

Minutes of BVADC meeting 13 December 2017 at 7:15pm

Attending: Lesley Samms, Tina Greene, Peter Greene, Cllr Glenna Favell, Cllr Allan Russell, Carol Harris (Town Clerk)

Apologies: Debbie Grant, Mary Midgley,

1. The **minutes from last meeting on 8 November 2017** were agreed.
 2. The **carvings for stone markers** were approved as attached, annex a.
MM to confirm to Gavin for Markers 1 – 4 and liaise with Vincent re marker 5 design.
 3. The **2 further trail routes** as attached, annex b, were agreed. MM will be asked to incorporate all 4 trails onto one map for circulation. LS will speak to landowners at Marley Lane to request that overgrown hedges be cut back for safety reasons.
AR agreed to investigate the history of the Uckham Lane nursery site.
PG agreed to provide relevant photographs to accompany the Trails – both from the archive and new images to be taken if required. The archive photographs are required asap. It was agreed any new images however could be taken toward the end of February when PG has more time.
 4. An invoice had been received 100% of the design and illustration aspect of the **activity book**. The writer will also shortly be submitting an invoice for 75% of her fee; the balance being payable when all copy has been produced and agreed. **It was agreed that, subject to the Finance sub Committee's approval, these should be paid.**
 5. LS confirmed that 3 quotes had been received for the **production of the 6 x2min films**: 2 for £1k and the third at a discounted rate of £2k. However, the 2 cheaper suppliers had not appeared as professional in their approach. The third, West End Studios Ltd had invited a visit to their studios and shown examples of their work. **Members agreed that the film work should be undertaken by West End Studios Ltd at a cost of £2,000.** It was noted that 50% is required in advance of production.
LS to notify West End Studios of acceptance

PG agreed to contact Battle Abbey School to suggest the school choir provide a recording as background music for the film.
- LS reported that there may be 2 newsworthy items that could catch the public attention; The First Female Fire fighter in the UK – Another woman is also claiming this title; The excavation of Battle Abbey Gatehouse in 1987/1988 (now the EH entrance and shop) which revealed remains of a saxon roundhouse – no official records can currently be found for this excavation.
- Members were advised that the **Community Heritage Film** provided by a student at Robertsbridge has been uploaded and viewed over 2500 times on Facebook to date. DG is currently requesting assistance from 1066 Marketing to help promote this further.
6. **Project tasks for January/February:**
 - **LS and MM:**
 - Finish social history interviews and transcribes x3
 - Finalise new sponsor pack and approach 2nd group of potential sponsors. LS reported the personal purchase of an original artwork Battle map and will pursue copyright to enable the marketing of items

- Identify social history stories to use on trail routes 3 and 4 and write trail dialogue for GEO tourist App voiceover
- Finalise permissions for filming and marker placement
- **PG**
 - Provide archive/photograph trails 3 and 4
 - Finalise cost quotes for cabinets – LS to provide weights and dimensions
- **TG**
 - Produce ideas for Railway Station information point.

8. Any Other Business

Members noted that LS had produced a document for HLF that had received positive comment and confirmation that further funds will be forthcoming. Disappointment in the actions of the external fund raiser was expressed. HLF had advised that they would not fund the purchase of art but would be happy to agree the cost of Poets in lieu of the originally planned play. Quotes would be obtained from 3 Poets. LS will investigate options within the existing budget for the acquisition of the pots at £800 each as these would be items for long term benefit and use by the community.

CH to advise Steve Scott that HLF have granted approval for us not to commission the play as originally planned but to utilise the budget to commission a poet/poets.

TG reported that the Twinning Association will be working on a joint tapestry project with St Valery. The Clerk reported that Chestnut wood had been sourced at a cost of £3780 inc delivery but was felt to be an excess of timber for the river bench. **LS agreed to speak to Gavin Roweth for advice.**

Meeting closed 20.50 next meeting Wednesday 17 January 2018 at 19:15