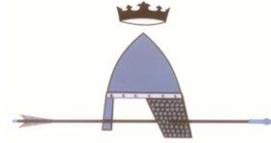




Battle Town Council



**MINUTES of the extra ENVIRONMENT COMMITTEE MEETING
held on Tuesday, 24 May 2016
at The Almonry, High Street, Battle at 7.30pm**

Present: Cllr G Favell – Chairman
Cllrs J Boryer, C Davies, P Fisher, D Furness, J Gyngell, M Howell and
M Kiloh.

In attendance: Deputy Town Clerk (DTC)

1. **Apologies for Absence** – Cllrs R Jessop and J Reeves.
2. **Disclosure of Interest** - None.
3. **Minutes of Previous Meeting held on 29 March 2016.** Cllr Kiloh proposed approval of the minutes, seconded by Cllr Davies and agreed unanimously. These were duly signed by Cllr Favell.
4. **To agree Co-ordinators for:**
 - Abbey Green and Churchyard – Cllr Paula Fisher;
 - Allotments – Cllr Claire Davies;
 - Cemetery – Cllr Glenna Favell;
 - Cemetery Chapel – Cllr Margaret Kiloh;
 - Recreation ground – Cllr Jill Gyngell;
 - Pavilion/café – Cllr Jo Reeves;
 - Street furniture and lighting – Cllr Margaret Howell;
 - Trees and Shaws – Cllr John Boryer.

These were agreed unanimously.

5. **To review membership and agree terms of reference for:**
 - Cemetery Working Group
 - Town Improvement Group

These were agreed as attached.

The Committee agreed that the Football Pitch Working Group has completed the task and could be discharged.

6. To discuss and agree purchase of additional and replacement machinery

The Chairman recorded her thanks to the Deputy Town Clerk for the time and effort put into collating the information for the various projects currently being undertaken.

The DTC had circulated a report highlighting the immediate need for an additional ride-on mower. This was to facilitate the extra work now being undertaken by Council work staff. It was also noted that the existing Etesia is approximately 19 years old and is showing signs of wear and tear. Investigations had been made and advice sought from contractors and a representative from Sussex FA to identify the right machine for the Council's requirements. This had led to recommendation of a Kubota GR1600 II. **Cllr Favell proposed that the Kubota 1600 II be purchased at a cost of £5,650. This was**

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seconded by Cllr Kiloh and agreed unanimously.

The report also stated that since the employment of a third member of outside work staff, it has been necessary for a personal vehicle to be used on Council business. A generous mileage allowance is made to the employee. It was also acknowledged that a Massey Ferguson 374 fruit tractor purchased in 2013 is not being fully utilised. The work staff had identified the need for a vehicle that can be driven both on and off road, would carry loads such as compost, tree branches and general rubbish, be used for the water bowser and could also tow a trailer when required. Visits were made to Rother District Council's contractors to identify the vehicles used and to ascertain the differences in abilities of electric and diesel versions. Comparisons were made between a Kubota RTV X900TR and Kawasaki Mule Pro DX. Based on availability, size of load bed and overall cost, the Kawasaki Mule Pro DX offers best value. The supplier had also offered a good trade in value for the tractor. This would result in a net cost for the Mule of £5,995. **Cllr Favell proposed that F&GP be requested to transfer £6,000 from reserves to facilitate the trade-in of the Massey Ferguson 374s fruit tractor and purchase of Kawasaki Mule Pro DX at a net cost of £5,995. Cllr Howell seconded this proposal and agreed unanimously.**

7. Chapel – Workshop/Store/Restroom

Cllr Favell proposed that the DTC has delegated authority to authorise the work for the essential chapel repairs, including the provision of heating, as agreed at the last meeting, to a maximum of £49,000. Cllr Howell seconded this proposal and agreed unanimously.

Members were reminded that various options for the re-siting of a store/restroom have been explored to enable the **refurbishment of this side of the Chapel**. One quote has been received to provide a kitchen, WC and heating with 2 others awaited.

The DTC confirmed that the land at the **cemetery** which had been identified as being most suitable for a **replacement store** is only on lease for a further 23 years. Close to the existing compost area has been suggested as an alternative site. Quotes have been requested for a timber store and are awaited. **Cllr Howell proposed that the DTC endeavour to re-negotiate a further long term lease for the woodland at the cemetery to provide a store and WC facility. This was seconded by Cllr Fisher and agreed unanimously.** These items will be discussed at the next meeting.

