

# Louth Town Council

## ACTION PLAN

	Monitoring		Notes on completion
	25/26	Ongoing	
This Action Plan is a 'live' document and by necessity will change but it aims to provide Louth residents with a clear understanding of:			
a) The overarching principles and objectives that the Council strives to work to.			
b) The Council's priorities / legal and best practice responsibilities for the coming Council year.			
It should be noted that whilst some of the key issues facing the town are areas not directly under the control of the Council, it will seek to use its influence to ensure that other providers also respond to the needs and aspirations of Louth's residents.			
<b>KEY PRINCIPLES</b>			
The Council's main aim is to improve the quality of life for the residents of Louth and develop the local economy.			
To achieve this, it will:			
<ul style="list-style-type: none"> <li>Engage with residents to better understand the community's needs, and consider how it will address these needs within the resources and powers available to the Town Council.</li> </ul>	✓	<ul style="list-style-type: none"> <li></li> </ul>	New member of staff taken on June 25 to raise the Council's profile especially through Facebook posts. Surveys re. Nuclear proposals undertaken, emails sent out, face to face conversations
<ul style="list-style-type: none"> <li>Promote all things positive and look for solutions to all things negative in order to enhance the town.</li> </ul>	✓	<ul style="list-style-type: none"> <li></li> </ul>	As above. Meetings of Council and with outside organisations undertaken to research solutions e.g., EA river walk, UDLive re., Project Groundwater, LCC re. Emergency Plan, Town Centre Retail WG to meet with ELDC reps re. Vital and Viable in April 26.
<ul style="list-style-type: none"> <li>Provide good quality, cost-effective services to help meet the needs and wishes of residents.</li> </ul>	✓	<ul style="list-style-type: none"> <li></li> </ul>	Burial prices reviewed, Trinity allotment site purchased, Hubbard's Hills survey planned.
<ul style="list-style-type: none"> <li>Make Louth a place of pride by promoting a clean, bright, attractive and safe environment in keeping with Louth's traditions and sustainable development goals.</li> </ul>	✓	<ul style="list-style-type: none"> <li></li> </ul>	Christmas decorations erected Nov 25, verge and cem grass cuts undertaken 25/26, street hoover purchased May 25, litter picking in HH organised Jun 25, free flower baskets organised for local businesses May 25 and planters looked after year round.

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<ul style="list-style-type: none"> <li>Encourage and assist other bodies, voluntary organisations and partners to provide services that support the above.</li> </ul>	✓	•	Support Friends of Park Avenue Play Park by taking ownership of land and looking to lease back to them March 26, Support Louth Town Action Group by purchasing Street Hoover May 25 and assisting with litter picking Mar 25, Support LRSP with grant of £20,000 Dec 25, Support Flood Alleviation Scheme with annual maintenance contribution 24/25 £17,099.79 March 26, Distribute grants to local organisations throughout year: C.H.A.S.E – £5,000.00, Waveform Arts – £632.10, Zero Degrees Festival – £500.00, Louth and District Concert Society – £500.00, Louth Male Voice Choir – £1,000.00, Hope for Tomorrow – £500.00, 1228 Louth Squadron - £200.00, Louth Friendship Festival - £250.00, Louth Run For Life - £400.00, Spout Yard Park - £500.00, East Lindsey Dialect Society (Far Welter'd) - £1,000.00, Community Plus Project - £465.00, Adopt Emergency Plan Jan 26
<ul style="list-style-type: none"> <li>Promote the best interests of the town for the betterment of the local community.</li> </ul>	✓	•	Year round, Meetings, FB, Website
<b>CORPORATE OBJECTIVES</b>			
To develop the vitality, viability and positivity of the town.			
<ul style="list-style-type: none"> <li>To lobby, consult, improve links with and listen to comments received from other statutory bodies, voluntary organisations and individuals to improve standards of service that meet with local needs.</li> </ul>	✓	•	Received feedback from RBL and LCC re Remembrance 2025 – planning underway for 2026, Walked river with EA Nov 25, Developed Emergency Plan adopted Jan 26, Formed Town Centre Retail Working Group Jan 26.
<ul style="list-style-type: none"> <li>To work with partners to create and sustain a socially inclusive and caring community which embraces all its residents and seeks to develop their wellbeing, knowledge, understanding and mutual co-operation.</li> </ul>	✓	•	Achieved by working with LCC, ELDC, LRSP/Magna Vitae, EA, Louth Town Action Group all those who received grants from the Council, RBL, Trinity Church, St. James' Church

