



Battle Town Council



MINUTES of the EXTERNAL RELATIONS AND TOWN DEVELOPMENT COMMITTEE
held on TUESDAY, 29 JANUARY 2018 at The Almonry, High Street, Battle at 7.30pm

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

In attendance: Carol Harris (Town Clerk)

1. **Apologies for absence** – None.
2. **Disclosure of interest** – None.
3. **Minutes of the meeting held on 4 September 2018** were agreed and duly signed by Cllr Kiloh.
4. **Clerk's report**
 - The **Licence for planters in the High Street** had now been received.
 - A meeting to discuss the condition of the **Market Square** with Jempsons has been arranged for 12 February.
 - A model **accessibility audit** had been obtained and members of the Hastings & Rother Disability Forum had agreed to assist with this. Cllrs Glenna Favell and Vikki Cook agreed to undertake this task.
 - The **display boards and banner** had been purchased.
 - Rother District Council had confirmed there is a motorised **street sweeping** machine in the town at 6.30am each morning, **litter bins** are emptied twice daily and the operatives are expect to look for other litter. They reported that the new contract, from summer, will provide for a full time operative in Battle with a '**barrow**' to keep the town clean and tidy.
5. **To receive a report from Working Groups and receive any recommendations**
 - **Heritage Charter** Cllr Kiloh confirmed that notes of the meeting are to be circulated.
 - **Resilience Plan** Notes of the previous meeting were circulated, as attached. Members were confirmed as: Cllrs Favell, Dass, Wheeler and Would.
 - **Writing Competition** Cllr Favell reported that no meeting had taken place. Suggestions for a theme for the adult competition are requested; previous titles to be advised.
6. **Events Sub Committee**

Minutes from the previous meeting were noted, as attached.
8. **Concerns regarding condition of the town**

A list had been circulated and discussed by Members. It was noted that some items raised were already on the Action Plan eg Market Square. Other items will be taken up with the relevant authorities.

7. Action Plan

Members considered the revised Action Plan, as attached, in detail. Members discussed:

Objective 1

- **Heritage Arts Trail** launch: date to be confirmed. Publicity will be required. Leaflet to be produced in-house. MK to seek advice from Battle Marketing on possible artists. CW agreed to approach promising artists. GF to speak with Battle Baptist artist previously used for a Health Pathway project. Inky Finger to be contacted for options. Members agreed that all

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routes should be on the map.

- **Tourist Information Point** MK agreed to bring a proposal to the next meeting for this to be in place for the summer.
- **Education Centre** This will be presented to the Parish Assembly. An application to Heritage Lottery Fund to be considered the next meeting.
- **Marketing Groups** It was highlighted that there is little liaison between them and the Council. This should be rectified.
- **Parking and Traffic Flow** MK agreed to arrange a meeting to discuss how P&T could work with ER&TD.
- **South & South East in Bloom Competition** It was highlighted that Beautiful Battle will not be entering the “In your community” category. BB will continue to plant the toughs in the High Street and Abbey Green areas. Cllr Fisher had agreed to set up a working party to help improve the High Street area and it was suggested that other groups and volunteers should be invited to assist. **Members agreed to enter the High Street into the S&SEiB competition.**
- **Footpath sweeping, litter collection, dog fouling etc** The Clerk was asked to obtain further information on the new contract for different areas of the town.
- **Defibrillators** It was agreed that more publicity and training on the defibrillators is required. The Clerk was asked to inform schools and ensure the website is up to date. CW agreed to put sites on Facebook.
- **Resilience Plan** Additional volunteers will be sought at the Parish Assembly.

Objective 2

- **Communication Policy** CD agreed to report to next meeting.
- **Website** DW agreed to review the website. Chairmen to be asked to review and make suggestions for their Committee site. The Clerk to ensure news and projects are updated.
- **Council Representatives** Councillors to provide a brief written report on meetings attended to ER&TD.
- **Town Forum** To be discussed at the next meeting.

Objective 3

Establish Links with External Organisations An example of external linking that had been successful elsewhere was to encourage well known retailers to come to the town. This approach might also be adopted in Battle.

- MK confirmed a meeting is arranged with Southeastern Railway.
- **Twin Town Reception** This will be arranged by the Events sub Committee.

Members expressed their thanks to Cllr Kiloh for her work on this document.

9. Battle Treasure Trail

Cllr Kiloh confirmed that an order has been placed. The Clerk was asked to chase and request a draft for comment.

10. New residents welcome pack

It was agreed that a general letter of welcome to include information:

- Responsibilities of each Authority;
- Doctors, dentists, Churches, schools and vets;
- Library location and opening times;
- The link for ESCIS – for details on Clubs and Societies etc.

A recent copy of the Newsletter to be enclosed.

11. Social media

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This is covered within the Action Plan.

12. Christmas lights scheme

An indicative cost for purchase and lease were discussed. **Members agreed to replace the existing multi-coloured string lights and fleur de lis with leased festive lighting.** The Clerk was asked to obtain schemes for consideration.

13. St Valery sur Somme

The Clerk was asked to invite the Mayor of St Valery sur Somme, Jean-Marie Bocquet to meet the Council during the Twin visit in July. A game of petanque between the towns was suggested.

14. Change of meeting date

The Clerk confirmed that, whilst not compulsory, in consideration of the election it is advisable to move the meeting planned for 7 May to 30 April. This was agreed.

15. Budget report to 31 December 2018

This was noted, as attached. The Clerk was asked to confirm the expenditure for Hospitality(4475).

16. Matters to Note / future agenda items

- **Activities for youth**
- **Communication Policy**
- **Town Forum**

17. Date of next meeting: 5 March 2019

There being no further business, the meeting closed at 9.35pm.

CLLR M KILOH
Chairman