



Battle Town Council



MINUTES of the ENVIRONMENT COMMITTEE MEETING
held ON TUESDAY, 5 JUNE 2018 at The Almonry, High Street, Battle at 7.30pm

Present: Cllrs G Favell (Chairman), J Boryer, M Dass.

In attendance: Cllr D Wheeler, Carol Harris (Town Clerk)

1. **Apologies for Absence** – Cllr P Fisher, J Gyngell and M Howell.
2. **Disclosure of Interest** – None.
3. **Minutes of Previous Meeting held on 5 June 2018** were approved by Members and duly signed by Cllr Favell.

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

The Clerk reported:

- plants from the Oak tree bed had been removed and grass seed laid. An appointment with a seat contractor has been arranged for next week;
- the fun circuit had been completed and Michael Deboick's last task was to erect the "Michael's Mayhem for children" sign;
- Parchment Trust had confirmed that an alternative project had been accepted. **The Committee agreed that this should be removed from the Action Plan;**
- completion of the resurfacing of the cemetery access road;
- the play boat at the recreation ground had been installed;
- installation of two new litter/compost bins at the cemetery;
- new signs in place at the recreation ground car park;
- installation of the aeroskater at the recreation ground.

5. **Correspondence & Communications**

Notification that the **War Memorial** has been added to the List of Buildings of Special Architectural or Historic Interest and is listed at Grade II. Historic England also reported on funding streams for War Memorials and the Clerk is researching specialist trades persons and grant opportunities.

A request to use the recreation ground for a **Fun Dog Show fundraising event**. The Committee agreed in principle subject to evidence of appropriate public liability insurance being provided and that any signage includes "use of the recreation ground by kind permission of Battle Town Council".

Confirmation of a successful application for **120 hedge saplings from Woodland Trust**.

A request from a **local business to install a notice board** in the bus shelter close to the Memorial Hall. Members discussed this and felt that whilst it could be an income stream, the Council could not promote one business above others. It was agreed that the open offer to display commercial literature could be considered in the future.

6. **Allotments**

- a) The detailed **action plan** for **allotments** was noted.
- b) The **judging criteria** for the **annual competition** was agreed, as attached.
- c) Cllrs Favell and Dass agreed to **judge the allotments** for this year's competition.

Battle Town Council

- d) Members agreed that, subject to the agreement of the (t)Deputy Town Clerk, there would be no requirement for any Councillor to attend **quarterly inspections**. Cllrs Boryer and Favell agreed to attend if required.
- e) Cllr Favell agreed to represent the Council on the **Senlac Allotment Committee**.
- f) The (t)DTC's report following recent **inspections**, as attached, was noted and actions agreed, including the grassing of 2 plots at Watch Oak. The Clerk advised that there is a bee hive on Cherry Gardens that had not received formal permission. The tenant has, however, confirmed that all but one criteria of the Bee Keeping Policy is complied with and that this will be rectified.
- g) Members noted that there had been no requests for **plots** for residents with **reduced mobility**. It was agreed that this should be reviewed annually.
- h) The **current vacancies** were noted as: Cherry Gardens – 2/43; Netherfield Hill – 0/7; Virgins Croft – 3/15; Watch Oak – 7/26.
- i) A request to keep a **bee hive at Watch Oak allotments** had been received. In accordance with Council Policy, a notice had been erected at the site. One tenant had reported a severe allergy to bee stings. Members suggested that a plot at the Cherry Gardens allotment site be offered.
- j) In light of the new **General Data Protection Regulations** the Clerk suggested an addition to the **Allotment Agreement** to clarify that “personal information will be retained for the period of tenancy and up to one year following termination”. This was agreed.

7. Cemetery

- a) The detailed **action plan** for the **Cemetery** was noted. It was noted that training groups to undertake the restoration of the mortuary are to be sought.
- b) It was agreed that the **annual memorial inspection**, to include the churchyard, should be undertaken on Tuesday 17 July.
- c) The Clerk reported that 5 **trees in the natural burial area** had died through water logging. **It was agreed to purchase one suitable container tree for planting where a burial has taken place at a cost of up to £150** (PWLB 4600/EMR345). The remaining trees will be replaced when bare rooted trees become available.
- d) In light of the new **General Data Protection Regulations** the Clerk suggested an addition to the **Deed of Grant** to clarify that “personal information will be retained for the period of the Deed of Grant”. This was agreed.