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<ul style="list-style-type: none"> <li>To champion the provision of sufficient suitable affordable homes for the people with local connections to Louth, whilst safeguarding the environment in and around Louth from inappropriate development to maintain it for future generations.</li> </ul>	✓	•	Achieved by Planning Committee and PWG making comments on planning applications, tree preservation, TRO's etc.
<ul style="list-style-type: none"> <li>To create a healthy positive community by helping residents to have access to social, recreational and cultural facilities within the Town and to seek the continuing improvement and development of these facilities in accordance with the desires expressed by the residents.</li> </ul>	✓	•	Achieved by working with the Friends of Park Avenue Play Park, ELDC, LRSP, The Save Wood Lane Group, Louth Athletics Club, grant applicants – including CHASE, Trinity Church food bank referrals. Work at Hubbard's Hills.
<ul style="list-style-type: none"> <li>To work with others to protect the town and its residents from the impact of environmental change, including climate change.</li> </ul>	✓	•	Reviewed Biodiversity Policy. Worked with EA, Louth Navigation Trust re. river. Planning Committee commenting on applications, TRO's tree proposals etc.
<ul style="list-style-type: none"> <li>Ensure the Town Council is efficient, skilled and uses innovative ways, within its powers, to provide services in the most efficient and effective way.</li> </ul>	✓	•	Training opportunities provided to all, LALC Training Bulletin circulated, Dissemination of information via FB and website increased.
<ul style="list-style-type: none"> <li>Improve the corporate image of the Council and promote democracy.</li> </ul>	✓	•	New employee June 25 promoting TC more frequently on FB, surveys undertaken.
<ul style="list-style-type: none"> <li>Lobby to improve strategic traffic management and road infrastructure.</li> </ul>	✓	•	PWG, Planning Committee comments
<b>PRIORITIES / LEGAL AND BEST PRACTICE RESPONSIBILITIES</b>			
<b>Statutory Duties/Powers</b>			
<ul style="list-style-type: none"> <li>Ensure that there is transparent information about payments, audit documents, budget and precept available.</li> </ul>	✓	•	Published on website
<ul style="list-style-type: none"> <li>Comply with the law in completing annual accounts and audit activities.</li> </ul>	✓	•	Published on website/noticeboard
<ul style="list-style-type: none"> <li>Ensure that all governing documents such as Standing Orders and Financial Regulations, policies and procedures are up to date, have been reviewed and next review date is evident, as necessary.</li> </ul>	✓	•	
<ul style="list-style-type: none"> <li>Continue to provide burials at Louth Cemetery.</li> </ul>	✓	•	Preparing to start new section
<ul style="list-style-type: none"> <li>Continue to ensure assets are insured appropriately.</li> </ul>	✓	•	Reviewed annually
<ul style="list-style-type: none"> <li>Undertake headstone safety testing.</li> </ul>	✓	•	Undertaken as a rolling process
<ul style="list-style-type: none"> <li>Continue to provide allotments.</li> </ul>	✓	•	Acquired Trinity Allotments

