



Battle Town Council



**MINUTES of the COUNCIL MEETING held on
TUESDAY, 16 September 2014 in
The Almonry, High Street, Battle, at 7.30pm**

PRESENT: Cllr M Kiloh – Chairman
Cllrs J Boryer, R Bye, J Eldridge, G Favell, D Furness, J Gyngell, T Hall,
M Howell, R Jessop, J Ormonde-Butler, S Pry, A Ratcliffe, J Sydes and
D Wilson.

Public Question Time

No members of the public were present. District/County Cllr Field was present and District Cllrs Davies and Dixon were present.

The Chairman opened the meeting by highlighting the times noted on the agenda as a guide.

1. Apologies for Absence – Cllr Palmer.

2. Disclosure of Interest Cllr Pry declared an interest in item 9, Planning minutes of 10 September, as an employee of Claverham Community College. Cllr Bye declared an interest in item 8 – public art installation, as a personal friend of the proposer.

3. Minutes of the Council Meeting held on 19 August 2014. Subject to amendments to Cllr Hall being added to those present; the date of Planning Committee meeting being 16 July and next meeting date 16 September, Cllr Wilson proposed approval of the minutes, seconded by Cllr Bye and agreed unanimously.

4. Matters Arising from Previous Meetings – None.

5. To Receive a Report from the County Councillor

Cllr Field reported that at a recent Cabinet meeting £18k had been budgeted for an action plan in response to Ofsted concerns in relation to the Authority's educational procedures. She confirmed that the manhole cover outside the Almonry has again been reported and asked that the forthcoming recruitment of foster carers be encouraged and promoted.

6. To Receive a Report from the District Councillors

Cllr Davis highlighted a forthcoming Scrutiny Committee meeting which would again be discussing the tender position for Tourist Information facilities.

7. Police Matters – Apologies had been received.

Cllr Kiloh suggested that, in the light of regular email communications being received from the Police, a representative need not attend every meeting but be invited twice a year unless there is a significant issue to be raised. This was agreed.

8. Correspondence and Communications

Members noted the **resignation of Cllr Paula Fisher** and felt that her exceptional service to the town over many years should be acknowledged. Cllr Jessop agreed to pursue a suitable form of recognition and the Chairman will write formally on behalf of the Council.

The Acting Town Clerk confirmed that the Council's **Insurance renewal** is due on 11 October. The existing provider has issued notification of a premium with a 10% reduction from the previous year. A further quote has been obtained. Both companies are eager to provide this

Battle Town Council

service. The Clerk was asked to contact a third insurance provider for comparison. She was authorised to compare and select the most economic, favourable cover.

Cllr Kiloh reminded Members that both the proposal for a **King Harold Statue** and a **public art installation** had been brought to the Council's attention previously. More information had now been provided. Councillors agreed the principle of art being an attraction but felt that the Abbey Green was not a suitable location. Various ideas were put forward and Cllr Kiloh suggested that this item should be taken on by the proposed Marketing Group. This was agreed.

An invitation had been received from the **Rotary Club of Battle** to take part in the **St Michael's Hospice 1066 Walk on 28 September**. The ATC will distribute the information to all Members.

9. Minutes of the Planning Committee meetings held on 27 August and 10 September were presented by Cllr Jessop and noted. He highlighted suggestions for proposed budget to be presented to F&GP.

10. Minutes of the Estates Committee meeting held on 13 August and to consider recommendation relating to Proposals from Battle Abbey School and BLAP for the use of land at the Recreation Ground. Cllr Boryer presented the minutes. Members noted the general use of the recreation ground by residents and visitors of the area. It was acknowledged that the concept of a swimming pool was fully supported but that this area did not lend itself for this purpose. **Cllr Boryer proposed that the recreation ground's green, open space be preserved with no additional buildings permitted. This was seconded by Cllr Pry and agreed unanimously.**

11. Minutes of the Finance & General Purposes Committee meeting held on 2 September were presented by Cllr Kiloh and noted. **Cllr Kiloh proposed that the recommendation relating to Acting Town Clerk's Terms and Conditions be discussed under Standing Order 3a. This was agreed.** Confidential notes will be provided by Cllr Howell.

