where issues and challenges can be discussed with experts/advisors	PC, SEG, External Agencies	1 - Produce a list of practical carbon reduction measures (2:5) 2 - establish discussion forums	1 - October 23 2 - January 24	Funding: facility costs for discussion forums	1	SEG has run some community information events but publicity needs to be improved to ensure general awareness of these events. The PC is planning and event in September 23 to provide support and information to the community on energy saving and home insulation
2:7	Become a net-zero carbon community	Comment 6 p16	A Parish that can balance its carbon use against its capacity to sequester	Implement all possible measures and challenge lifestyle 'norms'	Community	1 - Become carbon neutral	1 - December 30	Funding: to support change	2	Many residents taking action to reduce energy , increase renewables and change lifestyle norms. Somerset target to become carbon neutral by 2030. National target to reduce by 45% by 2030. National target net-zero by 2050

Community Plan Theme 3: HEALTH & WELLBEING

Objective	Community Plan Objective	Community Plan Cross Reference	Desired Outcome	Action(s) Required	Responsibilities	Milestones	Target Completion	Key Resources	Report June 23	
									Score	Report
3:1	Set up a suitable forum to discuss existing and proposed events	Action a	Ensure that existing and new facilities are fully utilised	Establish a cross-community group to identify needs, resources, opportunities	CPDT, CGP	1 - Contact community groups 2 - Arrange and facilitate first forum meeting 3 - Community groups to agree to meet on a regular basis	1 - September 23 2 - October 23 3 - October 23	Community Group Reps	0	Task not yet started
3:2	Work collaboratively and collectively to undertake a review of existing facilities	Action b	A community-wide approach to maximising the potential of all facilities for the benefit of the community and visitors	Management teams to work closely together to offer an integrated approach and identify future needs	CGP	1 - Hold inaugural partnership meeting 2 - Agree forward strategy	1 - September 23 2 - December 23	Community Group Reps	0	Task not yet started
3:3	Produce action plan for each facility and source funding for improvements	Action c	Clarity of purpose and continued investment for each facility that benefits the community	PC and facility management teams to produce action plans and identify funding opportunities	CGP	1 - Produce Facility Investment Plan	1 - December 23	Community Group Reps	0	Task not yet started
3:4	Deliver new facilities for young people and children	Action d	New, contemporary facilities that meet expectations	Discuss options and opportunities to develop facilities for younger age groups	PFMC, CGP	1 - Project Play established 2 - Feasibility studies and costings prepared 3 - Findings presented to children and young people (and parents) 4 - Strategy agreed with PC and PFMC and final design prepared 5 - Funding applications made and planning permission sought (as reqd) 6 - Facilities delivered	1 - January 23 2 - April 23 3 - June 23 4 - June 23 5 - Start June 23 6 - December 24 (Phase 1)	Funding: additional Project Play funding for purchase and installation of equipment	3	Milestone 1 - 4 have been met. Project Play are now seeking formal confirmation from SC that planning permission is not required. Conversdations being held with potential funders and applications being drawn up. Project Play routinely report to PC and PFMC on progress and will flag any issues that need addressing
3:5	Run events where young people and children can influence the decision making process	Action e	Regular opportunities for young people and children to make their voices heard	Management Teams to collaborate and actively engage with younger people to understand their expectations	PC, CGP	1 - Create regular opportunities for young people forums 2 - Run annual forums	1 - December 23 2 - Ongoing	Facilities: to hold Young People Forum events	1	Some meetings held under Project Play initiative. These are to be continued and potentially expanded to give young people a voice
3:6	Provide multi-generational activities in the village	Action f	Community facilities are managed in a way that meets the needs and expectations of all ages	Management Teams to critically review their offerings and how they may be improved to cater for all age groups	PC, CGP	1 - Review facilities aqnd invite residents' views and ideas 2 - Regular reviews	1 - December 23 2 - Ongoing	Facilities: to hold open forum events	1	PC planning village fete on 6 July 24
3:7	Provide an accessible Petanque Court	Action g	A community facility that can be enjoyed by all for low or no cost	Complete discussions with contractors and submit planning application	WHMC	1 - Complete planning permission 2 - Complete works	1 - September 23 2 - November 23	Funding: CIL funding has been agreed by PC	3	Agreement in principle has been reached between WI (original applicants) and PC. WHMC expected to take over 'ownership' of project. Planning Permission required. Appointment of contractor to follow
3:8	Deliver a community Health Hub	Action h	A collaborative, inclusive and flexible health hub for all	(a) working with community groups agree site for the health hub (b) Secure additional funding (c) Build facilities	PFMC, MoorActiv	1 - MoorActiv to develop plan and gain all permissions 2 - Health Hub opens	1 - June 24 2 - December 24	Funding: MoorActiv to develop strategy and secure funds Real Estate: need to gain agreement of land owner	2	A concept ual plan has been developed and agreed, in principle, with PC and PFMC. MoorActiv to set up charity and raise funds for construction.
3:9	Tackle issues that can potentially lead to rural isolation	Action i	A community where no resident feels isolated, alone or unsupported	Implement the 'Warm Hub' model trialled in the winter 22/23 and identify those who may be vulnerable to the effects of rural isolation	PC, HOTV, Churches, Levellers, WI	1 - Agree a model for SSG Warm Hub 2 - Implement model	1 - September 23 2 - October 23	Time Venue: to establish an accessible Warm Hub	2	PC has liaised with HOTV to organise Warm Hub meetings. A regular meet for older people has been identified. PC is researching setting up support group to people providing full time care who might be subject to rural isolation. Work started with Village Agents to identify vulnerable people.
3:10	Identify opportunities for improved medical support and volunteer car schemes	Action j	A community where residents can call on local support that enhances their health and wellbeing	(a) Determine the need for support (b) Identify a mechanism for delivering the support needed	PC	1 - Scope needs and potential solutions 2 - Implement solutions if appropriate	1 - December 23 2 - March 24	Volunteers: to provide car service or prescription collection service, as appropriate	0	Task not yet started
3:11	Ensure equality of provision of community-wide and facility broadband and WiFi	Comment 5 p21	A fully connected community able to take advantage of the latest technology	Work with suppliers and facility management teams to support upgrading the infrastructure as required	PC	1 - Determine community-wide state of broadband and public Wi-Fi 2 - Produce plan in consultation with suppliers and facility management teams	1 - December 23 2 - March 24	Funding: potentially to support a bewtter connected community	0	Task not yet started

