

Objective	Action	Justification	Budget	Responsibility
1	Protect, enhance and improve the local environment			
	1. NDP Review Steering Group to complete review of Neighbourhood Development Plan	Obligated to review within 5 years (by 2026)	Grant application for professional support to be submitted if funding reopens	Town Clerk and NDP Review Steering Group
	2. Provide grant funding to Alcester in Bloom and pay for watering	Supported in Residents Survey.	Allocation in budget for 2025-26 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	S106 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 distributed for 2025-26.	Community Grants Working Group
	7. Budget for future tree work in accordance with tree survey	Duty as landowner	Allocation of £7500 in 2025-26 budget	Facilities Manager
	8. Identify land where different management could improve biodiversity	Statutory duty	None but will seek grant opportunities	Facilities Manager
	9. Monitor use of allotments to identify plots not being cultivated which can be relet.	Good management	None. Budget assumes all plots let	Facilities Manager
	10. Renovate BT kiosk "Kevin"	As owner	£1000 held in EMR	Cllr M Cargill

Objective	Action	Justification	Budget	Responsibility
2	Play an active role in the promotion and future development of the town			
	1. B&T Lead Councillor 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 Councillor B & T
	2. Organise Remembrance Sunday.	Civic duty	Usual costs covered in Civic Functions budget	Town Clerk
	3. Look for opportunities for social media and press coverage of Council events	Promotion of ATC and Alcester	None.	Deputy Town Clerk
	4. Loan out gazebos to local groups	As means of supporting community groups - supported in Residents Survey	None.	Facilities Manager
	5. Continue with High Street events forum	Health and Safety. Support for community groups as per Residents Survey	None	Town Clerk
	6. Produce the annual Events Guide	Supported in Residents Survey.	Annual cost of £500 covered in budget	Vaughan Blake has agreed to organise.
	7. Councillors to attend local events	Promotion of ATC	None	All Councillors
	8. 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
	9. Continue to press for permanent Banking Hub	Closure of Lloyds Bank - June 2025	None	Cllr W Mills
	10. Window Wanderland	Annual event	£350 in budget	Cllr R Ashfield/Cllr A Leask

Objective	Action	Justification	Budget	Responsibility
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/Lead Councillors for H&WB
	2. Seek ongoing funding for H&WB projects as required	Residents survey	Ongoing search for grants.	H&WB Co-ordinator/ Town Clerk
	3. 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
	4. Continue to run Grand Days Out trips	H&WB Partnership meetings	External grants to be sought.	H&WB Co-ordinator
	5. Support the continued operation of the SPEND group as required.	At the request of local parents	Small budget allocated in 2025-26	H&WB Co-ordinator
	6. Complete the ND Friendly Alcester project	At the request of local parents	Funding held in EMR from Church Street Property Trust	H&WB Co-ordinator/Lead Councillors for H&WB

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	See budget in 9. below.	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. Continue to press EA and WCC to repair flood defences	Statutory responsibility of EA and WCC but no action to date	None.	Lead Councillors - Community Resilience
	6. Provide regular information to residents on how to prepare for flooding	Good practice to ensure health and safety of residents	None	Lead Councillors - Community Resilience /Lead Councillor - Communications
	7. Provide sand and sandbag supplies	To support residents	see budget in 9. below.	Facilities Manager
	8. Set up the Flood Guardian scheme	To support residents	Budget - £1500 for 2025-26 for community resilience	Deputy Town Clerk

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 included in 2025-26 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.	Lead Councillor - EPCC/ Facilities Manager
	8. Recruit Administrative Assistant	Additional workload	Covered in staff salary budget	Town Clerk
	9. Set up Councillor Working Group to look at impact of local government reorganisation	English Devolution White Paper from the government	None	Town Clerk

Objective	Action	Justification	Budget	Responsibility
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/ ATC staff
	2. To run community engagement events to increase awareness of who the councillors are and what the council does	To support residents	None.	Mayor and Deputy Mayor
	3. Publish quarterly newsletters	Communication with residents	Annual cost of producing newsletter included in 2025-26 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. 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.	Facilities Manager
	2. Respond to Climate Change consultations from SDC/WCC	Consultee	None.	Full Council
	3. To consider working with other neighbouring parishes on climate change initiatives.	Declaration of climate emergency by ATC in June 2022	None.	Deputy Town Clerk
	4. To install additional cycle hoops	Supported by residents survey	Cycle racks purchased using UKSPF funds	Facilities Manager
	5. To progress Local Nature Action Plan	Declaration of climate emergency by ATC June 2022	None but grants to be sourced	ATC staff team
	6. Complete Bee Squared project	Included in Local Nature Action Plan	Funding in hand from WCC	H&WB Co-ordinator

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
8	Affordable housing			Housing Needs Survey
9	Climate Change initiatives eg cycle racks, water refill stations			Residents Survey
10	New kitchen EPCC (next to Hertford Room)			Residents Survey
11	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.