



Raunds Town Council Business Plan

Business Plan V2 2015-2019

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| Adopted | March 2016 |
| Review Date | March 2017 |
| Amended | October 2017 |

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Overview of the Council

The population of Raunds is estimated at 8,923 (2013), and the electorate as at 1 August 2017 was 6,917. The town comprises two electoral wards; Raunds Saxon Ward consists of residences in the east and south of the town, whilst Raunds Windmill Ward contains those in the west and north. The town is situated within the District of East Northamptonshire, and four members (two from each ward) sit on that Council (out of a total of 40). Raunds, Stanwick and Hargrave have one seat on Northamptonshire County Council (out of a total of 57).

The Town Council consists of 12 Councillors, elected for a four-year term with the next scheduled election due in May 2019. The Council operates with six principal committees – Policy and Resources; Finance; Planning, Environment, Leisure & Recreation (ELR); Events and Personnel. The Full Council meets on the second Tuesday of every month; committee meetings are held regularly throughout the year. All meetings are held in the Council Chamber at The Town Hall and commence at 7.30 pm, unless otherwise advised. All meetings are open to the public.

In addition the Council has a number of working parties to look at specific projects, such as the refurbishment of Saxon Hall.

The positions of Mayor and Deputy Mayor, together with the membership of the various committees, are decided each year at the Annual Meeting held in May. The Council also hosts an Annual Assembly each spring, to which all townspeople are invited.

The Council owns and operates the Town Hall which provides office space for the Council's administration. Surplus office space is leased to a number of local businesses, the Town Hall is also licensed as a wedding venue. In addition to the Hall, the Council owns and manages the Saxon Hall, which is an ideal venue for parties, weddings, other social events, fitness classes and corporate meetings. This facility is regularly used by a number of community groups. Three of the seven employees of the Council are based here. Those based at the Town Hall comprise the Town Clerk, two assistants, and an office apprentice.

Other assets, include Raunds Cemetery Chapel and a number of outdoor spaces. Apart from the Council's share of council tax (the precept), other income includes that from the letting of office space at The Hall and for bookings at the Saxon Hall.

Whilst population growth has been reasonably modest in the last ten years, relying mainly on brownfield and infill developments, planning permissions for over 1,000 new dwellings have been recently granted. The population of Raunds is therefore expected to rise in the coming years. There is also significant industrial development at Warth Park, which is located on the north-west outskirts of the town. This rapid rate of expansion is a key challenge to the Council over the coming years. The Council actively encourages the participation of residents and the business community in the shaping of the town in the future.

[What is the Town Council Business Plan?](#)

The business plan aims to give residents a clear understanding of what the Town Council is trying to achieve over the next four years and how it will achieve it. The business plan will provide a framework for the Town Council to operate within and enables progress against the plan to be clearly monitored. The plan pulls together the actions and objectives from a number of documents and plans. Including Vision for Raunds Community Plan and The Neighbourhood Plan.

The business plan ensures that Raunds is best placed to manage and benefit from the rapid growth that will be seen in the town in the coming years.

[Mission Statement and Strategic Objectives](#)

The Town Council's mission statement is:

“To improve the quality of life in Raunds by making Raunds a great place to live, work, invest and visit”.

The Town Council's Strategic Objectives are:

- To provide a strong and independent voice for Raunds.
- To preserve and enhance the traditions, character and identity of Raunds.
- To promote Raunds as a clean, safe, welcoming and prosperous town for all.
- To provide high standard sustainable facilities.
- To work in partnership with others to improve the health education and well-being of its residents.

The strategic objectives are broken down into **operational objectives**, which clearly identify the work streams that the council will be working towards within the lifetime of this business plan.

[The National Well-Being Index](#)

The operational objectives are linked to measures within the national well-being index. The National Well-Being Programme is monitored by the Office for National Statistics. The index measures “how well we are doing” as a nation, as a community and as individuals. The Well-Being Programme measures a range of factors across all aspects of peoples’ lives: health, finance, relationships, education, work and social life. Raunds Town Council recognises that it cannot directly affect measures such as the national GDP or total greenhouse gas emissions. However there are many areas where the Council can have a direct impact on the well-being of the community. Indeed most of these issues have already been highlighted as being of importance in the Vision for Raunds Community Plan.

