



# Battle Town Council



## MINUTES of the ENVIRONMENT COMMITTEE MEETING held on Tuesday, 6 June 2017 at The Almonry, High Street, Battle at 7.30pm

**Present:** Cllrs G Favell (Chairman), J Boryer, D Furness, M Howell and J Reeves.

In attendance: Carol Harris (Town Clerk)

- 1. Apologies for Absence** – Cllrs P Fisher and J Gyngell.
- 2. Disclosure of Interest** – None.
- 3. Minutes of Previous Meeting held on 7 March 2017** were approved by Members and duly signed by Cllr Favell.

#### **4. Matters arising from previous meetings, not on this agenda**

The Clerk reported:

- the carpet and the cupboard have been fitted in the Ceremonies room;
- the defibrillator supplied by the Neighbourhood Watch group has been erected at the entrance to Virgins Croft allotment;
- patching work on the Abbey Green has been completed;
- there have been several incidents of vandalism at the accessible toilet: all have been reported to the police; extra monitoring is taking place and repairs undertaken;
- reports of vehicles parking in the car park with their lights aimed at the MUGA to enable games to be played. Litter, including evidence of drug use is more frequently being left. The police have been informed of this.

#### **5. Correspondence & communications**

The Clerk reported correspondence from Watch Oak allotment tenants that sheep have been accessing the site. Efforts to identify the owner of the adjacent land and the sheep are continuing. It was highlighted that the owner of the land is responsible for maintaining the boundaries to a condition preventing livestock ingress.

#### **6. Allotments**

- The Clerk confirmed that **current vacancies** are: Cherry Gardens – 4; Netherfield Hill – 0; Virgins Croft – 4; Watch Oak - 10.
- The Action Plan for Allotments was agreed as attached. It was suggested that the Senlac Allotment Association should be consulted in relation to pathway improvements.
- Cllr Favell agreed to representative the Council on the Senlac Allotments Association Committee.
- Members responsible for undertaking routine inspections were agreed as:

Cllr Favell	-	Cherry Gardens and Watch Oak.
Cllr Boryer	-	Netherfield Hill;
Cllr Furness	-	Virgins Croft;
- The judging criteria for the Allotment Competition was discussed and approved as attached.
- In light of the general knowledge of activities at the allotment sites, the judges for the Allotment Competition were agreed as:

Most improved	-	Michael Deboick
All other categories	-	Michael Deboick, Jane de Garston, Cllr Favell

# Battle Town Council

## 7. Cemetery

- a) It was agreed to add the renovation of the mortuary to the Action Plan for the Cemetery and the document was approved as attached. Cllr Favell confirmed that the natural burial area will be maintained as a wild flower meadow.
- b) Members agreed the revised Application Form for Interment as attached.
- c) In response to a request from the Dean to consecrate some areas of the New Cemetery, Members considered that there are approximately 70 consecrated burial and ashes plots in the existing cemetery which, with current take-up, will be enough for more than 2 years. It was acknowledged that there are currently no plots for babies and children in consecrated land. **Members agreed to recommend to Full Council that one half of the Children's Cemetery is consecrated now and that the data from the revised Application Form for Interment are collected for a period of at least two years, in order that an informed decision can be made regarding the proportion of spaces that needs to be consecrated to meet the requirements of the residents. However, in the sad event that the plots in the consecrated areas of the Old Cemetery are unexpectedly used prematurely, the decision will be brought forward.**
- d) Members agreed that the remit of the Cemetery Working Group is now complete. Cllrs Favell, Howell, Kiloh and David Wilson were congratulated on their brilliant work. The Clerk was asked to write to David Wilson expressing the Council's gratitude.
- e) Members agreed to the opening of the New Cemetery on 23 June at 4pm. It was hoped that the MP would be available. All arrangements as agreed at the previous meeting.
- f) Members agreed to pilot a Friends of Battle Cemetery group to meet monthly; aiming to provide a support network for the bereaved. The group could undertake some minor upkeep (such as removing dead flowers, maintaining graves that are no longer cared for, dusting furniture) and then enjoy a chat over tea and biscuits in the Ceremonies Room.
- g) Members approved the Cemetery website and agreed that it should "go live" upon adding that Chapel can seat 40 people.
- h) Members agreed the Cemetery leaflet as attached and discussed advertising options for the new facilities in the Cemetery. These were agreed as: Funeral Directors; Churches; Parish Magazines at Battle and Netherfield; Solicitors; Aspect County; Rother Bulletin and the Council's Newsletter.

## 8. Recreation Grounds

- a) The Action Plan for the Recreation Grounds was agreed as attached.
- b) The notes from the Concept Design meeting subject to the addition of Cllr Reeves as present were noted, as attached.
- c) Battle Baptist Football Club have requested permission to purchase new, modern goals for the football pitch. Subject to the understanding that these will be subject to the Council's safety inspection and would be removed if deemed unsafe, this was agreed. The Clerk reported a negative email relating to the lack of maintenance carried out since the end of the football season. She confirmed that the Club had been informed that quotations for recommended works are awaited. **Members agreed to delegate authority to the Clerk to arrange for work to the pitch and to request a contribution from the BBFC.**

*Cllr Furness left the meeting at this point.*

- d) Feedback had been received from Battle & Langton School's Council regarding the castle-themed play equipment. It was felt that the consultation should be extended and a display in the bandstand in Market Square after school would be a good opportunity to obtain this. The Clerk was asked to obtain clarification of safety, longevity of the equipment, the in-ground construction and a scale design for this purpose. **Members agreed that grant applications should be made.**

# Battle Town Council

- e) The formation of a Recreation Grounds Working Group was agreed as Cllrs: Favell; Gyngell and Reeves plus additional external members as required. The Terms of Reference were agreed as attached.

## 9. Street Furniture & Lighting

- a) The Action Plan for Street Furniture & Lighting was agreed, as attached.  
b) The Clerk was asked to obtain further information in relation to the recommendation of the street lighting contractor to replace sodium with LED lamps for the next meeting.

## 10. Remainder of BTC's Estate

- a) The Action Plan for the remainder of BTC's Estate was agreed, as attached.  
b) Cllr Favell reported on an informal meeting with Natasha Williams at English Heritage regarding the use and upkeep of Abbey Green. Members noted that EH are happy with improvements made on the Abbey Green and do not foresee any reason why the Agreement to manage the area will not be renewed. Cllr Favell highlighted the willingness to collaborate on colour schemes, particularly if there are any special occasions or anniversaries coming up. The Clerk was asked to keep EH informed of upcoming events on the Green.

## 11. Budget report

The income and expenditure to 31 May 2017 was noted. Members asked that any item out of a 15% limit be produced to Committee in detail. **The Clerk was asked to liaise with Cllr Boryer to identify and purchase a wood chipper up to the budget limit of £10,000.**

## 12. Matters for information / future agenda items

Cllr Howell reported that she is currently renovating a picture frame that will be reinstalled in the Ceremonies room shortly. Cllr Favell confirmed that an old map of the cemetery has been reproduced and will be framed prior to the Opening event.

- Street lamp conversion from sodium to LED
- Term for Deed of Grant
- Polish War Memorial – maintenance of hedge and grass

## 13. Date of next meeting: 1 August 2017

There being no further business the meeting closed 9.15pm.

Cllr G Favell  
Chairman