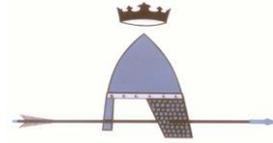




Battle Town Council



MINUTES of the EXTERNAL RELATIONS AND TOWN DEVELOPMENT COMMITTEE held on
TUESDAY, 9 AUGUST 2016 at The Almonry, High Street, Battle at 7.30pm

Present: Cllrs A Ratcliffe (Chairman), G Favell, D Furness and A Russell.

In attendance: Andy Beams (Town Clerk), Cllr M Kiloh, Cllr K Dixon

1. **Apologies for absence** – Cllrs P Fisher and R Jessop. Cllr M Palmer was absent.

2. **Disclosure of interest** – None.

3. **To approve and sign the minutes of the previous meeting held on 28 June 2016.**

These were duly signed by Cllr Ratcliffe.

4. **TownCityCards.com**

The Town Clerk had circulated a report summarising the benefits of the card as outlined at the presentation at the previous meeting. The recommendation was to adopt the scheme and for the Town Council to act as the sole agent for selling the cards to the public, initially on a trial basis.

RESOLVED: Members agreed to purchase 100 cards at wholesale price as a trial, and the Town Clerk was authorised to make the necessary arrangements. Members will be kept up to date with the success of the scheme through reports back to the committee over coming months.

5. **Great British High Street competition**

Cllr Ratcliffe explained the idea of the competition to Members, and outlined the criteria which were measured. Members were generally supportive of the idea, and felt it was a good opportunity to work with the Chamber of Commerce and business owners, although it was acknowledged that the Town did not meet the criteria currently. A number of recently started initiatives, once fully embedded, will help meet the criteria in future.

RESOLVED: Members agreed to invite the Chamber of Commerce and an interested business owner to a future meeting to discuss further, with a view to entering the competition next year.

6. **Writing Competition**

Cllr Favell distributed a report on the competition, showing a total of 5 eligible adult entries, 14 in the junior children category and 6 in the senior children. The judging panel will receive the short-listed entries by 19th August, winners will be chosen by 23rd September, and receive notification by the 30th September.

7. **Roundabout statue**

Cllr Furness updated Members with progress. The initial estimated cost of £41,000 had been reduced to around £30,000 due to some suppliers not charging and receiving some materials from Tonbridge Council. A significant proportion of the money had been raised through donations already, although more was still needed. A meeting with the sculptor was taking place tomorrow (10 August), where the additional information requested by the planning authority would be sought. It was still hoped that it would be in place and unveiled on 14th October.

8. **Parish Assembly**

Cllr Dixon offered some feedback on the process, stating that it had taken many different formats over the years, and he felt improvements could be made. Several years ago, an annual

Battle Town Council

report was prepared and circulated to every household, and he felt this was better than reports being delivered verbally on the night. Members agreed that a more structured format was needed, along with ensuring the event was widely advertised well in advance of the meeting.

RESOLVED: Members agreed to discuss in more detail next year's Parish Assembly at the next meeting, including agreeing date, format, whether to produce and distribute an annual report, and other details.

9. Newsletter

Members generally liked the new magazine format, although it was felt the front page needed to be more eye-catching, and use of more pictures throughout the magazine would make it more reader friendly. Cllr Dixon also suggested obtaining a quote from RDC for future printing.

10. Events sub-committee

Cllr Kiloh explained that the idea was to have a formal sub-committee dealing with the Mayor's Charity events during the year. The Town Clerk recommended that the remit be expanded to include all events, as currently these were managed on a rather ad-hoc basis, and a sub-committee approach would allow better planning.

RESOLVED: Cllrs Furness, Kiloh and Russell agreed to be on the new sub-committee, and the Town Clerk would invite other Members to join if they wanted to. The sub-committee would report to ER&TD and the first meeting would be held in September (date to be agreed).

11. Marketing groups

Cllr Ratcliffe reported on the 1066 Marketing meeting he attended in July, where the main discussion point was budget for next year. The current Chairman of the group was stepping down, so a new Chairman would be appointed in due course. Cllr Ratcliffe currently attended the meetings as the Battle Marketing Board's representative. The role was up for re-election and would be decided soon, although Cllr Ratcliffe has indicated he is willing to continue. Minutes of the meetings will be circulated once received.

12. Financial matters

Members noted the committee report to date. Cllr Russell suggested it may be useful to a number of Members to have an explanation of the titles of the various columns on the report, and the Town Clerk agreed to send out details to all.

13. Matters for information / future agenda items

Future agenda items – resilience plan, Christmas lights and flags.

14. Date of next meeting: Tuesday 20 September 2016

There being no further business, the meeting closed at 8.55pm

CLLR A RATCLIFFE
Chairman