

Objective	Action	Justification	Budget	Responsibility
1	Protect, enhance and improve the local environment			
	1. NDP Review Steering Group to proceed with review of Neighbourhood Development Plan	Obligated to review within 5 years	Grant application to be submitted to Locality.	Planning Committee
	2. Provide grant funding to Alcester in Bloom and pay for watering	Supported in Residents Survey.	Allocation in budget for 2024-25 for watering costs. Alcester in Bloom were also awarded a community grant.	F & GP committee
	3. Draw up management plan for maintenance of Abbey Fields site	As landowner	£106 funds held for Abbey Fields	Lead Councillor - Open Spaces
	4. Maximise burial space in the Cemetery	As burial authority	None. Ear marked reserve of £30,000 for future cemetery development.	Lead Councillor - Cemetery
	5. Respond to all planning consultations, referring to the NDP when applicable	Statutory consultee	None.	Planning Committee
	6. Give community grants to organisations which protect, enhance and improve the local environment	Countryside and environment important in Residents Survey	Community grants scheme ran in 2024-25 with increased budget.	Community Grants Working Group
	7. Budget for future tree work in accordance with tree survey	Duty as landowner	Allocation of £8000 in 2024-25 budget	Facilities Manager
	8. Working Group to look at management of land to improve biodiversity	Statutory duty	Grant application submitted to SDC Community Climate Change Fund	Lead Councillor - Open Spaces
	9. Carry out strategic review of play areas	Future planning. Residents Survey asked for improvements	None.	Lead Councillor - Play Areas
	10. Monitor use of allotments to identify plots not being cultivated which can be relet.	Good management	None. Budget assumes all plots let	Facilities Manager

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2	<p>Play an active role in the promotion and future development of the town</p> <p>1. B&T Lead Councillors to engage with local businesses to form relationships, develop a shared vision for the development of the town and offer support</p> <p>2. Organise Remembrance Sunday.</p> <p>3. Look for opportunities for social media and press coverage of Council events</p> <p>4. Loan out gazebos to local groups</p> <p>5. Continue with High Street events forum</p> <p>6. Liaise with local hotels to promote Alcester</p> <p>7. Produce the annual Events Guide</p> <p>8. Councillors to attend local events</p> <p>9. Mayor and Deputy Mayor to attend events in Alcester and by invitation in nearby towns</p> <p>10. Form a Working Group to consider the "visitor experience" and to consider production of a new version of the Town Guide</p>	<p>Planning for the future of the town - Residents Survey highlights importance of vibrant town centre</p> <p>Civic duty</p> <p>Promotion of ATC and Alcester</p> <p>As means of supporting community groups - supported in Residents Survey</p> <p>Health and Safety. Support for community groups as per Residents Survey</p> <p>Promotion of Alcester</p> <p>Supported in Residents Survey.</p> <p>Promotion of ATC</p> <p>Promotion of Alcester</p> <p>Promotion of Alcester</p>	<p>None</p> <p>Usual costs covered in Civic Functions budget</p> <p>None.</p> <p>None.</p> <p>Grant of £10,000 received from UKSPF - spent on improving safety for town events.</p> <p>None.</p> <p>Annual cost of £500 covered in budget</p> <p>None</p> <p>All costs covered in mayoral budget.</p> <p>Costs to be identified as project develops</p>	<p>Lead Councillors - Business and Tourism</p> <p>Town Clerk</p> <p>Deputy Town Clerk</p> <p>Facilities Manager</p> <p>Lead Councillors - Business and Tourism /Town Clerk</p> <p>Lead Councillors - Business and Tourism</p> <p>Lead Councillors - Business and Tourism</p> <p>All Councillors</p> <p>Mayor/Deputy Mayor</p> <p>Lead Councillors - Business and Tourism</p>

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3	Support and promote the health and wellbeing of our community			
	1. Support Youth Club by employing a Youth Leader to run the club and providing support as required.	Continued provision of youth services supported by residents survey	Salary budget for youth leader - grant from WCC	Town Clerk/H&WB Co-ordinator
	2. Seek ongoing funding for H&WB projects as required	Residents survey	Ongoing search for grants.	H&WB Co-ordinator/ Town Clerk
	3. Investigate a Young Trader initiative	Consultation with schools	None at present.	Lead Councillor - Business and Tourism
	5. Take forward projects from the H&WB Partnership as appropriate	H&WB Partnership meetings	All costs to be covered by external grants and donations.	Chair - H&WB Partnership and H&WB Co-ordinator
	5. Complete Community Shed refurbishment project and manage the operation of the building	H&WB Partnership	Refurbishment to be covered entirely by external grants and donations.	Squash Courts Working Group (to Facilities Manager on completion)
	6. Continue to run the SPEND group for parents of children with SEN.	At the request of local parents and H&WB Partnership	Looking for suitable funding to continue the group.	H&WB Co-ordinator