By using the Well-Being index the Council is ensuring that its work is:

- in line with national objectives, which is likely to increase funding opportunities.
- measurable and transparent.
- directly impacts on the quality of life and experience of Raunds for residents, business, investors and visitors.
- Table 1 shows the measures within the well-being index.

Table 1 Measures Included in National Well-Being Index.

| | Measure |
|----------------------------|---|
| Personal well-being | <u>Very high rating of satisfaction with their lives overall</u> |
| | <u>Very high rating of how worthwhile the things they do are</u> |
| | <u>Rated their happiness yesterday as very high / anxiety yesterday as very low</u> |
| | <u>Population mental well-being</u> |
| Our relationships | <u>Average rating of satisfaction with family life</u> |
| | <u>Average rating of satisfaction with social life</u> |
| | <u>Has a spouse, family member or friend to rely on if they have a serious problem</u> |
| Health | <u>Healthy life expectancy at birth (male/female)</u> |
| | <u>Reported a long term illness and a disability</u> |
| | <u>Somewhat, mostly or completely satisfied with their health</u> |
| | <u>Some evidence indicating depression or anxiety</u> |
| What we do | <u>Unemployment rate</u> |
| | <u>Somewhat, mostly or completely satisfied with their job</u> |
| | <u>Somewhat, mostly or completely satisfied with their amount of leisure time</u> |
| | <u>Volunteered more than once in the last 12 months</u> |
| | <u>Engaged with/participated in arts or cultural activity at least 3 times in last year</u> |
| | <u>Adult participation in 30 mins of moderate intensity sport, once per week.</u> |
| Where we live | <u>Crimes against the person (per 1,000 adults)</u> |

| | |
|--------------------------------|---|
| | <u>Felt fairly/very safe walking alone after dark (men/women)</u> |
| | <u>Accessed natural environment at least once a week in the last 12 months</u> |
| | <u>Agreed/agreed strongly they felt they belonged to their neighbourhood</u> |
| | <u>Households with good transport access to key services or work (2011 = 100)</u> |
| | <u>Fairly/very satisfied with their accommodation</u> |
| Personal finance | <u>Individuals in households with less than 60% of median income after housing costs</u> |
| | <u>Median wealth per household, including pension wealth</u> |
| | <u>Real median household income</u> |
| | <u>Somewhat, mostly or completely satisfied with the income of their household</u> |
| | <u>Report finding it quite or very difficult to get by financially</u> |
| The economy | <u>Real net national disposable income per head</u> |
| | <u>UK public sector net debt as a percentage of Gross Domestic Product</u> |
| | <u>Inflation rate (as measured by the Consumer Price Index)</u> |
| Education and skills | <u>Human capital - the value of individuals' skills, knowledge and competences in labour market</u> |
| | <u>Five or more GCSEs A* to C including English and Maths</u> |
| | <u>UK residents aged 16 to 64 with no qualifications</u> |
| Governance | <u>Voter turnout in UK General Elections</u> |
| | <u>Those who have trust in national Government</u> |
| The natural environment | <u>Total green house gas emissions (millions of tonnes)</u> |

| | |
|--|--|
| | Protected areas in the UK (Millions hectares) |
| | Energy consumed within the UK from renewable sources |
| | Household waste that is recycled |

Operational Objectives

OPERATIONAL OBJECTIVES should be SMART objectives specific, measurable, achievable, realistic, timed.

These objectives are drawn from the Vision for Raunds, Neighbourhood Plan and Council policy.

The links between these objectives and the National Well-being Index are shown in Appendix A.

To provide a strong and independent voice for Raunds

- a. Prepare a Neighbourhood Plan with a target date of adoption by East Northants Council (ENC) of December 2017.
- b. Respond to all consultations that affect the town and its residents within prescribed timescales (examples may include Planning Applications, Planning Policy, Policing and other matters)
- c. Lobby other tiers of government and partner organisations on issues that affect Raunds by lobbying our MP and county and district councillors
- d. Continue to demonstrate excellent standards of governance by maintaining the gold standard in the Local Council Award Scheme achieved in March 2017.
- e. Ensure that staff are well trained and effective through the use of annual staff appraisals and development programmes.
- f. Ensure effective communications with the town through the implementation of the Council's communication strategy.

