

# Brixton Parish Council



**Business Plan**  
**2025 – 2028**

## **Brixton Parish Business Plan 2025 / 2028**

What is a parish council business plan	3
Why has the parish council decided to produce a Business Plan	3
What is the definition of a 'good' parish council	3
Community involvement in the Business Plan process	3
Brixton Parish overview	4
Vision for Brixton Parish Council	5
Brixton Parish Council governance	6
A focus for our actions	6
Brixton Parish Council Action Plan 2025 / 2028	
- Communication	7
- Governance	9
- Parish Plans	11
- Liaison	13
- Environment and Parish Appearance	15
- Health & Well Being including Housing	17
Budget Implications	20
<b>Appendices</b>	
Appendix 1    Budget / Precept 2025 – 2026	23

## **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 Sherford Community Land Trust, 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 whole community.

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 proximity to an urban conurbation. Brixton Village is the gateway to the South Hams.

The main settlements in the parish are – Brixton Village, Carrollsland, along with the hamlets of Brixton Torr and Spriddlestone and the developing new town of Sherford. In the last 12 years new housing, such as Carrollsland (to the southwest), Canes Orchard in Brixton village, and the emerging new town of Sherford is shaping the current character of the parish and its communities, as demand for homes continues to grow. The growth of Sherford with plans for 5,500 new homes and country park (500 acres) is having a significant impact on the work of the parish council. The parish council is working with and supporting the Sherford Community Land Trust and residents as they promote and grow the new community. Sherford will have its own town council in the longer term.

Historically the parish of Brixton 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 representatives make up the membership of the Council who are 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. The Council's decision making is in line with its 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 is supported by a CiLCA qualified Clerk who acts as Responsible Financial Officer

The Parish Council owns assets and land in the Parish and is responsible for maintaining their value and their safety.

The Parish Council has a Planning Sub-committee, and four working groups - Traffic Management Working Group, Brixton Parish Environment Working Group, P3 Working Group and Cost of Living Working Group. Brixton Parish Council has a Neighbourhood Plan 2014 – 2034 adopted in 2020 and modified in 2022. The Council is a key contributor to the River Yealm Water Quality Working Group. 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 2024/2025 was £45,238. The Councils total expenditure for 2023/ 2024 was £ 61,029.07 with an income of £18,997.80 (excluding precept). See appendix one for the council budget / precept.

## Vision for Brixton Parish Council

By working with residents, local authorities and others, the Parish Council will contribute to making Brixton a safe, healthy, thriving, 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 responsibilities of the Parish Council include:

- Management of grass cutting of identified roadside 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 (SHDC and DCC).
- Implementation of the Brixton Parish Neighbourhood Plan 2014- 2034, it's modification in 2023 and the Sport & Recreation Plan
- Continue to publicise Parish Plan 2012 and review document on the website following the review in 2024 for historical information.
- Maintaining a watching brief on all open spaces in the parish and seeking to protect them 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 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.
- Emergency Planning
- 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 can 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 when necessary .

## **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 – 2025 / 2028

All Brixton Parish Council's actions will be undertaken in a social and economic environment.

### 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, Sherford Community Land Trust 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 Sherford Facebook updates can be found at Sherford, Plymouth, UK; Residents Living in Sherford; Sherford Noticeboard; and Sherford Church Family	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	

	Rotate location of BPC meetings between Brixton and Sherford.	Ongoing	Clerk / Chairman	
	Continue to invite residents to site meetings for major planning applications.	Ongoing	Clerk	
	Continue to encourage parishioners to join the parish council mailing list by completing the sign-up form on the Brixton Parish Council website (GDPR compliant)	Ongoing	Clerk	
	Parishioners are able to sign up for regular updates via the Sherford Community Land Trust website	Ongoing	SCLT	
	Continue to contribute to the information on the BrixtonDevon website	Ongoing	Clerk	Yes
	Liaise with local radio & television	Ongoing	Clerk	
	Be ready to update and implement Business Continuity Plan if required	Ongoing	Clerk / Chairman	
Continue to work with the Editor of Brixton Magazine	Continue to look to assist with the running costs of the monthly Brixton Magazine	Ongoing	BPC	Yes



## 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 discuss budget / 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, Sherford Community Land Trust	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, Sherford Community Land Trust, 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	

