



# Capel St Mary Parish Plan

2003-2013

*Making Capel an  
even better place in  
which to live*



The  
Countryside  
Agency

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**DAN GOYDER**

Dan had been associated with the village for nearly forty years, indeed he was a leading member of the Committee that planned and raised funds for the building of the Village Hall. We were pleased to welcome him as an enthusiastic member of this team, and he was looking forward to compiling this report.

Sadly Dan died after a short illness in March. His quiet encouragement and wisdom are remembered with affection by all those involved with the Parish Plan, and he will be sorely missed in the community.

# Capel St Mary Parish Plan

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# Capel St Mary Parish Council

27a The Street  
Capel St Mary  
Ipswich IP9 2EE

July 2004

The concept of the Parish Plan was instigated by the Parish Council, at the end of 2000, and was taken up and carried forward by a group of volunteers who must be thanked and congratulated for the many hours of work given in producing this excellent document, which would not have been possible without all those who responded.

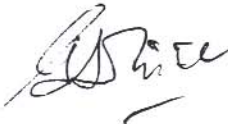
We thank you.

The results of the questionnaire show that people enjoy living in Capel but if we stand still the village will die. The demography of the village is continually changing and currently the population is getting older.

It is important that the needs of the community are known and although we have no direct control over housing we would encourage development of sheltered housing for the elderly, releasing family homes, and provision of some low cost housing.

As you will see from the action plan there is enough to keep the Parish Council busy for the rest of it's term of office. Some things can be dealt with quickly, but others will take a little longer.

Please take time out to read this document.



Gerald White  
Chairman  
Capel St Mary Parish Council

TIM YEO MP



HOUSE OF COMMONS

LONDON SW1A 0AA

28 May 2004

It is an honour to represent Capel St Mary in Parliament. Capel is one of the largest and most thriving communities in the South Suffolk constituency and the way it has evolved from a small village into one of the largest in the county is a tribute to everyone who lives there.

The high level of participation in the recent survey reflects the qualities which are a hallmark of Capel St Mary people and these in turn are the main reason why the village itself is thriving and vibrant.

The survey makes clear that there are still some challenges ahead. Environmental improvements, better facilities for young people, are a couple of the most important.

I hope everyone finds this plan as interesting to read as I have done.

A handwritten signature in black ink, appearing to be 'T. Yeo'.

## WORKING FOR SOUTH SUFFOLK

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## OUR PURPOSE

### ***Making Capel an even better place in which to live***

Welcome to the report of the Parish Plan. If we had a mission statement at the start of the process, this heading would have served. This document is a report which gives the findings of the Survey carried out in 2003, and sets out an Action Plan which has been placed before, and adopted by our Parish Council.

Some of the conclusions may be relatively easy to achieve, whereas others will require substantial effort, funding, or changes in attitude. We need to focus on what is realistic and achievable and yet not be defeated before we even begin!

#### **What is the cost of producing the Parish Plan?**

The cost to Capel St Mary Parish Council is £581. A grant has been awarded from the Government through the Countryside Agency for £4,964, which will pay for such costs as printing the questionnaires and reports, the processing of the data and expenses such as hiring the village hall for the open event. This grant has also financed the purchase of a laptop computer and some display boards, both of which are available for short-term loan from the Parish Council to any village organisation from August 2004 onwards.

The grant was awarded because we were able to demonstrate that we were prepared to put effort into the plan ourselves. The Steering Committee of ten has contributed many hours of work on a voluntary basis and members are happy to make this their contribution to the Parish Council and to the Community's future plans.

Our thanks also goes to Suffolk ACRE without whose input and advice we would not have been able to get started.

## An Introduction to Capel St Mary

Capel St Mary has, over the last 35 years developed from a village of 600 people into a community of 3,070, with over 1200 houses, the great majority of which are owner-occupied.

It has a doctors' surgery, a dentist and physiotherapist; its shops and amenities include a Co-op, baker, greengrocer, newsagent, post office, hairdresser, library, Chinese takeaway, garden centre, travel lodge, public house, village bar, and 2 petrol stations. Other areas of employment include agricultural farms and some light industrial units. There are many clubs and activities, often based in the large Village Hall and playing field. Capel has a nursery and primary school, Sunshine pre-school, Dawn to Dusk Educare Trust Children's Centre, childminders, police station, Community Trust and four church congregations. Other adult activities include the WEA and clubs for the older generation.

Its convenient location, on the A12 between Ipswich and Colchester, and five miles from the nearest mainline rail station, means that it is a popular place to live, which is reflected in its house prices.

A survey was made of the village in 1992. The 41% response rate was good showing the level of community spirit in the village.

Some actions were taken, primarily by the Parish Council, as a result of the questionnaire but it is not clear if the results were used more widely by the village. They will be this time!

There is much history to Capel – going all the way back to the Romans, though nothing specific until Domesday in 1086. If you want to find out more then 'The Book of Capel' was written celebrating the centenary of the Parish Council in 1994. Copy in the library or from Parish Council £2.50.

## CAPEL NOW

### Census 2001

Detailed results for the parish of Capel St Mary will soon be available on line at <http://www.statistics.gov.uk/census2001/>

A few facts of note are:

There are 69 students and schoolchildren in full-time education who would reside in the area were they not living away from home in term-time (not available from the 1991 census).