Community Plan Theme 4: TRAFFIC & TRAVEL

Objective	Community Plan Objective	Community Plan Cross Reference	Desired Outcome	Action(s) Required	Responsibilities	Milestones	Target Completion	Key Resources	Report June 23	
									Score	Report
4:1	Create integrated transport plan that covers all aspects of road use	Action a	A Community transport plan that respects the need for all members of the community, irrespective of means of transport, to safely use our rural roads	(a) Undertake a detailed survey of all public routes in the Parish (b) Create a plan that improves safety of all whilst reducing environmental impacts (c) Work closely with SC and HA to implement changes, where justified	PC, SC, HA	1 - Review and report on current situation 2 - Identify safety issues and high risk areas 3 - Present Parish transport strategy	1 - December 23 2 - March 24 3 - June 24	Mapping of all public routes (roads, bridleways, footpaths, signage)	0	Task not started yet
4:2	Review road layouts that values free movement and safety of all users	Action b	The highest possible level of safety of all road users, particularly those who are most vulnerable	Based on the transport plan, consider what measures can be adopted that recognises the characteristics of the public roads and footpaths and maximises the safety of all	PC, SC, HA	1 - Identify a full range of measures that could be applied to road infrastructure and road user actions that will enhance personal safety	1- March 24	Time	0	Task not started yet
4:3	Understand better the impacts of HGV and farm vehicle use on our roads	Action c	A collaborative approach that recognises the need for larger vehicles to use our roads safely and that the operators of those vehicles recognise and respect the vulnerabilities of other legitimate road users, including pedestrians, cyclists and horse riders	(a) Create a forum where HGV/farm vehicle operators and smaller vehicle users can discuss concerns (b) Agree a plan that supports local industry and protects the safe movement of all road users	PC, Local Industry, Farming Community	1 - Establish a discussion forum 2 - Develop a plan that respects the safety and needs of all roads users	1 - January 24 2 - July 24	Time Volunteers : Representation from industry and farming community	0	Task not started yet
4:4	Consider how best to optimise parking regimes that enhance the safety of other road users	Action d	A consensus that supports responsible and respectful parking on our roads, particularly in locations that have the potential to reduce margins of safety to more vulnerable road users	(a) Examine the concerns of residents regarding parking in areas of heavy road use (b) Seek to reach an agreement without legislation (c) If an agreement cannot be reached, consult with HA regarding parking restrictions in key areas	PC	1 - Gather evidence of concerns and on street parking characteristics 2 - Engage with the community to examine alternative parking opportunities 3 - Gain public consensus to adopt alternative parking arrangements 4 - Seek advice for enforcing alternative parking schemes from SC, HA and Police	1 - September 23 2 - March 24 3 - August 24 4 - August 24		2	PC has recognised there are parking issues in the Square and Willey road where safety is compromised, particularly during School start and end. A recent attempt to dissuade some parking was met with resistance. Further consultation needed.
4:5	Maintain and improve the provision of public transport	Comment 1 p26	Ensure the community's voice is heard where public transport services are threatened and seek practical and cost effective alternatives	Continually review public transport plans and encourage residents' support of current services	PC	1 - Monitor SC public transport priorities	Ongoing		2	PC routinely review public transport services and will make representations when the services are under periodic threat of withdrawal

