

## **Battle Recreation Ground Working Group**

Tuesday 28<sup>th</sup> August 2018 at 10.30 am at Battle Baptist Church (Manna House)

### Present

**Battle Town Council** – Cllr Glenna Favell (Convener)

**Battle Health Pathway** - Sue Burton

**Battle Baptist Football Club** – Andy Garlick (notes), Conor Hill

**Step-Up Sports Consultancy** – Annette Buswell

### **1. Apologies**

Cllr Jill Gyngell (BTC), Colin Povey & Gary Walsh (BBFC).

### **2. Review of notes of meeting on 24<sup>th</sup> July 2018**

Notes agreed with one change – ie to one of Annette B's actions on page 5:

Annette B to commence the pre-bid documents for the Pavilion project & await the Lottery response to the BHP enquiry (before making the formal BHP bid to the Lottery).

### **3. Update from BTC**

#### BTC actions

The Architect is progressing Pavilion plans through the planning permission stage.

At the BTC Environment Committee meeting held on 7<sup>th</sup> August 2018:

Members agreed to:

- submit a planning application for the rebuilding of the Pavilion to Rother District Council;
- commission the BHP landscape architect to supply the specification and tender documentation for BHP to a maximum cost of £6,000 to be supplemented by BHP funds if necessary. This would be taken from the funds agreed for the project (£10k for three years).

Members agreed that:

- the signage for shared paths to include "Priority to walkers";
- 3 access points for vehicles be included on the pathway as agreed with the Town Clerk;
- a suitable site for cycle parking be reassessed once the pathway is in place.

Members also agreed the Draft license to BBFC subject to changes to two paras:

- Fig 1 - Senior Football pitch. BTC preferred that no football was played on the pitch in June or July. Historically, BBFC train on the pitch in July, though no matches are played

on it. BBFC would want to maintain this position, which has not affected any pitch maintenance or renovation programmes. If the pitch is out of action, BBFC have to train on the upper area or hire Claverham. Once the Battle Rec junior pitch is leveled, that may be another option. **Cllr Glenna F** to refer issue to the Town Clerk

- Payment. As BBFC currently pay BTC to hire the pitch & pavilion, the para on Payment should read:

*“BBFC agrees to pay BTC the standard hire charge (prices increasing in line with BTC annual increase for similar facilities), for the Senior Football Pitch & Changing & Clubroom facilities”.*

The diseased ash tree will be felled, which will have an affect upon the construction of the BHP. BTC need to agree to protecting football at Battle Rec for 21 yrs. A document to be supplied by Anette B will be discussed at the October EC meeting.

Re BHP signage, Sue B: noted that *“the signage for shared paths to include ‘Priority to walkers’ ”* and requested further discussion with the EC about the wording and size of signs.

**Sue B and BTC** to consult the BHP Landscape Architect on the issue and SB wishes to attend an EC meeting in the future to finalise the details of the signs.

Re BHP Cycle Parking Area, Sue B noted that *“a suitable site for cycle parking be released once the pathway is in place”* and requested that the BHP Architect see a copy of the Pavilion plans going the through planning permission process, as this would inform the possible locations of the cycle parking.

**Sue B and BTC** to consult the BHP Landscape Architect to identify two options for a suitable location for cycle parking.

Cllr Glenna F confirmed that plans for a Petanque (French Boules) area would be progressed via the EC’s Action Plan, & not via the BRWG.

#### **4. Update from BHP**

BHP:

- have raised £15K & are holding a Gala Film Night on 5<sup>th</sup> October at the Battle Memorial Hall;
- await a response from the Lottery (Reaching Communities) Fund to the BHP pre-bid. (BHP are concerned at the impact of the delay on project timescales);
- require a retired Police Officer to support an application for Police funding. **Sue B** to ask the BTC Mayor;
- are liaising with Landscape Architect for advice re the information on, & placing of, distance markers along the BHP;
- confirmed that the football screen will be part of the design/specification for the Sensory Garden, & that the picnic tables are part of the softworks.

