

HILTON VILLAGE PLAN – ACTION PLAN

No.	Action What is the Aim	How it will be delivered	Priority Timescale	Owner Participants	Required Resources
(a)	(b)	(c)	(d)	(e)	(f)

YOUTH - YOUNG PERSONS (11-17 Year Olds)

1	Give Young People a Voice in the Running of the Village	The Parish Council will define a scheme to enable Young People to have a voice on the Parish Council.	High 3 months	Parish Council Youth representation	Time
2	Set Up a Community Bus Scheme	Yet to be defined.	High	Parish Plan Steering Group	
3	Form a Hilton Junior Cricket Club	In liaison with Hilton Cricket Club Committee, invite young people to participate in a Junior Cricket Club.	Medium 2005 season	Hilton CC Parish Plan Steering Group	Time

CONSERVATION & ENVIRONMENT – ‘The Parish Council Estate’ Areas of Parish Council Responsibility

4	Maintain The Green as a Valued Amenity	Parish Council Finance & General Purpose Work Group in liaison with Common Rights Owners. Annual updating and implementation of the management plan. Use contractors, village handyman and self-help.	High Continuing	Parish Council in liaison with Common Rights Owners.	Annual Budget
5	Conservation of Trees. Plan Succession for Major Specimens.	Parish Council with the Tree Warden in liaison with the HDC Tree Officer. Contractors and self-help.	High Continuing	Parish Council. Tree Warden. HDC Tree Officer.	Annual Budget
6	Conservation of Wildlife. Increase Biodiversity within the Village.	The Parish Council will support the Hilton Wildlife Conservation Group, with Volunteers and work parties. Develop the interest exhibited in replies to the questionnaire.	High Continuing	Parish Council Hilton Wildlife Conservation Group.	Volunteers, Insurance

CONSERVATION & ENVIRONMENT – Where responsibility rests with other Authorities, Statutory Undertakers, Private Landowners

7	Conservation of the Environment in non-public areas.	Minimise any negative environmental impact of developments – e.g. trees on non-Parish Council land and siting of structures and drainage, through liaison, advice and management action such as tree preservation orders.	High Continuing	Other authorities. Statutory undertakers. Private landowners.	
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CONSERVATION AND ENVIRONMENT - RECYCLING

8	Re-establish a Bottle Bank in Hilton	The PC will select a suitable site and arrange a bottle bank to increase glass recycling	High Continuing	Parish Council. HDC. Contractor	Should deliver an income to the Parish.
9	Arrange Collection of Garden Waste	The PC will hasten the implementation of a garden waste recycling scheme in the village to improve recycling.	High Continuing	HDC Parish Council	HDC

PLANNING & DEVELOPMENT

10	Ensure that the Planning Authority pay due regard to the Hilton Village Design Statement (VDS)	The Parish Council will update the VDS at regular intervals in liaison with the Planning Authority and ensure that due regard is paid to the VDS in planning decisions with an explanation where it had not been adhered to.	High 5-yearly Continuing	Parish Council HDC	£600 for printing and associated costs.
	A Development Plan for Hilton	The Parish Council, in consultation with HDC, to develop a strategic plan for the future development of the village in the medium and longer term. This plan will encapsulate the development aspects of the Parish Plan and serve as guidance to influence those planning future developments in the village.	High Initial issue in six months. Thereafter update with VDS	Parish Council HDC	£600 for printing and associated costs.
12	Restore the village to a more balanced community by the provision of inexpensive housing.	Provide more housing for those on lower incomes, in preference to the expensive housing now being allowed by the planners. Currently this often appears to be against the guidance of the Hilton Village Design Statement	High Immediate	Parish Council HDC	
13	Ensure that New Developments make Proper Provision to Preserve Adequate Drainage.	Planners and relevant agencies to assess the potential effects on Hilton of developments both up-stream (Papworth Everard) and downstream (A14 improvements), and to ensure that these do not create drainage or flooding problems in Hilton.	High Ongoing	Parish Council HDC SCDC Cambridgeshire CC Environment Agency	
14	Develop the Cricket Pavilion as a Facility for Young People.	Conduct a study of the feasibility of adapting the cricket pavilion as a meeting place or games room for Young People; assess the scope timescale costs and identify possible sources of funding.	High	Parish Council Hilton CC and Young People	£1,000 for feasibility study

