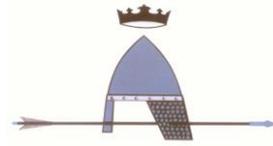


Battle Town Council



MINUTES of the EXTERNAL RELATIONS AND TOWN DEVELOPMENT COMMITTEE
held on TUESDAY, 4 SEPTEMBER 2018 at The Almonry, High Street, Battle at 7.30pm

Present: Cllrs M Kiloh (Chairman), V Cook, G Favell and D Wheeler.

In attendance: Cllr P Fisher, Cllr A Russell, Carol Harris (Town Clerk)

1. **Apologies for absence** – Cllr Furness, C Davies and I Williams.

2. **Disclosure of interest** – None.

3. **Minutes of the meeting held on 3 July 2018** were agreed, subject to the addition of Cllr Williams to those present, by Members and duly signed by Cllr Kiloh.

4. **Clerk's report**

There had been no response from the lead coordinator for the interactive street furniture but the facilitator for the Town Model remains enthusiastic to take this forward.

5. **Writing Competition Working Group**

A report had been circulated to members confirming that flyers for the children's competition had been circulated to youth groups and most schools within the 1066 Country and it appeared to be generally well received.

In relation to the competition for adults, an advert had been in the June newsletter and a further one will be placed in the forthcoming edition. Flyers will soon be available at various public buildings throughout the town; posters in notice boards; and information on the website and RDC alerts will also promote the competition. Information will shortly be emailed to various groups and organisations throughout the area.

6. **Resilience Plan Working Group**

Members had received a written report that, although there has been no formal meeting, Cllr Wheeler had started to make contact with appropriate bodies to take the project forward.

7. **Marketing report**

The Minutes of the Battle Marketing meeting on 11 July had been circulated, as attached. Members agreed that the (t)DTC should attend the social media training session being offered by 1066 Marketing Group. Any members wishing to attend either of the marketing workshops on 13 September at Bannatynes at 10.30am or Kino Rye at 2.30pm should contact the Clerk.

8. **Heritage Policy Working Group**

Cllr Russell was welcomed to the meeting. He reminded members that this group was set up approx. six months ago to agree a Policy/Charter for recommendation to Full Council. Advice had been received from a Rother Planning Officer and it had been agreed to call the document a Heritage "Charter". The draft document had been circulated to members. Subject to 2 minor amendments to the penultimate para:

- deletion of *all means* becomes "Seek to promote....."
- replacement of *train* to "railway station."

the document was agreed. **The Heritage Charter for the Civic Parish of Battle, as attached, will be recommended to Full Council for adoption.**

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9. Events sub Committee

Cllr Russell reported that the meeting had focussed primarily on the events for 11 November. He highlighted that, in light of the retirement of the Dean, the Arch Deacon will lead the Remembrance Day Service. Members were advised that readers for poetry are required and that there will be newspaper articles to emphasise the differences and times of the two events. The draft minutes will be attached to these. Cllr Russell confirmed that the Battle Royal British Legion Standard will be reclaimed in January and the town will then not have a Union Flag for Parades. For this year it had been suggested that the Battle Guides flag could be used less the badge with a finial added. **Members agreed that the purchase of a Union Jack flag should be added to the budget for 2019/20 at a maximum cost of £700.**

10. Battle Visual Arts Development Committee

The Chairman of BVADC had suggested 2 options for the **launch and handover to the Town Council of the Heritage Arts Trail**. Members agreed that a short presentation with tea and coffee, 'opening' of the Orb (possibly by the MP) followed by the short trail walk on Saturday 29 September at 2.30pm would be appropriate. It was agreed to invite County and District Councillors, local schools and other groups and organisations that had supported the project. Lesley Samms would be asked to provide a suggested invite list. **Members agreed a budget of £250 from Hospitality (4475)**. It was agreed to purchase "I walked the Battle Heritage Trail" badges that would be issued in return for donations. The promotion of the event would be included in the forthcoming newsletter, Rother Alerts and possibly via LS in Aspect County.