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<ul style="list-style-type: none"> <li>Undertake staff DBS checks</li> </ul>			To be actioned 2026/27 in new financial year when budget available
<b>Corporate Development</b>			
<ul style="list-style-type: none"> <li>Promote training and ongoing support for members of staff and councillors.</li> </ul>	✓	•	Join LALC ATS, LALC Training Bulletin circulated, Supervisor Course being undertaken, CiLCA registered for.
<ul style="list-style-type: none"> <li>Ensure that the Council maintains relevant subscriptions to enable access to advice and training.</li> </ul>	✓	•	Annual subscription to LALC/NALC
<ul style="list-style-type: none"> <li>Ensure that data protection regulations are met.</li> </ul>	✓	•	Data Map reviewed. Training undertaken by staff. Councillors to undertake training.
<ul style="list-style-type: none"> <li>Ensure that IT equipment meets requirements and support is in place.</li> </ul>	✓	•	
<ul style="list-style-type: none"> <li>Ensure Civility and Respect Pledge parameters are met.</li> </ul>	✓	•	Signed 23/24
<ul style="list-style-type: none"> <li>Maintain good governance adhering to relevant benchmarks to achieve Foundation Award requirements of the Local Council Award Scheme.</li> </ul>	✓		Bronze Award achieved November 2025
<ul style="list-style-type: none"> <li>Develop a business plan covering a financial forecast for at least three years linked to revenue and capital plans for the council and its community</li> </ul>		•	To be reviewed by Council in 2026/27.
<b>Communication and Consultation</b>			
<ul style="list-style-type: none"> <li>Ensure website is kept updated.</li> </ul>	✓	•	
<ul style="list-style-type: none"> <li>Improve the Town Council's Corporate Image</li> </ul>	✓	•	Frequent FB posting to engage with public, branding stickers for planters purchased
<ul style="list-style-type: none"> <li>Enhance biodiversity and protect the environment at the Cemetery.</li> </ul>	✓	•	Biodiversity Policy reviewed annually
<ul style="list-style-type: none"> <li>Undertake a tree survey at Louth Cemetery</li> </ul>		•	Quotes being sought
<ul style="list-style-type: none"> <li>Represent the views and promote the interests of the people of Louth.</li> </ul>	✓	•	Comments re Meridian Leisure Centre Astroturf, planning application comments
<ul style="list-style-type: none"> <li>Engage with the community, local businesses, community groups and organisations in Louth.</li> </ul>	✓	•	Festive Window, hanging baskets, Louth Town Action Group, river walk with EA
<ul style="list-style-type: none"> <li>Look to develop a community engagement policy involving two-way communication between council and community on facilities and services we provide such as Hubbard's Hills and Cemetery.</li> </ul>		•	Policy under consideration. Survey of Hubbard's Hills users in preparation.
<ul style="list-style-type: none"> <li>Listen, investigate and respond to issues identified by the people of Louth and, if appropriate, signpost to the correct person / organisation for resolution / further progression.</li> </ul>	✓	•	Answering calls/emails. Agreement to become an Armed Forces Friendly Council.

