

Objective	Action	Justification	Budget	Responsibility	Update Nov 24
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	NDP Review Steering Group meeting monthly. Grant being sought from Locality to seek professional advice on proposed amendments to NDP
	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	Watering costs paid for Summer 2024
	3. Draw up management plan for maintenance of Abbey Fields site	As landowner	\$106 funds held for Abbey Fields	Lead Councillor - Open Spaces	Outstanding. Lead Councillor for Open Spaces has resigned.
	4. Maximise burial space in the Cemetery	As burial authority	None. Ear marked reserve of £30,000 for future cemetery development.	Lead Councillor - Cemetery	Burial space being managed within existing boundary. Law Commission now consulting on changes to the law to allow reburial. ATC to respond.
	5. Respond to all planning consultations, referring to the NDP when applicable	Statutory consultee	None.	Planning Committee	Ongoing
	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	Completed
	7. Budget for future tree work in accordance with tree survey	Duty as landowner	Allocation of £8000 in 2024-25 budget	Facilities Manager	Ongoing
	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	Grant application not successful. Lead Councillor for Open Spaces has resigned.
	9. Carry out strategic review of play areas	Future planning. Residents Survey asked for improvements	None.	Lead Councillor - Play Areas	Outstanding
	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	Ongoing

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2	Play an active role in the promotion and future development of the town				
	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	Planning for the future of the town - Residents Survey highlights importance of vibrant town centre	None	Lead Councillors - Business and Tourism	Ongoing. Note opening of Rural Enterprise Hub at Minerva Mill on 11th October.
	2. Organise Remembrance Sunday.	Civic duty	Usual costs covered in Civic Functions budget	Town Clerk	In hand
	3. Look for opportunities for social media and press coverage of Council events	Promotion of ATC and Alcester	None.	Deputy Town Clerk	Ongoing
	4. Loan out gazebos to local groups	As means of supporting community groups - supported in Residents Survey	None.	Facilities Manager	Ongoing
	5. Continue with High Street events forum	Health and Safety. Support for community groups as per Residents Survey	Grant of £10,000 received from UKSPF - spent on improving safety for town events.	Lead Councillors - Business and Tourism /Town Clerk	Grant spent - new barriers, audio equipment etc acquired. Reporting to be completed after Remembrance Sunday
	6. Liaise with local hotels to promote Alcester	Promotion of Alcester	None.	Lead Councillors - Business and Tourism	Outstanding
	7. Produce the annual Events Guide	Supported in Residents Survey.	Annual cost of £500 covered in budget	Lead Councillors - Business and Tourism	In hand
	8. Councillors to attend local events	Promotion of ATC	None	All Councillors	Ongoing
	9. Mayor and Deputy Mayor to attend events in Alcester and by invitation in nearby towns	Promotion of Alcester	All costs covered in mayoral budget.	Mayor/Deputy Mayor	Ongoing
	10. Form a Working Group to consider the "visitor experience" and to consider production of a new version of the Town Guide	Promotion of Alcester	Costs to be identified as project develops	Lead Councillors - Business and Tourism	Outstanding

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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	Ongoing. Youth Club now meets on an additional night
	2. Seek ongoing funding for H&WB projects as required	Residents survey	Ongoing search for grants.	H&WB Co-ordinator/ Town Clerk	Ongoing
	3. Investigate a Young Trader initiative	Consultation with schools	None at present.	Lead Councillor - Business and Tourism	Outstanding
	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	Ongoing
	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)	Completed. Grand Opening of the Shed on 25th October 2024
	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	Ongoing - agreed to continue until July 2025.

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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	Due in Nov 24
	2. Annual audit and maintain emergency supplies	Good practice	Annual budget for renewal of equipment as required.	Facilities Manager	Due in Nov 24
	3. Feed into all consultations on flooding related issues	Good practice in a town which has history of flooding	None.	Full Council	Ongoing
	4. Appoint trustees to local charities when required	Required by local charity constitutions	None.	Full Council	Ongoing
	5. Arrange training courses for local organisations if required	Good practice	Budget in place for training.	Deputy Town Clerk	Ongoing
	6. Maintain speed gun and support SpeedWatch	Good practice. Action against speeding supported by Residents Survey	None.	Lead Councillor - Road Safety	Ongoing
	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	Outstanding
	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	Newsletter item about protecting your own house
	9. Provide sand and sandbag supplies	To support residents	Budget for emergency supplies	Facilities Manager	Need to source large sand bin for School Road
	10. Determine the Council's strategy and produce an action plan to tackle flooding	To support residents	None	Mayor	Outstanding
	11. Annual review of community resilience	Good practice	None	Lead Councillor - Community Resilience	Outstanding

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5	Maintain effective and efficient governance and management of resources				
	1. Approve and adopt new policies as required.	Statutory duty	None.	Town Clerk	Ongoing
	2. Check staff and councillor training completed and logged.	Good practice and required to maintain Quality Gold award.	None.	Deputy Town Clerk	Ongoing
	3. Council to remain members of WALC and SLCC	Good practice	Budget for membership to be included in 2024-25 budget.	Town Clerk	Subs paid for 2024
	4. Undertake appraisals for all staff	Good practice as employer and required to maintain Quality Gold award	None.	Town Clerk	Due April 2025
	5. All minutes to be published on website within 4 weeks of meeting	Required to maintain Quality Gold Award	None.	Town Clerk	Ongoing
	6. Maintain criteria for Quality Gold Council status	Quality Gold Award granted April 2024	None	Town Clerk	Ongoing
	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	To be reviewed
	8. Recruit and induct new Deputy Town Clerk	Retirement of incumbent	Covered in staff salary budget	Town Clerk	Completed

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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	Ongoing
	2. To run community engagement events to increase awareness of who the councillors are and what the council does	To support residents	None.	Clr A Leask working with Community Events Working Group	Working Group has met and run informal session
	3. Publish quarterly newsletters	Communication with residents	Annual cost of producing newsletter included in 2024-25 budget.	Lead Councillor - Communications/ Deputy Town Clerk	Ongoing
	4. Add information to ATC notice boards	Statutory duty in some cases. Otherwise to improve communication	None.	Facilities Manager	Ongoing. New notice board installed on Bloor Homes estate.
	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	Due November 2024
	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	Due April 2025
	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	Ongoing

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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	Grant application unsuccessful.
	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	Solar panels installed at squash courts. Grant still awaited for EPCC solar panels. New electric van acquired.
	3. Respond to Climate Change consultations from SDC/WCC	Consultee	None.	Full Council	Ongoing
	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	Draft Local Climate and Nature Plan produced and reviewed at Full Council. Action group to be reinitiated.
	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	As opportunities arise
	6. To install additional cycle racks	Supported by residents survey	Cycle racks purchased using UKSPF funds	Facilities Manager	Cycle racks have been acquired - need to be installed

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.