To preserve and enhance the traditions, character and identity of Raunds

- a. Raise the profile of the office of Mayor by ensuring that 100% of events attended by him or her are recorded on the Town Council website and social media.
- b. Increase the number of events held in the town to ensure that a minimum of 4 Town Council events are held each year and onwards (in addition to Mayoral civic fundraising events)
- c. Promote links to Stanwick Lakes by ensuring appropriate signage is in place at each end of Meadow Lane by Summer 2018.
- d. Ensure that the adopted Neighbourhood Plan includes an appropriate list of protected local heritage sites.
- e. Work with Raunds History Society to create two “pop-up” museum events per annum from 2017 onwards.
- f. Work with partners to reprint the Heritage Sites leaflet by Spring 2018.

To promote Raunds as a clean, safe welcoming and prosperous town for all

- a. The Town Council will seek to promote a prosperous local economy that will encourage local employment through policies within an adopted Neighbourhood Plan.
- b. The Town Council will support the business forum until it is taken over and run by local business contacts. The council will continue to update the forum on council matters and to receive feedback on matters relating to the Town Council
- c. Actively participate in JAG group by appointing a representative and attending at least 75% of JAG meetings.
- d. Reduce speeding in the town through regular participation in the Speedwatch campaign.
- e. To introduce a welcome information and to continue to improve the online information available to new residents.
- f. To ensure that regular groups, classes and clubs that meet at Council-owned premises are promoted through the Town Council website and social media.
- g. To reduce dog fouling in the town through the promotion of the green dog club and dog park.
- h. To reduce littering in the Town.

- i. To ensure that the Council works to promote the assimilation of all new developments into the community of Raunds.

To provide high standard sustainable facilities

- a. The Council will ensure S106 monies received are spent within the prescribed timescale on appropriate projects
- b. The Council will refurbish all leisure areas within the lifetime of this business plan.
- c. The Council will maximise revenues from the Town Hall and Saxon Hall through maintaining the buildings to a high standard and appropriate and innovative uses of the buildings.
- d. The Council will ensure all land held is used for a suitable purpose; the Council will only hold land that meets its purposes.
- e. The Council will seek to provide a dedicated youth facility within the lifetime of this business plan.

To work in partnership with others to improve the health, education and wellbeing of its residents

- a. Actively participate in JAG group by appointing a representative and attending at least 75% of JAG meetings
- b. Actively participate in the Speedwatch campaign through promoting volunteers.
- c. Support local policing
- d. Works with our partners to reduce ASB and the perception of ASB particularly in young people.
- e. To work with adult social care providers to promote high quality care and adult services and to tackle social isolation within Raunds.
- f. The Town Council will promote healthy life choices.
- g. The Town Council will lobby for good public transport links for Raunds.

Appendix A: Links between operational objectives and measures in the National Well-Being Index

To provide a strong and independent voice for Raunds.

| OPERATIONAL OBJECTIVES | LINK TO NATIONAL WELLBEING INDEX |
|---|--|
| To prepare a Neighbourhood Plan with a target date of adoption by ENC of December 2017 | All items within categories of what we do and where we live |
| To respond to all consultations that affect the town and its residents within prescribed timescales (Examples may include Planning Applications, Planning Policy, Policing and other matters) | Any measure on the NWI could link to this depending on the individual issues raised at any one time. |
| To lobby other tiers of government and partner organisations on issues that affect Raunds by lobbying our MP's county councillors and district councillors | Any measure on the NWI could link to this depending on the individual issues raised at any one time. |
| To continue to demonstrate excellent standards of governance by maintaining the gold standard in the Local Council Award Scheme achieved in March 2017. | Those who have trust in local government |
| To ensure that staff are well trained and effective through the use of annual staff appraisals and development programmes. | Those who have trust in local government |
| To ensure effective communications with the town through the implementation of the councils communication strategy. | Those who have trust in local government |

To preserve and enhance the traditions character and identity of the town.