12. Almonry Working Group

Cllr Furness reminded Members that Working Groups are for short intensive projects such as the proposals for the Almonry building update and reorganisation. This project will involve architects, conservation officers etc so may require day time meetings. Cllr Kiloh suggested that a maximum of 5 Members on a Working Group would be the most efficient use of Councillors' time. All interested Councillors with relevant skills were asked to contact the ATC with availability schedule. It was highlighted that Working Groups cannot make decisions but would make recommendations and report to a relevant Committee. **Cllr Kiloh proposed that an Almonry Working Group be set up to progress the Almonry project and report directly to Full Council. This was agreed unanimously.**

13. Report and Recommendations from Council Structures Working Group

The Chairman reported that the recent meeting had produced unanimous agreement on the various items discussed. The Town Clerk job description suggested by the Group had been circulated to all Members. It was highlighted that the need for the role to incorporate a 'traditional' clerk together with development-orientated skills was preferred to enable the Council to move forward. Cllr Wilson suggested that more attention should be drawn to the financial responsibility within the role. **Cllr Kiloh proposed the job description be adopted for the purposes of recruiting a new Town Clerk. This was seconded by Cllr Furness and agreed unanimously.**

The Group had agreed that the number of Committee should be reduced from 5 to 4 with sub-Committees and Working Groups being formed to handle business as and when appropriate.

Battle Town Council

These would be:

- Finance & General Purposes with a sub-Committee for Buildings;
- Planning & Highways;
- Environment which would incorporate the current Estates and Services Committees excluding all buildings; and
- Communications, Business, Leisure and Tourism

Council discussed the effect on time and efficiency of business. **Cllr Jessop proposed the change from 5 to 4 Committees as listed above with the revision of Standing Orders as appropriate. This was seconded by Cllr Howell and agreed by a majority with 2 abstentions.**

Cllr Kiloh advised that she had been in contact with RDC regarding the legislation around the number of Councillors and the procedure for reducing the number of Councillors representing Battle, if required. They had confirmed that the minimum number is 5 and that all Wards should be proportionate. The change would require a Community Governance Review. **Cllr Kiloh proposed that the reduction in number of Councillors be agreed in principle. This was defeated by a vote of 7:6.**

Members considered the payment of a Basic Parish Allowance. This is a sum paid via PAYE to help expenditure for items such as printer ink and paper, child care costs etc. Members were reminded that only elected Members are able to claim and that it is not compulsory to accept the payment. **Cllr Jessop proposed a Basic Parish Allowance of £240. This was seconded by Cllr Kiloh and carried on a majority of 7:6.**

14. Recruitment Process for Town Clerk

Cllr Kiloh reported that SALC had agreed to carry out the recruitment of a Town Clerk at a reduced rate and had provided a proposed timetable. It was highlighted that SALC promote purely on their website and that any further advertising should be undertaken by the Council. It was agreed that additional advertising should be via other Councils, our own website and word of mouth. It was agreed that all applicants should be directed to SALC. **Members agreed the timetable as attached.**

15. Battle Local Action Plan

The notes from the previous meeting on 26 June had been circulated. Cllr Boryer highlighted the effort put in by members of BLAP to the benefit of the town. He confirmed that notes would be circulated regularly but this would not be every month.

16. **List of Payments & Receipts** were noted.

17. Reports from Representatives of the Council & other reports:

- Cllr Furness reported:
 - on the opening of the **Fun Day** in the Market Square. He confirmed that it was a great event which it is hoped will be repeated annually;
 - on meetings with **Concorde 1066**. He suggested that BTC should explore ways in which to commemorate this event in a wider way, eg unveiling the restructured Almonry or a new sculpture or statue. Members suggested involving other local authorities and organisations. Cllr Ratcliffe agreed to raise this with the 1066 and Battle Marketing groups;
 - the new **Battle Arts Festival** brochure which encompasses World Class performers to activities for children. Cllr Pry congratulated the Festival on their achievements.

Battle Town Council

- Cllr Favell reported on a site meeting of the **Health Pathway** with an architect and the safety officer from ESCC;
- Cllr Ormonde-Butler attended the inaugural meeting of the new **Air Cadets 88 Squadron** and the **Battle Bonfire 10K Run**;
- Cllr Pry attended the Council **Structures Working Group**;
- Cllr Ratcliffe attended the **Council Structures Working Group**;
- Cllr Jessop had circulated his list of attendances which included: the **Structures Working Group**; **ESALC AGM**; **SERCAF**; **SSALC** and the **Chamber of Commerce** meeting;
- Cllr Kiloh attended the:
 - Council **Structures Working Group**;
 - **Market Square Fun Day** which she felt was an excellent initiative to use that area of the town;
 - **Battle Bonfire Boyes 10K Race** at which she awarded prize winners' medals.

Cllr Kiloh reminded Members that tomorrow is the S&SE in Bloom Awards ceremony.

18. Matters for information/ items for future Agenda

To discuss action required resulting from the Resilience Conference, document previously circulated.

17. Date of Next Meeting: Tuesday, 21 October 2014

There being no further business the meeting closed at 9.20pm

M KILOH
Chairman

