

Brixton Parish Council



Business Plan 2022 – 2025

What is a Parish- Council Business Plan?

The Parish Council Business Plan sets the Parish Council's vision for the parish, its purpose, values, objectives and key priorities for the next three years.

The aim of the Business Plan is to provide Brixton's parishioners' a clear understanding of what the Parish Council does and what it is trying to achieve. It details what the Parish Council intends to focus on over the next three years. The Business Plan will be reviewed annually. It will be used to drive the budget process, forward plan activities for the coming year and subsequent years and enable the Parish Council to monitor its progress against key objectives and- priorities.

The Business Plan is a statement of intent. However Brixton Parish Council may have to make decisions contrary to its stated commitments if events such as budget constraints, pandemic, new legislation or changes in our policies make that necessary. Any changes will, however, be reflected in an updated plan.

Why has the Parish Council decided to produce a Business Plan?

Having an agreed strategy provides a framework for the Parish Council to work within, enabling it to operate in a more consistent and co-ordinated way, to be proactive rather than reactive in its decision-making. Brixton Parish Council's Business Plan is based on the understanding of the community's current and long-term needs gathered from day-to-day involvement with residents and other key organisations within and beyond the parish.

An aim of the Business Plan is to help residents gain a better understanding of what the Parish Council does and to clarify the roles and responsibilities in its relationship with South Hams District Council (SHDC), Devon County Council (DCC), the NHS and Devon & Cornwall Police.

What is the definition of a 'good' parish council?

Brixton Parish Council meets the definition of a 'good' parish council set out by National Association of Local Councils (NALC) and Devon Association of Local Councils (DALC) by striving to continually improve the community as a whole.

A good council:

- plays a vital part in representing the interests of the communities it serves
- improves the quality of life of local people and the local environment
- influences other decision makers, for example, in planning matters
- delivers services to meet local needs
- has quality status
- uses the powers of wellbeing and general competence if eligible to do so
- works with other groups in the community to develop the community and provide better services to the electors

Community Involvement in the Business Plan process

The Parish Council will invite the local community to participate in the development of the Business Plan through public consultation to ensure that it represents the best interests of the Parish.

The Business Plan will be publicly available on the Parish Council website and Brixton parishioners will be able to monitor progress of the action plan.

Brixton Parish Overview

Brixton Parish offers the opportunity to embrace village life in a rural setting on the outskirts of the historic port of the city of Plymouth providing a strong sense of community, tranquillity, a safe environment with public green spaces and beautiful river and country landscapes. The parish benefits from being partly located in the South Devon Area of Outstanding Natural Beauty and the close proximity to an urban conurbation. Brixton Village is the gateway to the South Hams.

There are two main settlements in the parish – Brixton Village and Carrollsland, along with the hamlets of Brixton Torr and Spriddlestone. In the last 10 years new housing, such as Carrollsland (to the south west) and Canes Orchard in Brixton Village, has shaped the current character of the parish and the community, as demand for homes has grown over the years. Construction of the emerging new town of Sherford with 5,500 homes started in 2016 which is currently within the Brixton Parish boundary. This development has a major impact on the parish and will eventually have its own town council. It is developing in its own right as a community led by local residents and the Sherford Community Land Trust.

The parish of Brixton has a long history which can be traced back to the Domesday Book. The village of Brixton visibly reflects its history with its 14th Century Church and Priests' Cottages, alongside the historic Feoffee Trust owned cottages and park. The local economy was traditionally based on farming, together with other rural and commercial activities around the river Yealm. Now the local economy is based on agriculture, some retail and tourism

Brixton Parish Council is recognised under the NALC Local Council Award Scheme as a Quality Gold Council demonstrating that the Council as an organisation is effectively managed.

Nine elected representatives make up the membership of the council who are normally elected every four years. The most recent elections were in May 2019. Since the election vacancies have occurred which have subsequently been filled through advertising and interview selection process. As a council decisions are made in line with the Councils adopted Standing Orders and current legislation. Councillor's responsibilities include making key policy decisions, agreeing the annual budget and precept for the financial year, monitoring and reviewing the work of the Council.

