

DETAILED ACTION PLAN FOR OBJECTIVE 1

<u>Specific Objective</u>	<u>Action to be taken</u>	<u>Timescale</u>	<u>Completed</u>
SHORT TERM			
Prepare a plan for the further development of Battle to recommend to Council	Co-ordinate proposals from existing documents, Council members and other interested parties Present recommendations to Council	Aug 2021 Sep 2021	To be discussed when DTC in post
Organise the Annual Parish Assembly	Review 2019 Annual Parish Assembly plans and draft proposals for 2022 Confirm venue booking and set 2021/22 budget for Assembly Recommend format to Council Agree potential speakers Advertise event	Nov 2020 Jan 2022 Jan 2022 Feb 2022 Mar 2022	Completed agreed completed
Market Heritage Trail Activity Book	Promote Activity Book in shops, newsletter and other outlets	Sep 2021	Tbc
Produce a Resilience Plan	Populate draft plan Review by ER&TD, Police and RDC Emergency Planning Officer Finalise plan and distribute Review annually	Nov 2020 Dec 2020 Jan 2021 May 2022	Completed
Develop floral displays to improve the overall appearance of the town	Make recommendations for 2022 Liaise with BB and High Street retailers to prepare for S/SE in Bloom	Sep 2021 Jan 2022	Jun 2021 ongoing
Review footpath sweeping, litter collection, dog fouling etc	Review RDC 'barrow person' service annually	Sep 2021	Completed
Review and improve installation of the Christmas lights and trees in the town centre	Agree any improvements for 2021 Review lights and suggest improvements Agree improvements	Sep 2021 Jan 2022 May 2022	Completed Delayed Completed

<u>Specific Objective</u>	<u>Action to be taken</u>	<u>Timescale</u>	<u>Completed</u>
SHORT TERM Cont'd			
Organise the annual Battle in Bloom competition	Agree judges and dates for judging	Jul 2021	
Organise the Remembrance Day observance	Agree format and contributors Book bugler Book flag bearer Finalise arrangements	Jul 2021 Jul 2021 Jul 2021 Sep 2021	Completed
Liaise with organisers of Marbles, Medieval Fayre, Christmas Gala Night etc and assist if appropriate	Confirm arrangements with Chamber of Commerce Christmas committee Agree details for visits by Father Christmas if required	Sep 2021 Nov 2021	Completed Completed
MEDIUM TERM			
Explore ways to improve Market Square	Meet with leaseholders Support leaseholders in changes to market services	Feb 2019 Sep 2020	Feb 2019
Display gunpowder Mortars in an appropriate manner	Agree style of information board Agree display format and obtain quotes from suppliers Install display	Sep 2021 Sep 2021 May 2022	Ongoing
Make Battle more accessible and welcoming by taking account of the needs of very young, elderly or disabled residents and visitors	Undertake audit for wheelchair users Undertake audit for people with hearing difficulties Undertake audit for blind people Undertake audit for people on autistic spectrum Consult with carers of young children Consider improvements that could be made	Mar 2019 Sep 2021 Sep 2021 Sep 2019 Sep 2021 Jan 2022	Mar 2019 2019
LONG TERM			

DETAILED ACTION PLAN FOR OBJECTIVE 2

<u>Specific Objective</u>	<u>Action to be taken</u>	<u>Timescale</u>	<u>Completed</u>
SHORT TERM			
Establish regular consultation with residents through surveys and other means	Review responses from surveys and other consultations and agree most suitable methods for consultation	Nov 2021	Completed
Facilitate the Town Forum for the exchange of ideas and mutual support	Hold meetings quarterly and report back to Committee	Ongoing	
Facilitate the Young People's Forum for the exchange of ideas	Hold meetings once a term	Ongoing	
Review Council's policy on communication issues	Review policy and agree any recommendations to Council	Sep 2021	To be discussed when DTC in post
Review 'New Residents' Pack'	Review pack annually and agree any amendments if necessary	Nov 2021	Completed
Revitalise relations with voluntary organisations and businesses in the town	Review reports from Council Representatives and Forums and agree any actions	Ongoing	

SHORT TERM Cont'd		<u>Timescale</u>	<u>Completed</u>
Seek additional ways to communicate with residents, including targeted communication using social media	Agree steps to further improve communications with all residents	Sep 2021	Completed
	Review changes and refine communication methods as necessary	Nov 2021	
Produce and distribute quarterly newsletter/annual report in a timely and cost-effective way	Produce newsletters June, September and December.	Jun 2021	Completed
		Sep 2021	Cancelled
		Dec 2021	Completed
	Produce annual report for Full Council approval	Feb 2022	Completed
	Distribute annual report to all residents	Mar 2022	Completed
Post sound recordings of newsletters on Council website	Record and post all newsletters	Jul 2021	
Review information on Council website and update as necessary	Review information on Council website and update as necessary	Nov 2021	Ongoing
MEDIUM TERM			
Review Council website and consider change to provider/platform	Receive report from DTC-TDO and agree actions and budget	Sep 2021	Ongoing
	Implement agreed actions	May 2022	Ongoing
LONG TERM			

DETAILED ACTION PLAN FOR OBJECTIVE 3

<u>Specific Objective</u>	<u>Action to be taken</u>	<u>Timescale</u>	<u>Completed</u>
SHORT TERM			
Progress the Tourist Information Point	Agree what should be provided within the TIP and report to Almonry Development Working Group	Sep 2021	Postponed
Work proactively with Battle & District Chamber of Commerce Marketing Committee and 1066 Country to market Battle	Review reports from meetings with these groups and make suggestions for BTC representative to take to C of C Marketing Committee meetings Agree actions for ER&TD	Ongoing Ongoing	
Strengthen links with twinned town, St Valery-sur-Somme	Discuss whether to proceed with signing the Joint Declaration with the Mayor of St Valery Sign Charter	Sep 2021 Nov 2021	Delayed
MEDIUM TERM			
Organise the biennial Battle Twinning Association reception for visitors from St Valery-sur-Somme	Confirm date and time Agree format with BTA Councillors to host event	Mar 2023 May 2023 Jul 2023	
LONG TERM			

DETAILED ACTION PLAN FOR OBJECTIVES 11 & 12

<u>Specific Objective</u>	<u>Action to be taken</u>	<u>Timescale</u>	<u>Completed</u>
SHORT TERM			
Undertake risk assessment	Agree risk assessment	Mar 2022	delayed
Agree budget recommendations to F&GP	Agree budget recommendations to F&GP	Nov 2021	Completed
MEDIUM TERM			
LONG TERM			