

Brixton Parish Council



Business Plan 2024 – 2027

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 invited 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 is 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 National Landscape (previously AONB) 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 meets the high standards of governance as required by NALC.

Nine elected representatives make up the membership of the council who are normally elected every four years. The most recent elections were in May 2023. 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 2 sub-committees – Planning and Finance; 4 working groups - Traffic Management Working Group, Brixton Parish Environment Working Group, P3 Working Group and Cost of Living Working Group. During the last year the Brixton Neighbourhood Plan has worked on a modification to the plan. 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 2023/2024 was £40,660. The Councils total expenditure for 2022/ 2023 was £ 45,095.97 with an income of £20,945.33 (excluding precept). See appendix one for the council budget / precept.

The Parish Council is supported by a CiLCA qualified Clerk who acts as 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 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 and Sport & Recreation Plan and review of Parish Plan 2012.
- 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 in conjunction with the Community Road Warden provides and supports VAS initiatives and Community Speed Watch in identified and approved areas of the parish.
- Working with the Snow Warden to provide 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 – Hele Trust, River Yealm Harbour Authority, River Yealm Water Quality Working Group, Dementia Friendly Parishes around the Yealm, Brixton Feoffee Trust and Sherford Community Land Trust.
- Engaging the community with the action plan for the Climate Change Crisis and Protection of the Environment Policy
- To support the community through the 'Cost of Living' Crisis.

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 – 2024 / 2027

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 2024/2025 , |
|--|--|----------------|--------------------------------|-----------------------------|
| 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 |
| | 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, Cllr Nix and volunteers | |
| | Continue to use the LOVE Brixton Facebook page and Brixton Village Devon and monitor/review use of social media | Ongoing | Clerk / and volunteers | |
| | Publish agendas and minutes of all meetings on website, notice boards and website | Monthly | Clerk | |
| | Continue to produce an Annual Report | Annually | Clerk / Chairman | |
| | Aim to hold at least 1 parish council meeting at Carrollsland and Sherford. Subject to review during 2024 | Ongoing | Clerk / Chairman | |

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|--|---|---------|------------------|-----|
| | Continue to invite residents to site meetings for major planning applications. | Ongoing | Clerk | |
| | Continue to update parishioner email list (GDPR compliant) | Ongoing | Clerk | |
| | Continue to contribute to the information on the BrixtonDevon 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 2024 / 2025 |
|---|--|--------------------------|---------------------|-----------------------------|
| 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, Brixton Parish Environment Working Group, P3 Working Group and Cost of Living Crisis 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 | |

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| 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 – valid until November 2025) | 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 2024 / 2025 |
|---|---|---------------|--|-----------------------------|
| 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. | Ongoing | Councillors | |
| Revision/update Parish Plan 2012 | Review Parish Plan 2012 in light of proposals in Brixton Neighbourhood Plan | February 2024 | 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 | Cllrs Hawken & Gillard & working group | Yes |

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|---|--|-------------|------------------------------|--|
| 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 2024 | 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 2024 | Cllr Hitchins and volunteers | |
| 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 | Offer opportunities to parishioners for further engagement in community activities e.g. monthly street sweeping , joining the Traffic Management group, Climate Change and Environment Group and Cost of Living 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 quarterly meetings | Ongoing | Cllrs Hitchins and Cllr Nix | |

Liaison

| | Actions | Timescale | Responsible Person | Budget Required 2024 / 2025 |
|---|---|----------------------------|---|------------------------------------|
| Contribute to Sherford Liaison Meetings | Ensure that BPC is represented at the meetings | Regular meetings | Cllrs Hitchins, Wills and Nix | |
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| 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 | Steven Williams 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 | Cllr Hawken | 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 | |
| To be part of the River Yealm Water Quality Working Group | Represent the parish council by attending and providing secretarial support | Ongoing | Cllr Hitchins Clerk | Yes |

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| Continue the 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 Land 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 2024 / 2025 |
|---|---|----------------------------|--|-----------------------------|
| 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 raising awareness of becoming a Plastic Free and Reuse Community | 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 2024 summer term | Cllr Hitchins | |
| 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 and by end of 2024 | Cllrs Hawken & Gillard & 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 | |