The Chairman of the Council is elected annually at the Annual Council meeting held in May.

The Parish Council owns assets and land in the Parish and is responsible for maintaining their value and their safety.

The Parish Council has 3 sub committees Planning, Finance, and Community Emergency Planning, 3 working groups i.e Traffic Management Working Group, Brixton Parish Environment Working Group and P3 Working Group. Project leads oversee the progress of the following schemes: land at Cofflete, reclassification of Monkey Lane, improvements to Footpath 26, Bee Friendly Brixton, Green Gym at Elliot's Hill, redesigning parking on the Green and introducing traffic calming at Red Lion and at Stamps Hill.

The Council is funded by entirely by residents of Brixton Parish through the annual Precept which is part of the council tax charge. Additional income is generated through grants. The precept for 2021/2022 was £34,000. The Councils total expenditure for 2020/ 2021 was £29,987.28 with an income of £11,338.44 (excluding precept). See appendix one for the council budget / precept.

The Parish Council is supported by a CiLCA qualified Clerk who is also acts as the Responsible Financial Officer.

Vision for Brixton Parish Council

By working with residents, local authorities and others, the Parish Council will contribute to making Brixton a safe, healthy, prosperous and sustainable community improving the quality of life for all its residents

Brixton Parish Council

- Provides a democratic and representative voice for the community,
- Promotes and represents the community's views at local, district, county and national and international level.
- Works in partnership with all voluntary and statutory agencies to improve services and facilities to meet the needs and expectations of residents of the parish,
- Strives to ensure there is a fair share of investment in the parish by local, county and regional authorities/organisations
- Adapts and evolves to ensure cost effective, efficient ways are achieved to produce outcomes to benefit residents and the community.

Some of the particular responsibilities of the Parish Council include:

- Management of grass cutting of identified verges
- Maintenance of bus shelters, notice boards and various benches throughout the parish
- Submitting recommendations on all planning applications and change of use applications in the parish as a statutory consultee of the local planning authority (South Hams District Council and Devon County Council).
- Implementation of the Brixton Parish Neighbourhood Plan 2014- 2034
- Maintaining a watching brief on all open spaces in the parish and seeking to protect it from inappropriate development.
- Working with Devon County Highways, other councils, the Police and to find ways to reduce the overall speed limits across the parish to agencies to improve road safety for all residents. The Parish Council provides and supports VAS initiatives and Community Speed Watch in identified and approved areas of the parish.
- Providing grit bins at key locations throughout the parish and working with colleagues at District and County to ensure grit bins are filled to enable gritting to take place at key locations during any winter weather emergency
- Ensuring that the Public Paths Partnership (P3) with Devon County Council maintains its agreed cutting/repair schedule for the network of public rights of way across the parish with quarterly monitoring and review with the assistance of volunteers.
- Keeping a list of community assets which are owned by the parish council published online.
- Ensuring representation on outside bodies
- Ensuring that the community can respond to an emergency in advance of the attendance of the statutory authorities through the Community Emergency Plan
- Engaging the community with the action plan for the Climate Change Crisis and Protection of the Environment Policy

Brixton Parish Council Governance

Brixton Parish Council aims to be a professional, competent and a caring Parish Council. It endeavours to be open and accountable in all it does and to ensure the sound financial management of all Parish Council resources.

The Parish Council seeks to:

- Be well-informed about the needs and opinions of the parish's residents and businesses through consultation on major issues
- Improve services to the public by encouraging members and staff to develop their skills by undertaking appropriate training
- Ensure that Councillors have the opportunity to keep abreast of any new opportunities including any training available and policy amendments
- Be a good and fair employer by providing fulfilling work opportunities and conditions for its staff
- Continuously promote public participation in all Parish Council meetings and initiatives
- Deal with and signpost enquiries and fault reports from members of the public speedily and efficiently
- Be an effective custodian of the Council's property and documents

The Parish Council recognises the role of good communication in building positive relationships with the public and with organisations that provide services in the parish. It will continue to seek to improve established channels of communication and find new ones.