We are 7% above the England and Wales (E/W) average for people who stated their religion as Christian (79% for Capel).

Although a lower than E/W average (13% in Capel as opposed to 18% E/W), there are still 399 people in Capel who have a limiting long-term illness including health problem or disability which limits daily activities or work.

We have roughly a third more people in managerial and professional occupations than the E/W average (27% E/W, 37% for Capel).

Although there are only 3 out of 1,151 households that are second residence / holiday accommodation, this needs

watching as it is becoming a hot potato in the rest of the county, forcing house prices even further out of the reach of local people. Many young people either remain with their families or move to Ipswich that has a broader range of housing available. Apart from the housing association properties there is currently no affordable low cost housing in Capel.

*Source: 2001 Census, [Key Statistics for Local Authorities]. Crown copyright 2004.*

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### SURVEY 2003

What did your questionnaires tell us about the people who make up our community? When Capel was first developed, the incoming population was younger and more mobile. It is apparent that over the years the process of building a settled community has taken place. Many people have remained here for some time, and indeed there is anecdotal evidence to show that children are returning here to live near their parents, as well as the reverse.

Of the 1,169 people who responded to the personal section 83.5% have lived in the village more than 6 years, and over 61% have been here for



more than 16 years. The shift in the age balance can also be demonstrated by the fact that 28% of the respondents were retired. Well over 60% of respondents were working or looking for work, the remaining replies from people in full time education, or unable to work due to disability.

The overwhelming majority of us, 93%, live in owner occupied houses, as would be expected from the mix of housing available. Few people, less than 5% needed to move, and this was mainly for work, or family related reasons.

There were more female respondents (54%) than male, although whether this reflects the balance of the sexes in the village is uncertain. A 46%/54% split might be repeated elsewhere given demographic trends on male and female survival.

We like Capel for a number of reasons:  
its sense of community,  
the environment, and  
it's geographical placement.

Surprisingly, whilst proximity to Ipswich may have featured in the last response, of the 683 people, only 254 (37%) stated that it was where their main place of work was situated.

Capel is pretty broadly represented over the age groups. Whilst the number of retired people may have increased, the family nature of the village is demonstrated by the healthy numbers in Nursery, Primary School and Secondary Education.