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 - modified in January 2024	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 Green Gym	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	
	Continue developing and completing small projects as required e.g. improving planting on verges .	Ongoing	Councillors	
Parish Plan 2012	This was reviewed by BPC in 2024 and is now incorporated in the NP and the Continuity Plan. BPC will continue to publicise the archived plan and the review document for Parish Plan 2012 on the BPC website for historical information.	Ongoing	Councillors	
Implementation of the Sport and Recreation Plan	Monitor progress on implementation	Ongoing	Cllr Hitchins & BPC	
Implementation of the project plan for land at former Cofflete Mill	Regular updates at Parish Council meetings	Ongoing	Cllrs Carson, Hawken, Gillard & working group	Yes

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 2025	Cllr Hitchins to co-ordinate	
Continue / completion of the Brixton 100 years 1918-2018 History Project	Review work to date	By end 2025	Cllr Hitchins and volunteers	
Involve residents in promoting a sense of community	Offer opportunities to parishioners for further engagement in community activities e.g. monthly street sweeping, litter picking, joining the Traffic Management Working Group, Brixton Parish Environment Working 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	Councillors	
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, Carson, MacLennan and Nix	
Emergency Planning	Review the existing Emergency Plan for Brixton to ensure that it is fit for purpose	End of 2025	BPC and nominated Councillor	
	Discuss the requirement / responsibility for an Emergency Plan for Sherford	End of 2025	BPC and nominated councillor	

## Liaison

	<b>Actions</b>	<b>Timescale</b>	<b>Responsible Person</b>	<b>Budget Required 2024 / 2025</b>
Contribute to Sherford Liaison Meetings	Ensure that BPC is represented at the meetings	Regular meetings	CLLrs Hitchins, MacLennan and Nix	
Ensuring Brixton Parish Council is represented on the Sherford Community Land Trust Ltd	Nominate a representative as a director 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 be part of the River Yealm Water Quality Working Group	Represent the parish council by attending and providing secretarial support	Ongoing	CLlr Hitchins, Carson and Clerk	Yes
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 Sustainable South Hams	Attend and feedback from regular meetings	Ongoing	Cllrs Hitchins and Carson	
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	Council	
Continue working towards raising the awareness of becoming a Plastic Free and Reuse Community	Promote the community art work produced by Brixton St Mary's School and Sherford Vale School to inform the communities on the reduction of the use of plastic.	Ongoing	Council	
Continue close working relationship with Brixton Community Composters	Representation of the Parish Council at the Brixton Composters meeting and 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	Following the public consultation for phase 2 of the project, aim to 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 2025	Cllrs Carson, Hawken, Gillard & working group	Yes
Implement the Parish Councils Environment Policy	Ensure that the policy is considered in all planning application consultations	Ongoing	All Councillors	

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	
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	Cllrs Hitchins, Carson, and Clerk	
Collaborate with other organisations in Brixton to continue to improve the appearance of the village.	Continue working with SHDC and St Mary's PCC regarding the cutting regime in St Mary's churchyard.	Ongoing	Cllr Hitchins with Alex Whish and Church Warden	Yes
	Continue working with Brixton Feoffee Trust to improve the amenity areas owned by Feoffee Trust.	Ongoing	BPC	Yes
Continue to work with SW Ambulance Service regarding defibrillators	Ensure that the defibrillators are checked regularly and that the telephone boxes that house them are fit for purpose.	End of 2025	Cllr Clegg and BPC	Yes



## 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 always accessible	Ongoing	Councillors & volunteers	
Increase opportunities locally for health improvement e.g. fitness, walking, cycling and horse riding .	Continue the reclassification of Monkey Lane to a footpath, cycle way and bridle way linking to Sherford Country Park project plan	On going	Cllr Hitchins	Yes
	Progress Green Gym at Elliot's Hill project plan	To be progressed	Cllr Hitchins	Yes
	Progress the extension to Silverbridge Way from Brixton to Yealmpton	To be progressed	Cllr Hitchins	Yes

	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	
To work in collaboration with Health & Social care as required	Support the establishment of medical facilities at Sherford	On going	Cllrs Hitchins, MacLennan & Nix and 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	Council with 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 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 organisations South Hams Community Action (previously CVS), 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 Brixton and Sherford Vale School	Annually	All councillors	Yes
--	--	----------	-----------------	-----

## Budget Implications

Action	2025 / 2026	2026 / 2027	2027 / 2028
	Budget	Budget	Budget
<b>Communication</b>			
Ensure that the website is up-to-date and relevant for parishioners.	£600	£650	£700
Continue to produce a quarterly newsletter/bulletin specifying the work the council has achieved in the last quarter	£200 (linked with below)	£250 (linked with below)	£300 (linked with below)
Produce an annual parish newsletter which specifies the work the council has achieved in the past year and future projects	£250 (linked with above)	£300 (linked with below)	£350 (linked with below)
Continue to contribute to the information on the Brixton village website	£500	£500	£500
Continue to look to assist with the running costs of the monthly Brixton Magazine	£600	£600	£600
<b>Governance</b>			
Review training needs of clerk and all councillors	£700	£800	£900
<b>Parish Plans</b>			
Implementation of the project plan for land at former Cofflete Mill site	S106 and grants	S106 and grants	S106 and grants