A focus for our actions

The Parish Council has identified key priorities which it plans to concentrate on over the next three years.

Brixton Parish Council Action Plan – 2022 / 2025

All Brixton Parish Council’s actions will be undertaken in a social and economic environment. Brixton Parish Council are always aware and responding to the risk and impact of COVID-19 for the parish and its residents

Communication

Objective	Actions	Timescale	Responsible Person	Budget Required 2022/2023
The continuous improvement of communication between the Parish Council and the community - residents, businesses and local organisations, county and district councils and MPs	Ensure that the website is up-to-date and relevant for parishioners.	Ongoing	Clerk	Yes
	Maintain and update the parish council app for parishioners	Ongoing	Clerk	Yes
	Continue to produce a quarterly newsletter/bulletin specifying the work the council has achieved in the last quarter	Every 3 months	Clerk / Chairman	Yes
	Produce an annual parish newsletter which specifies the work the council has achieved in the past year and future projects	Annually	Clerk / Chairman	Yes
	Ensure notice boards (3) are up to date	Ongoing	Clerk	
	Continue to use the LOVE Brixton Facebook page and Brixton Village Devon and monitor/review use of social media	Ongoing	Clerk / specific Cllr	
	Publish agendas and minutes of all meetings on website, notice boards, app & village website	Monthly	Clerk	
	Continue to produce an Annual Report	Annually	Clerk / Chairman	
	To hold at least 1 meeting at Carrollsland and Sherford (Covid permitting)	Ongoing	Clerk / Chairman	

	Continue to invite residents to site meetings for major planning applications.	Ongoing	Clerk	
	Update parishioner email list (GDPR compliant)	Ongoing	Clerk	
	Continue to contribute to the information on the Brixton village website	Ongoing	Clerk	Yes
	Liaise with local radio & television	Ongoing	Clerk	
	Implement Business Continuity Plan taking into consideration any Covid requirements	Ongoing	Clerk / Chairman	

Governance

Objective	Actions	Timescales	Responsible Person	Budget Required 2022 / 2023
To ensure that the Council delivers value for money	Reconciliation of the accounts against the budget on a quarterly basis	Quarterly	Clerk	
	Hold an annual business meeting to agree precept for following year and additional meetings as required	Annually and as required	Clerk & Councillors	
	Continually review ways of working.	Ongoing	Clerk & Councillors	
	Make grant applications when and where appropriate	As required	Clerk & Councillors	
To continue to influence/ coordinate on matters that impact on the Parish	Invite representatives from outside bodies to address the Council on key matters of interest and to other working groups e.g. Traffic Management Working Group, Community Emergency Plan meetings, Brixton Parish Environment Working Group etc	As required	Clerk & Councillors	

	Appoint representatives to external committees, working groups and other agencies.	Annually and as required	Clerk & Councillors	
	Work closely with the statutory agencies i.e. the Police, Devon County Council Highways, South Hams District Council Planning, Health & Social Care agencies & GP surgeries etc	As required	Clerk & Councillors	
	Attendance by representatives/delegates to relevant conferences and meetings and reporting back to the Council to impact on its work where required	As required	Clerk & Councillors	
To ensure that the Councils assets are safely managed, reviewed and maintained	Each identified asset has a named councillor responsible for monitoring and regularly reporting on the condition of the asset.	Ongoing	Named Councillors & relevant residents	
	Produce an action maintenance plan	Annually	Named Councillors & relevant residents	
To improve the effectiveness of the Parish Council	Review training needs of clerk and all councillors and monitor training undertaken	Ongoing	Chairman / Vice Chairman	Yes
	Maintain the standard required for the Local Council Scheme Quality Gold Award (Achieved Oct 2021 - reviewed every 3 years)	Ongoing	Clerk / Councillors	
	Complete annual performance appraisal of the clerk	Annually	Chairman / Vice Chair	
	Review the work of the council annually	Annually	Councillors	
	Review all policies annually	Annually and as required	Clerk / Councillors	
	All councillors to complete a Skills Audit and have a personal development plan	Ongoing	Councillors	

