



Soulbury Parish Council

Buckinghamshire

Action Plan

Adopted 17 February 2025

To be updated at every parish council meeting.

Soulbury Parish Council constantly strives to work on behalf of parishioners on the issues that matter to the village.

We are always keen to receive ideas and suggestions from parishioners on particular areas of interest or concern and where it is felt the council may assist.

Listed below is our current schedule of activity; this will be regularly reviewed and updated as projects finish and priorities change.

ACTION	OBJECTIVE	ACTION BY:	COMPLETE BY:
Ongoing	This is the ongoing work carried out by Councillors		All ongoing
Maintain strict controls over expenditure	To ensure parishioners get value for their council tax payments	ALL	
Encourage members of the public to attend council meetings	To bring issues of concern to the attention of councillors	ALL	
Monitor and respond to all planning applications received from Buckinghamshire Council (BC).	To note any issues especially regarding neighbouring properties and to liaise with BC as part of the planning process by either objecting, commenting or supporting an application.	ALL	
Continue to liaise with and put pressure on BC with regard to road safety issues highlighted by residents and members of the Parish Council	To keep on top of road safety issues	ALL	
Continue to communicate openly with PCC, SMG, SCC, et al	Transparency	ALL	
Encourage members to attend recognised training opportunities	To support the clerk in the provision of a professional service	ALL	
Continue to ensure that regular reports of the Council's activities are published on the website and in the Soulbury Parish News	To keep residents up-to-date	Clerk News editor	

Continue to provide newcomers to the parish with the availability of a Welcome Pack	To provide information about the village, the parish council, the local area and organisations. Current pack to be reviewed and updated.	Clerk Cllr Stevens	
Village communications via village website/FB/Soulbury Parish News and village mailing list	To keep everyone up-to-date with the latest news and events linking with other organisations	Clerk News editor	
Invite all village organisations and groups to the annual Parish Meeting	To bring the local community together and give parishioners the opportunity to hear about various organisations	ALL	
Keep village notice boards up to date	To provide information to parishioners who are unable to use the website	ALL	
To keep the village looking clean and tidy	- organise litter picks - promote the dog bins - grounds maintenance tender reviewed - report overgrown or inaccessible footpaths	ALL	
Special/one-off projects to be completed in 2025	OBJECTIVE	ACTION BY:	COMPLETE BY
Fountain, Leighton Road refurbishment	To refurbish and repair the old fountain to a good standard using s106 monies. 1. Approach local farms to establish ownership. 2. Obtain Possessory title to the fountain from Land Registry. Papers with Land Registry, who are known to take a long time. Clerk has chased the solicitor several times to no avail. 19/1/26: still a waiting game. 16/6/26: still waiting. 22/9/26: solicitor asked for supplementary letter detailing what we have so far done with the fountain to include in the new application for possessory title. 3. Go out to tender for the refurb and repairs. 4. Obtain s106 monies. 5. Complete works. 6. Confirm satisfactory completion of works for write-off.	√ Clerk	

LED lantern on electricity pole in Stewkley Road	To replace broken bracket and remount LED lantern 1. Chase Avidety to establish current situation 2. Avidety to acquire fuse box and live it so UKPN can add lantern to pole 3. Advise residents in the vicinity of the timescales. 4. Avidety to ascertain from UKPN the date when lantern will be affixed. 5. Job completed.	✓ 22/6/26 ✓ 22/9/26	Clerk Avidety Clerk UKPN
Working towards			
Defib training for the parish	1. Contact suppliers of such training, obtain costs and availability. 2. Using all media avenues, advise the parish of the training and establish a list of those who want the training. 3. Book venue for the training. 4. Advise all participants of date, time and place.		✓

(✓ = completed)