| OPERATIONAL OBJECTIVES | LINK TO NATIONAL WELLBEING INDEX |
|---|--|
| To work with Raunds History Society to create two “pop-up” museum events per annum from 2017 onwards. | Engaged with/participated in arts or cultural activity at least 3 times in last year |
| To work with partners to reprint the Heritage Sites leaflet by Spring 2018 | Engaged with/participated in arts or cultural activity at least 3 times in last year |
| To raise the profile of the office of Mayor by ensuring that 100% of events attended are recorded on the town council website and social media. | Agreed/agreed strongly they felt they belonged to their neighbourhood |
| Increase the number of events held in the town to ensure that a minimum of 4 town council events are held each year (not Mayors events) | Engaged with/participated in arts or cultural activity at least 3 times in last year. Agreed/agreed strongly they felt they belonged to their neighbourhood |
| To promote links to Stanwick lakes by ensuring appropriate signage is in place at each end of Meadow Lane by Summer 2018. | Accessed natural environment at least once a week in the last 12 months Adult participation in 30 mins of moderate intensity sport, once per week. |
| Ensure that the adopted Neighbourhood Plan includes an appropriate list of protected local heritage sites. | Engaged with/participated in arts or cultural activity at least 3 times in last year |

To promote Raunds as a clean safe welcoming and prosperous town for all

| OPERATIONAL OBJECTIVES | LINK TO NATIONAL WELLBEING INDEX |
|---|--|
| The town council will seek to promote a prosperous local economy that will encourage local employment through policies within an adopted Neighbourhood Plan. | Unemployment rate Somewhat, mostly or completely satisfied with their job |
| The Town Council will support the business forum until it is taken over and run by local business contacts. The council will continue to update the forum on council matters and to receive feedback on matters relating to the Town Council. | Unemployment rate Somewhat, mostly or completely satisfied with their job |
| Actively participate in JAG group by appointing a representative and attending at least 75% of JAG meetings. | Crimes against the person (per 1,000 adults) Felt fairly/very safe walking alone after dark (men/women) |
| Reduce speeding in the town through regular participation in the Speedwatch campaign | Volunteered more than once in the last 12 months |
| To introduce a welcome pack and to continue to improve the online information available to residents. | Agreed/agreed strongly they felt they belonged to their neighbourhood |
| To ensure that regular groups, classes and clubs that meet at council owned premises are promoted through the town council website and social media. | Engaged with/participated in arts or cultural activity at least 3 times in last year Adult participation in 30 mins of moderate intensity sport, once per week. |
| To reduce dog in the town through the promotion of the green dog club and dog park. | Accessed natural environment at least once a week in the last 12 months |
| To reduce littering in the Town | Accessed natural environment at least once a week in the last 12 months |
| To ensure that the council works to promote the assimilation of | Agreed/agreed strongly they felt they belonged to their |

all new developments into the community of Raunds.

[neighbourhood](#)

To provide high standard sustainable facilities.

| OPERATIONAL OBJECTIVES | LINK TO NATIONAL WELLBEING INDEX |
|---|--|
| The council will ensure S106 monies received are spent within the prescribed timescale on appropriate projects. | |
| The council will refurbish all leisure areas within the lifetime of this business plan. | Accessed natural environment at least once a week in the last 12 months Adult participation in 30 mins of moderate intensity sport, once per week. (Adult gym equipment) |
| The council will maximise revenues from the Town Hall and Saxon Hall through maintaining the buildings to a high standard and appropriate and innovative uses of the buildings. | |
| The council will ensure that all land held is used for a suitable purpose, the council will seek to dispose of land within the lifetime of this business plan which does not offer a high standard facility | |
| The council will seek to provide a dedicated youth facility with the lifetime of this business plan | |

To work in partnership with others to improve the health, education and wellbeing of its residents.