<b>Action</b>	<b>2025 / 2026</b>	<b>2026 / 2027</b>	<b>2027 / 2028</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Liaison</b>			
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	£442 (to include annual running costs and River Fly)	£500 (to include annual running costs and River Fly)	£550 (to include annual running costs and River Fly)
<b>Environment and Parish Appearance</b>			
Implement the project plan for land at Cofflete Mill as a community amenity space	£106 and grants	£106 and grants	£106 and grants
Continue working with SHDC and St Mary's PCC regarding the cutting regime in St Mary's churchyard.	£600	£650	£700
Continue working with Brixton Feoffee Trust to improve the amenity areas owned by Feoffee Trust.	£500	£500	500
Maintenance for the telephone boxes that house the defibrillators ensuring they are fit for purpose.	£3000	-	-

<b>Action</b>	<b>2025 / 2026</b>	<b>2026 / 2027</b>	<b>2027 / 2028</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Health &amp; Well Being including Housing</b>			
Continue the reclassification of Monkey Lane to a footpath, cycle way and bridle way linking to Sherford Country Park project plan	-  £8k already paid 2024/2025 No funds set aside this year	-	-
Progress Green Gym at Elliot's Hill project plan	Grant funding	Grant funding	Grant funding
Progress the extension to Silverbridge Way from Brixton to Yealmpton	-  £6k funding ringfenced for project No funds set aside this year	-	-
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	£925	£950	£975
Review annual grants to voluntary organisations: South Hams Community Action (previously CVS), 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 and Sherford Vale School	£4865	£5165	£5465

## Appendix 1 – Budget / Precept 2025 - 2026

<b>Expenditure</b>	<b>Budget 2023 / 24</b>	<b>Expenditure 19 / 12 / 24</b>	<b>Year end estimate</b>	<b>Budget 2024/ 25</b>	<b>Budget 2025 / 26</b>
<b>Clerk</b>					
Clerk Expenses	£750.00	£303.97	£500.00	£750.00	£400.00
Clerk Salary	£14,500.00	£11,439.86	£15,300.00	£15,600.00	£16,300.00
Clerk Office Allowance	£420.00	£315.00	£420.00	£420.00	£420.00
Clerk Training	£150.00			£200.00	£200.00
Clerk pension (21.9%)			£1808.00		£4000.00
<b>Councillor</b>					
Councillor Expenses	£300.00	£148.95	£300.00	£300.00	£200.00
Councillor Training	£400.00	£486.00	£500.00	£500.00	£500.00
<b>Audit</b>					
Internal Audit	£175.00	£ 160.00	£ 160.00	£200.00	£200.00
External audit	£260.00	£378.00	£378.00	£450.00	£450.00
<b>Admin/Insurance/Legal</b>					
Banking Charges					£150.00
HMRC Payments	£1,750.00	£1501.22	£2500.00	£2500.00	£3500.00
Insurance	£600.00	£587.40	£587.40	£700.00	£700.00
Legal & Professional Fees	£500.00			£500.00	Reserves
Room Hire (Brixton)	£ 180.00	£45.00	£70.00	£100.00	£150.00
Room Hire (Sherford)		£65.00	£105.00	£150.00	£150.00
Room Hire (Carroll Island)		£52.50		£50.00	
S137					
SHDC Payroll	£140.00	£120.00	£120.00	£160.00	£140.00
SHDC Elections	£200.00	£174.13	£174.13	£200.00	
<b>Subscriptions</b>					
DALC Subscription	£600.00	£884.55	£884.55	£800.0	£950.00
IDALC Subscription	£10.00			£10.00	£10.00
SLCC Subscription	£200.00	£190.00	£190.00	£200.00	£220.00
Data Protection Registration Fee	£50.00	£ 40.00	£ 40.00	£50.00	£50.00
<b>Donations</b>					
South Hams Community Action	£ 375.00	£ 400.00	£ 400.00	£ 400.00	£ 425.00
Samaritans	£ 375.00	£ 400.00	£ 400.00	£ 400.00	£ 425.00
Citizens Advice South Hams	£ 375.00	£ 400.00	£ 400.00	£ 400.00	£ 425.00
Ivybridge Ring n Ride	£ 375.00	£ 400.00	£ 400.00	£ 400.00	£ 425.00
Brixton / Yealmpton Youth / Scouts	£ 375.00				£ 425.00
Brixton / Yealmpton Brownies / Rainbows	£375.00	£400.00	£400.00	£400.00	£425.00