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| 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 | Bee Wild Group | |
| 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 | Ongoing | All councillors | |
| 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 2024 / 2025 |
|--|--|---------------------------------------|--|-----------------------------|
| Ensuring that there is a constant awareness of the impact of the Cost of Living Crisis for the residents of the parish | The Cost of Living Crisis Working Group meets regularly with other organisations to support the community | On going | Cllr Hitchins & volunteers | |
| 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 | All Councillors, Clerk & Community Road Warden / Snow Warden | |
| 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 reclassification of Monkey Lane to a footpath, cycle way and bridle way linking to Sherford Community Park project plan | On going | Cllr Hitchins | |
| | Progress Green Gym at Elliot's Hill project plan | To be progressed | Cllr Hitchins | |
| | Work with Yealmpton Parish Council, Y2P Group, SHDC Active Travel and Plymouth City Council to improve the link from Brixton to Elburton | Ongoing | Cllr Hitchins | |

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| To work in collaboration with Health & Social care as required | Support the establishment of medical facilities at Sherford | On going | Cllrs Hitchins, Wills & Nix in capacity as Sherford Liaison with Steven Williams | |
| 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 the Police and School | Ongoing | All & Neighbourhood Watch Lead & 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 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 | All councillors | |
| To support those voluntary organisations which benefit the health and well being of the residents of Brixton | 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 Friendship Project, St Mary's School | Annually | All councillors | Yes |

Budget Implications

| Action | 2024 / 2025 | 2025 / 2026 | 2026 / 2027 |
|--|--|--|--|
| | Budget | Budget | Budget |
| Communication | | | |
| Ensure that the website is up-to-date and relevant for parishioners. | £250 | £300 | £350 |
| Continue to produce a quarterly newsletter/bulletin specifying the work the council has achieved in the last quarter | £300 (linked with below) | £350 (linked with below) | £400 (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) | £350 (linked with below) | £400 (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 | £700 | £800 | £900 |
| Parish Plans | | | |
| Implementation of the Sport and Recreation Plan | £50 (split with below) | £75 (split with below) | £100 (split with below) |
| Review Parish Plan 2012 in light of proposals in Brixton Neighbourhood Plan | £50 (split with above) | £75 (split with above) | £100 (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 | 2024 / 2025 | 2025 / 2026 | 2026 / 2027 |
|--|--------------------------------------|--------------------------------|--------------------------------|
| | 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 |
| Continue to represent the parish council on the River Yealm Water Quality Working Group | £600 (to include camera purchase) | £120 (Annual running costs) | £140 (Annual running costs) |
| | | | |
| Environment and Parish Appearance | | | |
| Work towards becoming a Plastic Free and Reuse Community | Community Together Funding Grant | | |
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| 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 | £900 | £925 | £950 |
| 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 Friendship Project, St Mary's School | £4500 | £4750 | £5000 |