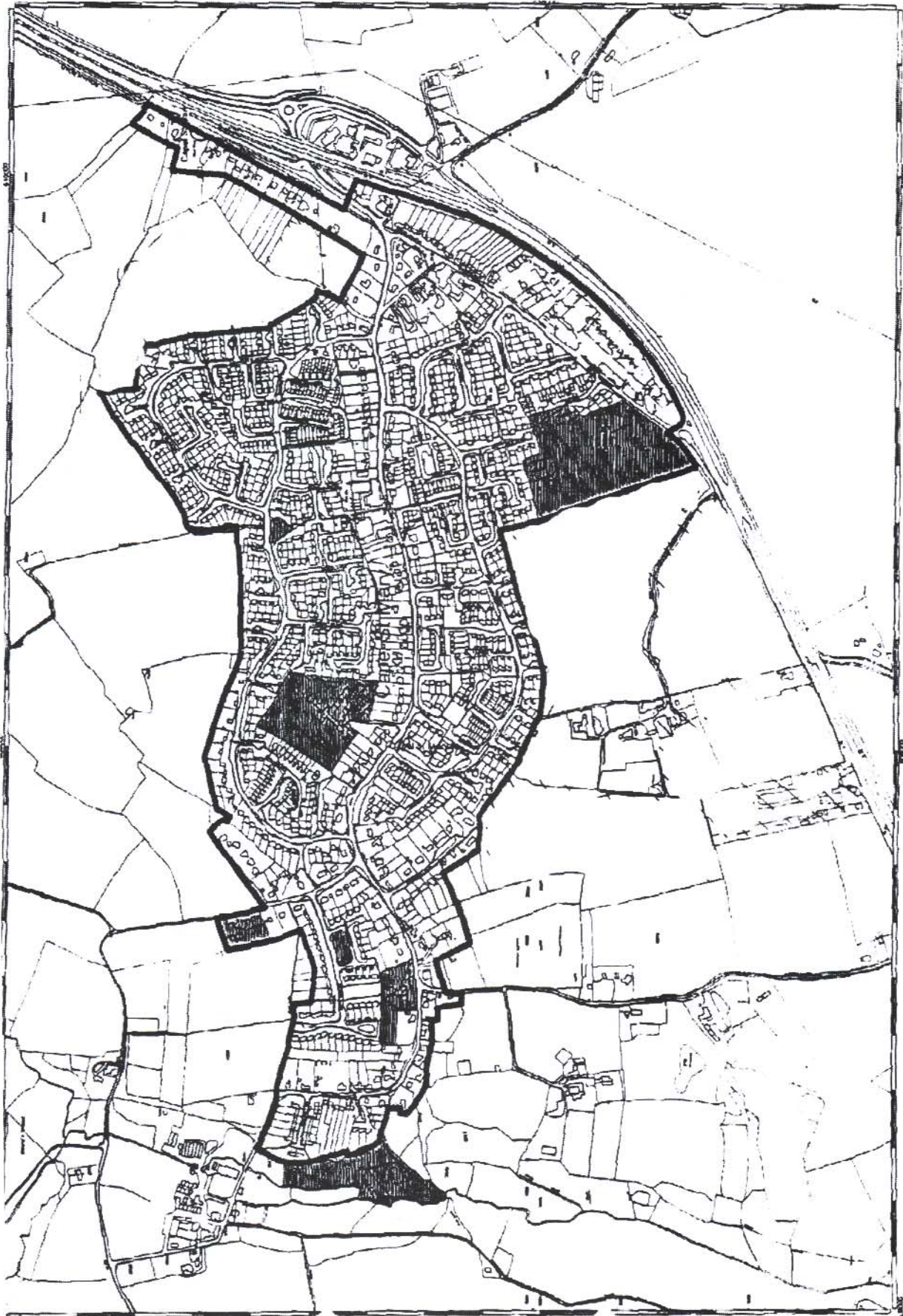
## MORE FACTS

In the questionnaire (2003), 603 households responded, which covers 1,510 people. Full facts can be obtained by contacting the Parish Office, or any of those named inside the front cover.

All percentages in this report relate to those who completed the questionnaires, and are not expressed as a percentage of the whole village.

The full results of the Capel questionnaire (2003) are available for viewing at the Parish Council office.

# Map of Capel St Mary



Capel St Mary

Boundary of Built Up Area  
Areas of Visual Aesthetic Restriction

This map is based on Ordnance Survey maps and is published by the Ordnance Survey, London. It is a reproduction of the original map and is not to be used for any other purpose without the permission of the Ordnance Survey.

Scale 1:50,000

# LEADING TO THE PLAN

The Capel St Mary Steering Group was set up by the Parish Council. They arranged a first meeting in 2000, inviting Suffolk ACRE (Action for Communities in Rural England) to talk about the process of creating a parish plan. Parishes across England have been doing this for a few years and several in Suffolk have already "been there and got the T-shirt" so we were able to learn from their experiences. This was an open meeting where a number of interested people from Capel attended. There was sufficient interest shown to go ahead.

*Why did we come together? We have a common interest of making Capel an even better place in which to live. Or for those of you who don't want it to change, seeking to keep it that way.*

From the group of people who showed an initial interest, a steering group of about 10 people volunteered to 'steer' the work (2002). This group began by talking to the many different groups and organisations in Capel about the key issues (apologies if we missed you out).

You said.....

## **Parent & toddler groups:**

Equipment in the play areas by the shops is misused by the teenagers in the village and is often broken and it seems to take a while to get it repaired.

Equipment near shops & at playing fields not suitable/need more for smaller children.

Lack of toilet facilities in the village.

Do see a need for something for the teenagers of the village.

Some mums have to travel out of the village to get to clubs such as dancing, swimming etc.

## **Over 60s:**

Particular concern about overhanging hedges making it difficult to walk on the paths

## **Scouts:**

Better play area facilities

Skate park

Broadband

All weather pitch

Cybercafe

Youth club for under 13's

More playing fields (i.e. school)

Swimming pool

Cinema equipment in village hall

Pool hall

## **Guides**

Giant trampoline

Skate park

Beauty parlour

Change bus times into Ipswich

Cybercafe for younger teens

Girls football

Roads too busy to ride bikes  
and unsuitable to cycle out of  
the village

From these initial discussions we used the computer programme supplied by Suffolk ACRE to choose which of the nearly 400 questions would be suitable and relevant to Capel. 80 was the maximum number of questions we could ask. At the same time a youth questionnaire was being devised. We also had to fill in the application form for the Countryside Agency for a grant to cover the costs of the work over the next year or so – up to £5,000.

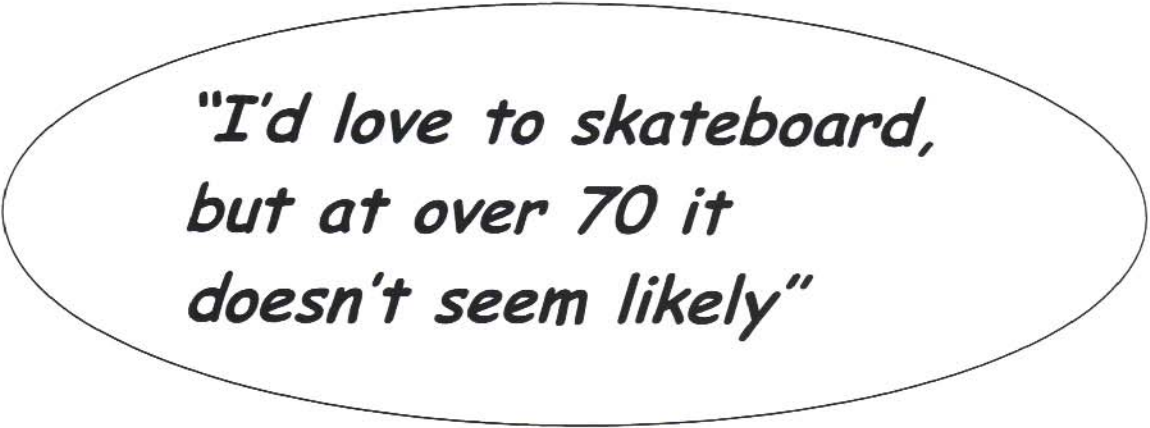
Over the Summer of 2003 we got the grant approved, we prepared questionnaires, including the separate youth questionnaire.