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INFORMATION AND COMMUNICATIONS

15	Set up a Village Website	The Parish Council will assess the value of setting up a Hilton Village website to improve access to local information.	Medium 12 months	Parish Council Clerk to the Parish Council	Time of Clerk and volunteers; funding to be defined.
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HIGHWAYS & FOOTPATHS - ROAD SAFETY

16	Improve Pavements and Footpaths in the Village	Improve the pavements and footpaths in areas including the crossroads at Hilton House, Pecks Coppice and Tithe Lane.	High 6 months	Parish Council CCC	To be assessed
17	Develop Cycle Tracks and Footpaths to Local Villages	Develop plans to deliver cycle tracks/footpaths offering access to other local villages safe from the traffic on the B1040 and other roads. Consult neighbouring villages and local farmers to identify the issues, including rights of way and possible sources of funding, including LA.	V High Develop plans in 6 months High Deliver in 3 years	Parish Council & Action Committee	Funding to be assessed. Possible BIFFA award.
18	Reduce the Dangers from Traffic through Village	Exert pressure on the Highways Authority and Local Authorities to limit the weight, volume and speed of traffic passing through the village.	V High 12 months	PC , (see note No 1) HA, LA Local Pressure Group	TBD

VILLAGE AMENITIES

19	Sustain and Develop the Village Hall.	Develop a 10-year plan for the evolution of the 'Village Hall', and assess the need for the establishment of a 'Community Centre'.	Medium 12 months	Parish Council Village Hall C'tee	To be developed.
20	Provide a Water Supply to the Allotments	The Parish Council will explore ways to improve usage of the allotments, in particular, by examining the feasibility of providing a water supply for the allotments.	Medium 6 months	Town Trust Parish Council	To be assessed.
21	Improve the Street Lighting.	Survey and, where appropriate, upgrade the street lighting to illuminate the current 'black holes' without destroying the ambience of the village.	Medium 12 months	Parish Council	To be assessed.
22	Improve Street Lighting in Tithe Close.	Improve the level of street lighting in Tithe Close; consider either pruning trees or installing new lights.	High 31st December 2005	Parish Council Contractor to the Parish Council.	£200 - £3,000 depending on scheme employed.

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VILLAGE AMENITIES CONT'

23	Minimise Crime and the Fear of Crime	Re-invigorate and publicise the Neighbourhood Watch Scheme and raise the profile of the 'community policewoman'.	High Continuing	Neighbourhood Watch co-ordinator. Parish Council. Local constabulary.	Nil
24	Re-open the Village School	Determine whether a village school is a practicable possibility.	High 3 months	Parish Council CCC	
25	Improve Sports and Leisure Facilities in the Village.	Establish a committee to examine ways to deliver improved facilities. Specifically, assess the need for a dedicated sports centre and the feasibility of providing one.	High 6 months	Parish Council Volunteers (see note No 2)	TBD
26	Good Neighbour Scheme	Establish a Village Warden to manage a mutual support scheme in the community exploiting possible LA funding.	Medium 12 months	PC, (see note No 3) Villagers/volunteers via coordinator	TBD

LOCAL GOVERNMENT

27	Increase Awareness and Participation in Parish Council Business.	Encourage attendance and participation at PC via Spectrum, notice boards or flyers delivered to all houses in village.	Medium By 1st April 2005	Parish Council Clerk to the Parish Council	
28	Improve the Standard of Local Roads in the Village	Make Cambridge County Council aware of resident dissatisfaction at the current state of 'local roads' within the village and request urgent repairs and maintenance action.	Medium By 1st April 2005	Parish Council Clerk to the Parish Council	
29	Ensure Parish Plan is adhered to.	Parish Council to review progress on the Action Plan on a quarterly basis and report to the annual parish meeting.	High Every 3 months. Annually.	Parish Council	

Notes:

1. The work is beyond the authority of PC. Suggest a Working Group under PC to champion this most important item.
2. Suggest forming a Sports and Leisure committee from volunteers to help establish clubs etc
3. Key need is for a village coordinator and we would need a volunteer to set scheme in train