Appendix 1 – Budget / Precept 2024 - 2025

| Expenditure | Budget 2022 / 23 | Expenditure 19 / 1 / 23 | Year end estimate | Budget 2023 / 24 | Budget 2024 / 25 |
|---|-----------------------------|------------------------------------|------------------------------|-----------------------------|-----------------------------|
| Clerk | | | | | |
| Clerk Expenses | £750.00 | £269.05 | £500.00 | £750.00 | £750.00 |
| Clerk Salary | £13,000.00 | £10,859.53 | £14,800.00 | £14,500 | £15,600.00 |
| Clerk Office Allowance | £240.00 | £315.00 | £420.00 | £420.00 | £420.00 |
| Clerk Training | £150.00 | £69.60 | £150.00 | £150.00 | £200.00 |
| | | | | | |
| Councillor | | | | | |
| Councillor Expenses | £450.00 | £100.35 | £300.00 | £300.00 | £300.00 |
| Councillor Training | £300.00 | £622.80 | £700.00 | £400.00 | £500.00 |
| | | | | | |
| Audit | | | | | |
| Internal Audit | £175.00 | £ 150.00 | £ 150.00 | £175.00 | £200.00 |
| External audit | £260.00 | £378.00 | £378.00 | £260.00 | £450.00 |
| | | | | | |
| Admin/Insurance/Legal | | | | | |
| HMRC Payments | £ 1,500.00 | £1295.45 | £1750.00 | £1750.00 | £2500.00 |
| Insurance | £600.00 | £499.20 | £499.20 | £600.00 | £700.00 |
| Legal & Professional Fees | £500.00 | | | £500.00 | £500.00 |
| Room Hire (Brixton) | £ 180.00 | £65.00 | | £180.00 | £100.00 |
| Room Hire (Sherford) | | £25.00 | | | £150.00 |
| Room Hire (Carroll Island) | | | | | £50.00 |
| S137 | | | | | |
| SHDC Payroll | £140.00 | | £ 140.00 | £ 140.00 | £160.00 |
| SHDC Elections | | | | £200.00 | £ 200.00 |
| | | | | | |
| Subscriptions | | | | | |
| DALC Subscription | £500.00 | £ 627.24 | £627.24 | £600.00 | £800.00 |
| IDALC Subscription | £10.00 | £7.00 | £ 7.00 | £10.00 | £10.00 |
| SLCC Subscription | £180.00 | £183.00 | £183.00 | £200.00 | £200.00 |
| Data Protection Registration Fee | £50.00 | £ 40.00 | £ 40.00 | £50.00 | £50.00 |
| | | | | | |
| Donations | | | | | |
| Cncl Voluntary Services | £ 350.00 | £ 375.00 | £ 375.00 | £ 375.00 | £ 400.00 |
| Samaritans | £ 350.00 | £ 375.00 | £ 375.00 | £ 375.00 | £ 400.00 |
| Citizens Advice South Hams | £ 350.00 | £ 375.00 | £ 375.00 | £ 375.00 | £ 400.00 |
| Ivybridge Ring n Ride | £ 350.00 | £ 375.00 | £ 375.00 | £ 375.00 | £ 400.00 |
| Brixton / Yealmpton Youth / Scouts | £ 350.00 | £ 375.00 | £ 375.00 | £ 375.00 | £ 400.00 |
| Brixton / Yealmpton Brownies / Rainbows | £350.00 | £375.00 | £375.00 | £375.00 | £400.00 |
| Elburton Brownies / Guides | £350.00 | £375.00 | £375.00 | £375.00 | £400.00 |

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|--|-----------|--|-----------|-----------|-----------|--|-----------|
| RBL - Parish Wreath | £30.00 | | £19.99 | £ 19.99 | £30.00 | | 30.00 |
| St Marys Lighting | £200.00 | | £225.00 | £225.00 | £225.00 | | £250.00 |
| Dementia Friendly Parishes | £850.00 | | £875.00 | £875.00 | £875.00 | | £900.00 |
| Yealmlpton & Brixton Community Volunteers | £350.00 | | £375.00 | £375.00 | £375.00 | | £400.00 |
| St Mary's - 6 x year group awards | £120.00 | | £120.00 | £120.00 | £120.00 | | £ 120.00 |
| Sherford Vale School awards | | | | | | | £120.00 |
| Chairman's Allowance | £ 150.00 | | £34.99 | £ 150.00 | £150.00 | | £125.00 |
| | | | | | | | |
| Technology | | | | | | | |
| BPC Website | £175.00 | | £ 161.26 | £161.26 | £200.00 | | £250.00 |
| BPC email addresses | £180.00 | | £172.80 | £172.80 | £200.00 | | £250.00 |
| Zoom | £175.00 | | £140.31 | £184.68 | £185.00 | | £200.00 |
| BrixtonDevon website administration | £500.00 | | £250.00 | £500.00 | £500.00 | | £500.00 |
| Hosting Fee / Domain name x 2 | £80.00 | | £156.00 | £156.00 | £100.00 | | £200.00 |
| | | | | | | | |
| Maintenance / Amenity Work | | | | | | | |
| Contractor Silverbridge Way Footpath (shared with YPC) | £500.00 | | £3,408.00 | £3,408.00 | £1,620.00 | | £1,620.00 |
| Silverbridge Way (additional work) | £350.00 | | | | | | |
| Contractor for grass | £4,500.00 | | £ 4500.00 | £ 4500.00 | £4500.00 | | £5032.50 |
| General maintenance | £200.00 | | | | £100.00 | | £100.00 |
| Maintain The Green | £300.00 | | £185.96 | £300.00 | £300.00 | | £300.00 |
| Additional planters / seats | £500.00 | | £688.70 | £688.70 | £500.00 | | |
| Plants for additional planters A379 | | | £73.00 | £150.00 | | | £150.00 |
| Highway Signs | £500.00 | | | | £250.00 | | £250.00 |
| Highway Repairs | £500.00 | | | | £200.00 | | £200.00 |
| Drainage Works | £500.00 | | | | £200.00 | | £200.00 |
| Salt / Sand for Emergency use | £100.00 | | | | £100.00 | | £100.00 |
| Contractor for cleaning bus shelters | | | | | | | £300.00 |
| | | | | | | | |
| Printing | | | | | | | |
| Parish Publicity & Newsletter | £300.00 | | £254.40 | £254.40 | £250.00 | | £300.00 |
| | | | | | | | |
| BPC Projects | | | | | | | |
| Brixton Parish Environment Working Group | £ 500.00 | | £38.00 | £100.00 | £100.00 | | £ 100.00 |
| Brixstix waste collection | | | £291.00 | £291.00 | £170.00 | | £200.00 |
| Chapter 8 Training | | | | | | | |
| Traffic Management for Community Wardens | | | | | | | £500.00 |
| Community Emergency Plan | | | | | £100.00 | | |
| Defibrillators | | | £3360.00 | £3360.00 | | | |