| | |
|--|--|
| Actively participate in JAG group by appointing a representative and attending at least 75% of JAG meetings | Crimes against the person (per 1,000 adults) Felt fairly/very safe walking alone after dark (men/women) |
| Actively participate in the Speedwatch campaign through promoting volunteers during 2015/16 | Volunteered more than once in the last 12 months |
| Support local policing | Crimes against the person (per 1,000 adults) Felt fairly/very safe walking alone after dark (men/women) |
| Works with our partners to reduce ASB and the perception of ASB particularly in young people. | Crimes against the person (per 1,000 adults) Felt fairly/very safe walking alone after dark (men/women) |
| To work with adult social care providers to promote high quality care and adult services and to tackle social isolation within Raunds. | Volunteered more than once in the last 12 months Somewhat, mostly or completely satisfied with their health |
| The Town Council will promote healthy life choices such as giving up smoking and change 4 life. | Some evidence indicating depression or anxiety |
| The Town Council will lobby for good public transport links for Raunds | Households with good transport access to key services or work |

Appendix B: Finance Budget Information

| Cost Centre | Budget 2015/16 | Actual 2015-16 | Budget 2016/17 | Proposed 2017/18 |
|-------------------------|----------------|----------------|----------------|------------------|
| Open Spaces | | | | |
| Open Spaces Expenditure | 99150 | 83663 | 97950 | 92550 |
| Open Spaces Income | 2720 | 10553 | 7360 | 2360 |

| | | | | |
|----------------------------|------|------|-------|------|
| Cemeteries and Churchyards | | | | |
| Expenditure | 9050 | 6588 | 10050 | 9826 |
| Income | 8000 | 6157 | 8000 | 8000 |

| | | | | |
|-------------|------|------|------|------|
| Market | | | | |
| Expenditure | 650 | 430 | 650 | 663 |
| Income | 3500 | 3187 | 3000 | 3000 |

| | | | | |
|-------------|-----|-----|-----|-----|
| Car Park | | | | |
| Expenditure | 500 | 559 | 500 | 500 |

| | | | | |
|-----------------|------|------|------|------|
| Public Lighting | | | | |
| Expenditure | 1400 | 2400 | 1450 | 1450 |

| | | | | |
|-------------|-----|-----|------|-----|
| Tourism | | | | |
| Expenditure | 250 | 144 | 5750 | 750 |

| | | | | |
|-------------|-------|-------|-------|-------|
| Events | | | | |
| Expenditure | 19000 | 16771 | 20226 | 25400 |
| Income | 500 | 1072 | 500 | 4000 |

| | | | | |
|--------------------|-------|-------|-------|-------|
| Public convenience | | | | |
| Expenditure | 13110 | 12656 | 12750 | 12923 |

| | | | | |
|-------------|---|---|---|-------|
| Youth Work | | | | |
| Expenditure | 0 | 0 | 0 | 10000 |

| | | | | |
|-------------|---|---|---|------|
| Vandalism | | | | |
| Expenditure | 0 | 0 | 0 | 2500 |

| | | | | |
|------------------------------|---------------|---------------|---------------|---------------|
| TOTAL ELR EXPENDITURE | 143110 | 123211 | 149326 | 156562 |
| TOTAL ELR INCOME | 14720 | 20969 | 18860 | 17360 |

| | | | | |
|-----------------------------|-------|-------|--------|--------|
| PERSONNEL | | | | |
| TOTAL PERSONNEL EXPENDITURE | 91680 | 91680 | 107320 | 109500 |

| | | | | |
|-------------------------------|------|-----|-----|------|
| FINANCE | | | | |
| FINANCE ADMINISTRATIVE EXP | 550 | 179 | 300 | 1450 |
| FINANCE ADMINISTRATIVE INCOME | 1000 | 853 | 100 | 1500 |

| | | | | |
|------------------------|-------|-------|-------|-------|
| SAXON HALL | | | | |
| SAXON HALL expenditure | 88800 | 79280 | 98170 | 81698 |
| SAXON HALL income | 30000 | 43891 | 40000 | 45000 |

| | | | | |
|---------------------------|-------|-------|-------|-------|
| POLICY AND RESOURCES | | | | |
| P&R ADMINISTRATIVE EXP | 34350 | 37668 | 33060 | 43000 |
| P&R ADMINISTRATIVE INCOME | 150 | 98841 | 500 | 500 |

| | | | | |
|----------------------|-------|-------|-------|-------|
| THE HALL | | | | |
| THE HALL EXPENDITURE | 38350 | 46468 | 30490 | 25102 |
| THE HALL INCOME | 27100 | 23177 | 27000 | 27000 |

