

Aim/Priority			
1 - To define an effective strategy for sustainable development and regeneration for the future of our town and benefit of our citizens, through the local and neighbourhood planning processes and other relevant means, working with partners in all sectors, seeking to attract external resources, community facilities and infrastructure.			
Objective/Project	Budget 2022/23	Actions	Lead Committee, Councillor, Officer and Partner Organisations
1.1 To complete an adopted Neighbourhood Plan with planning policies and projects that will enhance the development of Saxmundham for the next twenty years.	£3000	<ul style="list-style-type: none"> Prepare draft Neighbourhood Plan by July 2021 Complete public consultation by Winter 2021. Hold referendum Spring 2022. Adopt the final by Spring/Summer 2022. 	Neighbourhood Plan Steering Group Chair of the Neighbourhood Plan Steering Group Assistant Town Clerk
1.2 To influence the development of a new Garden Neighbourhood which is physically, environmentally, and socially integrated with the existing Town and community of Saxmundham.		<ul style="list-style-type: none"> Respond to Pigeons and District Council Consultations Promote the AECOM masterplan and design codes To set up mechanisms that allow close co-operation between neighbouring parishes. 	Neighbourhood Plan Steering Group Chair of the Neighbourhood Plan Steering Group Assistant Town Clerk
1.3 To influence the provision of a community pub, leisure, and sports facilities		<ul style="list-style-type: none"> To review the research available and consult with residents in the Town to inform which facilities should be prioritised by the Town Council. 	Neighbourhood Plan Steering Group Chair of the Neighbourhood Plan Steering Group Assistant Town Clerk
1.4 To complete the regeneration of Fromus Square and the White Hart public house area for retail, hospitality and as a focal point for the community, and to encourage people to venture from the supermarket area to enjoy the independent shops and hospitality settings on the High Street.	£1000 Survey £1500 Designs £15000 Implementation	<ul style="list-style-type: none"> Develop a brief in consultation with East Suffolk and businesses on the layout and design. Complete topographical survey Commission a design for the area winter 021/22. To seek transfer of ownership from East Suffolk District Council winter 2021/22. To develop and implement an improvement plan and events programme to attract shoppers 2022/23. To develop plans for improving access routes from the Hopkins estate (lighting and surfacing) Spring 2022. 	Amenities Committee Chair of Council Town Clerk & Town Centre Co-ordinator East Suffolk District Council
1.5 To install eye-catching gateway entrances at each of the four main access routes with a view to promoting the Town and slowing traffic.	£5000, Designs £4000 Planting & Signage £15,000 New entrances	<ul style="list-style-type: none"> Start planting for the North Entrance Winter 2021/2022 Seek permissions for planting improvements to North and South Entrance by December 2021. Commission Gateway designs and surveying of sites in Winter 2021/22. To take costed proposals for the new Gateways to the Town Council by February 2022 To procure signs and installation contracts by April 2022 To include maintenance of the entrances in maintenance contract winter 2021/22. 	Amenities Committee Chair of Amenities & Cllr. Headley Lewis. Town Clerk & Environment Co-ordinator County Councillor Suffolk County Council

Aim/Priority			
2 - To improve the environment of Saxmundham, in all its dimensions, working to make our town more attractive and sustainable, promote biodiversity, and address the challenges that climate change poses for our town and planet*.			
Objective/Project	Budget 2022/23	Actions	Lead Committee, Councillor, Officer and Partner Organisations
2.1 To improve the environment, promote biodiversity, and meet the challenges presented by climate change.	£3000	<ul style="list-style-type: none"> To establish the Environment and Climate Working Group To commission an environmental audit by December 2021 To complete and publish Saxmundham's Environment and Climate Action Plan by Winter 2022. To enable all Council Committees to implement the Action Plan. To protect the existing biodiverse land within the Town 	Environment and Climate Working Group Chair of the Environment Working Group Environment Co-ordinator
2.2 To make the Town centre more attractive by working with local businesses to create a bespoke and sustainable planting display.	£5000 £5000	<ul style="list-style-type: none"> To survey and engage with businesses in winter 2021/22 to develop options. To develop plans based on business's ideas for the Town for consideration of the Town Council by January 2022 Commission and tender planters/maintenance February 2022 Installations March-September 2022 To explore ways of supporting town centre business to ensure shop fronts are in a good state of repair. 	Amenities & Services Committee Chair of Amenities & Vice Chair of the Council Town Clerk & Environment Co-ordinator Town Centre Co-ordinator
2.3 To reduce emissions by installing electric charging points in Saxmundham and explore the possibility of an electric community bus.	£2000	<ul style="list-style-type: none"> Install two electrical charging points at the Town House by March 2022. Lobby Greater Anglia Railways and East Suffolk District Council to install electric charge points at the station and town centre carparks winter 2021/22. To seek costed proposals for a community electric bus and undertake business case research Autumn 2023. 	Amenities & Services Committee Chair of the Amenities Committee Town Clerk
2.4 To explore the cost and possibilities of securing additional open space for allotments/community garden/platinum jubilee park		<ul style="list-style-type: none"> To consider the recommendations on East Suffolk's audit on open spaces and consult with residents in the Town to inform which open spaces should be prioritised by the Town Council. To explore the land available for use as allotments To secure the future of community gardens in Saxmundham. To investigate the ownership of the Anglian Water Land 	Resources Committee Chair of the Council Chair of Resources Committee Town Clerk