We piloted these through family and friends and revised them in light of their comments. Quite a lot of the wording of the questions we were unable to change as the software package would not permit changes.

The questionnaires were printed and we amazingly managed to collect together our 30 volunteers to deliver and collect. We extend our thanks to all those who helped, giving up their time to pay two visits, and answer the many queries.

October 2003 was spent collating the results, November analysing, December time off for good behaviour and getting ready for Christmas – we are volunteers! January saw the open day in the village to get your comments and views.

February, March and April we continued the consultation around what the action plan might include. June and July were finishing touches, printing in August & delivered – phew!



***"I'd love to skateboard,  
but at over 70 it  
doesn't seem likely"***

## **OPEN DISPLAY** **JANUARY 2004**

On the 23/24 January we organised an open display in the Village Hall to share the draft plan with the village, and start the consultation.

We were firstly quite astonished by the response from exhibitors. We had invited organisations to come along and to provide a display about the work or activities undertaken by them. Not only did we have many more replies than we expected, but the displays illustrated what a vibrant community Capel has become.

Secondly we were gratified by the number of people that attended, and our straw poll suggests that a wide age range of our population were represented.

We had 500 Draft reports printed, and there were less than 5 left at the end of Saturday morning. There was widespread interest in the report with few negative comments, and much interest in how the results of the survey would be taken forward. For those of us on the stands over the two sessions it was good to meet people especially those who were comparatively new to the village.

Thirdly and perhaps most importantly the two sessions demonstrated the sense of community within Capel, giving us real food for thought on the use of such displays in the future. Feedback from all who visited, and from exhibitors was that the exhibition had been a great success.

## **A DIGEST OF** **RESULTS**

### **OVERALL** **(QUESTION 14)**

When asked what was most important about Capel St Mary as a place to live, it is interesting that the responses demonstrated an almost equal division between

- the sense of community within the village,
- the pleasant environment in which we live and
- the geographic situation of Capel.

A wide variety of comments were made and where these are specific we shall be passing them on to the relevant organisations. Where they relate to specific actions we have considered the categories into which they fall, and incorporated them into the Action Plan.

## TRANSPORT

(QUESTIONS 10, 20, 21, 22, 23, 24, 25 & 26)

Capel is clearly a car owning society, with an average of 1½ cars per household. It is therefore a mobile village, which enjoys what are described as good road links. The bus services would appear to be used only by a small proportion of residents with over 600 respondents indicating they never used public transport. Most who use the bus services did so either for shopping, social or work reasons. The bus service was rated as being reasonable in terms of its routes and frequency, but there are concerns about timetabling and some expressed concerns about access, particularly for the elderly and disabled. A few people from the survey indicated that they were prepared to provide car sharing for certain activities.

***“Have road names on both sides of the street eg Thorney Road can not be seen when approaching from the A12”***

## TRAFFIC

(QUESTION 27, 28, 29, 30, 31 & 48)

This section of the questionnaire attracted a large number of comments. The answers suggested that in the main, people do not find there is a problem with the traffic but have concerns about certain aspects of traffic flows, such as speed and parking.

***“Are there traffic problems in Capel?”***

The narrowness of some pavements, particularly on the street drew comment, as did the need for bushes and shrubs to be kept trimmed. There was strong support for cycle paths, as well as for better and more environmentally friendly streetlights. There were specific concerns expressed over the lack of a school crossing. Dropped curbs are also an issue with an increased number of disabled buggies. Overall, however, the state of repair of the roads was considered acceptable.

## **EDUCATIONAL/ SOCIAL/ LEISURE**

(QUESTIONS 32, 60, 62, 63, 64 & 65)

There is moderate support from the survey for more adult evening classes in Capel itself, as well as after school clubs and a variety of other activities. A number of responses were received to the question about sports activities with swimming, golf and snooker prominent amongst the wish list.

A need for ongoing maintenance of the children's' playground was noted by a number of respondents and it was pleasing that at least 46 people indicated that they were prepared to help with leisure activities for young people. Overall the facilities in Capel were rated as reasonable but the survey identified a distinct lack of facilities for the 17 to 25 age group.

## **HOUSING & DEVELOPMENT**

(QUESTIONS 33, 34, 35, 36 & 37)

There was a general opinion that the mix of housing was about right even if house prices were on the expensive side. There was a clear need for the development of homes to enable local young people to get on the property ladder and a number expressed concern relating to sheltered housing for

local elderly people. There seems to be a strong sense that we ought to care for folk within our own community and not send them elsewhere, thereby retaining a full age spectrum within our village life.

## **EMPLOYMENT**

(QUESTIONS 17, 18 & 19)

The survey shows there is little unemployment in the village and living in Capel St Mary does not appear to be a significant barrier to gaining employment in the locality. There are few businesses being run in Capel itself. Those that are appear to mainly consist of consultants or are connected with building or horticultural. In terms of future opportunities, the survey suggests support for employment opportunities locally of a small business type development. However the survey response is clearly against any form of industrial development or the development of tourism within the village.

