

Action Plan 2026-27

The following Action Plan seeks to identify and prioritize activities and objective of Wickford Town Council. It is not an exhaustive list and does not take into account of or consider services and responsibilities already being delivered by Wickford Town Council.

Identified projects are budgeted for to remain within agreed budgets as the high level of reporting and financial control is recognised.

WTC – Wickford Town Council; ECC – Essex County Council; BBC – Basildon Borough Council

Aim	Objective	Action	Committee	Budget 2026-27
Engagement and Partnership To communicate with residents	To encourage engagement, participation and to inform residents of the actions of the Town Council	Hold annual events	Environment & Leisure	Events £18,000
	Work with residents, businesses and community organisations	Town Council's Grants Scheme - Scheme adapted to allow for year round applications	Finance & Resources	Grants £10,000
	Encourage people to participate in decision-making processes	Meet Your Town Councillors events		Within Office budget
	Engage and develop links with partner organisations and authorities – ECC, BBC, Essex Police	Publish meeting Agendas and Minutes		No cost to WTC
	Keep residents informed of Council business	Hold regular meetings with BBC Officers and Essex Police share information		
	To raise the profile of the Town Council	Produce Annual Report and twice yearly newsletter		£4,000
		Use of Town Council's website, social media, noticeboards and local publication – Wickford Town News		
		Town Council office – open 5 days a week, based in the High Street	Council	£29,355 Plus salaries

Services To keep the Town clean and tidy	To make the Town of Wickford a pleasant place to live, increase the visual impact and promote pride in the area	Employ an Environmental Services Operative – recruiting Feb/March 2026 Support community litter picking Highways Issues reported to Essex County Council	Environment & Leisure Personnel	Within Salaries budget No cost to WTC
Duties and Responsibilities To maintain and review all relevant policies To regularly review Council finances To meet audit requirements	To ensure compliance with legislation and support the running of the Town Council To ensure openness and transparency regarding financial decisions to ensure public money is safeguarded and spent responsibly To ensure openness and transparency that legal and financial responsibilities are being met	Policies are reviewed annually and bi-annually in line with Standing Orders Annual review of Financial Regulations Budget and Precept process is published on the Town Council's website Appointment of Internal Auditor Complete AGAR Publish all required documents including period for public inspection	Finance & Resources	Within office budget £1,100
Community Safety				
Recruitment of Community Special Constables	To make the residents feel safe and secure by visible officers	Promotion through Town Council's website, social media, noticeboards and local publication – Wickford Town News	Council	Earmarked Reserve £2,000
Street Wardens (Community Safety Officers)	To enhance public safety Promote community cohesion Improve the perception of the fear of crime	Working in partnership with the Police, Fire and Crime Commissioner (PFCC) 12 months agreement for 2 Street Wardens 3 days a week Start date 1 October 2025	Council	Earmarked Reserve £31,334

Working Together	Objective	Action	Committee	Budget 2026-27
Car Parking	Working together to improve services and facilities for Wickford residents To support the High Street businesses, local economy and Wickford Market	Working with Basildon Borough Council Financial support for 2 hour free parking in the main car park at the weekend	Council	Earmarked Reserve £10,000
Wickford Area Committee	Working together to improve the services and facilities for Wickford residents	Working with the Wickford Area Committee	Council	
Wickford BID	Working together to improve the services and facilities for Wickford residents	Working with the Wickford BID on joint events and initiatives	Council	
Representation on Outside Bodies: • Association of Basildon Local Councils • Basildon Borough Council's Local Council Liaison Group • Essex County Council Transport Forum • Wickford Town Centre Task Group	Working together to improve the services and facilities for Wickford residents	Working together on joint events and initiatives	Council	

