Louth Town Council

ACTION PLAN

	Monitoring		
	26/27	**Ongoing**	**Notes on completion**
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.			
KEY PRINCIPLES			
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:			
• 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.	✓	•	Frequent posting to Facebook to engage with residents. Agreed in June to trial a market stall. LTC Cllrs stall at Tour of Britain.
• Promote all things positive and look for solutions to all things negative in order to enhance the town.	✓	•	Town Centre Retail WG met with ELDC reps re. Vital and Viable. Cllr meeting with ELDC Conservation Officer. Agreed to give £18,772.26 to Church. Tour of Britain promotions. Resolved to contact Anglian Water re. effluent release into River Lud. LTC representatives nominated to sit on the Town Heritage Grant Scheme panel. Easter Parade to be organised. Town Centre Retail Working Group considered Louth Town Action Group's proposals for a town centre hub.
• Provide good quality, cost-effective services to help meet the needs and wishes of residents.	✓	•	New cemetery fees implemented May 2026.
• 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.	✓	•	Verges, Cem and HH cuts undertaken. Town planters looked after year-round. Free flower baskets provided to town centre businesses. Tour of Britain themed décor erected throughout town Sept 2026. Arrangements for Christmas tree decoration discussed. Meeting

			and supporting neighbours of 160 Eastgate.
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• Encourage and assist other bodies, voluntary organisations and partners to provide services that support the above.	✓	•	Ongoing support of Park Avenue Play Park. LRSP grant £20,000. Land off London Road leased to Louth Athletics Club. Support Flood Alleviation Scheme with maintenance contribution. Donation of £18,772.26 to St. James' for roof repairs. Distributed grants to Waveform Arts (£500) and C.H.A.S.E. (£2,000). Emergency Plan adopted in conjunction with CERT.
• Promote the best interests of the town for the betterment of the local community.	✓	•	Year-round meetings, posting to FB and website
CORPORATE OBJECTIVES			
To develop the vitality, viability and positivity of the town.			
• 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.	✓	•	Organising Remembrance 2026 based on RBL and LCC feedback from 2025 and meeting with East Lindsey Safety Advisory Group. Town Centre Retail WG met with ELDC reps. Town Centre walkaround with ELDC re. Town Centre Heritage Scheme ELDC Sept 2026. Cllr meeting with ELDC Place Reps. Meeting and walkaround of 160 Eastgate with residents and Morrisons representatives. Submitting no objection to EGL5 June 2026. Police consulted re. Anti-social behaviour in the town.
• 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.	✓	•	Achieved by working with LCC, ELDC, LRSP/MV, EA, Louth Town Action Group, grant recipients, RBL, Trinity Church, St. James' Church, Police, Louth Lions, Louth Rotary, Louth Male Voice Choir, Louth Salvation Army. Grants to CHASE and Waveform.
• To champion the provision of sufficient suitable affordable homes for people with local connections	✓	•	Achieved by Planning Committee and PWG making comments on

to Louth, whilst safeguarding the environment in and around Louth from inappropriate development to maintain it for future generations.			planning applications, tree preservation orders, TRO's etc.
• 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.	✓	•	Achieved by working with the Friends of Park Avenue Play Park, ELDC, LRSP, Louth Athletics Club. Grant applications to CHASE and Waveform Arts. Ongoing work at HH. Funds to St. James' Church. Tour of Britain event and Christmas Lights Switch On.
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• To work with others to protect the town and its residents from the impact of environmental change, including climate change.	✓	•	Reviewed Biodiversity Policy. Contacted Anglian Water re effluent in River Lud.
• Ensure the Town Council is efficient, skilled and uses innovative ways, within its powers, to provide services in the most efficient and effective way.	✓	•	Training for all Councillors and staff. LALC Training Bulletin circulated. Dissemination of information via FB and website increased.
• Improve the corporate image of the Council and promote democracy.	✓	•	Promotion of Council's activities frequently posted on FB.
• Lobby to improve strategic traffic management and road infrastructure.	✓	•	PWG and Planning Committee comments.
PRIORITIES / LEGAL AND BEST PRACTICE RESPONSIBILITIES			
Statutory Duties/Powers			
• Ensure that there is transparent information about payments, audit documents, budget and precept available.	✓	•	Published on website and in notice boards, if required.
• Comply with the law in completing annual accounts and audit activities.	✓	•	Published on website and in notice boards.
• 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.	✓	•	Reviewed annually, or when legislation requires.
• Continue to provide burials at Louth Cemetery.	✓	•	
• Continue to ensure assets are insured appropriately.	✓	•	Reviewed annually.
• Undertake headstone safety testing.	✓	•	Undertaken as a rolling process.
• Continue to provide allotments.	✓	•	
• Undertake staff DBS checks		•	To be started October 2026.
Corporate Development			
• Promote training and ongoing support for members of staff and councillors.	✓	•	Joined LALC ATS. LALC Training Bulletin circulated. Training record kept.