Parish Plans

Objective	Actions	Timescale	Responsible Person	Budget Required 2022 / 2023
Implementation of the Brixton Parish Neighbourhood Plan 2014 - 2034	Apply the agreed policies and plans in the Neighbourhood Planning making recommendations for all planning applications	Ongoing	Cllr Martin & Cllr Wills	
	Progress the parish project action plans listed in the Neighbourhood Plan i.e. land at former Cofflete Mill, Monkey Lane, Footpath 26 and Elliot's Hill	Ongoing	BPC in conjunction with the Neighbourhood Plan Group	
	Continue developing and completing other projects as required i.e. traffic calming at Red Lion Hill & Stamps Hill, improving Parking on the Green in Brixton Village, continue to support the protection of trees/ hedges and woodlands across the parish	Ongoing	BPC in conjunction with the Neighbourhood Plan Group	
	Continue developing and completing small projects as required e.g. becoming bee friendly, improving broadband	Ongoing	Councillors	
Ensure the Brixton Community Emergency Plan is up to date	Monitor and review the Community Emergency Plan	Ongoing	Helen Williams on behalf of BPC	Yes
Revision/update Parish Plan 2012	Review Parish Plan 2012 in light of proposals in Brixton Neighbourhood Plan	October 2022	Cllr Hitchins & BPC	Yes
Implementation of the Sport and Recreation Plan	Monitor progress on implementation	Ongoing	Cllr Hitchins & BPC	Yes
Implementation of the project plan for land at former Cofflete Mill	Regular updates at Parish Council meetings	Ongoing	Cllr Parish & working group	Yes

Promote Brixton as a Dementia Friendly Parish	Training for all parish councillors and interested parishioners. Assess public buildings for their dementia friendliness and where necessary make appropriate changes	By end 2022	Cllr Hitchins to co-ordinate	
Continue / completion of the Brixton 100 years 1918-2018 History Project	Continue to complete record of the Roll of Honour and plant trees in honour of those who died in both wars	By end 2022		
Collaboration with neighbouring parish councils in The Yealm Climate & Environment Action Network	A representative of the Council to attend the network meetings and report back	Ongoing	Cllr Hitchins	
Involve residents in promoting a sense of community in planning the Parish	Offer opportunities to parishioners for further engagement in community activities e.g. monthly street sweeping , joining the Traffic Management group, Community Emergency Plan Team, Climate Change and Environment Group or being part of project groups e.g. Land at former Cofflete Mill, 100 years 1918-2018 History Project	Ongoing		
Brixton Parish Environment Group to implement the Environment Policy and Action Plan	Brixton Parish Environment Working Group to monitor the action plan at monthly meetings	Ongoing	Cllrs Hitchins / Parish	

Liaison

	Actions	Timescale	Responsible Person	Budget Required 2022 / 2023
Contribute to Sherford Liaison Meetings	Ensure that BPC is represented at the meetings	Quarterly meetings	Cllrs Hitchins and Wills	
	Build closer working relationships with the new residents of Sherford as residents of Brixton, until such time they have their own Town Council	Ongoing	Cllr Hitchins with Alison Nix on behalf of BPC	
Ensuring Brixton Parish Council is represented on the Sherford Community Land Trust Ltd	Nominate a representative from the Parish Council to the Sherford Community Land Trust and feedback to the Council.	As required	Alison Nix on behalf of Brixton Parish Council	
Ensuring that BPC is represented at the IDALC (Ivybridge & District Association of Local Councils)	Nominate 2 councillors to attend the quarterly meetings and feedback to the Council.	Half yearly	Cllrs Wills & Hitchins	
To develop as a member of Dementia Friendly Parishes around the Yealm	Represent the parish council on the Committee of Dementia Friendly Parishes around the Yealm.	On going	Cllr Hitchins	
To represent the Parish Council and liaise with Yealm Harbour Authority	Nominate a representative to attend meetings of the YHA and report back	Quarterly meetings	Martyn Oates on behalf of BPC	
In collaboration with DCC ensure safe access to the countryside through the network of P3 footpaths	Monitor and review all P3 footpaths with volunteers and PROW officer at DCC	Quarterly checks completed	To be nominated	Yes
To work with neighbouring parish councils in the Yealm Climate & Environment Action Network (YCEAN)	Represent the parish council by attending and contributing the YCEAN and reporting back	Ongoing	Clerk, Cllr Hitchins and Council	
Continue with a close working relationship with Brixton Composting Group	Ensure regular reporting to BPC meetings	After Composting meetings	Cllr Clegg	