(Post meeting note: the date for this event has been amended to Sunday 30 September due to availability of the BVADC Chairman).

11. Father Christmas at Late Night Shopping

Members were reminded that Father Christmas has historically been hosted in the Almonry. This altered for one year 4 years ago when the Chamber of Commerce relinquished responsibility from the Council and accommodated Father Christmas in the Abbey. He then returned to the Almonry but facilitated by the Chamber of Commerce Christmas Committee. The Christmas Committee have now asked if the Council would take back responsibility for Father Christmas on Gala Night. They would continue to assist with the provision of the Grotto and toys. **Members agreed to accept responsibility for Father Christmas at Late Night Shopping**. The Clerk reported that Peter Mills had agreed to attend as Father Christmas and Cllr Claire Davies was happy to be one of the helpers. Cllr Cook offered to assist with setting up and Cllrs Favell and Russell volunteered to be helpers during the event.

12. Wildmeadow Working Group

Minutes of the newly constituted Battle Wildlife Meadows group had been circulated, as attached. **Members agreed Cllrs Boryer and Furness as its representatives on this Group.**

Members agreed to contribute towards the 9 wildflower signs as previously approved.

13. Christmas Lights

Members agreed:

- **the purchase of replacement lights be added to the Action Plan;**
- **to leave the lights as existing for this year and reassess in January**, having researched lights in other towns and options for replacing bulbs alone;
- **to appoint last year's contractor, Alpha Electric to carry out a safety check, erect and**

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take down lights and trees.

14. Review and update Action Plan

The Chairman agreed to reformat the document to include greater detail. It was noted that the Report is due to be reviewed by Full Council in September. Members agreed that the number of Working Groups needs to be contained and that they are considered “task and finish” groups with clear objectives to be achieved.

The Clerk reported that a meeting has been held between Jempsons and Tiger Tees to discuss a way forward with the unsatisfactory condition of the Market Square. They have agreed to keep the Council informed and to discuss options once the legal aspect has been clarified. Members agree that a clear proposal for the area needs to be put forward to residents for consideration.

The Clerk was asked to consult with RDC about use of their Alerts system and report back to the next meeting.

The option of siting the defibrillator at the Black Horse at Telham should be investigated. The provision of the defibrillators must be highlighted at the Parish Assembly and sites should be recorded on the website.

Cllr Fisher left the meeting at this point (9.05pm)

Cllr Kiloh agreed to contact the Gunpowder Museum for advice on refurbishment and display of gunpowder mortars.

Members agreed that F&GP should be asked to collate and monitor fundraising to avoid duplication.

The (t)DTC to report back to Committee on the benefits and use of social media. It was suggested that minutes should remain on the website for one year and then be archived.

New residents pack to be researched; Salehurst carry out this function.

Funding for gunpowder mortars, flag and Town Model should be included.

It was highlighted that the benefits to improving links with St Valery would include promotion of the town, possible joint funding and events.

15. Budget report to 31 July 2018

The Clerk/RFO highlighted the overspend on Parish Assembly (4450) is due to increased hire of hall costs and the use of the caretaker to set up and put away chairs and tables. She confirmed that replacement advertisers (1300) are being sought for the Newsletter and that income from the Activity Book (1305) is to offset costs for Heritage Arts Trail (4485). The final Heritage Lottery Fund payment is awaited against EMR 360. This was noted.

16. Budget proposals for 2019-20

The Clerk/RFO was asked to recommend adjustments to headings and budgets for discussion at the next meeting.

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Beautiful Battle had suggested that the High Street tubs could be planted at a maximum cost of £400. Cllr Kiloh volunteered to donate her Councillors Basic Parish Allowance towards this cost.

17. Matters to Note / future agenda items

- **Great British High Street**
- **Market Square**
- **Council Award Scheme**
- **St Valery link**
- **Budget and Headings 2019-20**

18. Date of next meeting: Tuesday 6 November 2018

There being no further business, the meeting closed at 10.04pm.

CLLR M KILOH
Chairman

DRAFT