## **ENVIRONMENT**

(QUESTIONS 71, 72, 73, 75 & 76)

The survey asked a number of questions about the ways in which the local environment could be improved. There appears to be very strong support for community composting, improved public

# CAPEL IN PICTURES . . .



*Play area in the  
village centre*



*Capel  
Allotments*



*Open  
Display '04*





# CAPEL IN PICTURES . . .

*St Marys  
Church*



*Capel  
Shops*

*Capel  
Suburbia?*



*Play  
area at  
playing  
fields*

transport and a reduction in traffic. Energy saving also featured strongly and a quarter of people felt that more employment locally would be good and would improve the local environment.

*"Smell pollution. 'Gaggingly foul smells from mushroom farm. Lived in village for 30 years, never experienced a stench like it on an almost daily basis' (over 50 comments)*

In practical terms there was very strong support for a campaign against litter and rubbish and support for planting more trees, preserving the trees that exist, as well as keeping hedges tidy and encouraging wildlife. A number of people – 147 in all – suggested that they would be prepared to help with some of these tasks. Traffic noise was perceived to be a problem.

Those who use our local footpaths and bridleways found that the principle problem related to overgrown bushes and nettles providing an obstruction.

*"Local beat officer Steve Bright is excellent"*

## **PUBLIC SERVICES**

(QUESTIONS 38, 39, 40, 43, 44, 47, 49, 50, 51, 52, 53, 59, 69 & 79)

The survey showed that in terms of health services there was wide spread satisfaction with very few folk indicating they had a problem in getting treatment that they required. As expected, of the services that are provided the following were the most used: the doctor, the local

*"GP not open to collect prescriptions before work"*

hospital, the district nurse and the ability to obtain prescription medicines locally. Only 3.9% of those who responded were registered as disabled. There was, however, quite strong support for the future provision of a residential nursing home or sheltered housing. (see above in Housing)

Police coverage was generally felt to be reasonable, although a large number of respondents felt that a greater police presence would assist. There was also a fair measure of support for some

CCTV coverage. Strong support was expressed for the provision of more activities for young people. There does not appear to be very strong support for the provision of a local public toilet.

In terms of general facilities in Capel St Mary, there was some support for the improvement of those facilities for a variety of categories, particularly in relation to those who use cycles and those who use wheelchairs and pushchairs.

There was little agreement about the responsibility for the upkeep of the various facilities within the village, which were considered overall to be reasonable, but opinion is divided on whether or not the money raised through local council taxes is well spent.

## **SHOPS**

(QUESTIONS 53, 54, 55, 56, 57 & 58)

*"Hard to get in papershop with a pushchair"*

The local shops appear to be used on a weekly basis by a high proportion of respondents to the survey. These included the local shop, building society, post office and take away. It is interesting to note that the cash dispenser that has appeared in the village is already attracting regular weekly use. Most people felt that the range of shops were good or reasonable and that they used the shops in part because of a saving on transport costs and because people preferred to support local shops. It was also clear that

local shops relied heavily on the purchase of last minute items. Those who chose to shop outside Capel St Mary said that they did so because there was a better choice of goods more cheaply priced. Very few people felt there was any difficulty in getting to the shop. There was limited support for a coffee shop, were it to be provided.

## **COMMUNICATIONS**

(QUESTIONS 56, 67, 68 & 77)

*"The Parish Council is not good at consulting eg the local road safety/traffic calming on The Street."*

Most people got information about Capel events from Capel Capers. A significant proportion however obtained information from the Parish notice board. In general, the amount of information available was felt to be good or reasonable and it was felt that the Parish Council publicised its decisions and activities reasonably well.

There was strong support for the results of this survey to be provided by an information sheet through each door.

# Youth Questionnaire Results

This report sets out the findings of the Youth Questionnaire (11 to 16 year olds). The local Scout and Guide groups were visited to find out young people's key issues. These comments were taken on board whilst drawing up the Youth Questionnaire, and the draft was tested out by a selection of young people, and changed again.

Of those Youth Questionnaires distributed, 66 were returned. This was an encouraging response - so thanks to those young people who took the time to complete it. Of those responding, 60% were aged 12-13, the rest split evenly between 11, 14 and 15 year olds.

## School

The majority of young people in Capel (88%) attend East Bergholt High School with the rest attending schools in Ipswich and Colchester. Most use a bus to travel to school (92%), with the rest travelling by car.

There is an even split between those who do and those who choose not to attend after school clubs. The main reasons for not attending these clubs are no desire to do so and transport difficulties.

70% of the young people plan to continue their education after leaving High School (Sixth Form or College). Of the remaining number 21% are undecided, 8% plan to go to work and 1 person plans to join the army.



## Transport



Most have friends who live out of the village. However, there is an even split between those who do and those who do not have transport problems getting out of the village to visit these friends or for other social activities. The main transport problems experienced are due to a lack of public transport, it is too far to get home or parents are unable to provide transport. There is a great reliance on parents to provide transport out of the village with relatively few young people choosing to take the bus or cycle.

## Work

Only 15 out of those questioned have a job. Amongst those who do work, the average hours worked are 3.5 hours a week during term time and 4.5 hours a week in the holidays.