8. Recreation Grounds

- a) The detailed **action plan** for the **Recreation Grounds** was noted. Members noted that potential funding sources for the recreation ground project requires clarifying prior to funding for play equipment being sought.
- b) The Clerk confirmed that she is meeting with a contractor to discuss finger posts for the recreation ground. It was agreed that “toilet/woodland play/swings & aeroskate” should be placed at the car park entrance with “toilet/woodland play/MUGA & tennis courts” at the swings entrance.
- c) The formation of a Claverham Community College ‘**Friends of Battle Rec**’ group was discussed. The aims and objectives were agreed as attached.
- d) The Clerk reported that investigations had shown that several drains had collapsed under the football pitch at the Asten Fields end. **Members agreed to delegate to the Clerk to have these repairs carried out at a maximum cost of £3,500** (Football pitch maintenance 4325).

Battle Town Council

- e) The notes from **Recreation Ground Working Group** meeting on 24th April 2018 and notes from BBFC meeting with FA on 15th May 2018 were accepted. Cllr Favell highlighted a meeting to be held on 26th June 2018 following consultation with the Football Association (FA).
- f) Members were reminded that a budget of £6,500 had been agreed to level the junior football pitch. Following consultation with the FA, the Clerk recommended that a higher specification be applied to extend its use and thereby increasing its value to the community. **Members agreed to apply to RDC for a Community Grant to level the junior football pitch.**
- g) Members noted the minutes of **BHP** meeting on 4th April 2018. Cllr Favell reported that at the meeting on 30th May 2018 it had been noted that Sustrans had included part of the Health Pathway into their proposals and that a further member had been recruited.
- h) Cllr Favell advised that a request had been received from **Autism Sussex** for permission to develop and provide a **sensory garden** in one area of the proposed Nature Garden in the Picnic Area along the Health Pathway. This was agreed in principle with any plans being approved by the Committee.
- i) Members were advised that there is no longer a suitable petanque court for the Battle area. **It was agreed to add the provision of a 2 lane international size court to the medium term Action Plan.**
- j) The Clerk reported on a meeting with local dog walkers and users of **Telham playing field** at which they had offered to repair the gate and assistance to provide a firm surface to the access path. **Members agreed to accept both offers and to purchase materials to a maximum cost of £300 (General maintenance 4205) to facilitate the access path hardening.**

9. Street Furniture & Lighting

- a) The detailed **action plan** for **Street Lighting and Furniture** was noted.
- b) Due to the small number of Councillors it was agreed to postpone the allocation of member to walk through the town and compile a **report on signage** until the next meeting.

10. Remainder of BTC's Estate

- a) The detailed **action plan** for the **Remainder of BTC's Estate** was noted.
- b) Members noted that an application had been made to **Sussex Lund** for the wild meadow project at the Amenity Field and an extension to the Mansers Shaw pathway.
- c) The Committee noted that the **circuit for children** had been installed and Michael Deboick had erected the "Michael's Mayhem for children" sign prior to his departure. **Members agreed that an initial RoSPA inspection of the equipment at a cost of £295 (General maintenance 4205) should be arranged.**
- d) The Clerk reminded Members that a **large wooden planter**, purchased by the Council, had been removed from the Chapel by request. Beautiful Battle had suggested that this be positioned in vicinity of Oak tree bed by the telephone junction boxes. This was agreed.
- e) Members discussed two communications of concern at the height of **wildflowers on roundabout** causing a visibility reduction over the roundabout of oncoming traffic. The Clerk confirmed that East Sussex Highways maintain that this is not an issue as drivers should be concerned with vehicles approaching from the right. She also reported that the wildflowers will now be naturally dying down and will be cut short at the end of August until next year. A suggestion to cut a perimeter of the wildflower was made and it was agreed to obtain the opinions of all Councillors for a decision on whether to leave and monitor or cut a 46cm strip.
- f) The Clerk reported that although a verbal suggestion had been raised for **Battle Bonfire Boyes** to congregate at George Meadow during firework display there had been no formal request.
- g) The **Environment Committee Risk Assessment** was agreed as attached.

Battle Town Council

- h) The **Estate Management Programme** was agreed as attached. Cllr Boryer highlighted the wildflower areas crossover between Committees and asked that all Members be provided with a copy of The Good Verge Guide. This is attached.

11. Financial Matters

- a) To **budget reports at 31 March and 30 April 2018** were noted. The increase for water and electricity charges at the recreation ground has increased due to the public toilet, workshop and tearoom facility now being at this location.
- b) Members were reminded that the Council agreed to pay the **legal costs for a 5 year License to manage the Amenity Field**. The request for payment has now been received. **Members agreed the fee of £637.50 and asked the Clerk to request an extension to the term.**

12. Matters for information / future agenda items

The Clerk was asked to check the Tree Inspection report for advice on the Ash tree situated by the gap between the Pavilion and Workshop. The recommended frequency of inspections should also be clarified.

13. Date of next meeting: 7 August 2018

There being no further business the meeting closed 9.43pm.

Cllr G Favell
Chairman