Neighbourhood Planning	Objective	Action	Committee	Budget 2026-27
To respond to all local planning applications or consultations that may affect the Town	To ensure responsible development within the Town and encourage local engagement with consultations	Planning applications are considered at monthly Planning and Infrastructure Committee meetings Promote local consultations on Town Council website and social media Development of Neighbourhood Plan for Wickford – commenced November 2023	Planning & Infrastructure	Within Office budget £2,500 Earmarked Reserve £20,000
Neighbourhood Plan for Wickford	Develop a Steering Group consisting of residents and businesses from the local community	Promotion through Town Council's website, social media, noticeboards and local publication – Wickford Town News	Planning & Infrastructure	£2,500 Earmarked Reserve £20,000

Events	Objective	Action	Committee	Budget 2026-27
Events	To encourage engagement, participation and to inform residents of the actions of the Town Council Work with residents, businesses and community organisations	Programme of events planned for 2026	Environment & Leisure	£18,000
Development of Wickford Market	To encourage and engage with residents and local businesses	5 year lease from BBC from June 2025. Provide High Street market days including speciality markets	Market	£7,000 Earmarked Reserve £12,000

Christmas Lights	To enhance the High Street during the festive period, making Wickford a place to visit	Christmas lights contract for 3 years 2026-2028 including a real Christmas Tree	Environment & Leisure	£14,300
Annual Remembrance Parade	To provide financial support for the Annual Remembrance Parade in Wickford	To work with the Wickford branch of the Royal British Legion who organise the annual event	Environment & Leisure	£4,500

Projects	Objective	Action	Committee	Budget 2026-27
Public Realm improvements	To make the Town of Wickford a pleasant place to live, increase the visual impact and promote pride in the area	i. Seek quotations for replacement/repair of black and black & gold railings in the High Street	Environment & Leisure	Projects £20,000 Street Furniture £1,000
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ii. Concrete Planters Tresco Way	Planters to restrict parking on the grass verges	ii. Order placed Nov 2025		Earmarked Reserve Projects £20,000 Street Furniture £4,450
iii. Bollard maintenance		iii. Survey all bollards		
iv. Bench replacement		iv. Survey al benches – work with Wickford Area Committee		
v. Pedestrian access to the High Street	Improved access from the main car park to the High Street	v. Work with Wickford Area Committee		
vi. Nevendon Recreation Ground	Improve skate park facilities and general sports facilities at Nevendon Recreation Ground	vi. Continue discussions with BBC regarding improvements to the skate park and basketball hoop in Nevendon Recreation Ground		
vii. Welcome to Wickford signs				Funding to be approved
Public Rights of Way (PRoW)	To help keep the current PRoW in Wickford clear of obstruction enabling residents use for walking, cycling or riding	Work with Essex County Council Set up community group of volunteers Survey all current PRoW	Environment & Leisure	Funding from ECC

New path link from Wickford Memorial Park to Battlesbridge	Town benefit with neighbouring Parishes	Working with BBC and neighbouring Parishes	Environment & Leisure	Project funding
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Other Services	Objective	Action	Committee	Budget 2026-27
Trees and Hedges	To improve the biodiversity of the town by way of planting more trees, hedges and bulbs To improve the visual impact to the town	Working with ECC and BBC to achieve this	Environment & Leisure	£7,000 Earmarked Reserve £5,000
Floral Displays	To improve the look of the High Street and other surrounding areas Hanging baskets and planters	Working with the volunteer group, Wickford in Bloom	Environment & Leisure	£12,000
Allotments	To help with social isolation and mental health issues, to create a sense of place and well-being	To engage with BBC for the take over of the allotment site in Market Road and Barn Hall	Environment & Leisure	£5,048
Development of Community Speed Watch group	To increase visual impact and prevent accidents	Promotion through Town Council's website, social media, noticeboards and local publication – Wickford Town News Group established and regular traffic monitoring to take place	Planning & Infrastructure	
Blue Plaque Scheme	To commemorate people, events or buildings in Wickford	2 locations selected in 2025, fitted in 2026	Planning & Infrastructure	£800 (one per annum)