| | | | | |
|--------------------------|---------------|---------------|---------------|---------------|
| TOTAL EXPENDITURE | 396840 | 378486 | 418666 | 417312 |
| TOTAL INCOME | 164650 | 279411 | 86460 | 91360 |
| NET EXPENDITURE | 232190 | 99075 | 332206 | 325952 |

| Type of Reserve | | Reason for reserve | Opening Balance 01/04/2016 | Receipts 2016/17 | S106 Expenditure | EMR Expenditure 2016/17 | Transfers to from general | Closing Balance 31/03/2017 |
|--|-----|---|-------------------------------|---------------------|---------------------|-------------------------------|------------------------------|----------------------------------|
| Saxon Hall – refurbishment reserve | R01 | Maintenance repair & Improvements | £ 24,000 | | | £ 40,090 | £ 27,270 | £ 11,180 |
| Saxon Hall paths | R02 | Contingency | £ 5,000 | £ - | | £ - | | £ 5,000 |
| IT Reserve (5 year life cycle) | R03 | Planned renewal | £ 3,922 | | | £ 996 | | £ 2,926 |
| CCTV Project | R04 | Future renewal of system | £ 40,000 | £ - | | £ 12,375 | £ - | £ 27,625 |
| Council Chamber refurb | R05 | | £ - | | | | | £ - |
| Community Facilities | R06 | S106 monies | £ 20,090 | £ - | | £ - | | £ 20,090 |
| Town Square | R07 | Repairs and refurbishment | £ 16,631 | £ - | | £ 14,907 | | £ 1,724 |
| Cemetery/Town square enhancements | R08 | CTRS Grant | £ 24,149 | £ - | | £ 7,875 | | £ 16,273 |

| | | | | | | | | |
|----------------------------|-----|---|----------|-----|-------|---------|--|----------|
| The Hall – electrics | R09 | Approved schedule of maintenance & repair | £ 1,531 | £ - | | £ - | | £ 1,531 |
| The Hall - refurbishment | R10 | Approved schedule of maintenance and repair | £ 13,468 | £ - | | £ 2,747 | | £ 10,721 |
| Office furniture | R11 | Health & Safety | £ - | | | | | £ - |
| Culverts – risk | R12 | RR No.OS.02.1 | £ 20,000 | £ - | | £ - | | £ 20,000 |
| Insurance – policy excess | R13 | Contingency | £ - | £ - | | £ - | | £ - |
| Legal expenses | R14 | RR No. C.03 | £ - | | | | | £ - |
| Emergency planning | R15 | RR No.C.04 | £ - | | | | | £ - |
| Business Continuity | R16 | RR No.C.05 | £ - | | | | | £ - |
| Saddlers | R17 | Committed sum | £ 55,026 | | £ 700 | £ - | | £ 55,026 |
| RPC Open Space | R18 | S106 monies | £ 21,350 | | | £ - | | £ 21,350 |
| RPC Saxon Hall | R19 | S106 monies | £ 16,793 | | | £ - | | £ 16,793 |
| Amos Lawrence –road repair | R20 | Commitment | £ - | | | £ - | | £ - |

| | | | | | | | | |
|---|-----|-------------|-----------|----------|--|----------|----------|-----------|
| Darsdale (Saxon Hall) | R23 | S106 monies | | £ 65,000 | | | | £ 65,000 |
| West End (Saxon Hall and links to Brook Street) | R24 | S106 monies | £ - | | | | | £ - |
| | | | | | | | | £ - |
| Enterprise Road | R25 | S106 monies | £ - | | | | | £ - |
| Belmont Gardens | r21 | | £ - | £ 23,991 | | £ - | £ - | £ 23,991 |
| Lottery Grant | r22 | | £ 10,000 | | | £ 10,000 | £ - | £ - |
| IT | R23 | | | | | | £ 10,000 | £ 10,000 |
| Youth Work | R24 | | | | | | £ 5,000 | £ 5,000 |
| Elections | R24 | | | | | | £ 5,000 | £ 5,000 |
| | | | £ 271,959 | £ 88,991 | | £ 88,991 | £ 47,270 | £ 319,229 |