- are due to meet with Autism Sussex re funding & specification for the Sensory Garden;
- need to apply for funding from Sussex Lund in June 2019. (BTC have received funding from Sussex Lund over the last 2 years for Mansers Shaw & believe Sussex Lund may be favourable to contributing towards the soft works)

## 5. Update from BBFC

BBFC:

- have 80 adult players signed up for this season – a record for August;
- start their Adult season on 1<sup>st</sup> September;
- aim to continue youth football;
- received a Retain the Adult Game grant from the FA to help pay towards pitch hire costs;
- are working on a Football Development Plan – a document needed to support the bid for Football Foundation funding. Annette B is updating the FDP, which needs to be agreed by BTC & Sussex FA before going to the Football Foundation;

## 6. Update from Step Up Sports

Annette B referred to her latest Funding Plan, including funding options & timelines & identified some key issues under each of the 4 headings:

- BHP Version 1 (with Lottery funding, and others);
- BHP (Pump Track) (Sport England funding and others);
- Community Football Pavilion (Football Foundation and others);
- Community Café (Other funders).

A common issue across all four headings is the fact that the Playing Fields Legacy Fund is closed until further notice. **Annette B** to explore other funders to replace the bids that were to be made to the PFLF, & to itemise these on the spreadsheets for next BRWG meeting.

### BHP version 1

- 1 Lottery officer due to respond this week to Sue B on funding potential.
- 2 BHP issues - Annette B asked that the responsibility for ensuring the screening of the Sensory Garden from the pitch, be picked up by the BHP Landscape Architect/BHP Project Manager.

### BHP Pump Track/Cycle Skills area

- 1 No advance approach has been made to Sport England on funding pending the response from Lottery re the BHP.

- 2 RDC funding to be applied for in January 2019.

#### Community Football Pavilion

- 1 Until the demolition costs, architect fees and planning fees are produced by BTC, the actual remaining amount of match funding available cannot be clarified for funding bids.
- 2 Protecting football at Battle Rec: BBFC & Annette B are developing a site-specific Football Development Plan which draws in a wide range of partners such as Sussex FA, primary and secondary schools, & other football providers. This will be prefaced by evidence on football need & will show how BTC supports football development in the Town – ie: through the 10-year license, match funding etc. The FDP is to be agreed by BBFC, then BTC, then sent to Sussex FA for comment. Finally, once the report from the architect about the need to build a new pavilion rather than refurbish is available, a meeting with the Football Foundation will be requested either at Battle or in London to gauge their interest & potential funding levels.
- 3 Pavilion Issues: Still outstanding: architect reports on condition, life expectancy and potential costs of maintaining and upgrading the current building over 21 years; architect's view on whether the current structure would tolerate a new internal layout; view on timing of two projects on site and access for heavy plant; architect's advice on traditional or modular build preference for tender process; Plan for alternative changing or playing arrangements for BBFC during construction;

#### Community Cafe

- 1 BTC may need to reconsider options on how to run the café. Franchising or operating as a Community Interest Company are not options as the Café will not be run for profit or be in competition with cafes in Battle.
- 2 Cafe issues:
  - co-ordination & timing of the two builds, including bid timing;
  - costs for Architect/Sports Consultant/planning.

#### **Cllr Glenna F to:**

- prior to a tender process for the build & bids to funders, look into identifying management, costs for fit out & running costs/income for a non-profit making community café by exploring these options:
  - partnership with Hastings or Bexhill College Catering Departments – to develop the skills of young people via a Social Enterprise Project?
  - research with Autism Sussex & the Pelham Hotel (Sidley) to find out how they run their cafes (fitting-out, operational approach, running costs etc). **Andy G** to link up Cllr Glenna F with Ollie Jeffs (Pelham Manager & BBFC player).

## **7. Media & Community Communication**

BRWG agreed "Fit for Battle" as the "press/public friendly" title for the Battle Rec project.

