

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	May 2023 Jul 2023	
Organise the Annual Parish Assembly	Review 2022 Annual Parish Assembly and draft proposals for March 2023 Recommend format to Council Agree potential speakers Invite speakers and inform exhibitors Advertise event	Nov 2022 Jan 2023 Jan 2023 Feb 2023 Feb 2023	
Market Heritage Trail Activity Book	Promote Activity Book in shops, newsletter and other outlets	Ongoing	
Produce a Resilience Plan	W/G to compile list of volunteers and venues Populate draft plan Review by ER&TD, Police and RDC Emergency Planning Officer Finalise plan and distribute Review annually	Oct 2022 Nov 2022 Dec 2022 Jan 2023 Annually	
Develop floral displays to improve the overall appearance of the town	Review displays and make recommendations for 2023 Liaise with BB and High Street retailers to prepare for S/SE in Bloom	Sep 2022 Jan 2023	
Review footpath sweeping, litter collection, dog fouling etc	Review RDC service annually	Sep 2022	

<u>Specific Objective</u>	<u>Action to be taken</u>	<u>Timescale</u>	<u>Completed</u>
SHORT TERM Cont'd			
Review and improve installation of the Christmas lights and trees in the town centre	Review lights and suggest improvements Agree improvements for 2023	Jan 2023 May 2022	
Organise the annual Battle in Bloom competition and awards evening	Agree date for awards evening Agree judges and dates for judging	Jan 2022 Mar 2022	May 2022 May 2022
Organise the Remembrance Day ceremony on Abbey Green	Agree format and contributors Book bugler Book flag bearer Finalise arrangements	Sep 2022 Sep 2022 Sep 2022 Oct 2022	
Liaise with organisers of Marbles, Medieval Fayre, Christmas late Night Shopping etc and assist if appropriate	Confirm arrangements with Chamber of Commerce Christmas committee Agree details for visits by Father Christmas if required Agree details of Santa's tours	Sep 2022 Nov 2022 Nov 2022	
MEDIUM TERM			
Explore ways to improve Market Square	Arrange further meetings with leaseholders and stakeholders as required	Ongoing	
Display gunpowder Mortars in an appropriate manner	Agree style of information board Agree display format and obtain quotes from suppliers Complete installation of displays	Sep 2022 Sep 2022 May 2023	Jun 2022
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 blind people Undertake audit for people on autistic spectrum Undertake audit for people with hearing difficulties Consult with carers of young children Consider improvements that could be made	Mar 2019 Jul 2021 Sep 2019 Sep 2022 Sep 2022 Jan 2023	Completed Completed Completed

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	Ongoing	
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	Nov 2022	
Review 'New Residents' Pack'	Review pack annually and agree any amendments if necessary	Nov 2022	
Revitalise relations with voluntary organisations and businesses in the town	Review reports from Council Representatives and agree any actions	Ongoing	
Seek additional ways to communicate with residents, including targeted communication using social media	Discuss ways to further improve communications with all residents Review changes and refine communication methods as necessary	Sep 2022 Nov 2022	
Produce and distribute quarterly newsletter in a timely and cost-effective way	Produce newsletters in June, September and December Produce Annual Report in February	Jun 2022 Sep 2022 Dec 2022 Feb 2023	August 2022

SHORT TERM Cont'd			
Post sound recordings of newsletters on Council website	Investigate methods to post sound recordings on website Record and post all newsletters ongoing	Sep 2022 Ongoing	
Review information on Council website and update as necessary	Review information on Council website and update as necessary	Sep 2022	
MEDIUM TERM			
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	Sep 2022	
Work proactively with Battle 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	
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	Apr 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 2023	
Agree budget recommendations to F&GP	Agree budget recommendations to F&GP	Nov 2022	
MEDIUM TERM			
LONG TERM			