During a recent site visit by some Members of the Environment Committee it had been suggested that one of the store units at the recreation ground could be utilised as a store for equipment used at the recreation ground and other areas. Upon further investigation and discussion with the work staff, it was evident that the large facility (previously a workshop) could be adapted for use as a workshop, store and staff restroom. Although currently used by Battel Bonfire Boyes for storage, they had agreed to move their items to the smaller store (Marley Garage) within the next couple of weeks. Quotes are awaited for an insulated restroom with a small kitchen area together with further lighting and electricity points throughout to enable workshop and storage facility. Members agreed that more presence on the recreation ground would be beneficial. The issue of year-round access was raised and it was agreed that the Town Clerk be asked to ascertain whether BTC has a legal right of access to the recreation ground via Asten Fields and, if not, to obtain permission from the land owner. The DTC reminded Members that there would still be a store facility at the Cemetery and that only light equipment and the mower for the recreation ground (not used during very wet periods) would be stored at the recreation

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ground. The work staff would park at the recreation ground car park and do not foresee an issue with access. **Cllr Favell proposed that the DTC has delegated authority to procure a suitable internal structure to provide a restroom for the grounds staff within the storage facility at a maximum cost of £10,000. This cost to be taken from the PWLB loan to allow the Chapel to become a public area. This was seconded by Cllr Fisher and agreed unanimously.**

8. Pavilion – Accessible toilet facility

The Committee had previously agreed that the existing 'ladies' toilets within the Pavilion should be adapted to provide an accessible toilet facility that could be open to the public during daytime hours. A budget of £6,500 had been agreed to include the adaption, cleaning and the locking/unlocking of the facility. Two written quotes for £5,000 and £6,308 have been obtained with a third awaited. It was noted that all labour costs, such as cleaning, are now taken from the F&GP budget. The DTC was asked to contact Rother District Council's service provider to enquire whether this facility could be added to their schedule and at what cost. The Committee agreed that any excess funds required for the conversion should be taken from the Pavilion and Recreation Ground general maintenance budgets. **Cllr Favell proposed that the DTC has delegated authority to award the work to a maximum of £6k and that any excess funds required are taken from the Pavilion and Recreation Ground General Maintenance budgets. This was seconded by Cllr Davies and agreed unanimously.**

9. To discuss further proposals for the Abbey Green from the Town Improvement Group

Cllr Kiloh reported that English Heritage(EH) had agreed that hanging baskets could remain on existing poles on the Abbey Green but that no additional trees on the west site of the Abbey Green would be accepted. TIG had discussed various options and **Cllr Kiloh, on behalf of TIG proposed:**

1. the refurbishment of the seats. This would involve cleaning, sanding and re-oiling as appropriate. It was suggested that the Community Rehabilitation Company (Community Payback team) could provide some assistance with this project. Cllr Fisher offered to meet with the Council's work staff to help with the first seat to ensure all were completed to the same specification. **Members agreed that the seats on the Abbey Green should be refurbished by the end of July;**
5. the removal of the 'waterfall' planter to another location. This was agreed unanimously.
4. the relocation of the old oak planters, once refurbished by Beautiful Battle, elsewhere in the town. Subject to these remaining the property of BTC, this was agreed.
2. the planting of the three hornbeams ordered from English Woodland in the new planters and their situation as follows:
 - one to complete the line of the trees on the east side of the Abbey Green to block a current vehicle entry point. It was agreed to ask Marilyn Waughman to request the permission of EH for this;
 - two on the broad area of the pavement on the west side of the Abbey Green replacing two of the concrete planters (these to be relocated further along the pavement). It was agreed that the DTC to apply to East Sussex County Council for a licence for this. She was also asked to contact Mrs Burtons Restaurant and Tea Rooms and other adjoining proprietors for their approval to the scheme;
3. the purchase of a further six planters in the same design as those already bought at

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a cost of approximately £1,000. EH had agreed to the replacement of the Oak planters on condition that all are replaced simultaneously. These would therefore substitute the existing small planters. Cllrs Howell and Kiloh agreed to sponsor one tub each. Concern was expressed at the Tubs and Roundabout budget being used so early in the financial year but it was highlighted that these items are a long lasting investment for the town. **It was agreed that four further tubs should be purchased from the Tubs and Roundabout budget;**

Members were reminded that it had been agreed at the previous meeting to ask F&GP to transfer £10,000 unspent in the previous year to Environment reserves. The Chairman will raise this at the next F&GP meeting.

10. Matters for information / future agenda items

Cllr Boryer reminded Members of the work that has been carried out at **Mansers Shaw** and suggested a site visit. This will take place prior to the next meeting at 7pm, meeting at the entrance close to the recreation ground. He also asked that the **Amenity Field** be placed on the next Agenda for discussion as an important environmental link to Mansers Shaw.

Members highlighted the **poor condition of the High Street**. Of particular note are the weeds on pavements and the poor state of 1066 Butchers' shop front. The DTC was asked to raise the latter with RDC, noting that they are landlords for this property.

The Chairman noted that **Battel Bonfire Boyes** have been granted permission to have a **car boot sale** on the Recreation Ground on a monthly basis to 25 September 2016.

11. Date of next meeting: Tuesday 21 June 2016

The meeting closed at 8.50pm.

Cllr Favell
Chairman