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• Ensure that the Council maintains relevant subscriptions to enable access to advice and training.	✓	•	Annual subscription to LALC/NALC.
• Ensure that data protection regulations are met.	✓	•	Data Map and policies reviewed June 2026 and published on website. Training undertaken by staff. Councillors to undertake training.
• Ensure that IT equipment meets requirements and support is in place.	✓	•	Council approved, in principle, purchase of tablets for Councillors July 2026 to be rolled out Nov 26.
• Ensure Civility and Respect Pledge parameters are met.	✓	•	Signed 23/24.
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• Maintain good governance adhering to relevant benchmarks to achieve Foundation Award requirements of the Local Council Award Scheme.	✓		Bronze Award achieved November 2025.
• 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		•	To be discussed by Council.
Communication and Consultation			
• Ensure website is kept updated.	✓	•	
• Improve the Town Council's Corporate Image	✓	•	Frequent FB posting to engage with public. Branding stickers for planters purchased. Two LTC banners purchased Sept 2026. LTC organised and publicised Tour of Britain event in Cornmarket. LTC market stall to be trialled.
• Enhance biodiversity and protect the environment at the Cemetery.	✓	•	Biodiversity Policy reviewed annually.
• Undertake a tree survey at Louth Cemetery		•	
• Represent the views and promote the interests of the people of Louth.	✓	•	Meeting with neighbours, local Louth groups and Morrisons re 160 Eastgate. Comments from residents read by Ward Councillors during Planning Application discussions.
• Engage with the community, local businesses, community groups and organisations in Louth.	✓	•	Festive Window, hanging baskets, working with the Friends of Park Avenue Play Park group, Louth Town Action Group, working in partnership with businesses and local groups for Tour of Britain promotion and event. Working with RBL, Louth Lions, Louth Rotary on Remembrance and Christmas Lights Switch On activities.

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• 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.		•	Policy to be considered. Survey of Hubbard's Hills users in preparation.
• 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.	✓	•	Answering calls/emails. Agreement to become an Arms Forces Friendly Council, implementation ongoing.
• Develop closer links with LCC and ELDC on joint interests such as town development.	✓	•	Use of Market Place electricity box. Meetings with Town Centre Retail WG. Organising of Tour of Britain event in conjunction with ELDC and LCC. Walkaround with ELDC Town Centre Heritage Grant Scheme. Cllr meeting with Conservation Officer.
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Maintaining and Improving the Built and Natural Environment			
• Investigate the repair, rejuvenation and repurposing of the Chapel at Louth Cemetery		•	
• Continue to maintain St. Aethelheard's Chapel.	✓	•	
• Improve aesthetics at the Cemetery	✓	•	Hedge cutting, grass cutting, strimming, planting, general tidiness, cem walk under construction, litter picking, bin emptying, cleaning of flood and William Brown memorials
• Maintain Civic Property such as robes, chains, mayor's boards and mace as required.	✓	•	New Mayor's Serjeant in post. Job description includes this.
• Maintain church clock	✓	•	Work ongoing.
• Fund electricity for church floodlights	✓	•	
• Continue to run the Lovely Louth Competition			Council agreed not to run competition in 2025 and instead purchased hanging baskets for businesses in town centre.
• Continue to run the Festive Window Competition	✓	•	
• Continue to provide floral enhancement in the town centre and look to expand where possible	✓	•	6-tier planter and town centre planters. Summer hanging basket initiative.
• Continue to cut the amenity grass on behalf of Lincolnshire County Council.	✓	•	
• Maintain Hubbard's Hills	✓	•	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, work to gabion baskets.

