



ACTION PLAN

2025 - 2026

Description	Key Actions	Timescale	Budget	Resources	Lead Officer
Promote Community Engagement & Democracy					
Councillor/Staff training programme	Plan In-House Training Councillor skills training	Dec-26	£3,000	CALC	Town Clerk
Neighbourhood Priority Statement	Further community consultation	Dec-26	tbc	CC Feedback	Town Clerk
Update and improve Council website and social media	Revised website and improved social media posts	Dec-26	tbc	External guidance/training	Town Clerk
Upgrade Council computer systems	Seek external advice and recommendations	Dec-26	tbc	External guidance	Town Clerk
Obtain Local Council Award Scheme - silver	Check current delivery to award criteria	Dec-26	0	NALC	Town Clerk
Description	Key Actions	Timescale	Budget	Resources	Lead Officer
Promote Lostwithiel's Economy					
Progress devolution of Cattle Market car park	Undertake due diligence and continue conversations with CC	Dec-26	Devolution EMR	CC	Town Clerk
Increase wherever possible parking within the town	Instigate further discussion with CC regarding progressing the PJA recommendations	Dec-26	Car parking EMR	Local Highways	Town Clerk
Work with organisations to build a town brand	Arrange an initial discussion with representatives of Lostwithiel Business Group	Dec-26	Administration budget	Loswithiel Business Group	Town Clerk
Description	Key Actions	Timescale	Budget	Resources	Lead Officer
Promote Active Travel & Public Transport					
Explore all options of cycle paths/routes and cycle parking	Set up a sustainable transport consultation event and engage local organisations	Sep-26	Neighbourhood Plan	Outside organisations	Town Clerk
Ensure new website provides links to Town trails, PROW network	Add the flexibility to add links as a specific website requirement. Add to website design brief	Dec-26	Office EMR	Website Designer	Town Clerk
Make enquiries with rail company regarding a promotional leaflet for Lostwithiel Station	Contact rail company	Dec-26	Administration budget	GWR	Town Clerk
Initiate plans which improve Lostwithiel's connectivity	Engage with transport organisations	Dec-26	Administration budget	Outside organisations	Town Clerk

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Protect Lostwithiel's Heritage					
Ensure that the Local Planning Authority adheres to guidance in the AECOM Design Codes, the NDP and NPS	Ongoing by ensuring the Town Council continues to respond to every planning application	Ongoing	0	Existing procedures	Town Clerk
Continue to pursue funding to enhance the three Listed Buildings owned by Lostwithiel Town Council	Regular meetings of the Listed Buildings Committee	Dec-26	Match funding available from Listed	Grant applications	Town Clerk
Description	Key Actions	Timescale	Budget	Resources	Lead Officer
Protect Lostwithiel's Environment and Improve Biodiversity					
Actively engage with South West Water to ascertain current. medium- and long-term plans to reduce use of sewage outfall	Contact SW Water quoting the data available	Jun-26	0	Outside organisations	Town Clerk
Encourage tree surgeon to enhance biodiversity at Shirehall Moor	Already included in tree surgeon tender	Feb-26	Included in tender document	Tender document	Town Clerk
Consider the introduction of bug hotels	Request mandate to purchase from Council	Apr-26	Neighbourhood Plan		Town Clerk
Introduce wildlife corridors/areas in Town Council owned green spaces	Discuss with existing contractor best locations. Work towards developing these areas	Nov-26	Included in tender document	Tender document	Town Clerk
Tree Survey	Instruct Tree Surveyor to inspect Council trees. Prepare a tree surgery tender document to ensure recommendations are implemented	Feb-26	Tree budget	Tender document	Town Clerk
Description	Key Actions	Timescale	Budget	Resources	Lead Officer
Protect The Community Through Access To Services & Facilities					
Continue with objective to update play equipment	Maintain liaison with local schools regarding their proposed piece of equipment Contact both Primary Schools and set up a consultation event to display their feedback and invite further feedback from other residents	Dec-26	Administration Budget	Schools/ Community Engagement	Town Clerk
Promote walking trails and strive to improve connectivity	Ensure trails are promoted on website and social media channels Ensure this is included as an essential requirement of any new website design	Dec-26	Neighbourhood Plan	Website Designer	Town Clerk
Promote Library	Recruit robust rota of volunteers Plan peer to peer training & Cornwall Council intranet training resources	Jun-26	Administration Budget	Cornwall Libraries	Town Clerk
Promote Flood Plan	Inform the Town's residents Recruit Flood Wardens Plan training with the assistance of Cornwall Community Flood Forum	Jun-26	Administration Budget/Flood EMR	Cornwall Community Flood Forum	Town Clerk