Objective	Action	Justification	Budget	Responsibility
4	Improve the resilience of the area and strengthen the community			
	1. Annual review of the Community Emergency Plan	Good practice	None.	Deputy Town Clerk
	2. Annual audit and maintain emergency supplies	Good practice	Annual budget for renewal of equipment as required.	Facilities Manager
	3. Feed into all consultations on flooding related issues	Good practice in a town which has history of flooding	None.	Full Council
	4. Appoint trustees to local charities when required	Required by local charity constitutions	None.	Full Council
	5. Arrange training courses for local organisations if required	Good practice	Budget in place for training.	Deputy Town Clerk
	6. Maintain speed gun and support SpeedWatch	Good practice. Action against speeding supported by Residents Survey	None.	Lead Councillor - Road Safety
	7. Continue to press EA and WCC to repair flood defences	Statutory responsibility of EA and WCC but no action to date	None.	Town Clerk working with District and County Councillors
	8. Provide regular information to residents on how to prepare for flooding	Good practice to ensure health and safety of residents	None	Lead Councillor - Community Resilience through Flood Working Group/Lead Councillor - communications
	9. Provide sand and sandbag supplies	To support residents	Budget for emergency supplies	Facilities Manager
	10. Determine the Council's strategy and produce an action plan to tackle flooding	To support residents	None	Mayor
	11. Annual review of community resilience	Good practice	None	Lead Councillor - Community Resilience

Objective	Action	Justification	Budget	Responsibility
5	Maintain effective and efficient governance and management of resources			
	1. Approve and adopt new policies as required.	Statutory duty	None.	Town Clerk
	2. Check staff and councillor training completed and logged.	Good practice and required to maintain Quality Gold award.	None.	Deputy Town Clerk
	3. Council to remain members of WALC and SLCC	Good practice	Budget for membership to be included in 2024-25 budget.	Town Clerk
	4. Undertake appraisals for all staff	Good practice as employer and required to maintain Quality Gold award	None.	Town Clerk
	5. All minutes to be published on website within 4 weeks of meeting	Required to maintain Quality Gold Award	None.	Town Clerk
	6. Maintain criteria for Quality Gold Council status	Quality Gold Award granted April 2024	None	Town Clerk
	7. Review operations at EPCC and identify future development opportunities	Good management. Supported by Residents Survey	Grants to be sought. Solar panels project on hold pending grant.	Lead Councillor - EPCC/ Facilities Manager
	8. Recruit and induct new Deputy Town Clerk	Retirement of incumbent	Covered in staff salary budget	Town Clerk

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6	To improve community engagement			
	1. Publish social media posts to update residents on Council activities and signpost the work of other authorities and organisations which is relevant to our residents	Improve communication with residents	None.	Lead Councillor - Communications/ Deputy Town Clerk
	2. To run community engagement events to increase awareness of who the councillors are and what the council does	To support residents	None.	Cllr A Leask working with Community Events Working Group
	3. Publish quarterly newsletters	Communication with residents	Annual cost of producing newsletter included in 2024-25 budget.	Lead Councillor - Communications/ Deputy Town Clerk
	4. Add information to ATC notice boards	Statutory duty in some cases. Otherwise to improve communication	None.	Facilities Manager
	5. To produce the annual Community Engagement Action Plan setting out timetable for action and review and budgetary requirements	Good practice and required to maintain the Quality Gold award.	None.	Lead Councillor - Communications
	6. To produce a printed Annual Report for presentation at the Annual Parish Meeting	Good practice and required to maintain the Quality Gold award.	Printing costs included in annual budget.	Deputy Town Clerk
	7. To continue with various H&WB initiatives to engage with different groups within the community	Supported by Residents Survey	All to be funded by grants	H&WB Co-ordinator

Objective	Action	Justification	Budget	Responsibility
7	Help to create a future that is resilient to the impact of climate change			
	1. Review sites owned by ATC to establish what steps can be taken to reduce the impact of climate change	Declaration of climate emergency by ATC in June 2022	Grant applied for from SDC Community Climate Change Fund for ecological advice.	Lead Councillor - Open Spaces/Climate Change
	2. Obtain quotes for improvements to ATC premises, seek funds and deliver.	Declaration of climate emergency by ATC in June 2022	Solar panels for EPCC on hold pending grant opportunities. Squash courts have obtained grant for solar panels	Facilities Manager
	3. Respond to Climate Change consultations from SDC/WCC	Consultee	None.	Full Council
	4. Produce an action plan for reducing ATC's carbon footprint	Declaration of climate emergency by ATC in June 2022. Residents Survey supports climate change initiatives	None. Once action plan created, costs to be identified.	Lead Councillor - Climate Change
	5. To consider working with other neighbouring parishes on climate change initiatives.	Declaration of climate emergency by ATC in June 2022	None.	Lead Councillor - Climate Change
	6. To install additional cycle racks	Supported by residents survey	Cycle racks purchased using UKSPF funds	Facilities Manager

FUTURE LONG TERM PROJECTS LIST AS IDENTIFIED IN COMMUNITY CONSULTATIONS.

Project	Justification
1 Improved cycle routes	NDP project 1
2 Town Centre traffic flow	NDP project 2
3 Car parking	NDP project 3
4 Viability of swimming pool	NDP project 5
5 Footbridge - Jubilee Fields to Abbey Fields	NDP project 6
6 Educational facility/apprenticeship support	NDP project 8
7 List of non designated heritage assets	NDP project 9
5 Affordable housing	Housing Needs Survey
6 Climate Change initiatives eg cycle racks, water refill stations	Residents Survey
7 New kitchen EPCC (next to Hertford Room)	Residents Survey
8 New visitor information boards	Residents Survey

Note: These major projects to be considered for grant applications and/or to be included in future budget planning.