

HAWKWELL PARISH COUNCIL: OPERATIONAL PLAN 2008/09.

1. The Finance Committee.

Operational programme for the year 2008/09 is:

- Review & respond to Internal Auditors recommendations within 2 months of receipt;
- Complete a review of the Risk Assessment, including review of insurance cover by 30 September 2008;
- Undertake a least two spot checks (by Chairman and Vice Chairman) on the accounting system and reconcile to the bank records;
- Review asset register and insurance valuations by 31 August 2008;
- Monitor reserves and report to Council at 31 December 2008 on levels of general reserve to be held in 2009/10;
- Review investment policy and consider monthly Treasury Bonds through Barclays Bank (Internal Audit Recommendation)
- Progress work towards Quality Council Status and apply by 30 June 2008.

2. General Purposes Committee

Operational Plan for 2008/09 is:

- To survey bus shelters and identify the worst one for replacement by 30 September 2008;
- To complete the planning for the replacement of the Christmas Lighting equipment and to arrange the Christmas Lighting Ceremonies in accordance with the established timetable and to report to the Full Council at the October 2008 meeting;
- Review Christmas Parcels Content and supplier by 31 August 2008
- To complete and commission the Community Shelter in accordance with the timetable;
- To start work on stages 2 and 3 of the Colin Smith report in respect of the Youth Project;
- To complete the refurbishment of the parish seats by 30 September 2008;
- To work with the appropriate authorities to continue engagement with young people;
- To work with the Police and Highways to consider traffic calming measures on Harewood Ave and surrounding streets.

3. Parks, Open Spaces Conservation and Footpaths Committee

Operational plan for 2008/9 is:

- To develop a management plan for Glencroft POS by 30 June 2008;
- To implement the Magnolia Nature Reserve Management Plan Part 4 and complete the annual programme of works set out therein;
- To seek to improve the use of the Nature Reserve and Public Open Spaces by educational establishments as per the new Management Plan for Magnolia, to report to Committee by 30 September;
- Look to restart the Friends of Magnolia Park group and report by 30 June;
- To complete the work on the public open space adjacent to the cemetery by planting hedging (in October/November), seeding the area, identify wildflower species to sow in the autumn and installing two seats prior to the end of the summer;
- Seek a grant from the Cory Environmental Trust to replace species boards in Spencers and Magnolia by 31 October 2009;
- Undertake a review of Spencers Park tree thinning by 30th September and complete any action by 31 March 2009;
- To complete and install the parish footpath signs by 31 October 2008.