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<ul style="list-style-type: none"> <li>Develop closer links with LCC and ELDC on joint interests such as town development.</li> </ul>	✓	•	River walk, ELIF funding, Market Place electricity box, Town Centre Retail WG
<b>Maintaining and Improving the Built and Natural Environment</b>			
<ul style="list-style-type: none"> <li>Investigate the repair, rejuvenation and repurposing of the Chapel at Louth Cemetery</li> </ul>		•	
<ul style="list-style-type: none"> <li>Continue to maintain St. Aethelheard's Chapel.</li> </ul>	✓	•	
<ul style="list-style-type: none"> <li>Improve aesthetics at the Cemetery</li> </ul>	✓	•	Hedge cutting, grass cutting, strimming, planting, general tidiness, cem walk under construction, noticeboards rejuvenated Feb 26, litter picking, bin emptying, cleaning of flood and William Brown memorials
<ul style="list-style-type: none"> <li>Maintain Civic Property such as robes, chains, mayor's boards and mace as required.</li> </ul>	✓	•	
<ul style="list-style-type: none"> <li>Maintain church clock</li> </ul>	✓	•	Various repairs to clock completed in 2025. Work ongoing.
<ul style="list-style-type: none"> <li>Fund electricity for church floodlights</li> </ul>	✓	•	
<ul style="list-style-type: none"> <li>Continue to run the Lovely Louth Competition</li> </ul>			Council agreed not to run competition in 2025 and instead purchased hanging baskets for businesses in town centre.
<ul style="list-style-type: none"> <li>Continue to run the Festive Window Competition</li> </ul>	✓	•	
<ul style="list-style-type: none"> <li>Continue to provide floral enhancement in the town centre and look to expand where possible</li> </ul>	✓	•	6-tier planter, town centre planters, summer hanging basket initiative
<ul style="list-style-type: none"> <li>Continue to cut the amenity grass on behalf of Lincolnshire County Council.</li> </ul>	✓	•	
<ul style="list-style-type: none"> <li>Maintain Hubbard's Hills</li> </ul>	✓	•	Ongoing tree work, work to repair ramp, updated signage, drain repair, planting, seeding, grass, hedge and shrub cutting, cleaning of toilets, repairs to toilets, fencing, graffiti removal, bench repair, weir, riverbank management
<ul style="list-style-type: none"> <li>Ensure that bins in its ownership are maintained and replaced if faulty.</li> </ul>	✓	•	
<ul style="list-style-type: none"> <li>Liaise with other authorities if a new bin is requested.</li> </ul>	✓	•	Ongoing negotiations with ELDC re. placement of bin on Virginia Drive
<ul style="list-style-type: none"> <li>Maintain benches and bus shelters in its ownership and replace, as necessary.</li> </ul>	✓	•	New bench on Newmarket March 26. New bench HH Oct 25. Bus shelter on Legbourne Road replaced April 25.
<ul style="list-style-type: none"> <li>Continue to ensure that its assets remain available for the enjoyment of sporting activities</li> </ul>	✓	•	Work with LRSP/MV re. London Road astro turf site, Louth Athletics Club re. Pavilion on Council land.

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<ul style="list-style-type: none"> <li>Assist residents in retaining, maintaining, improving and promoting the use of public spaces where possible and appropriate.</li> </ul>	✓	•	River walk through with EA and Louth Navigation Trust Nov 25, resurfacing of Julian Bower Oct 25, Support Save Wood Lane group re. Meridian Leisure Centre April 25, Support Friends of Park Ave. Play Park Jan 26, Support Spout Yard Park with grant March 26, use of planters year round, purchase of hanging baskets for businesses.
<ul style="list-style-type: none"> <li>Develop a planned maintenance approach to Council assets.</li> </ul>	✓	•	Work identified in SH survey underway. Weekly check lists in use re. van, at SH and HH or in production for Cem. Maintenance funds included in budget where identified.
<ul style="list-style-type: none"> <li>Engage with the community on issues related to the environment and climate change.</li> </ul>	✓	•	EA River walk Nov 25, Hubbard's Hills survey planned, HH Memorial Trees planted.
<ul style="list-style-type: none"> <li>Maintain the Market Place electricity box</li> </ul>	✓	•	Ownership taken Oct 25
<ul style="list-style-type: none"> <li>Look to obtain a grant for town centre improvements</li> </ul>	✓	•	1 <sup>st</sup> application submitted Nov 25, unsuccessful
<b>Supporting the Safety and Wellbeing of Residents</b>			
<ul style="list-style-type: none"> <li>Continue to provide funding to the Louth Citizen's Advice Bureau</li> </ul>	✓	•	Council to approve release of funds £1,050 24/3/26
<ul style="list-style-type: none"> <li>Continue to contribute to Louth's Flood Alleviation Scheme to ensure its continuation</li> </ul>	✓	•	Required amount covering May 25 to May 26 £17,099.79. Council to approve release of funds 24/3/26
<ul style="list-style-type: none"> <li>Continue to support LRSP financial on an annual basis to a maximum of £20,000</li> </ul>	✓	•	£20,000 released Dec 2025.
<ul style="list-style-type: none"> <li>Work with and support local groups for the improvement of the facilities, environment and social and economic wellbeing in the community.</li> </ul>	✓	•	Agreed to support LRSP financially on an annual basis to a maximum of £20,000, gave CHASE a £5,000 grant, Supported Friends of Park Ave Play park, gave other grants as mentioned previously, bought Street Hoover to assist Louth Town Action Group in keeping Louth's streets clean, assist RBL in organising Louth's Remembrance Parade, work with Trinity Church making food bank referrals publicising their schemes