To reduce crime & disorder to help residents and businesses feel safe	Regular liaison with local Police Sergeant	Ongoing	Cllr Hitchins	
	Parish Council is represented on the Police Advocate Scheme	Ongoing	Cllr Martin	
To work with other organisations in the parish for the benefit of the residents	Continue working together with the Schools (Brixton & Sherford), Brixton Feoffee Trust, Brixton Community Association, Churches (Brixton & Sherford), Sherford Community Trust and Sherford Residents Association to find ways to enhance and improve the lives of local people	Ongoing	Council	

Environment and Parish Appearance

Objective	Actions	Timescale	Responsible Person	Budget Required 2022 / 2023
Collaborate with neighbouring parish councils in the Yealm Climate & Environment Action Network	Attend and feedback from regular meetings	Ongoing	Clerk, Cllr Hitchins and Council	
Monitor and review the outcomes of the Environment Policy and Action Plan	Brixton Parish Environment Working Group to implement the Environment Policy and action plan regarding climate change locally.	Ongoing	Clerk, Cllr Hitchins and Council	
Work towards becoming a Plastic Free and Reuse Community by 2022	Draft an action plan work towards becoming a Plastic Free Community in two years	2022	Cllr Parish	Yes
	Working with Brixton St Mary's School and Sherford Vale School to produce community art work to inform the communities on the reduction of the use of plastic.	End of 2022	Cllr Hitchins / Cllr Parish	

Continue close working relationship with Brixton Community Composters	Representation of the Parish Council at the Brixton Composters meeting and reporting back Ensure regular reporting to BPC meetings. Support the increasing local use of the Community Composting Scheme and other community recycling schemes	After Composting meetings	Cllr Clegg	
Implement the project plan for land at Cofflete Mill as a community amenity space	Set up a community project implementation group to ensure that the environment is protected while developing it as a community amenity space	Ongoing	Cllr Parish & working group	Yes
Representation of the Parish Council and liaison in the Yealm Harbour Authority (YHA).	Ensure a close working relationship with the YHA particularly on issues of pollution and danger to the sensitive environment of the River Yealm. Nominate a representative to attend meetings of the YHA and report back	Quarterly meetings	Martyn Oates on behalf of BPC	
Implement the Parish Councils Environment Policy	Ensure that the policy is considered in all planning application consultations	Ongoing	All Councillors	
Progress wildflower planting on verges	Plan for planting / growth to take place during 2022	Ongoing	Cllr Robertson	
Ensure roads and lanes are kept clean for the pleasure of residents and visitors	Continue the monthly community street sweeping activity by volunteers in Brixton Village	Monthly	Councillors & volunteers	
	Encourage litter picking across the parish	Ongoing	Councillors & volunteers	
	Ensure that all fly tipping is reported to the District Council	Ongoing	Clerk & Councillors	

Ensure that all planning applications for housing contribute to the health and well being of the community	Consult with parishioners on planning applications for housing developments which might seriously impact on the health and well being of the overall population and possible impact from surface water run off			
River Yealm	Continue River Yealm Water Quality Working Group working with other parish councils and forge working relationship with Environment Agency and South West Water.	Ongoing	Cllr Hitchins	

Health & Well Being including Housing

Objective	Actions	Timescale	Responsible Person	Budget Required 2022 / 2023
Ensuring that there is a constant awareness of the impact of COVID- 19 for the residents of the parish	The Community Emergency Plan supports the community in a pandemic crisis in collaboration with Devon County Councils Local Outbreak Management Plan	On going	Cllr Hitchins & Clerk	
Continuous improvement of the safety of the roads for pedestrians and drivers in Brixton Parish	Identify dangerous areas and find solutions to improve safety: Project - traffic calming on Red Lion Hill and Stamps Hill, increase traffic monitoring through Speedwatch & VAS	Quarterly Traffic Management Meetings	Clerk & Chairman	
Make progress as a dementia friendly parish in the interests of people living with dementia and their families	Promote inclusive dementia friendly communities in all the Parish Councils work and in activities within the parish supporting residents living with dementia and their families	On going	Cllr Hitchins	Yes

