



Battle Town Council



Minutes of the COUNCIL MEETING held on TUESDAY, 18 JUNE 2019 at
The Almonry, High Street, Battle at 7.30pm

Present: Cllrs G Favell (Chairman), A Brown, B Brown, V Cook, C Davies, J Gyngell, M Holmes, M Kiloh, A Russell, L Samms, H Sharman, D Wheeler and C Would.

In Attendance: County Cllr K Field, Daryl Holter, C Harris (Town Clerk) and one member of the public.

Public Question Time

The Council were asked to consider a name for the Town's **roundabout** at A2100/North Trade Road/Market Road/High Street.

1. **Apologies for absence** – None.

2. **Disclosure of interest** – Cllrs Russell and Favell declared an interest in item 15 should Kingsmead be discussed as part of the Battle Civic Parish Neighbourhood Plan Steering Group report.

3. **Minutes of the Annual Council meeting held on 14 May 2019** were agreed and duly signed by Cllr Favell.

4. Heritage Crime

PCSO Daryl Holter(DH) was welcomed to the meeting. He reported that Heritage crime is any offence which harms the value of England's heritage assets and their settings to this and future generations and gave examples of this. DH advised that he works with many partner agencies and authorities to ensure reports are effective and issues addressed comprehensively. He highlighted the aim to inform and engage with the public to prevent these crimes and confirmed that offenders are dealt with differently to other crimes. DH requested all concerns of heritage crime be reported immediately on 101 or 999; Crime stoppers may be contacted anonymously on 0800 555111. DH provided information literature, available at the Council office.

PCSO Daryl Holter was thanked for his informative presentation.

DH left the meeting.

5. Report from the Clerk

- The **roof, condition and structural surveys of the Almonry** had been carried out. Formal reports are expected mid-July, in time for the Finance & General Purposes Committee meeting.
- The **apprentice grounds worker** has started both physical work and study at Plumpton College. He is settling in well with the Team and confirmation of assistance to complete the terms of Plumpton's English and Maths criteria is awaited;
- The **licence for Rother District Council(RDC) to share office space** has been signed. An accessibility audit has been carried out and a formal report is awaited. Any action will need to be negotiated with RDC. The Assessor highlighted that there would be concern raised if large expenditure was carried out to the building without ensuring accessibility is greatly improved;
- As requested by Planning & Transport Committee, and in accordance with the Complaints Procedure, a response to a **formal complaint** had been sent advising that no further action is required. A **Freedom of Information** request had also been responded to. It was noted that this matter has caused some anxiety to the Battle Civic Parish Neighbourhood Plan Steering Group who felt frustrated by the inability to consider the complaint and had therefore been distracted from the proper activities of the group.

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6. County Councillor and District Councillors

County

Cllr Field reported that Council has opposed the recommendation that all **potholes** in a confined area be repaired simultaneously. She advised that **3 small schools**, none within the Battle area, are being considered for closure.

District

Cllr Cook(VC) reported that she had attended many meetings and training sessions. She highlighted the change in **recycling and waste contractor** from 29 June; not too many differences and information available on RDC website and alerts. VC confirmed that the black lidded bin is no longer required and may be retained by residents for other use. She reported that ESCC had presented proposals for **Civil Parking Enforcement** which included an increase in on street parking bays with a maximum one hour stay; single lines around the Abbey Green and a clearway at the bus stop near to Spoilt Rotten. VC agreed to report this to the next P&T Committee meeting.

Cllr Field confirmed that RDC had agreed to consider coordination of parking charges once CPE is implemented.