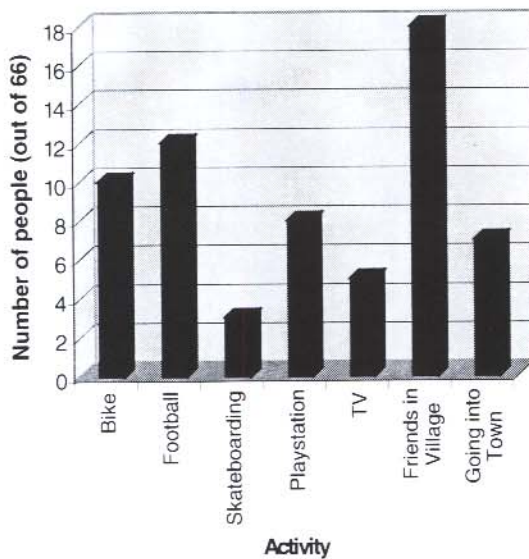
## Hobbies/interests

Boys spend their spare time going out on their bikes, playing football, playing on the playstation, playing with friends in the village, watching TV, skateboarding and going into town. Girls appear to have a more diverse range of interests, the most popular being shopping, going out with family and friends, watching TV, going into town, going to the cinema, listening to music, doing homework, and going out on their bikes.

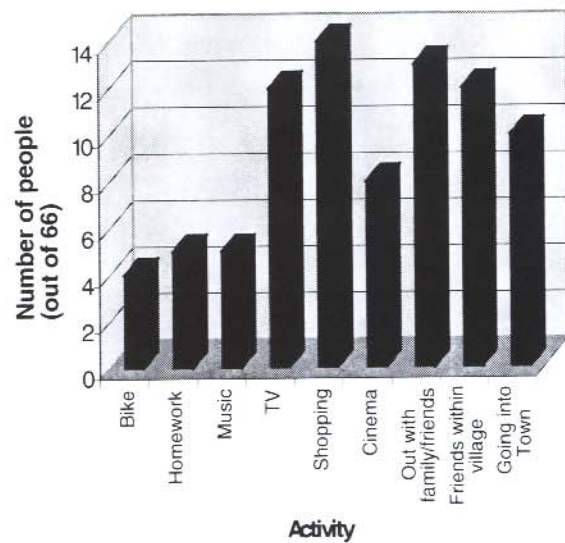


Opinion is divided as to whether the Youth Club is valued in the village. Of those who would like a Youth Club, 11/12-16 is the favoured age range.

Most popular activities for boys



Most popular activities for girls



Of the current clubs, Scouts and football are the most popular amongst boys, and Guides, drama and trampolining for girls. Boys would like to see football, basketball and cricket clubs in the village, and girls would like to see dancing, girls football, netball, hockey, swimming, and horse riding. The majority regularly visit the playing field and its play area and just under half use the basketball area, tennis courts and the play area in the village centre



## Life in Capel St Mary

One of the main reasons young people like living in Capel is that friends live in the village (32%). They also like the facilities provided (shops and playing field) and the friendly, safe, quiet environment. Other given reasons were the football and other clubs in the village, the access to the countryside and a good place to meet and do things with friends.

Young people dislike living in Capel because there is not much to do (32% gave this as an answer). They also dislike the intimidating behaviour of other teenagers, people smoking and drinking, vandalism and litter, and the fact that friends live out of the village. Other concerns were a lack of jobs in the village for young people and difficulty in travelling to places outside the village, particularly due to poor public transport.

The following would improve their life in the village :

<b>Improvement</b>	<b>Number of people (out of 66)</b>
Somewhere to go	15
Skatepark	8
More to do	7
Improve playing field/better sports facilities	6
Sports centre	5
Swimming pool	3
Café	3
Bike track	3
Improved public transport	2

The main thing that they would value is a central place where young people can meet, feel safe and have access to a wide range of facilities. Improved sports facilities are also a priority as is improvements to the local environment such as more litterbins, improved lighting and better public transport.

It is good to note that two thirds of those questioned were either definitely or maybe willing to help make Capel a better place to live.

## THE ACTION PLAN

Proposal	Action	Timeframe	Responsibility	Contact Point	Progress/milestones
<p><b>Employment</b></p> <ul style="list-style-type: none"> <li>▪ The development of a policy to encourage small businesses</li> <li>▪ Identification and support of business opportunities</li> </ul>	<ul style="list-style-type: none"> <li>▪ To develop a comprehensive directory of Capel businesses on the Parish Website to encourage networking and support</li> <li>▪ To appoint a local business opportunity representative on the Parish Council</li> </ul>	<p>Dec 2004</p> <p>June Parish Council Meeting</p>	<p>Shared sponsorship with the business community</p>		<p>Raised at the June Parish Council meeting. Contact made with relevant BDC Department</p>
<p><b>Transport</b></p> <ul style="list-style-type: none"> <li>▪ To provide a consultation forum on bus timetabling</li> <li>▪ To develop an improvement plan to review and improve provision for the elderly and disabled</li> <li>▪ To develop a policy for car sharing arrangements</li> </ul>	<ul style="list-style-type: none"> <li>▪ To contact bus companies to arrange public meeting</li> <li>▪ Audit access needs, ie dropped curbs, access to shops and transport</li> <li>▪ To form a group or network with a local database available through Parish Council Website</li> </ul>	<p>Oct 2004</p> <p>Statutory requirements require continuing review Dec 2004</p>	<p>Parish Council or a Steering Group? Parish Council</p> <p>Use responses from individuals to set up a car-sharing group</p>		<p>Establish a database showing the number of miles/journeys saved</p>

