Polegate Town Council Business Plan Timeline

Projects/Developments Schedule

Decisions | Background work being carried out | Awaiting other authority | part completed | completed

Meetings | Planning Applications | Chase Progress | Project Target Dates | Consultation

Month	May-17					Jun-17				Jul-17					Aug-17				Sep-17				Oct-17					Nov-17				Dec-17			
Week Commencing	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28	4	11	18	25	2	9	16	23	30	6	13	20	27	4	11	18	25
Buildings & Land working group																																			
Refurbishment of toilet																			overdue																
feasibility study High St site																			overdue																
~~oakleaf play area~~																																			
Street lights hand over																																			
Pavilion/office Wannock Umbrella body																																			
Car Park Brightling Road																																			
~~Meadow~~																																			
Stonewater Land																																			
HUB/49-51 revamp																																			
51 rental																																			
51 change of use for rental																																			
New staff																																			
Finance Assistant																																			
Apprentice																				pending															
work experience																																			
~~contract reviews~~																																			
Office																																			
IT systems																																			
Backup																																			
Online banking & Staff salaries																																			
Investments																																			
Policies																																			
Risk assessments revamp/update																																			
Annual Town Assembly & Booklet 2018																																			
Business Plan																																			
Garden Competition																																			
Mayors Cup																																			
Allotment competition																																			
Mayors Art competition																																			
Lottery and grant funded projects																																			
Community Garden																																			
S106 projects																																			
Oakleaf																																			
Cricket strip all weather																																			
outdoor gym brightling																																			
drainageBrightling																																			
Neighbourhood Plan																																			
working group meetings																																			
liaison with WDC																																			
Timetable for the plan																																			
Town Centre Steering Group																																			
High Street lights																																			
Empty properties																																			
dropped kerbs																																			
20 mph limit																																			
CCTV wifi and upgrades																																			
Volunteers																																			
Litter picking																																			
Events groups																																			
Xmas event Team Polegate																																			
Sue Tasks																																			
Xmas Lights contract - new lights Dec 2017																																			
bridge weight limits																																			
contract renewals dates/lead ins																																			
Photcopier contract																																			
New tasks																																			
S106 funds																																			
wind farm																																			
libraries																																			
contract evaluation toilet cleaning																																			
Flowers hailsham Beds																																			
sponsorship of planters																																			
right of way access																																			
tree survey																																			
tree audit																																			
general data protection regs																																			
emergency plans																																			
bins assessments																																			
staff JD reviews																																			

Jan-18					Feb-18				Mar-18				Apr-18					May-18				Jun-18			Jul-18				Aug-18			Sep-18				Oct-18			Nov-18		
1	8	15	22	29	5	12	19	26	5	12	19	26	2	9	16	23	30																								

	Dec-18			Jan-19				Feb-19			Mar-19				Apr-19			May-19																							