Aim/Priority

3 - To communicate effectively and engage positively with all parts of the local community, keeping them informed and involved, and as active partners in our policy-setting and activities (to include new town and council website, and range of communication channels)

Objective/Project	Budget 2022/23	Actions	Lead Committee, Councillor, Officer and Partner Organisations
3.1 To complete and promote the new website	£2000 Consultancy	<ul style="list-style-type: none"> • The Town Clerking team to maintain the Town Council pages. • Recruit 2 volunteers to update the news feed. • The Town Centre Co-ordinator to maintain the events, business, and community sections. • To employ consultants for key updates on the website. • Campaign to promote the use of the website. • The development of additional pages and sections e.g. The Green Team. • 	Communications Working Group Town Centre Co-ordinator Chair of the Communications Working Group Town Clerk
3.2 To use existing media channels to promote the Town and the work of the Town Council.	£ 4000 Noticeboards £3000 Newsletters	<ul style="list-style-type: none"> • To develop a clear community engagement and communications policy. • To provide training for staff and councillors on the production of press communications. • To arrange at least monthly press releases for publication. • To renovate noticeboards and ensure information is kept up to date. • To complete and deliver regular newsletters • To invest in promotion materials, branded, gazebos, fly banners. • To ensure Town Council information is shared on existing social media sites. • To increase the number of noticeboards in the Town. 	Communications Working Group Chair of the Communications Working Group Town Clerk
3.3 To consult and engage with the public creatively.	Staffing Budget	<ul style="list-style-type: none"> • To develop a clear community engagement strategy including use of publications, social media, meetings, surgeries, and face to face canvassing. • To develop an agreed process for consulting with different parts of the Town so their views can be considered in the annual planning process. • To provide training for staff and councillors on effective consultation. • To provide education to residents so problem can be reported quickly online. 	Communications Working Group Chair of the Communications Working Group Town Clerk

Aim/Priority			
4 To promote our town and its interests effectively as a great place to live, work, invest in and visit, and also to decision-makers who decide on issues affecting our town and community.			
Objective/Project	Budget 2022/23	Actions	Lead Committee, Councillor, Officer and Partner Organisations
4.1 To work with business to promote the town centre	£2000	<ul style="list-style-type: none"> To support the development of an informal business network To create regular markets using various sites (Wednesday & Saturdays). To commission a commercial company to support the development of the Market special events. To work with highways to review the traffic flows to create a more pedestrian friendly centre. 	Town Council Town Centre Co-ordinator Town Clerk Vice Chair of the Council
4.2 To develop an events programme that involves everyone in the community.	£15000 £20000HLF	<ul style="list-style-type: none"> To develop festival programme and lottery bid for 750th anniversary of the market charter To work with businesses to plan an annual programme of events and decorations to encourage people to visit the high street To explore creating Sax Artists week during Suffolk Open Studios month. To explore setting up Saxmundham Open Gardens. To instigate car free days for special events/markets 	Events Working Group Chair of the Events Working Group Town Clerk
4.3 To raise the profile of Saxmundham as a visitor destination	£1500 Branding £1500 Town Guide £500 Town Trails	<ul style="list-style-type: none"> Create a branding for the Town and events. Develop a corporate design for use on communications Ensure the Town attractions are listed on national and international search engines. Develop a town guide To promote and develop 3 Town Trails Develop historical signage and information boards for the Town Centre 	Communications Working Group Chair of the Communications Working Group. Town Centre Co-ordinator

Aim/Priority

5 To help create a stronger sense of community cohesion and self-confidence, working with local organisations and (within our means) supporting their activities, and developing joint measures that support cohesion.2021 – 2022

Objective/Project	Budget 2022/23	Actions	Lead Committee, Councillor, Officer and Partner Organisations
5.1 To develop a sense of pride in the Town by developing a civic programme to encourage residents to get involved in local democracy.	Staffing Budget	<ul style="list-style-type: none"> • To develop a Civic Policy which outlines the Town Council's civic programme. • To create a mayoralty by May 2022 • To explore options for Town Twinning/ international partnerships • Build links with Schools (Schools Councils) 	Resources Committee Chair of Resources
5.2 To co-ordinate and provide support to organisations within the Town	£6000	<ul style="list-style-type: none"> • Meet the organisations event, hold a meeting the organisations open evening and promote opportunities for the Community to come together and volunteer. • Identify with organisations action that will support their existence. • Display day at the Market Hall • Grant support and practical support • Provide councillor surgeries • To create a no wrong door policy to ensure the vulnerable people receive support on their first phone call. • Provide suggestion boxes • Administer grants fund (grab a grant information page on website) 	Events Working Group Resources Committee The Chair of the Events Working Group Town Clerk
5.3 To provide ongoing support community organisations to ensure the most vulnerable are supported	£6500	<ul style="list-style-type: none"> • To licence the use of office space with IP17GNS • To jointly organise inclusive events in the Town. • To continue the development of the strong links between the supermarkets, IP17 GNS and the Community Fridge. 	Resources Committee Vice- Chair Town Clerk
5.4 To work closely with CYDS to develop young people's involvement in Town Activities.	£3000	<ul style="list-style-type: none"> • To consult directly with young people on the Town Council projects and the Neighbourhood Plan, • To develop an active involvement project in partnership with CYDS 	Resources Committee Vice Chair Town Clerk