Proposal	Action	Timeframe	Responsibility	Contact Point	Progress/milestones
<p><b>Traffic</b></p> <ul style="list-style-type: none"> <li>▪ To continue to monitor speed control within the village envelope</li> <li>▪ To survey pavements to ensure a minimum width for pushchair and wheelchair access</li> <li>▪ To develop a plan for cycle paths</li> <li>▪ To survey routes for the provision of dropped curbs for disabled users</li> </ul>	<ul style="list-style-type: none"> <li>▪ Consider erection / cost / location of 'thank-you for not speeding' / slow down sign</li> <li>▪ Arrange for 'Make Sid Smile' signing to be used within Capel at specific danger locations</li> <li>▪ Request parents and toddlers group to report to Parish Council</li> <li>▪ Open dialogue with Suffolk County Council</li> <li>▪ Discussion with Suffolk County Council as well as survey by 'user'</li> </ul>	<p>Ongoing</p> <p>Ongoing</p> <p>May 2005</p> <p>Dec 2004</p> <p>Dec 2004</p>	<p>Parish Council</p> <p>Parish Council</p> <p>Separate occasional focus group or assign responsibility to a member of the Parish Council or a village resident to carryout regular surveys</p> <p>Parish Council but seek interested cyclist involvement</p> <p>Parish Council/ User Group</p>		



Proposal	Action	Timeframe	Responsibility	Contact Point	Progress/milestones
<ul style="list-style-type: none"> <li>▪ To liaise with the County Council on the provision of environmentally friendly street lighting</li> <li>▪ To survey the current growth of hedges adjacent to pavements and to enforce a minimum standard</li> <li>▪ To review parking arrangements at the primary school at all entry location points</li> </ul>	<ul style="list-style-type: none"> <li>▪ Speak to Babergh District Council</li> </ul>	Dec 2004	Parish Council		
	<ul style="list-style-type: none"> <li>▪ Survey areas of concern / speak to property owners / arrange a bush trimming day</li> </ul>	Oct 2004	Environment Group		
	<ul style="list-style-type: none"> <li>▪ Speak to Suffolk County Council</li> </ul>	Dec 2004	Parish Council coupled with School Governors – ongoing		

Proposal	Action	Timeframe	Responsibility	Contact Point	Progress/milestones
<b>Public Services</b>					
<ul style="list-style-type: none"> <li>▪ To identify risk areas for CCTV coverage</li> <li>▪ To work with the local community police officer to improve community coverage</li> </ul>	<ul style="list-style-type: none"> <li>▪ Survey quality of coverage of known trouble spots</li> </ul>	May 2005	Parish Council and police		
	<ul style="list-style-type: none"> <li>▪ To use local liaison meetings and crime prevention information</li> </ul>	Ongoing	Parish Council / Community Trust / Police		

Proposal	Action	Timeframe	Responsibility	Contact Point	Progress/milestones
<p><b>Education / Leisure</b></p> <ul style="list-style-type: none"> <li>▪ To consider what facilities can or should be provided for 70-75 age group</li> <li>▪ To establish the level of support for further education classes in Capel itself</li> <li>▪ To survey and maintain safe children's playgrounds</li> <li>▪ To examine the feasibility of providing a location with youth facilities, ie skate park / bike track / sport facilities</li> <li>▪ Further survey to establish understanding of education / leisure needs for 17-25 year olds</li> <li>▪ Snooker facility</li> </ul>	<ul style="list-style-type: none"> <li>▪ Liaise with Senior Citizen Groups to understand needs</li> <li>▪ To provide contact information through Capel Capers to encourage interest</li> <li>▪ Invite people to contact Suffolk College</li> <li>▪ Fund raising to obtain equipment to reduce vandalism</li> <li>▪ Provide a notice of maintenance contacts</li> <li>▪ Use survey volunteers to establish Steering Group</li> <li>▪ Discuss with local / national funding groups criteria for expenditure bids</li> <li>▪ Carry out specific survey</li> <li>▪ To contact all possible organisations that could offer a location</li> </ul>	<ul style="list-style-type: none"> <li>Dec 2004</li> <li>Oct 2004</li> <li>Oct 2004</li> <li>Oct 2004</li> <li>Oct 2004</li> <li>Dec 2004</li> <li>Dec 2004</li> <li>Oct 2004</li> <li>Oct 2004</li> </ul>	<ul style="list-style-type: none"> <li>Parish Council through Senior Citizen Groups</li> <li>Suffolk College?</li> <li>Suffolk College?</li> <li>Community Trust</li> <li>Community Trust</li> <li>Parish Council Community Trust / Focus Groups</li> <li>Parish Council Community Trust / Focus Groups</li> <li>Use positive responses from survey to set up Steering Group</li> <li>Steering Group of interested individuals</li> </ul>		

