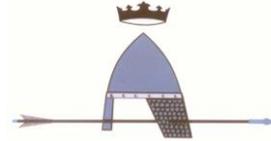




Battle Town Council



MINUTES of the ENVIRONMENT COMMITTEE MEETING held on Tuesday, 2 August 2016 at The Almonry, High Street, Battle at 7.30pm

Present: Cllr G Favell – Chairman
Cllrs J Boryer, P Fisher, D Furness, J Gyngell, M Howell,
R Jessop and M Kiloh.

S Alexander and P Mills (Concorde 1066)

In attendance: Deputy Town Clerk (DTC)

- 1. Apologies for Absence** – Cllrs C Davies and J Reeves.
- 2. Disclosure of Interest** – None.
- 3. Minutes of Previous Meeting held on 21 June 2016.** Cllr Jessop proposed approval of the minutes, seconded by Cllr Kiloh and agreed unanimously. These were duly signed by Cllr Favell.

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

The Committee noted the DTC report:

- 3 repairs have now been completed by Southern Water at **Watch Oak allotments**. The situation is being monitored and compensation will be sought from SW;
- **Directional fingerposts** for Chequers Corner and Station Approach for Cemetery and Methodist Church - Emmanuel Centre have been ordered;
- **Hornbeams and planters** are now in position;
- **Kawaski Mule** has been delivered and is in use, although roof and windscreen is awaited;
- Work to form **restroom/store/workshop** at the recreation ground is in progress;
- The order for a **replacement headstone** damaged by contractor has been placed.

- 5. Correspondence & communications** received post Agenda circulation – None.

6. Method Statement relating to the Abbey Green from Concorde 1066

Members had been invited to meet with Simon Alexander and Peter Mills (PM) of Concorde 1066 (C1066) on the Abbey Green to identify and visualise the Method Statement prior to the meeting. The Committee noted the request from English Heritage that the work to remove bollards be carried out in September. PM suggested that, to prevent vehicular access, the seats would be repositioned at the same time as the bollards. He confirmed that the removable bollards would be replaced on 15 October with 3 more being replaced, at Beautiful Battle's request, over the winter period. Cllr Kiloh proposed that Cllr Favell (GF) and the DTC be delegated to agree the positioning of seats and number of bollards to be replaced with C1066. This was agreed. Cllr Jessop asked that all seats are fixed with one rawl bolt to a front leg which can be easily removed for temporary resiting. Members requested an assurance that any damage caused during the moving of seats or any defect to the surface patching from bollard removal during the following 12 month period would be rectified by C1066. PM agreed to this undertaking subject to the approval of the C1066 Committee.

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Cllr Furness joined the meeting at this point.

Members agreed:

- GF and DTC to agree position of seats and number of bollards to be replaced with C1066 representatives;
- Bollards to be removed and seats repositioned late September;
- Council to source bolts for seat fixing and C1066 will reimburse cost;
- Committee will finance the cost difference between fixed and removable bollards;
- flower tubs to be moved fully planted;
- cycle racks will be reinstated on the Abbey Green.

The Chairman thanked SA and PM for their valuable attendance.

SA and PM left the meeting.

7. Allotments

Cllr Favell reported that the **annual competition** had taken place in July with cups and prizes presented at the Battle in Bloom Evening last Thursday. Cllr Kiloh suggested that allotment tenants have little knowledge of the competition and asked that more detail be given to Senlac Allotment Association for circulation to tenants and that competition advice notices are displayed at each allotment site.

GF confirmed that **quarterly inspections** had taken place at the end of July and that, with the exception of Netherfield, there are a large number of plots that will receive warning letters either that they are in breach of their Tenancy Agreements and unless satisfactory improvements are made they will be required to vacate their plots per their Agreement or requesting that improvements are made. There are several other plots that are marked down to watch. The DTC was asked to advise the relevant co-ordinators of letters to be sent. Members agreed that a second allotment will only be permitted if the first is maintained to a high standard.

It was agreed that advertising of **vacant allotments** should wait until late winter/early spring.

Cllr Kiloh reported that a visit to Eastbourne will be carried out with Senlac Allotment Association and the Chairman on a Friday to view **accessible plots**.

The Committee noted the **current vacancies**: Cherry Gardens – 3; Netherfield Hill – 0; Virgins Croft – 2; Watch Oak – 2.

7. Cemetery

The Chairman **thanked Councillors** that had helped to tidy and weed the Gardens of Remembrance and shingle pathways ready for the **S&SE in Bloom competition judging**.

GF confirmed that the **paths in the lower cemetery** are now repaired and look lovely; further progress on the area where **ashes will be interred and scattered** has been delayed due to staff shortages. She also reported that the **annual memorial safety inspection** will be carried out this month.