Increase safe access to the countryside through the network of P3 footpaths	Implement project plan to improve access and safety along Footpath 26	On going	Cllr Hitchins	
	Through regular monitoring / inspection ensure all PROWs are accessible at all times	Ongoing	Councillors & volunteers	
Increase opportunities locally for health improvement e.g. fitness, walking, cycling and horse riding	Progress the following project plan: Reclassification of Monkey Lane to a footpath, cycle way and bridle way linking to Sherford Community Park	On going	Cllrs Hitchins & Parish	
	Progress the following project plan: Green Gym at Elliot's Hill	To be progressed	Cllr Hitchins	
	Work with Plymouth City Council to improve the existing footpath/ cycleway link from Brixton to Elburton	Ongoing	Cllr Hitchins / Cllr Parish / Cllr Arran	
To work in collaboration with Health & Social care as required	Support the establishment of medical facilities at Sherford	On going	Cllrs Hitchins and Wills in capacity as Sherford Liaison with Alison Nix	
Reduction of crime and disorder to help residents and businesses feel safe	Build on the existing Neighbourhood Watch Scheme to promote vigilance and safety across the community in collaboration with Police and School	Ongoing	All & Jim Eccles Neighbourhood Watch Lead & Roger Smith Community Road warden	
Ensure that the play spaces and school field in Brixton village are safe and accessible to children and young people	Work in collaboration with the owners of the play places - South Hams District Council, Live West and the Head Teacher at St. Marys School to ensure that these resources are secure for children and young people	Ongoing	Cllr Parish Cllr Hitchins	

Ensure children have safe access to the schools in Brixton & Sherford	Work with the Head teachers, DCC Highway Department, DCC Councillor and parents to make certain that safe routes are provided and used by children & parents.	Ongoing	Cllr Hitchins	
Ensure that all planning applications for housing contribute to the health and well being of the community	Consult with parishioners on planning applications for housing developments which might seriously impact on the health and well being of the overall population.	Ongoing		
To support those voluntary organisations which benefit the health and well being of the residents of Brixton	Review annual grants to voluntary organisations Samaritans, South Hams CVS, Citizens Advice, Dementia Friendly Parishes around the Yealm, Brixton & Yealmpton Scouts, Yealmpton & Brixton Community Volunteers Scouts etc	Annually		Yes

Budget Implications

Action	2022 / 2023	2023 / 2024	2024 / 2025
	Budget	Budget	Budget
Communication			
Ensure that the website is up-to-date and relevant for parishioners.	£175	£200	£225
Maintain and update the parish council app for parishioners	£350	£350	£375
Continue to produce a quarterly newsletter/bulletin specifying the work the council has achieved in the last quarter	£300 (linked with below)	£300 (linked with below)	£300 (linked with below)
Produce an annual parish newsletter which specifies the work the council has achieved in the past year and future projects	£300 (linked with above)	£300 (linked with below)	£300 (linked with below)
Continue to contribute to the information on the Brixton village website	£500	£500	£500
Governance			
Review training needs of clerk and all councillors	£450	£500	£550
Parish Plans			
Monitor and review the Community Emergency Plan	£100	£100	£100
Implementation of the Sport and Recreation Plan	£50 (split with below)	£50 (split with below)	£50 (split with below)
Review Parish Plan 2012 in light of proposals in Brixton Neighbourhood Plan	£50 (split with above)	£50 (split with above)	£50 (split with above)
Implementation of the project plan for land at former Cofflete Mill site	£1000 (contingency) Grant received	£1000 (contingency) Grant received	£1000 (contingency) Grant received

