



ACTION PLAN 2026-27

Pucklechurch parish council as the first tier of local government deals with local parish issues and helps ensure the collective voice of the community is heard. In addition, it provides a range of public services to our residents from litter and dog bins to open spaces and play areas as well as offering allotment gardens, operating a burial ground and giving grants to support local groups who benefit Pucklechurch parish.

Pucklechurch parish council aim to continually promote the best interests of all its communities by providing high quality parish facilities and amenities in the parish. The parish council strives to listen and respond to its community and needs. This action plan is informed and shaped by information gathered from engagement with the community. It reflects the priorities the community wishes to see developed over the next few years. As a living document it provides a roadmap of the specific steps, tasks and resources required to ensure informed, purposeful progress is made towards turning agreed goals into a reality.

This action plan aids transparency and accountability and enables the tracking of progress and milestones, ensuring appropriate resource allocation, budgeting and risk management helps achieve the desired outcomes. All actions are required to consider biodiversity, safeguarding and crime and disorder

The parish action plan has been developed based on identified community priorities which for 2026/27 are:

- Improving the Scouts hut
- Agreed programme of improvements at the Community Centre.

Key: progress to date

	Completed
	Partial or ongoing progress
	Not started



1. Contributing to making the Parish a safe and pleasant place to live

Project/policy priority	Details of project	Agreed actions	Budget/financial implications	Timescales	By whom	Next steps/outcomes
Supporting community cohesion	Investigate new provision using the Emersons Green Town Council's community bus (CHOW)	CHOW scheme approved 19/08/26.	£3000 in budget £500 Small Sparks grant applied for.	2026/27	Working group	Pilot project agreed commencing late September/early October 2026 till April 2027
Neighbourhood Plan	Production of the Pucklechurch parish Neighbourhood plan which outlines the community's vision of their neighbourhood.	Working with South Gloucestershire Council, respond to examination phase and referendum until plan 'made'	circa £3000.00 in reserves.	2026/27	Council/NP group, Clerk and Consultant	Completed examination and moving to Referendum August 2026 'Plan made'
Planning matters	Respond to on-going NPPF consultations Respond to developments resulting from the emerging South Gloucestershire Council Local Plan Respond to ongoing speculative planning applications	To raise awareness/inform of proposals within the parish and to respond on behalf of the community	No cost	Ongoing	Council	Ongoing as required



Scout hut	Renovation of scout hut to provide an improved community asset	Ongoing improvements. Work with Pucklechurch Community Association (PCA) for consider future management	£19,000.00 in budget	2026/27 Ongoing	Council and Scout hut working group	Toilets and heating identified as priority areas 19/08/26. Specification being developed for costing. Source potential grants.
Pucklechurch Community Centre (village hall)	To work in partnership with the PCA to develop the community centre. Undertake agreed programme of works	Support PCA to develop, enhance and improve the long term viability of building. Commission works	£29,500.00 in budget	Ongoing 2026/27	Council, hall working group. PCA & Clerk	Preferred supplier to be identified and approved August/September 2026 Commission agreed fire safety works
Leigh Farm wind turbine	Ongoing dialogue to protect the community's interests	Working with SGC to secure benefits for the parish	No cost	ongoing	Council and Officers	Safeguard community benefits should proposal go ahead

2. Improving Parish council governance

Project/policy priority	Details of project	Agreed actions	Budget/financial implications	Timescales	By whom	Next steps/outcomes
Website	Ongoing review of accessibility	Professional MOT of website	£200.00	Annually	Clerk	Revised accessibility statement. Evidence website meets required standards as required in new AGAR
Data Protection	Review of all processes, policies and compliance	Commission external provider	£500	Ongoing	Clerk	Evidence of compliance as required assertions in new AGAR

