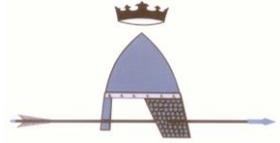




Battle Town Council



MINUTES of the ENVIRONMENT COMMITTEE MEETING held on Tuesday, 7 March 2017 at The Almonry, High Street, Battle at 7.30pm

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

In attendance: Carol Harris (Town Clerk)

1. Apologies for Absence – Cllrs J Gyngell and M Howell.

2. Disclosure of Interest – None.

3. Minutes of Previous Meeting held on 24 January 2017

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

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

The Clerk reported:

- **benches** donated by **Battle Baptist Football Club**(BBFC) are now in place; further saplings are required to fill in gaps;
- **removable bollards** have been installed on the **Abbey Green**;
- the **sponsorship signs** have been removed from the **roundabout** and an invoice received from Claremont School for reimbursement of fees paid to ESCC;
- advice has been received that the **handrails on the ramp at the Chapel** must be of a robust standard to ensure compliance with health and safety recommendations. **The Committee agreed that the existing rails should be painted black to blend into the surrounding**;
- the **recreation ground car park** is currently being closed at 8am and reopened at 10am. The workstaff have indicated that this process is interfering with their usual work schedule. The Committee discussed options but **agreed to continue with the existing routine until further notice**;
- an **anti-slip surface** has been fitted to the **steps at the recreation ground** car park.

5. Correspondence & communications

The Clerk reported:

- confirmation from the **Battle Muffin Club** that they discussed four suggested projects and have agreed a **donation of £500 towards an Eibe play horse spring rocket** for the recreation ground;
- an issue with **sheep accessing the Watch Oak allotment site**. The Council's workstaff have repaired a section of the fence and a letter has been sent advising the tenant farmer that invoices for damage will be issued in due course;
- a **letter from a group of children**, led by Ollie Sidders requesting a **skate park at the recreation ground**. **The Committee agreed that this should be included on the Action Plan for future developments**. The Clerk was asked to write to Master Sidders.

6. Allotments

- a) Cllr Davies reported that **allotment inspections** are currently being arranged for end March/beg April. Cllr Favell highlighted the need for the structures to be inspected over the winter months

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to allow time for repairs prior to the planting season. The Clerk confirmed that work to the **trees in Cherry Gardens** will be completed within the next few weeks.

- b) The Clerk confirmed that **current vacancies** are:
Cherry Gardens – 8; Netherfield Hill – 0; Virgins Croft – 4; Watch Oak -9. She reported that the rotavator is awaiting repair and has caused a slight delay in take up. The Clerk confirmed that there appears to have been more interest since the Observer article.
- c) Due to **storage space** being sought by BBFC, the **Battle Bonfire Boyes** had agreed to investigate alternative options. They are requesting permission to site a 20ft shipping container at the top left side of the Watch Oak allotment site. BBB have indicated that it will be at a cost of approximately £1000 and would therefore like an agreement that this could remain on site for a number of years. **The Committee resolved that a green shipping container, up to 20ft, could be sited at an agreed position at the Watch Oak allotment site for a period of ten years and that, subject to clearance of all BBB property from the recreation ground, this would be charge free.**
- d) Further to the previous refusal to provide a fixing post for installation of a **defibrillator** for the **Virgins Lane Neighbourhood Watch** group, the Committee is now asked to consider allowing the siting of a fully paid for and maintained defibrillator at the entrance to Virgins Croft allotment site. **The Committee agreed that, subject to there being no cost or responsibility of the Council, a defibrillator could be installed at an agreed position at the entrance to Virgins Croft allotments.** The Clerk was authorised to agree the location.

7. Cemetery

- a) The written report from Cllr Favell on the progress of the **Action Plan for the Cemetery** was noted as attached.
- b) As the previously agreed timing for the official **open day of the Cemetery** now clashes with the Parish Assembly it was suggested that this be changed. The Clerk had invited Huw Merriman MP to open the facility and he had advised his availability in May. **The Committee agreed to the MP officially opening the new Cemetery on 12 May at 4pm.** Members asked the Clerk to invite representatives of interested groups and to issue an article for the website and Observer.
- c) It was noted that there had been an omission of agreed **planting** within the original tender documents for the **cemetery extension**. Advice had been sought and a hedging rose had been recommended for the garden area. Members discussed the need to screen the compost heap. **The Committee resolved to purchase 100 Olivia Rose Austen at £7 each plus postage. Members also agreed the need to screen the compost heap with mixed hedging up to a cost of £100.** Cllr Favell proposed that, in line with advice from Keith Datchler in relation to wild flower areas, that the **pond marginals be left for a year to establish natural habitat. This was agreed.**
- d) The written report from Cllr Kiloh on the progress of the **Action Plan for the Chapel** was noted as attached.