Action	2022 / 2023	2023 / 2024	2024 / 2025
	Budget	Budget	Budget
Liaison			
In collaboration with DCC ensure safe access to the countryside through the network of P3 footpaths	P3 grant	P3 grant	P3 grant
Environment and Parish Appearance			
Work towards becoming a Plastic Free and Reuse Community	Community Together Funding Grant		
Health & Well Being including Housing			
Promote inclusive dementia friendly communities in all the Parish Councils work and in activities within the parish supporting residents living with dementia and their families	£850	£875	£900
Review annual grants to voluntary organisations: Cncl Voluntary Services, Samaritans Citizens Advice South Hams, Ivybridge Ring n Ride, Youth / Scouts, Brownies / Rainbows Royal British Legion, St Marys, Yealmpton & Brixton Community Volunteers, St Mary's School	£3150	£3375	£3600

Appendix 1
Budget / Precept 2022 / 2023

Expenditure	Budget 2020 / 21	Expenditure 14/12/21	Year end estimate	Budget 2021 / 22	Budget 2022 / 23
Clerk					
Clerk Expenses	£ 750.00	£ 226.97	£ 400.00	£ 750.00	£ 750.00
Clerk Salary	£ 10,000.00	£ 8,981.92	£ 12,600.00	£ 12,600.00	£ 13,000.00
Clerk Office Allowance	£ 240.00	£ 180.00	£ 240.00	£ 240.00	£ 240.00
Clerk Training	£ 150.00	£ 202.80	£ 202.80	£ 150.00	£ 150.00
Councillor					
Councillor Expenses	£ 450.00			£ 450.00	£ 450.00
Councillor Training	£ 200.00	£ 286.64	£ 286.64	£ 300.00	£ 300.00
Audit					
Internal Audit	£ 150.00	£ 150.00	£ 150.00	£ 150.00	£ 175.00
External audit	£ 260.00	£ 240.00	£ 240.00	£ 260.00	£ 260.00
Admin/Insurance/Legal					
HMRC Payments	£ 800.00	£ 934.91	£ 1,400.00	£ 1,200.00	£ 1,500.00
Insurance	£ 420.00	£ 381.63	£ 381.63	£ 420.00	£ 600.00
Legal & Professional Fees	£ 1,000.00			£ 500.00	£ 500.00
Room Hire	£ 250.00	£ 37.00	£ 60.00	£ 150.00	£ 180.00
S137					
SHDC Payroll	£ 140.00			£ 140.00	£ 140.00
SHDC Elections	£ 85.12				
Subscriptions					
DALC Subscription	£ 400.00	£ 479.95	£ 479.95	£ 450.00	£ 500.00
IDALC Subscription	£ 12.00		£ 7.00	£ 7.00	£ 10.00
SLCC Subscription	£ 150.00	£ 144.00	£ 144.00	£ 150.00	£ 180.00
Data Protection Registration Fee	£ 50.00	£ 40.00	£ 40.00	£ 50.00	£ 50.00
Donations					
Cncl Voluntary Services	£ 300.00	£ 325.00	£ 325.00	£ 325.00	£ 350.00
Samaritans	£ 300.00	£ 325.00	£ 325.00	£ 325.00	£ 350.00
Citizens Advice South Hams	£ 300.00	£ 325.00	£ 325.00	£ 325.00	£ 350.00
Ivybridge Ring n Ride	£ 300.00	£ 325.00	£ 325.00	£ 325.00	£ 350.00
Brixton / Yealmpton Youth / Scouts	£ 300.00	£ 325.00	£ 325.00	£ 325.00	£ 350.00

