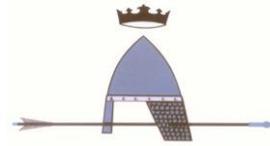




Battle Town Council



MINUTES of the ENVIRONMENT COMMITTEE MEETING
held on Tuesday, 18 APRIL 2017 at The Almonry, High Street, Battle at 7.30pm

Present: Cllrs G Favell (Chairman), J Boryer, C Davies, P Fisher, D Furness, J Gyngell, R Jessop, M Howell, M Kiloh and J Reeves.

In attendance: Sue Burton, Nicole Collomb, Bev Marks, Carol Harris (Town Clerk)

1. Apologies for Absence – None.

2. Disclosure of Interest – Cllrs D Furness and J Gyngell declared an interest in item 10d) as Members of the Battle Arts and Music Festival Committee.

3. Minutes of Previous Meeting held on 7 March 2017

These were approved by Members and duly signed by Cllr Favell.

The Chairman proposed that item 8f) be brought forward. This was agreed.

8. f) Health Pathway Route

Cllr Favell reported the recommendations from the Concept Design meeting:

- That a pedestrian only path to the west of the football pitch, joining the 'loop' be added;
- Outdoor equipment be sited as a group: close to item 5 on the attached concept plan;
- The equipment be specified as 'gym equipment': not age recommended;
- No mobile catering facility necessary;
- Top 'loop' of a bound surface;
- Section between gates to be a 3m width;
- Areas required to be suitable for vehicular access to be agreed with the Town Clerk;
- Zip wire to be re-sited if necessary;
- Detail of markings to be agreed at a later date;
- Cycle skills area only indicative, to be increased;
- Bottom path to be bitmac with chip finish for anti-skid properties and aesthetics;
- That the shared path will be monitored and reviewed.

Members agreed these recommendations.

The Chairman thanked Sue Burton, Nicole Collomb and Bev Marks for their work on this project.

SB, NC and BM left the meeting at this point.

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

The Clerk's report had been circulated. She highlighted:

- Battle Bonfire Boyes and Battle Baptist FC have agreed to share **storage facilities** at the recreation ground;
- 2 quotes from local contractors had been received to provide a **cupboard in the Ceremonies room**. One for £680 and the other for £625. The latter included fire resistant lining. **Members agreed to the building of a cupboard at a cost of £625.**
- The planting of the **rose hedge** is almost complete and there are approximately 25 roses remaining. The workstaff suggest these be planted within the proposed hedge close to the compost heap. This was agreed;

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- Advice from the contractor in relation to the **patching work on the Abbey Green** that each area surrounding a bollard should be repaired in a uniform manner to aid the visual impact. **Members agreed to these repairs at a maximum cost of £1,000.**

5. Correspondence & Communications – None.

6. Allotments

- a) Cllr Davies reported that following research on **allotment judging criteria**, she plans to add more detail to the present form. It was agreed that the four site allotment representatives will carry out the judging in June.
- b) The Clerk confirmed **current vacancies** as: Cherry Gardens – 7; Netherfield Hill – 0; Virgins Croft – 4; Watch Oak – 9.
- c) Cllr Furness reported that a few allotments appear to be untidy at **Virgins Croft** and the (T) Deputy Town Clerk had been asked to write to the tenants accordingly.
- d) The **Senlac Allotment Association** meeting minutes had been circulated and were noted.
- e) The Clerk confirmed that a **Watch Oak allotment tenant** had raised concerns following the theft of 400 canes and the sighting of deer eating crops. Members agreed to the purchase of replacement combination padlocks and suggested that the Clerk contact Clerks in other areas for advice on keeping Deer out.

7. Cemetery

- a) Cllr Favell reported that the first **memorial tree with plaque** and the first **strewing of ashes** had taken place in the Lower Cemetery.
- b) Cllr Kiloh advised that there is a delay on the **reinstallation of the windows**. This will now be on 2 May. The Clerk confirmed that the contractor is aware of the tight deadline this imposes.
- c) The notes from the **Cemetery Working Group** had been circulated and were noted. **The recommendations were agreed as follows:**
 - Private burial plots should be planted around with yew once purchased;
 - One row of double private burial plots to be marked at each corner by three yew plants to illustrate the size of the plots for prospective purchasers;
 - The private plots to be advertised as doubles, but individual or triple plots could be purchased with the agreement of the Town Clerk or Deputy;
 - If natural burial plots prove successful, the lowest section of traditional graves on the Little Park Farm side of the new cemetery should be mown, but not used for burials until the other areas are full. This would enable the section to be used for natural burials if necessary.

A discussion took place regarding **the cost of the double private plots, which will be planted with a yew hedge. By a majority, Members agreed these should be charged at £12,000.**

Cllr Fisher left the meeting at this point.

