



Battle Town Council



DRAFT MINUTES of a SERVICES COMMITTEE MEETING
held on Tuesday, 8 July 2014
at The Almonry, High Street, Battle at 7.30pm

Present: Cllrs J Boryer, Richard Bye, J Eldridge, J Gyngell, M Howell, M Kiloh and J Ormonde-Butler.

One Member of the public was present.

1. Election of Chairman

Cllr Boryer was proposed by Cllr Bye and seconded by Cllr Eldridge. With no other nominations Cllr Boryer was duly elected unanimously to serve as Chairman for the ensuing year.

2. Election of Vice Chairman

Cllr Ormonde-Butler was proposed by Cllr Howell and seconded by Cllr Kiloh. With no other nominations Cllr Ormonde-Butler was duly elected unanimously to serve as Vice Chairman for the ensuing year.

3. Apologies for Absence – Cllrs M Palmer and D Wilson.

4. Disclosure of Interest - None.

5. Minutes of the previous meeting held on 29 April 2014. Cllr Kiloh proposed approval of the minutes, seconded by Cllr Ormonde-Butler. This was agreed and they were duly signed.

6. Matters Arising from Previous Meetings

The Committee were advised that a quote for the work to the **bus shelter** remains outstanding. It was agreed that the Council's workstaff should be approached and if they could not undertake this type of work another quote should be sought.

Cllr Eldridge confirmed that he had surveyed the Chapel and had found very minor repairs required generally that he felt could be carried out by the Council's workstaff. The only major item that he had identified is the replacement of both leaded windows at either end. He felt that this would be an expensive, specialist job. He also raised the question of storage heaters which would require a distribution board to help against damp. Cllr Eldridge suggested a sum of approximately £5000 for the minor repairs, storage heaters and distribution board. The Committee agreed that the doors to the Chapel should be left open daily to both help airflow and to allow visitors to view the facility. Members asked that a quote be obtained for the windows so that the cost could be incorporated into the grant application for the cemetery extension.

7. Correspondence & Communications

a) The Committee was reminded that a 3 year plan for the upgrading and conversion to part night lighting had been budgeted for. Confirmation of the figures for Stage Two had been received from **Streetlights** in the sum of £23,028.40 plus approximately £4,000 to UKPN for the live supplies on column replacements. **Cllr Bye proposed that acceptance of this quote be accepted, this was seconded by Cllr Kiloh and agreed.**

b) A requested had been received for more **dog bins** in the Caldbec Hill area. The Committee noted that this area is not owned or managed by the Town Council and the Deputy Clerk was asked to advise the resident of the Town Council has no powers to erect a dog bin in this area.

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c) The Committee discussed a suggestion to install a **statue of King Harold II** on the Abbey Green. Members noted that this site is only managed by the Town Council and it may not therefore be appropriate. It was agreed that the idea in principle may be supported but that funds would need to be found externally, possibly by public donations.

8. Allotments

Members were advised that there are currently 9 **vacant plots** although there are several that appear not to be under cultivation. It was agreed that, in liaison with Cllr Wilson, reminder letters of the terms of agreement should be sent.

In the absence of **Cllr Wilson** there was no report.

The current **Allotment Agreement** had been circulated to Members and they agreed that the Town Clerk should look at ways in which it could be simplified.

The request to undertake **hedge maintenance** on all sites was highlighted and the Deputy Town Clerk reported that a new piece of equipment had been ordered to enable this work to be carried out by the Council workstaff. Appropriate cover on the Council's insurance policy is to be clarified. Members confirmed that the **plot markers** erected are very good but that they are disappointed at the low number that have been installed.

The Committee was reminded that last year's **Allotment Competition** had awarded a separate prize for Watch Oak. It was agreed that this year all sites should be judged together. Prizes should be as last year.

Members had inspected the allotment sites and the following recommendations for Awards were made and agreed.

Best Large Allotment – 17 Watch Oak
Best Runner Up – 38 Cherry Gardens
Best Small Allotment – 11 Cherry Gardens
Best Runner Up – 3 Netherfield Hill
Most Improved Allotment – 4 Netherfield Hill

9. Cemetery

a) The Committee noted the communication from CDSL confirming that the Council could now proceed the cemetery extension project. It was agreed that the **sub Committee**, as agreed, will be Cllrs Boryer, Howell, Kiloh and Ormonde-Butler and the **first meeting** will take place on **Wednesday 16 July at 6.15pm**.

b) The proposal regarding the **appointment of a planning consultant** and **application for a loan from the PWLB** will need to go to Full Council in August.

c) The Committee discussed a **quote for a Cemetery data software package** but felt that, in terms of expenditure, this is not a priority.

10. Bench near Cricket Ground This item is for the Estates Committee to discuss at its next meeting.

11. Budget Report 2013-14

This was noted. It was highlighted that the cost of the Phase Two street lighting project would absorb a majority of the maintenance outside contract budget (178) for this year

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12. Zero Based Budgeting for the Allotments

The Committee discussed items that should be investigated for costs and, in relation to the footpaths, acceptable standards. It was agreed that the priorities should be: footpath repairs; cost of regular maintenance, to include hedgecutting, paths, replacement fencing where necessary and covering of vacant plots; new notice boards; replacement entrance gate at Virgins Croft and water supply at Netherfield Hill. Cllr Wilson will also be asked for his recommendations for improvements. It was agreed that rents paid for allotments in other areas should be explored to ascertain the level at which the Town Council could consider charging.

Cllrs Boryer and Wilson will examine the footpaths to identify which require the most urgent repair .

13. Beautiful Battle – Watering Regime This is an item for the Estates Committee.

14. Matters for Information and Future Agenda Items

The Committee were reminded that the South East in Bloom and Battle in Bloom judging will take place on Thursday 10 July and the Battle in Bloom Awards Ceremony is on Thursday 24 July at 6pm.

15. Date of Next Meeting: Tuesday, 30 September 2014.

Meeting closed at 9.25pm

CLLR BORYER
Chairman