Proposal	Action	Timeframe	Responsibility	Contact Point	Progress/milestones
<p><b>Housing and Development</b></p> <ul style="list-style-type: none"> <li>▪ To maintain the current mix of housing development in conjunction with Babergh District Council</li> <li>▪ To encourage the building of starter homes</li> <li>▪ To identify a site for the provision of Sheltered and very Sheltered Housing and to develop a project</li> </ul>	<ul style="list-style-type: none"> <li>▪ Contribute to local plan which is in its final draft with no further growth planned</li> <li>▪ Parish Council through Babergh District Council Planning Permission process</li> <li>▪ To continue current local meetings</li> <li>▪ To pursue the proposed mixture of sheltered housing facility and local surgery</li> <li>▪ To carryout a local needs survey for sheltered housing</li> </ul>	<p>Ongoing</p> <p>Ongoing</p> <p>Sept 2004</p> <p>Sept 2004</p> <p>Sept 2004</p>	<p>Babergh District Council subject to Government rules</p> <p>Parish Council</p> <p>Parish Council and local Steering Group (with a need to appoint a Project Manager)</p>		

Proposal	Action	Timeframe	Responsibility	Contact Point	Progress/milestones
<p><b>Environment</b></p> <ul style="list-style-type: none"> <li data-bbox="188 304 629 375">▪ To identify hot spots for litter and take remedial action</li> <li data-bbox="188 898 571 933">▪ Energy saving campaign</li> </ul>	<ul style="list-style-type: none"> <li data-bbox="665 304 992 411">▪ To identify hotspots for litter and take remedial action</li> <li data-bbox="665 416 1008 486">▪ Form volunteer group for tidy-up</li> <li data-bbox="665 491 1021 673">▪ Liaise with Youth Offending Team / Referral Team to provide restorative justice action</li> <li data-bbox="665 678 1019 890">▪ Discuss regular litter removal arrangements with shop proprietors and Community Trust in the shops / village hall area</li> <li data-bbox="665 895 1016 1153">▪ Initiate a series of encouraging articles in Capel Capers using information and contact points to providers, ie British Gas</li> </ul>	<p data-bbox="1077 603 1202 638">Ongoing</p> <p data-bbox="1048 898 1173 933">Ongoing</p>	<p data-bbox="1267 454 1422 778">Possible Steering Group consisting of shops, Trust and Parish Council</p> <p data-bbox="1234 898 1384 1005">Seek an interested volunteer</p>		

Proposal	Action	Timeframe	Responsibility	Contact Point	Progress/milestones
<ul style="list-style-type: none"> <li>▪ Community composting</li>   <li>▪ To undertake a long-term tree planting programme</li>   <li>▪ To continue to work with the Highways Agency at Suffolk County Council and Babergh District Council in developing remedial steps to deal with traffic noise from the A12</li>   <li>▪ To continue to monitor the surveys of the footpaths dealing with access issues</li> </ul>	<ul style="list-style-type: none"> <li>▪ Discuss with Capel Allotment Association on feasibility of utilising the allotment site, and review similar operations in other locations within Great Britain</li>   <li>▪ Identify potential site and liaise with Babergh District Council and land owners</li>   <li>▪ Maintain pressure to advance scheduled resurfacing</li>   <li>▪ To review the results of the work of the Parish Council Environmental Working Party with Suffolk County Council's help</li> </ul>	<p>Spring 2005</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Question – tree warden working with Babergh District Council / Parish Council / land owners</p> <p>Suffolk County Council</p> <p>Parish Council Environmental Working Party</p>		

Proposal	Action	Timeframe	Responsibility	Contact Point	Progress/milestones
<p><b>General</b></p> <ul style="list-style-type: none"> <li>▪ To monitor the emissions from the mushroom farm</li>   <li>▪ To work with the Community Trust in maintaining and developing village hall facilities realising the potential of the hall</li>   <li>▪ To develop a long-term plan for sporting facilities within the village (could include additional tennis courts, flood lighting and an all weather / all purpose pitch)</li> <li>▪ Review with Babergh District Council current twin bin rubbish collection arrangements</li> <li>▪ To continue to monitor the incidence of dog fouling and the placement of suitable reception bins</li> </ul>	<ul style="list-style-type: none"> <li>▪ To facilitate a meeting of interested parties</li> <li>▪ To seek advice on how this may be monitored to provide reliable information</li> <li>▪ Share the results of the survey with the Community Trust and then to work with the Village Hall Organisation to develop an ongoing action plan</li> <li>▪ To set up a Focus Group to develop a long term action plan from village sporting groups</li> <li>▪ To continue to provide information to BDC, particularly during the summer months</li> <li>▪ Possible name and shame campaign</li> </ul>	<p>Ongoing</p> <p>Dec 2004</p> <p>Plan by 2005</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Capel Mushrooms</p> <p>Parish Council and possible Steering Group Community Trust</p> <p>Parish Council / Focus Groups</p> <p>Parish Council / BDC</p> <p>Parish Council / BDC</p>		

Proposal	Action	Timeframe	Responsibility	Contact Point	Progress/milestones
<ul style="list-style-type: none"> <li>▪ To continue to appeal to dog owners to use the facilities that are provided</li> <li>▪ To continue to monitor traffic calming measures</li> </ul>	<ul style="list-style-type: none"> <li>▪ Invite interested parties to carry out quarterly surveys of traffic activity in the vicinity of the calming measures and report to the Parish Council</li> </ul>	Ongoing	Parish Council		

The Action Plan provides a list of the clearly defined actions from survey results. There are many more proposals, which were more specific but fall within the general proposals that are set out here.