• Ensure that bins in its ownership are maintained and replaced if faulty.	✓	•	
• Liaise with other authorities if a new bin is requested.	✓	•	Ongoing negotiations with ELDC re. placement of bin on Virgina Drive
• Maintain benches and bus shelters in its ownership and replace, as necessary.	✓	•	New bench on Newmarket March 2026.
• Continue to ensure that its assets remain available for the enjoyment of sporting activities	✓	•	Work with LRSP/MV re. London Road astro turf site, Louth Athletics Club re. Pavilion on Council land.
• Assist residents in retaining, maintaining, improving and promoting the use of public spaces where possible and appropriate.	✓	•	Working with Friends of Park Avenue Play Park. Planters year round. Purchase of hanging baskets for businesses.
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• Develop a planned maintenance approach to Council assets.	✓	•	Necessary work identified in SH survey. Work undertaken. Weekly check lists in use re. van, SH, HH and Cem. Maintenance funds included in budget where identified.
• Engage with the community on issues related to the environment and climate change.	✓	•	HH memorial trees planted. HH survey planned.
• Maintain the Market Place electricity box	✓	•	
• Look to obtain a grant for town centre improvements	✓	•	LTC joined Town Centre Heritage Grant Scheme Sept 2026.
Supporting the Safety and Wellbeing of Residents			
• Continue to provide funding to the Louth Citizen's Advice Bureau		•	£1,100 to be released in March 2027.
• Continue to contribute to Louth's Flood Alleviation Scheme to ensure its continuation		•	Funds to be released in April 2027.
• Continue to support LRSP financial on an annual basis to a maximum of £20,000		•	£20,000 to be released December 2026.
• Work with and support local groups for the improvement of the facilities, environment and social and economic wellbeing in the community.	✓	•	Continuing to support LRSP financially on an annual basis to a maximum of £20,000. CHASE granted £2,000. Ongoing support of Friends of Park Avenue Play Park. Assist RBL in Louth's Remembrance Parade. Work with Trinity Church making food bank referrals and publicising their schemes. Lease of land to Louth Athletics Club.
• Provide grants to local organisations through its yearly grant giving exercise	✓	•	Grants open year-round. CHASE £2,000, Waveform Arts £500.
• Continue to erect and maintain reactive speed signs	✓	•	

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Tradition and Culture			
• Continue to provide Christmas lights and a feature Christmas tree for the town.	✓	•	Light switch on being organised for 2026.
• To organise a free to attend Christmas Light Switch On event for the town.	✓	•	Switch on event including carols and a service to take place 27th November 2026.
• Continue to uphold Civic Traditions such as Civic Sunday and Mayor Making	✓	•	
• Continue to organise and facilitate the town's Remembrance Sunday parade and church service	✓	•	
• Continue to look after Louth's War Memorial	✓	•	Decorated seasonally and work to trees planned in 26/27.
• Maintain Louth's 7 handmade, wooden entrance signs.	✓	•	
Working for Louth's Future			
• Consider how best to review Louth's Town Plan.		•	Planning Committee to consider
• Work towards the revisions		•	
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• Develop a Neighbourhood Plan		•	Planning Committee to consider
• Engage with community groups and individuals to help shape the Council's plans for the future.	✓	•	Working with Friends of Park Avenue Play Park, Friends of St. James', LRSP, Louth Run For Life.
• Develop proposals for enhancement of the town centre with LCC and ELDC.	✓	•	Town Centre Retail Working Group met with ELDC re Vital and Viable. Worked with ELDC and LCC re Tour of Britain. Cllr meeting with ELDC Conservation Officer.
• Encourage residents to extend their time in the town centre by encouraging shops to offer discounts/organising events in the marketplace to attract visitors	✓	•	Town Centre Retail Working Group discussed parking with ELDC. Tour of Britain event in Cornmarket organised in conjunction with neighbouring cafes and shops. Christmas light switch-on event being planned.
• Arrange for the Love Louth webpage to be updated		•	In progress.
• Develop a new management model for Hubbard's Hills	✓	•	Management taken in house December 2024, suggest should be considered again when results of Government Reorganisation are known.