Brixton / Yealmpton Brownies / Rainbows	£ 300.00	£ 325.00	£ 325.00	£ 325.00	£ 350.00
Elburton Brownies / Guides		£ 25.00	£ 25.00		£ 350.00
RBL - Parish Wreath	£ 25.00	£ 25.00	£ 25.00	£ 25.00	£ 30.00
St Marys Lighting	£ 150.00	£ 175.00	£ 175.00	£ 175.00	£ 200.00
Dementia Friendly Parishes	£ 800.00	£ 825.00	£ 825.00	£ 825.00	£ 850.00
Yealmpton & Brixton Community Volunteers	£ 300.00	£ 325.00	£ 325.00	£ 325.00	£ 350.00
St Mary's - 6 x year group awards	£ 120.00	£ 127.74	£ 127.74	£ 120.00	£ 120.00
Chairman's Allowance	£ 200.00	£ 9.65	£ 50.00	£ 100.00	£ 150.00
Technology					
App Fees	£ 350.00	£ 300.00	£ 300.00	£ 350.00	£ 350.00
BPC Website	£ 175.00	£ 150.00	£ 150.00	£ 175.00	£ 175.00
BPC email addresses	£ 180.00	£ 151.20	£ 151.20	£ 180.00	£ 180.00
Zoom		£ 143.90	£ 172.68	£ 175.00	£ 175.00
New village website	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00
Set up village website		£ 1,032.00	£ 1,032.00		
Hosting Fee / Domain name x 2	£ 150.00	£ 156.00	£ 156.00	£ 150.00	£ 80.00
Maintenance / Amenity Work					
Contractor Silverbridge Way Footpath	£ 1,500.00	£ 974.40	£ 974.40	£ 500.00	£ 500.00
Silverbridge Way (additional work)	£ 150.00		£ 487.20	£ 350.00	£ 350.00
Contractor for grass	£ 2,700.00	£ 4,500.00	£ 4,500.00	£ 4,500.00	£ 4,500.00
General maintenance	£ 250.00	£ 90.00	£ 90.00	£ 100.00	£ 200.00
Maintain The Green	£ 250.00	£ 349.72	£ 349.72	£ 300.00	£ 300.00
Replacement tubs for The Green					£ 500.00
Highway Signs	£ 1,000.00			£ 500.00	£ 500.00
Highway Repairs	£ 1,500.00			£ 500.00	£ 500.00
Drainage Works	£ 1,000.00	£ 36.00	£ 36.00	£ 500.00	£ 500.00
Salt / Sand for Emergency use	£ 300.00			£ 100.00	£ 100.00
Printing					
Parish Publicity & Newsletter	£ 300.00			£ 300.00	£ 300.00
BPC Projects					
Brixton Parish Environment Working Group	£ 1,000.00			£ 500.00	£ 500.00
Bee Friendly (YCE Grant)		£ 199.27	£ 199.27		

Chapter 8 Training						
FP 26 (s106 funding)		£ 5,400.00	£ 5,400.00			
Highways - Shed		£ 1,376.98	£ 1,376.98			
Community Emergency Plan	£ 100.00			£ 100.00		£ 100.00
Local Council Award Scheme		£ 84.00	£ 84.00	£ 150.00		
P3						
P3 Grant for strimmer		£ 1,140.39	£ 1,140.39			
Additional footpath work				£ 550.00		£ 550.00
Neigh / Sport & Rec Plan Room Hire	£ 100.00			£ 50.00		£ 50.00
Telephone Boxes / Defibrillator's	£ 150.00			£ 150.00		£ 150.00
Land at Cofflete	£ 1,000.00			£ 1,000.00		£ 1,000.00
Land at Cofflee (s106 funding)		£ 2,530.00	£ 2,530.00			
Queen's Platinum Jubilee						£ 600.00
Sherford	£ 1,000.00			£ 250.00		£ 250.00
Street Cleaning Equip (YCE Grant)		£ 310.29	£ 310.29			
VAS	£ 100.00			£ 100.00		£ 100.00
Village Improvements	£ 100.00	£ 337.20	£ 337.20	£ 100.00		£ 100.00
Village Noticeboard						
	£ 32,757.12	£35,509.56	£ 40,412.09	£ 33,617.00		£ 36,245.00
Less grants - s106 / YCE /P3			£ 10,956.93			
			£ 29,455.16			
Precept	£ 34,000.00			£ 34,000.00		£36,245.00

Business Plan adopted by Brixton Parish Council – 24th March 2021

Business Plan updated at the meeting of Brixton Parish Council – 27th January 2022

Kirstie Aldridge, Clerk to Brixton Parish Council