8. Recreation Ground, Play and Games Facilities

- a) The written report from Cllr Gyngell on the progress of the **Action Plan for the Recreation Grounds** was noted as attached. The Clerk confirmed that additional bark has been ordered and that a notice for the play area advising of the toilet facility is in hand. The contractor is addressing the plaster issues in the accessible toilet; although it has suffered two bouts of vandalism recently which also requires attention. The Clerk was asked to purchase additional saplings and monitor the continuing condition of the hedge at the football pitch.
- b) The results of the **consultation with teenagers** had been circulated. The following recommendations were discussed:

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- provision of **outdoor table tennis** equipment in the Action Plan, instead of or as well as an **Aeroskater: the Committee agreed that the table tennis equipment should be added;**
- whether a **big swing, large slide, climbing wall and/or trampoline** could be added to the long term Action Plan: **Members agreed to add this to the Action Plan update consideration at the next meeting.**

The Committee were reminded that a **youth shelter** is also part of the medium term plans. The Clerk was asked to write to Claverham Community College enclosing a copy of the consultation results and thanking them for their assistance.

- c) The Committee considered the various grant funding opportunities for the play equipment. **Cllr Jessop proposed that one grant application be submitted for all items: outdoor table tennis equipment; an aeroskater; youth shelter; and the castle themed play equipment. This was agreed unanimously. It was further resolved that applications should be made to any appropriate source.**
- d) The written report from Cllr Reeves on the progress of the **Action Plan for the Pavilion** were noted as attached. She highlighted the disappointing number of respondents and it was agreed that the next newsletter should invite further comments. Cllr Reeves agreed to seek figures for the refurbishment costs.

9. Street Furniture & Lighting

- a) The written report from Cllr Howell on the progress of the **Action Plan for Street Furniture & Lighting** confirmed completion of all items.
- b) Cllr Howell had emailed a request by the **Battle Memorial Halls** to consider an **additional finger on the new posts**. The Committee felt that with the prominence of being in the High Street, and no funding being available, this was not something that could be supported at this time.
- c) A quote had been received from the Council's current seat provider to repair the **QE2 bench** at a cost of £220. **Members agreed that this is a significant bench and should be repaired.**

10. Remainder of BTC's Estate

- a) The written report from Cllr Boryer on the progress of the **Action Plan for the Trees and Shaws** highlighted the need to concentrate on work at Mansers Shaw over the next few weeks, prior to the nesting season. He confirmed that he will also be planting hazel saplings. The Clerk reported that 2 men with a tractor and trailer had been seen at Mansers Shaw loading logs. When approached they had indicated permission had been given. As this is not the case, the incident, with photographs of the perpetrators will be passed to the Police.
- b) The written report from Cllr Fisher on the progress of the **Action Plan for the Abbey Green, Churchyard and other areas** suggested work be carried out to the brick path at St Marys churchyard. She confirmed that the tarmac between High Street and Mount Street is almost complete although it is untidy; the Clerk was asked to bring this to the attention of RDC. The Clerk confirmed that the bus shelter opposite the Abbey Green is on the schedule for painting and that no parking signs will be erected on the Green this week. Cllr Fisher highlighted the **poor condition of the pavements in the town and the Committee agreed to recommend that the Planning & Transport Committee consider this issue.**
- c) The Clerk reported that one quote had been received and another is awaited for **patching works to Abbey Green** surface. **The Committee resolved to delegate authority to the Clerk to appoint this work to a cost of up to £750; if this sum is not sufficient, further agreement could be obtained from Members via email.** It was suggested that work to the Bull Ring brass centre should be investigated.

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- d) **Members agreed to consider the provision of a youth memorial at Guild Shaw within the discussion of the Action Plan at the next meeting.**
- e) The written report from Cllr Favell on the progress of the **Action Plan for the administration** actions was noted as attached.

11. Roundabout

Cllr Jessop confirmed that quotes for lighting and installation have been received and that planning consent has been granted. Plans are in place for the removal of the existing planting to enable the cabling to be installed prior to the laying of wild flower turf. There is a 6-8 week delivery for the uplighters.

12. Budget report

- a) The **income and expenditure** to date was noted. The Clerk confirmed that there are still items outstanding that will be taken from the PWLB and that all funds must be related to Cemetery expenditure. She highlighted an **electricity invoice of £2221.35 for the Chapel and Members agreed that, in light of this covering the period of works, this should be paid with PWLB funds.**
- b) **Cllr Favell proposed that:**
 - **reserves are not used for purchase of the Mule but that the cost is taken from the unspent project fund;**
 - **that £8000 budgeted for a PWLB payment, not needed due to late draw down of loan, is used to purchase immediately the Etesia mower previously agreed;**
 - **any funds remaining from the budget to a maximum of £10k are moved into an earmarked reserve to enhance recreation facilities.**

These were agreed unanimously.

12. Matters for information / future agenda items

- To review and update individual Action Plans

13. Date of next meeting: 18 April 2017

There being no further business the meeting closed 9.15pm.

Cllr G Favell
Chairman