Cllr Glenna F noted the Battle Observer article of 24<sup>th</sup> August. This was probably based on the BTC notice displayed at Battle Rec, which summarised the plans for developing Battle Rec.

## **8. Review & update of all actions to take whole Battle Rec Project forward**

Actions include those in the above minutes.

### In progress

#### **BTC to:**

- seek professional advice on which build costs less money & time to build – Modular or Traditional build? \* *post meeting note, please see Annexe A*
- draw up Pavilion specifications based on Modular or Traditional builds;
- provide an informed document for Football Foundation funders to show why a refurbishment is not feasible & a new build is needed;
- identify the demolition costs, Architect fees & planning fees;
- discuss document to be supplied by Annette B to protect football at Battle Rec for 21 years (as required by Football funders) at October meeting.

#### **Annette B to:**

- finalise the BTC Football Development Plan (& agree it with BTC & Sussex FA before meeting with the Football Foundation.
- Provide BTC with a discussion document regarding the protection of football at Battle Rec

#### **BBFC to:**

- follow-up a contact that said they are willing to provide a sketch of what the new Battle Rec will look like (& connect them up with Cllr Glenna F).

## To be started

### **BTC to:**

- obtain the specifications and costs for the Pathway from the BHP Landscape Architect;
- carry out the tender processes for Pavilion, for Cafe, for Pathway and for Pump Track once planning permission is granted & the specification(s) have been drawn up;
- refer to the Town Clerk the issue of BBFC continuing to train on the Battle Rec pitch in July (subject to pitch maintenance or renovation work);
- re the Café, explore a partnership with Hastings or Bexhill College Catering Departments (to develop the skills of young people via a Social Enterprise Project);
- re the Café, research with Autism Sussex & the Pelham Hotel to find out how they run their cafes.

### **Annette B to:**

- explore other funders to replace the bids that were to be made to the PFLF & to itemise these on the spreadsheets for next meeting;
- commence the pre-bid documents for the Pavilion project & await the Lottery response to the BHP enquiry (before commencing Pathway Pre-bid documents).

### **BBFC to:**

- re the Café, connect up Ollie Jeffs (Pelham Hotel Manager) with Cllr Glenna F.

### **BHP to:**

- consult the BHP Landscape Architect on signage issues & to identify two options for the location of the Cycle Parking area;
- attend an EC meeting in the future to finalise the details of the BHP signs;
- finalise the details of the BHP plans & forward the plans to the Town Clerk;
- to ask the BTC Mayor (a retired Police Officer) to support an application for Police funding.

## **8. Date of next meeting**

Tuesday 2<sup>nd</sup> October at 10.30 am at Battle Baptist Church (Manna House).

## Response from Architect regarding modular or traditional build

Battle Recreation Ground, North Trade Road, Battle



Carol Harris

Fri 31/08/2018 09:20

To: Cllr Glenna Favell; Cllr Jill Gynge; 'Church Office' <office@battlebaptistchurch.org.uk>



Inbox



Action Items



Good morning

Please see below advice in relation to the rebuild of the pavilion from the architect.

Kind regards

*Carol*

Town Clerk

Battle Town Council

01424 772210



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**From:** Andrew Gerken - Pump House Designs

**Sent:** 31 August 2018 09:40

**To:** Carol Harris <Clerk@Battletowncouncil.gov.uk>

**Cc:** James Laibach - Pump House Designs

**Subject:** RE: Battle Recreation Ground, North Trade Road, Battle

Dear Carol,

Further to your below email I would suggest using a timber frame specialist who would fabricate the

building based on our drawings with minor tweaks if required.

A modular building in my opinion would be more like a pre-fab and would potentially change what we are proposing.

We may find a contractor/carpenter who would be happy to build the timber frame themselves in which case we would just need to employ a Structural Engineer to design the framework.

Due to the sloping nature of the site I personally feel that a fair portion of the overall cost will be involved constructing the building up to the main floor level before a modular building or traditional frame could be erected and therefore I doubt whether any big savings could be made either way.

Hope this helps?

Regards

**Andrew Gerken**  
Director



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