Elburton Brownies / Guides	£375.00		£400.00	£400.00	£400.00		£425.00
RBL - Parish Wreath	£30.00		£19.99	£ 19.99	£30.00		£25.00
St Marys Lighting	£225.00		£250.00	£250.00	£250.00		£275.00
Dementia Friendly Parishes	£875.00		£900.00	£900.00	£900.00		£925.00
Yealmpton & Brixton Community Volunteers	£375.00		£500.00	£500.00	£400.00		£425.00
St Mary's - 6 x year group awards	£120.00		£120.00	£120.00	£120.00		£ 120.00
Sherford Vale School awards			£120.00	£120.00	£120.00		£120.00
Chairman's Allowance	£150.00			£100.00	£125.00		£100.00
Brixton Magazine publications			£600.00				£600.00
Feoffee Trust contribution to green spaces							£500.00
St Marys Churchyard							£600.00
<b>Technology</b>							
BPC Website	£200.00		£161.26	£ 250.00	£250.00		£300.00
BPC email addresses	£200.00		£ 240.00	£ 240.00	£250.00		£300.00
Transfer to gov.uk website / emails			£30.00	£30.00			
Zoom	£185.00		£ 140.31	£ 187.00	£200.00		£220.00
BrixtonDevon website administration	£500.00		£ 250.00	£ 500.00	£500.00		£500.00
Hosting Fee / Domain name x 2	£100.00		£96.00	£ 200.00	£200.00		£220.00
<b>Maintenance / Amenity Work</b>							
Contractor Silverbridge Way Footpath (shared with YPC)	£ 1620.00		£2,352.00	£2,352.00	£1620.00		£1,800
Silverbridge Way (additional work)							
Contractor for grass	£4500.00		£5032.50	£5032.50	£5032.50		£5032.50
Contractor additional grass bottom RLH by bus shelter			£180.00	£180.00			£360.00
General maintenance / street sweeping	£100.00				£100.00		£200.00
Maintain The Green	£300.00		£40.00	£200.00	£300.00		£200.00
Plants for additional planters A379				£100.00	£150.00		£100.00
Additional planter – Winstone Lane			£280.04				
Highway Signs	£250.00				£250.00		
Highway Repairs	£200.00				£200.00		
Drainage Works	£200.00			£200.00	£200.00		£300.00
Salt / Sand for Emergency use	£100				£100.00		£100.00
Contractor for cleaning bus shelters			£200.00	£300.00	£300.00		£400.00
<b>Printing</b>							
Parish Publicity & Newsletter	£250.00				£300.00		£200.00
Footpath leaflet reprint			£115.00	£115.00			



[illegible]

<b>BCC Projects (funded by grants)</b>						
<b>Green Projects</b>						
Bee Friendly (YCE Grant)		£	£34.20			
Green Fund						
<b>Cost of Living</b>						
Cost of Living Crisis	£200.00		£25.32		£200.00	£200.00
Cost of Living Crisis (DCC Grant)			£209.25			
Cost of Living (DCC Grant 2024)			£893.32			
<b>Footpaths</b>						
P3						
FP26 (s106 funding)						
<b>Cofflete</b>						
Land at Cofflete (Comm Tog Funding)						
Land at Cofflete (s106 funding)						
<b>Plastic Free</b>						
Plastic Free Projects			£531.34			
<b>River Yealm</b>						
CLlr MacKay Grant			£1014.73			
River Fly Project			£2850.00			
River Yealm annual running costs			£188.84			
<b>Street Sweeping</b>						
YCE Grant			£130.45			
<b>Total of projects funded by grants</b>			£5877.45			<b>£200.00</b>
<b>Budget</b>	<b>£39,560.00</b>		<b>£42,228.94</b>		<b>£45,237.50</b>	<b>£50,919.50</b>
<b>Precept</b>	<b>£ 34,000.00</b>				<b>£ 45,238.00</b>	<b>£50,920.00</b>

Business Plan adopted by Brixton Parish Council – 24<sup>th</sup> March 2021

Business Plan updated at meeting of Brixton Parish Council 27<sup>th</sup> January 2022, 29<sup>th</sup> January 2023,  
31<sup>st</sup> January 2024, 29<sup>th</sup> January 2025

Kirstie Aldridge, Clerk to Brixton Parish Council