Approved by Council



Training	Ongoing training of Councillors and Officers to ensure understanding, best practice and compliance with statutory and legislative requirements	Council commitment to training	Agreed training budget	Ongoing	Councillor and Officers	Evidence of professionalism and good standards of governance Ongoing training recorded on website
Policy review	Structured review of all policies and adoption of new policies	Review of all policies	No cost	September 2026	Councillors	Ensure the council is operating legally. All policies reviewed August 2026
Register of Interests, Code of Conduct and Civility and Respect Pledge	Annual review of • ROIs • Code of Conduct • commitment to Civility and Respect Pledge	Individual councillors Council. Renew commitment to Pledge Ensure ongoing compliance with pledge. Acceptance of Office signed by new Chair and Vice Chair.	No cost	Annually	Councillor and Officers	To ensure compliance and that councillors are adhering to best practice.
Digital Compliance	Ongoing work to ensure compliance with legislation relating to	Introduction and implementation of required new methods	No cost	2026/27	Officers and Council	Annual compliance presented to Council



	data storage, data sharing and best practice	for accurately storing and disposal of data. Ensure relevant policies are up to date and applied.				and internal auditor as required at year end.
Election preparation	Create election 2027 action plan	Consider how best to promote elections including publicity materials	Minimal	Early 2027	Councillor and Offices	Promotion of democratic processes.

3. Improving communications

Project/policy priority	Details of project	Agreed actions	Budget/financial implications	Timescales	By whom	Next steps/outcomes
Pucklechurch News	Review of new style newsletter	PN editorial group to review newsletter and propose any improvements to accessibility and content to ensure it provides an information service for all residents	Minimal	2026	PN editorial group	Report to Council
Improve communication with residents	Ongoing research into methods and channels to help reach all residents, businesses and organisations	Regular review of communications	No cost	Ongoing	Council	Regular review

Approved by Council



4. Protection of green spaces and environmental enhancement.

Project/policy priority	Details of project	Agreed actions	Budget/financial implications	Timescales	By whom	Next steps/outcomes
Pucklechurch Wood	New community woodland	Ongoing support to year 2 of tree planting. Bat walk 4/08/26	S106 funds held by SGC £200	2026-2027 August 2026	Council, Woodlands, open spaces, Street Care & Allotments working group, community groups and Clerk	Continued partnerships to progress and support SGC project Raise awareness about the woodland project Promote Friends of Pucklechurch wood
Parish council owned land	Continued enhancements to improve biodiversity	Ongoing research and approval of ideas to mitigate climate change and enhance nature. a) Install bug hotels b) Continued improvements to Westerleigh Road woodland c) Continued management of Ash die back d) monitor opportunities for community involvement such as tree planting e) consider future seed sharing project to benefit pollinators	To meet statutory requirements. Projects approved case by case using earmarked reserves – see budget	2026-27 Liaison with HMP Ashfield Inspection autumn 2025 Ongoing including annual inspections Ongoing Ongoing	Council, Woodlands, open spaces, Street Care & Allotments working group and Clerk	Visible improvements to land. 2026/7 b) and c) work to address ash die back and manage woodland d) Promoting volunteering opportunities as Pucklechurch wood

		f) awareness raising in Pucklechurch News and/or social media		Ongoing		f) regular articles
Burial Ground	Improvements to burial plot surfaces	Develop and commence a programme of improvements to ground levels in burial ground	Budget 2026/27 £1000	Ongoing	Council	Agreed area of burial ground improved.
Local climate and Nature plan	Develop plan for parish	Research and prepare draft	Officer's time	Ongoing	Woodlands, open spaces, Street Care & Allotments working group & Clerk	An adopted plan and action plan

5. Wellbeing

Project/policy priority	Details of project	Agreed actions	Budget/financial implications	Timescales	By whom	Next steps/outcomes
Council owned play areas with focus on the Recreation Play area	Research and developing proposals for future playground enhancements	Develop proposal and ideas for new provision and funding options at The Recreation ground and Parkfield	None at present	Ongoing long term	Play area working group	Develop viable proposal to develop into projects. Source funding Consider as part of future budget proposals.
The Recreation ground sports improvements	Continuing improvements to the	Aeration and ongoing improvements.	Funded through S106 funding	2026/27	Lead Cllr, Council and Clerk	Ongoing aeration work and grass improvements.



Year 2 and beyond	football pitch and the cricket wicket	Plan for ongoing maintenance	from Oaktree Avenue Research grant funding			Plan for costed ongoing maintenance regime.
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