- d) Members considered designs of **shelters** and, following a discussion, **agreed to reconsider at a future date. The funds will be retained in the budget.**
- e) Members were reminded that the **Cemetery Opening event** will be on 12 May at 4pm. It was agreed that a tour of the facilities followed by tea, coffee and cake in the Ceremonies room will be available after the official opening by Huw Merriman MP.
- f) The receipt of **Building Regulations** completion certificate for the Ceremonies room and storage facility was noted.

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- g) The Clerk reported that 3 quotes for **sisal carpet for the Ceremonies room** had been received. The lowest quote was from a company previously used in the Almonry. They had been invited to measure and quote for the whole room and had produced a total **quote of £1,832.82 for a large removable, binded, sisal carpet in the main area; screeding and levelling of the section near to the entrance door; and a fitted sisal carpet to the entrance and kitchen section. Members agreed to this quote.**
- h) The Committee noted judging of the **South & South East in Bloom competition** on Monday 3 July.

8. Recreation Ground, Play and Games Facilities

- a) There was nothing to report on the **Action Plan for the Recreation Grounds** that is not covered separately.
- b) Members considered designs of **castle themed play equipment** produced by 4 specialist companies. The Committee felt that 2 fulfilled the specification provided and agreed to ask the Battle & Langton School Council to comment on these.
- c) Cllr Reeves confirmed that further responses had been included in the analysis of survey regarding opening a **café at the Pavilion**. Almost 84% support the proposal and there had been no new issues raised.
- d) A request had been received from **Battle Bonfire Boyes** to use the recreation ground for the **Big Weekend on 23/24 June**. The Clerk confirmed that a deposit against damage etc had been received together with an agreement to reimburse electricity charges. Members agreed to this use.
- e) **Battle Bonfire Boyes** had also requested the use of recreation ground for **boot sales** on the last Sunday in the months of April, May, July, August and September. Subject to only parking of the boot sellers' vehicles and the reservation of right to cancel if excessive bad weather has been experienced, this was agreed.

9. Street Furniture & Lighting

- a) Cllr Howell confirmed that there is nothing outstanding on the **Action Plan for Street Furniture & Lighting**.
- b) Members discussed a suitable position of the wonderful **new QE2 bench** and agreed that the new cemetery is an appropriate site.

10. Remainder of BTC's Estate

- a) Cllr Boryer reported that work at **Mansers Shaw** is complete other than the removal of timber which is proving difficult. He confirmed that he is working with the Clerk on the report to Sussex Lund. Cllr Boryer suggested that the streams will require excavation of the silt at a future date. Work to 3 ash trees at Cherry Gardens had also been completed. The Chairman thanked Cllr Boryer for his continued voluntary work for the Council.
- b) Cllr Fisher had reported that **St Mary's Churchyard** had looked excellent for Easter. She expressed concern that one of the **trees by the Abbey Green** looks less healthy than the others. It was agreed that this should be monitored.
- c) Cllr Favell confirmed that there is nothing outstanding on the **Action Plan for the administration actions**.

Cllrs Furness and Gyngell declared their interest in the following item.

- d) A request from **Battle Arts & Music Festival** to place **'Wings' on the Abbey Green** for the month of October had been communicated to English Heritage due to the extended period of time. The response suggested that this would not be supported. Members discussed

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this and felt that EH should be asked to reconsider on the basis that these are a visual representation of all that is going on in Battle. Members supported this proposal and asked that the Chamber of Commerce be contacted for their support.

11. Draft Action Plan for review by the 2017/18 Environment Committee

The draft AP had been circulated, as attached. The Chairman highlighted the addition to the **Pavilion** item in light of a meeting with the Battle Baptist Football Club to discuss their plans for promotion. The Clerk confirmed that advice had been received indicating that the interior of the building could be completely replaced to provide a more modern, useable facility. It had been suggested that this would be a preferable solution to completely taking down the structure and rebuilding. Members agreed to the addition of this item.

12. Budget report

- a) The **income and expenditure** to end March 2017 was noted.
- b) The attached list of **budget headings for the 2017/18 was agreed.**
- c) It was noted that the purpose of joining the **Institute of Cemetery and Crematorium Management** membership was to take advantage of training opportunities. The only appropriate local course had been cancelled. **Members agreed to decline membership this year.**

13. Matters for information / future agenda items

Cllr Jessop reminded Members that it is the **St Georges Day Parade** on Sunday and encouraged attendance.

Cllr Furness agreed to forward notes from meetings of the **wildflower group.**

- Castle themed play equipment

14. Date of next meeting: provisionally 6 June 2017

There being no further business, the meeting closed at 9.25pm