Aim/Priority 6 To be a good, forward-looking steward of our community assets and facilities, and – within our means - to provide and develop good local public services.			
Objective/Project	Budget 2022/23	Actions	Lead Committee, Councillor, Officer and Partner Organisations
6.1 Regeneration of the Market Hall as a community project and venue, and as a focal point for the High Street. ¹	Match funding for HLF bid 10000 £10000 Reserves £120000 HLF	<ul style="list-style-type: none"> To complete the kitchen refurbishment by March 2022 To develop plans and submit planning permission for the frontage and toilets winter 2021/22 To apply for Lottery Heritage funding for the improvements by the end of March 2022. To develop entertainments programme for 2022-2023 To increase hall, hire by 20% include researching registering as a wedding venue. 	Market Hall Management Committee. Chair of the Market Hall Management Committee
6.2 Regeneration of the Memorial Field and Seaman Avenue play areas to create attractive, environmentally sensitive open air leisure spaces to enhance the health and wellbeing of the community.	£10000 Play £10000 Entrance	<ul style="list-style-type: none"> To develop a 3-year phased plan for development and consult on options Autumn 2021. To conduct underground survey for utilities winter 2021. To agree and install phase 1 for centenary year Spring 2022 in consultation with the British Legion. 	Amenities Committee Chair of the Memorial Field Working Group Environment co-ordinator and Clerk
6.3 Regeneration of the Gannon Rooms as a community project, sustainable venue and as an attractive focal point for Station Approach.	£20000HLF £5000	<ul style="list-style-type: none"> To complete business plan and community consultation by Autumn/winter 2021 To decide whether to take the asset Autumn/winter 2021 If the Council agrees to take over the asset, develop plans for restoration by Autumn/winter 2021 To apply for funding for the improvements by the end of December 2022. To renovate the building considering environmentally sustainable ways. 	Town Council Chair of the Council Chair of Amenities Committee Trustees of the Gannon Room
6.4 Ensure that all council land and property are managed efficiently		<ul style="list-style-type: none"> Town Council assets mapped onto Parish online, each with its own maintenance plan by the end of October 2021 Vegetation Management contract reviewed Winter 2021 	Amenities Committee Chair of Amenities Councillor Fisher Town Clerk
Aim/Priority 7 - To develop a more effective council administration based on strong adherence to values of efficiency, responsiveness, professionalism, value for money and public service.			

Objective/Project	Budget 2022/23	Actions	Lead Committee, Councillor, Officer and Partner Organisations
7.1 To ensure that the Town Council is legally compliant with the publication of information		<ul style="list-style-type: none"> • To create website pages for the Town Council on the new website to be launched May 2021 • To ensure all current documentation is uploaded to the site by the end of June 2021 • To ensure 3 years of historical information recommended by the audit commission is uploaded by the end of Autumn 2021. • Councillors use the website as the sources for documents. • Ensure all Council related documentation is published as per statutory requirements. 	Resources Committee Town Clerk Chair of Council
7.2 To ensure the staffing arrangements of the Council have the capacity to deliver the priorities of the Council and take into account succession planning. .	ESDC Grant £10,000	<ul style="list-style-type: none"> • To appoint a part-time Town Centre Co-ordinator Autumn/winter 2021 • To appoint a part-time finance assistant by Autumn 2022 • To develop a support and training plan for staff. • To review how minutes are produced to speed up the process. 	Resources Committee Town Clerk Chair of Resources Committee Chair of Staffing Committee
7.3 To develop a support and development programme for Councillors		<ul style="list-style-type: none"> • To agree induction and development appendix to the code of conduct for councillors by January 2022. 	Resources Committee Town Clerk Chair of Resources
7.4 To develop and deliver an agreed detailed costed annual plan.		<ul style="list-style-type: none"> • To improve the consultative annual planning process for developing the Council's annual plan and budget setting. 	Resources Committee Town Clerk Chair of Resources Committee Chair of Council
7.5 To engage with East Suffolk District and Suffolk County Council to ensure assets and development in the Town are managed appropriately.		<ul style="list-style-type: none"> • Officers and councillors to attend network meetings. • To explore the transference of the ownership of the carpark and toilets with East Suffolk District Council 	Resources Committee Town Clerk Chair of Council

This Plan Projects to be considered/developed in year 2/3

Objective/Project

To reduce traffic flow and improve pedestrian access to Market Place and Station Carparks

To develop plans for footpath improvements

Phase 2/3 improvements to the Memorial Field

Completion of the Restoration of the Market Hall

Secure additional open space for recreation and allotments