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<ul style="list-style-type: none"> <li>Provide grants to local organisations through its yearly grant giving exercise</li> </ul>	✓	•	Gave C.H.A.S.E – £5,000.00, Waveform Arts – £632.10, Zero Degrees Festival – £500.00, Louth and District Concert Society – £500.00, Louth Male Voice Choir – £1,000.00, Hope for Tomorrow – £500.00, 1228 Louth Squadron - £200.00, Louth Friendship Festival - £250.00, Louth Run For Life - £400.00, Spout Yard Park - £500.00, East Lindsey Dialect Society (Far Welter'd) - £1,000.00, Community Plus Project - £465.00
<ul style="list-style-type: none"> <li>Continue to erect and maintain reactive speed signs</li> </ul>	✓	•	
<b>Tradition and Culture</b>			
<ul style="list-style-type: none"> <li>Continue to provide Christmas lights and a feature Christmas tree for the town.</li> </ul>	✓	•	
<ul style="list-style-type: none"> <li>Continue to uphold Civic Traditions such as Civic Sunday and Mayor Making</li> </ul>	✓	•	
<ul style="list-style-type: none"> <li>Continue to organise and facilitate the town's Remembrance Sunday parade and church service</li> </ul>	✓	•	
<ul style="list-style-type: none"> <li>Continue to look after Louth's War Memorial</li> </ul>	✓	•	Decorated seasonally and work to trees planned in 26/27
<ul style="list-style-type: none"> <li>Maintain Louth's 7 handmade, wooden entrance signs.</li> </ul>	✓	•	Work to clean, rejuvenate and protect ordered. To be undertaken March 26.
<b>Working for Louth's Future</b>			
<ul style="list-style-type: none"> <li>Consider how best to review Louth's Town Plan.</li> </ul>		•	Planning Committee to consider
<ul style="list-style-type: none"> <li>Work towards the revisions</li> </ul>		•	
<ul style="list-style-type: none"> <li>Develop a Neighbourhood Plan</li> </ul>		•	Planning Committee to consider
<ul style="list-style-type: none"> <li>Engage with community groups and individuals to help shape the Council's plans for the future.</li> </ul>		•	
<ul style="list-style-type: none"> <li>Develop proposals for enhancement of the town centre with LCC and ELDC.</li> </ul>	✓	•	Town Centre Retail Working Group formed Jan 26 to investigate ways in which the Town Council could assist Town Centre Retail to boost the Town's economy and help build the Town's offer around it's unique shops.
<ul style="list-style-type: none"> <li>Encourage residents to extend their time in the town centre by encouraging shops to offer discounts/organising events in the market place to attract visitors</li> </ul>		•	Town Centre Retail Working Group formed Jan 26 to make recommendations, progress ideas and assist in execution.
<ul style="list-style-type: none"> <li>Arrange for the Love Louth webpage to be updated</li> </ul>		•	Town Centre Retail Working Group to meet with ELDC April 26 to discuss.

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<ul style="list-style-type: none"><li>Develop a new management model for Hubbard's Hills</li></ul>	✓	<ul style="list-style-type: none"><li></li></ul>	Management taken in house December 2024, suggest should be considered again when results of Government Reorganisation are known.