7. Correspondence and communications received post agenda publication

The Clerk reminded Members that a long-standing **electricity debt with Extra Energy**, following no invoices for an extended period, had now been taken on by administrators. Following several communications, a proposed agreement to pay 50% of the outstanding debt of £3788.20 had been agreed, subject to payment within 30 days. As this is a time-limited offer, **Members agreed the payment of £1,894.10 from the Ear Marked Reserve Electricity debt (395) be paid to Extra Energy administrators immediately.**

8. To receive draft minutes and agree any recommendations from Committee meetings:

- The **Planning & Transport** minutes of 21 May and 12 June 2019 were presented by Cllr Gynge and noted.
- The **Finance & General Purposes** minutes of 28 May 2019 were presented by Cllr Favell and noted. **Members considered recommendations:**
 - **responses to questions raised at the Parish Assembly.** These were agreed by a majority (12/13) excluding point 3 which the Clerk was asked to redraft and confirm via email. Once approved, **all responses to be published on the website;**
 - **Members for a new Wedding Venue Working Group** for marketing and ongoing development of the venue were **agreed as Cllrs Favell, Samms and Kiloh;**
 - **designation as Green Spaces** within the Neighbourhood Plan of: North Trade Road recreation ground (subject to completion of current redevelopment plans), Cricket Ground and George Meadow, Guild Shaw, Mansers Shaw, Telham playing field, Cherry Gardens allotment site, Netherfield Hill allotment site and Battle Cemetery. Virgins Croft allotment site to be excluded as it is an area surrounded by houses that may find a significant decrease in tenancy in the future. The Watch Oak site is subject to a 99year lease as allotments. **All recommendations were agreed.**
 - The **Environment** minutes of 4 June 2019 were presented by Cllr Cook and noted. Subject to minor updates, Members agreed a further 10year Agreement with English Heritage for the Abbey Green, as attached. The Clerk was asked to ensure new photographs of the area are attached to the Agreement. **Members agreed that the Action Plan should include a refurbishment of the surface of the Abbey Green; an EMR and grant sources for this purpose to be included.**

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9. Town Model - Market Square bandstand

Members were reminded of the background to the Town Model: it has been refurbished and brought up to date by local resident, Mike Dawes who has been actively seeking a suitable location for it to be open to the public. A proposal for it to be sited into an adapted bandstand has previously been considered. The Council has been concerned at the poor use of the Market Square area and Jempsons are in full support of any rejuvenation of the area. The Clerk confirmed that maintenance is being undertaken, by Jempsons' contractors, to ensure the bandstand is safe. It was noted that an architect would be required to confirm suitability and draw a plan for planning permission to be sought. **Members agreed that the proposal to adapt the bandstand to accommodate the Town Model should be added to the External Relations & Town Development long term Action Plan:** to include a budget for architect's fees, cost implications and seeking of residents views on the proposal.

10. Projects for RDC Community Infrastructure Levy funds

A draft list of proposed projects had been circulated, as attached. All Members agreed that two projects should be agreed for both Netherfield and Battle with one for Telham. Many suggested schemes were highlighted as items for possible S106 funding. Those to be taken forward were agreed as:

Netherfield

- Improvements to play facilities
- Village Hall improvements: car park, fencing, kitchen

Battle

- Battle Health Pathway
- Schools Greenway project: off road, signed, shared use, fully accessible route from Battle Abbey to Battle and Langton School

Telham

- Improvements to play facilities

Cllr Field highlighted that the dates for submission of bids had passed. *(Post meeting note: RDC confirmed that, in error, no local councils had been made aware of the dates and that notification of a further period of application would be issued this week)*

11. Battle's Big Weekend event

The Clerk confirmed that Battle Bonfire Boyes had agreed a stall for the Council's use. Members agreed that activities planned and proposed should be promoted, including the forthcoming crowd funding for the skateboard ramp. The various trail leaflets and activity book should be available. A suggestions box would be provided. Cllrs A Brown, Davies, Favell, Sharman and Would and the Clerk agreed to represent the Council.

12. Roundabout Statue

Members were reminded that the **information sign** had been approved and is now available for installation. The proposal was to erect the sign close to the Library. However, Beautiful Battle who maintain the floral areas had expressed some concern at this location and suggested that the Oak tree site would be more appropriate. Members discussed this and asked that the Clerk investigate a suitable site close to the Market Square/Kebab café area as this would be a wider footway and have a far higher footfall. A decision via email consultation was agreed.