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|---|--------------------|-------------------|-------------------|--------------------|-------------------|
| ID cards and lanyards | | £90.68 | £90.68 | | £100.00 |
| Local Council Award Scheme | | | | | |
| Additional footpath work | £550.00 | | | £100.00 | £100.00 |
| Neigh / Sport & Rec Plan Room Hire | £50.00 | | | £50.00 | £50.00 |
| Telephone Boxes / Defibrillator maintenance | £150.00 | | | £150.00 | £200.00 |
| Land at Cofflete | £ 1,000.00 | | | £ 1,000.00 | £1000.00 |
| King III Coronation | £600.00 | £1161.63 | | | |
| River Yealm Water Quality (annual) | | | | | £600.00 |
| Silverbridge Way expansion | | | | £3000.00 | £ 3,000.00 |
| Sherford | £250.00 | | | £100.00 | £100.00 |
| VAS | £00.00 | | | £100.00 | £100.00 |
| Village Improvements | £100.00 | | | £100.00 | £100.00 |
| Village Noticeboard | | | | | £250.00 |
| Victorian Lamppost | £100.00 | | | £100.00 | £100.00 |
| | | | | | |
| | £ 35,895.00 | £34,712.94 | £38,961.89 | £39,860.00 | £45,037.50 |
| | | | | | |
| BCC Projects (funded by grants) | | | | | |
| Bee Friendly (YCE Grant) | | £16.98 | £16.98 | | |
| Cost of Living Crisis | | £1039.08 | £1500.00 | £200.00 | £200.00 |
| Cost of Crisis (DCC Grant) | | £55.99 | | | |
| FP26 (s106 funding) | | | | | |
| Coronation Trees | | £442.49 | £442.49 | | |
| P3 | | £840.00 | £840.00 | | |
| Land at Cofflete (Comm Tog Funding) | | | | | |
| Land at Cofflete (s106 funding) | | 460.00 | £460.00 | | |
| Plastic Free Projects | | £531.33 | | £600.00 | |
| Great Big Green Week | | £530.00 | | | |
| | | | | | |
| Budget | £35,895.00 | | | £40,660.00 | £45,237.50 |
| Precept | £ 34,000.00 | | | £ 40,660.00 | £45,238.00 |

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

Business Plan updated at meeting of Brixton Parish Council 27th January 2022, 29th January 2023 and 31st January 2024

Kirstie Aldridge, Clerk to Brixton Parish Council