



Annual Business Plan 2022/23

		ITEM	ACTION	LEAD RESPONSIBILITY	RESOURCE IMPLICATIONS
Business Operations	1	Town Council Strategy 2023-2028	To develop the Town Councils Aims, Objectives and Mission and a 5-year Town Council Strategy	Full Council	Consultant cost
	2	Capital strategy	To develop a medium to long-term capital strategy	Full Council	Consultant cost
	3	Review grant awarding policy and process		Town Clerk /F&GP Committee	
	4	Local Council Award Scheme	To work towards Quality council status	Town Clerk / Full Council	
	5	Community Toilet Scheme	To review, contract and relaunch for 2024/25. To consider alternative options alongside.	Town Clerk/Full Council	Budget currently allocated
	6	Budgeting	To create a 5-year budget forecast for 2024 - 2029	Town Clerk/RFO	
Communications	7	Communications Plan	To develop a Communications Strategy and plan for 2023 onwards.	Town Clerk	Budget allocation required for communications
	8	Public engagement	Conduct a Youth Survey and a wider public survey as part of the strategy development process, with a view to repeating as an annual survey.		
Environment	9	Climate and Nature Action Plan	Creation of a Climate and Nature Action Plan (combined or separate plans)	Climate and Nature Working Group / Full Council	To be detailed in the Action Plan
Open Spaces	10	Cemetery operations	<ul style="list-style-type: none">To conduct a cemetery operations/governance audit and create an action planTo complete memorial safety testingTo procure a safety audit of the memorials at St Mary's Church	Open Spaces	Independent auditor cost
	11	Eastland Road Play area	Procure and deliver new play area at Eastland Road	Open Spaces Committee	CIL funding earmarked
Property	12	Procure and arrange the next phase of works identified in the property condition surveys		F&GP Committee	Costs as outlined in the condition surveys