The Clerk reminded Members that an **Ear Marked Reserve** for **Roundabout** of £861 remains; £500 is from a grant received from 1066 Marketing specifically for the sign. A request had been received for

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remaining funds, after sign expenditure, be allocated towards a leather bound commemorative book that the Battle Museum are leading on. However, there is a claim on the outstanding funds from the artist that had designed the sign. **Members agreed that, subject to full settlement of the installation of the sign, the remaining balance should be paid to the artist, as verbally agreed by the previous Chairman, David Furness.**

Cllr Field left the meeting

13. Wildlife Meadows Group

A request to consider a Biodiversity policy had been received and circulated to Members. The Clerk highlighted the inclusion of biodiversity within its Estate Management Plan. Members agreed that a clear statement of intent to biodiversity should be considered by F&GP.

14. Deputy Lieutenant assigned to Battle Civil Parish

Members agreed to accept an offer from the Lord Lieutenant to assign a Deputy Lieutenant to the Battle Civil Parish. It was noted that there is no cost for this service.

15. Fit for Battle

To enable the project to progress, Members had been asked to consider:

- acceptance in principle of a **Pump Track quote** from Clark & Kent in the sum of 53,725. This was agreed for grant fund application purposes only;
- a **name for Pavilion refreshment area**. Members completed a voting slip for the Clerk to count. The successful name, on Chairman's casting vote, is Rendezvous on the Rec. This will now be incorporated into the proposed draft Business Plan;

16. Annual Governance Statement

The Clerk explained the importance of the annual governance statement to Members, and that the statement had been verified and reviewed by the internal auditor. **Members approved the annual governance statement and this was duly signed by Cllr Favell in her capacity as Chairman of the Council.**

17. Accounting Statements and Annual Return

The Clerk had circulated in advance of the meeting a copy of the completed annual return. She confirmed that these had been verified and reviewed by the internal auditor. **Members approved the annual return and this was duly signed by Cllr Favell in her capacity as Chairman of the Council.**

18. Payments and receipts for April and May 2019

The income and expenditure reports, as attached, had been circulated. Members noted:

- April: Receipts £15,521.66; Payments £48,330.05
- May: Receipts £2,270.12; Payments £23,069.86

all net of account transfers.

19. Reports from representatives of the Council

Cllr Russell - report as attached;
- **Wildflower Meadow Walk** at the cemetery;

Cllr A Brown - **Neighbourhood Plan Steering Group**, as reported above;
- **Wildflower Meadow Walk** at the cemetery;

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- CLlr Sharman - **Beautiful Battle.** The issue of the information board had been discussed, as reported at item 12. Minutes attached;
- **Wildflower Meadow Walk** at the cemetery;
- CLlr B Brown - **Wildlife Group;**
- **Allotment judging** has started;
- Participated in the joint **schools litter pick** programme;
- CLlr Cook - **allotment judging;**
- Attended an **Environment Week** presentation at Battle & Langton School;
- CLlr Wheeler - **Neighbourhood Plan Steering Group**, as reported above;
- **Wildflower Meadow Walk** at the cemetery;
- **Battle Wildlife Group** at which it had been suggested that groundstaff undertake training in wildlife meadows. The Clerk confirmed that one member of staff had completed this training. A proposal to install posts at Caldbec Hill is being considered;
- CLlr Would - **Air Cadets Annual General Meeting;**
- CLlr Gyngell - **Wildflower Meadow and Butterfly Walks** at the cemetery;
- **Battle Festival** which will be publishing the programme soon;
- **Memorial Hall Annual General Meeting** at which the Chairman and Secretary were re-elected; Mike Clarke and Peter Mills, respectively;
- CLlr Samms - meetings to discuss **Battle Heritage matters;**
- a **fundraiser at Bannatynne's** which raised £1,000;
- CLlr Favell - report attached.

20. Future agenda items / matters to note

- **Confidential** To consider response to complaint

21. Date of next meeting: Tuesday, 16 July 2019

There being no further business the meeting closed at 9.37pm

CLLR G FAVELL
CHAIRMAN