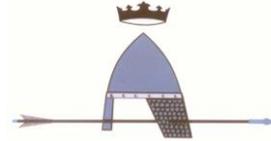




Battle Town Council



MINUTES of the ENVIRONMENT COMMITTEE MEETING
held on Tuesday, 24 March 2015 at The Almonry, High Street, Battle at 7.30pm

Present: Cllrs J Boryer, G Favell, D Furness and M Kiloh.

1. **Apologies for absence** - Cllrs T Hall, J Sydes and D Wilson
2. **Disclosure of interest** - None.
3. **Minutes of previous meetings** – the minutes of the Estates committee held on 27 January 2015 were proposed by Cllr Favell, seconded by Cllr Furness and duly signed by Cllr Favell.
4. **Matters arising** – The Town Clerk reported that he had discovered a felling license from the forestry commission was free to apply for. Cllr Favell reported the drain in Mount Street car park had now been fixed. Members discussed the war memorial, and how the best way to ensure the missing names were properly recorded, with any recommendation needing the approval of the Dean. Cllr Boryer reported there were still four lights in Netherfield which had not been changed to the soft white lighting. The final phase of the lighting project was due to start soon, and the Town Clerk was asked to request these lights were changed during that part of the project.
5. **Correspondence & communications** - none
6. **Allotments** – Cllr Favell reported that due to increased work commitments, Cllr Wilson was unable to attend allotments association meetings anymore. Cllr Wilson also requested dividing up responsibility for completing the inspections on each of the allotments sites.
Members agreed that in future, the allotment inspections would be conducted by Cllr Wilson at Watch Oak, Cllr Boryer at Netherfield, Cllr Furness at Virgins Croft and Cllr Favell at Cherry Gardens. The inspections would be co-ordinated to include a member of the grounds maintenance team and a representative of the allotment association. The Town Clerk was asked to check that all the plots are now clearly and accurately numbered. **Cllr Favell agreed to attend the allotment association meetings on behalf of the Town Council.**
7. **Cemetery** – Cllr Favell distributed a written report updating Members on the current situation, including the news that no further archaeological surveys were needed. Cllr Favell had spoken directly with the actual designer at CDSL and explained the changes that were needed to the plan. Some reports were still outstanding from CDSL, and the Deputy Clerk was chasing these up. **The Town Clerk was asked to obtain a quotation for a specialist surveyor to assess the chapel building.**
8. **Committee maintenance responsibilities** – Members had received a comprehensive list from Cllr Wilson of maintenance requirements across each of the sites the committee were responsible for. Questions were asked about the existing checking process completed by the maintenance staff, and **the Town Clerk was asked to investigate and confirm the existing procedure, along with details of any outstanding issues from the last annual inspection report.** Members discussed the maintenance schedule for memorial benches and agreed these should be maintained annually. **The Town Clerk was asked to prepare a definitive list detailing the locations.** Members agreed that the cemetery headstone inspection should be conducted annually, and that once a date had been agreed, a team of staff and Members would complete the inspection.
9. **Town Improvement group** – Cllr Kiloh reported the outcome of the group's most recent meeting. The group had agreed to be a working group of the Town Council, reporting regularly to the Environment committee and occasionally to other committees as appropriate. The group put forward a proposal for a memorial in the vicinity of Abbey Green, similar to the stone memorial in

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Saint Valery sur Somme. Whether it could be placed directly on Abbey Green or not would depend on agreement from English Heritage. Funding for the memorial would be raised by subscription. **Members agreed the scheme in principle, subject to confirmation of the design and exact location.** The group also wanted to place additional Versailles planters on Abbey Green, to contain hornbeams and other plants. The planters cost £350 each, and the group has already received sponsorship for 4 planters, with interest in another one. **Members agreed that the Town Council would sponsor one planter at a cost of £350.** The group had also received a suggestion for a design to be placed on the roundabout. Cllr Furness reminded Members that it had previously been agreed a competition would be held to encourage people to submit their ideas for the roundabout. The best of these would be made into models for members of the public to view and express their opinions on, before the Town Council made their final decision. Cllr Kiloh suggested that a possible source of funding to pay for the successful design may be through crowdfunding.

10. Sports and Leisure working group – Members noted this working group had yet to meet. Cllr Wilson was the convener, but Members acknowledged with his increased work commitments, he may not have the time to fulfil this role. The Town Clerk was asked to contact Cllr Wilson and check if he was still able to convene the group. If not, an alternate Member would take over this responsibility and arrange a meeting in the near future. Members agreed the working group should identify priorities for sports and leisure in Battle over the next five years.

11. Budget report – report was noted by Members.

12. Matters for information / future agenda items – The Town Clerk reported he was meeting with representatives of Battle Baptists Football Club on 25th March for an informal introduction and for the club to outline its ambition for the future. Members requested feedback at the next committee meeting. Cllr Boryer requested that the Sports and Leisure working group consider the idea of outdoor gym equipment, as previously discussed by the Town Council.

13. Date of Next Meeting: Tuesday 26 May 2015.

The meeting closed at 9.10pm.

Cllr Favell
Vice-Chairman

