



Cringleford Parish Council Action Plan April 2026 – March 2027

Cringleford Parish Council will publish its action plan annually, for the forthcoming financial year. The Plan will be drawn from the annual budget which includes project expenditure for the forthcoming year; from matters raised by members of the public during the year; and from matters identified within council meetings.

Ongoing Actions.

	Action	Objective	Action By:	Complete By	Year-end Review
1	To meet requirements of the Transparency Code 2014 by ensuring that the relevant information is published annually and quarterly on the Council website.	To meet legal requirements to make all relevant information easily accessible to the public.	Clerk	Ongoing	
2	To update policies and procedures where required. To write new policies where required, in conjunction with Council.	To ensure the Councillors and the clerk work to current legislation and best practice. To ensure that staff and parishioners are aware of Council standards by publishing relevant policies on the website.	Clerk / appropriate committee.	Ongoing	.
3	To review the risk register on a regular basis at Finance Advisory Group	To ensure that the Council has good risk management, to protect staff and parishioners	FAG / Clerk	Ongoing	

Agreed March 2026
Review March 2027



	meetings.				
4	To continue good governance of the parish by making it mandatory for new Councillors to attend New Councillor training and other training as required. To support staff in attending training, courses and conferences.	To have Councillors and clerk who are up to date on all relevant legislation and can manage the parish council appropriately.	Clerk / Councillors / staff	When required	
5	To ensure that the purpose and manner of processing personal data is according to the law.	To ensure information is handled appropriately.	Clerk, staff and Councillors.	Ongoing.	

Special / One-Off Projects for 2026/27

	Action	Objective	Action By:	Complete By	Year-end Review
6	To arrange and carry out actions from the bi-annual parish tree survey	To ensure the health of trees and the safety of parishioners and staff	Clerk	Late spring 26	
7	To complete re-writing Neighbourhood Development Plan and move forward into approval and adoption of the plan	To shape future development and growth within the parish	NDP Working Group / PEC	December 2026	
8	To plan and create a new parish council and buildings website	To ensure an up to date website for ease of parishioner and hirer experience	Clerk	Summer 2026	



9	Highways: To work to improve road safety within the parish in conjunction with the relevant authorities: 1. To apply under the Parish Partnership Fund for any necessary works that have been raised during the year; 2. To continue to add items to the Road Safety Strategy and take actions / report issues where possible.	To enable safer journeys for parishioners (pedestrians, cars and cyclists). To ensure that parishioners have safe access to and from their properties.	Clerk / Road Safety Group	Throughout 2026/7	
10	Recreation: 1. To continue to take forward the updated recreational strategy, including liaising with the community and feeding the results into forthcoming developments and open spaces. 2. To continue working with Big Sky to adopt suitable football pitches at The Jubilee Centre	To make sure parishioner recreational needs are fulfilled	RAAG	Throughout 2026/7	
11	To organise a Christmas light switch on event at the village green for	To bring about community cohesion	Asst Clerk / RAAG	December 2026	



	parishioners and Councillors to welcome the advent season				
12	To move forwards with the land purchase and associated bridge and boardwalk installation	To preserve Cringleford Marsh and surrounding field as an open space, joining up accessible walking routes throughout the parish	Clerk / PEC	Throughout 2026/7	
13	To arrange promotion (banners / newsletter adverts etc) for all Parish Council buildings and sports facilities	To ensure income to offset building and sports field costs	Clerk	Quarterly	

Sonya Blythe – Parish Clerk
February 2025