Community Plan Theme 5: ENGAGEMENT

Objective	Community Plan Objective	Community Plan Cross Reference	Desired Outcome	Action(s) Required	Responsibilities	Milestones	Target Completion	Key Resources	Report June 23	
									Score	Report
5:1	Identify an effective means for properly engaging with the younger members of the community	Action a	Young people have a voice that is heard and acted upon	PC and other community groups put procedures in place to proactively engage with young people and seek their involvement	PC, CGP, Young Residents reps	1 - Develop a plan for engagement 2 - Implement plan	1 - December 23 2 - March 24		1	Project Play has successfully engaged with young people. This model might be extended to start engaging on all topics of interest to this important section of our community
5:2	Establish forum to discuss future direction of Stoke News	Action b	A Stoke News that meets the expectations of the community, is relevant and engaging	Agree the objectives of Stoke News, its content, style and frequency to ensure it continues to be the principal source of reliable community news and information	PC, Residents	1 - Establish forum 2 - Agree direction and content	1 - August 23 2 - August 23		0	This task has not yet started
5:3	Support the editors of Stoke News	Action c	The editors have the support necessary to oversee the production of a high quality publication	Gain a better understanding of what support the editors may require to further develop Stoke News	PC	No milestones	Ongoing		1	The PC supports Stoke News financially. These could be extended to take a greater interest in content and style. Other support may be requested
5:4	Encourage all community groups to provide regular content for the website	Action d	Community groups routinely provide copy provided to editors of all local media	Community groups to regularly and routinely provide news, information and features to Stoke News and the SSG website.	CGP, Residents	No milestones	Ongoing		1	Some Community Groups offer regular content but this could be potentially increased
5:5	Parish Council to proactively engage with the community	Action e	Residents regularly engage with members of the Parish Council and feel comfortable raising issues or concerns and that these are acted upon	Establish means for directly engaging with all residents, promoting and encouraging two-way communications	PC, Residents	1 - Agree processes for engagement 2 - Implement processes	1 - September 23 2 - October 23	Facilities	0	This task has not yet been started

PROGRESS SUMMARY

Reporting Period	Community Plan Action Reference Score																																		
	1:1	1:2	1:3	1:4	1:5	1:6	1:7	2:1	2:2	2:3	2:4	2:5	2:6	2:7	3:1	3:2	3:3	3:4	3:5	3:6	3:7	3:8	3:9	3:10	3:11	4:1	4:2	4:3	4:4	4:5	5:1	5:2	5:3	5:4	5:5
June 23	2	2	2	4	0	4	1	0	4	0	0	0	1	2	0	0	0	3	1	1	3	2	2	0	0	0	0	0	2	2	1	0	1	1	0
September 23	0							0							0																				
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