The DTC reminded Members that authority had been given for **essential works to the chapel**, including heating, to a cost of £49k to be instructed. She had also been asked to obtain costs for a **new equipment/machinery store** and **refurbishment of Chapel 2** to include an accessible toilet and kitchenette area. Several quotes had been received for

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the 3 projects and, whilst each is independent, they could have a practical impact on each other. Members discussed the implications of the various quotes and potential conflict and agreed that for best value purposes the projects could be offered to a single contractor. **Cllr Favell proposed that the Committee delegate responsibility to the DTC to progress the contracts to refurbish the Chapel buildings and provide the new storage facility in the Cemetery. This was seconded by Cllr Furness and agreed unanimously.** Cllr Jessop requested a programme of works be obtained from the selected contractor.

The DTC confirmed that the **extension work** has commenced with the digging of driveways and paths underway. The Contractor has suggested that the concrete edging to the roadway should be continued to the car park exterior perimeter to encompass the area as vehicular access and to reduce costs by eliminating the need for timber edging. **Cllr Favell proposed that the concrete edging be continued to the perimeter of the vehicle parking area. This was seconded by Cllr Jessop and agreed unanimously.** The DTC reminded Members of the waterlogging problems experienced at the bottom of the EA, EB and NRC sections. She reported that advice had been received from Agrifactors, the existing contractor, that drainage close to the existing hedge could be installed to run from one direction into the new main pipes for the extension area and on the other into the natural drainage ditch. This work would cost £1,000. The issue could further be improved, if required, at a later date. **Cllr Kiloh proposed that the drainage work be carried out at a cost of £1,000. This was seconded by Cllr Boryer and agreed unanimously.** Cllr Jessop asked that the contractor be advised to notify of any 'soft spots' prior to work being carried out.

The draft **Business Plan and Fees proposal** had been circulated to Members. The Committee discussed the **charge for the interment of babies and children** and agreed that there should be no fee applied for Battle children up to and including the age of 16. It was felt that there should be a reduced fee for babies and children not resident within Battle. The DTC was asked to establish the fee structure for children at Robertsbridge/Salehurst for comparison. The Committee agreed that there should be no reduced cost for the **natural burial area** and that the **doubling of fees for non-residents** should remain. The **Business Plan** will be monitored and reviewed as appropriate.

8. Recreation Ground, Play and Games Facilities

Cllr Gyngell reported that during a recent inspection she had found no issues with the equipment or recreation ground, although there was a **Rowan tree** that appeared to have died and she was aware of the constant battle against **litter in the MUGA and saplings being pulled** from the newly established hedge. She was also concerned that the **car park** was full with no sign of people in the recreation ground. Cllr Boryer highlighted a scheme used in other areas for residents and users of facilities to purchase a parking permit for short time periods. The DTC was asked to confirm that fees for parking would not contravene any grant conditions.

A report from a meeting with Battle Baptist Football Club (BBFC) had been circulated. **Cllr Favell proposed that the annual fee for pitch and pavilion hire for the 2016/17 season is set at £1500 for the two teams and that BBFC have the sole use of the football pitch this season in recognition of their contribution towards the pitch refurbishment. After this season, the condition of the pitch will be re-assessed by both parties and a long-term agreement considered. This was seconded by Cllr Furness and agreed unanimously.** BBFC had sought permission in principle to place

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bench seats between the hedge and the slope. **Cllr Favell proposed that the Committee agree in principle to the installation of benches between the hedge and the football pitch, but the final design and positions must be approved by the Committee. This was seconded by Cllr Boryer and agreed unanimously.**

The DTC confirmed that the **accessible toilet** is now complete and will be open to the public with effect from the following day, upon nappy and sanitary bins being installed. Members thanked the DTC for managing this project successfully.

9. Street Furniture & Lighting

Cllr Howell reported that the wording designs for the **5 finger posts** had been approved and are now being manufactured. Members thanked Cllr Howell for her work on this.

10. Remainder of BTC's Estate

Cllr Boryer confirmed that some **tree work** had been carried out in the **recreation ground** and will continue in September and the **pathway at Mansers Shaw** is scheduled for end of August.

Cllr Fisher left the meeting at this point.

Cllr Kiloh requested that the Planning and Transport Committee be formally asked to pursue the **poor condition of properties in the High Street** with the Conservation Officer.

The **Risk Assessment** had been circulated to Members and was accepted unanimously.

11. Budget report

The **income and expenditure to date** was noted.

12. Matters for information / future agenda items

- **Management Plan**
- **Recreation Ground Policy and Fee Structure**

13. Date of next meeting: Tuesday 13 September 2016

The meeting closed at 9.00pm.

Cllr Favell
Chairman

