



Battle Town Council



**MINUTES of a meeting of the FINANCE & GENERAL PURPOSES COMMITTEE
held on TUESDAY, 2 JANUARY 2018 at The Almonry, High Street, Battle at 7.30pm**

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

In Attendance: Carol Harris, Town Clerk

1. Apologies for absence – None.

Cllr J Gyngell was absent.

The Chairman confirmed the sad news that Cllr Richard Jessop had passed away on 28 December. All agreed he would be greatly missed.

2. Disclosure of interest – None.

3. Minutes of the meetings held on 6 December 2017 – These were approved by Members and duly signed by Cllr Furness.

4. Matters arising from previous meetings

The Clerk confirmed that:

- **essential external repairs** to the Almonry had been completed;
- **CCTV** will be installed at the Almonry this month;
- All Councillors now have an @battletowncouncil.gov.uk **email address**;
- the new **Mayoral Chain** had been gifted by Cllr Richard Jessop to the Council and placed on the insurance schedule;
- 2 quotes had been received for the full survey of the electrical system at £464 and £520. **Members agreed that the survey should be carried out by Jenco Electrical Ltd at a cost of £464.**

Letters of **thanks for grants** had been received from Revitalise and Battle Area Community Transport.

5. Action plan – objective 2

Members noted that this relates to the office: service to the public and the admin systems, including staff training requirements. All is in hand.

6. Almonry

- Members noted that **Planning and Listed Building applications** RR/2017/2150/P and RR/2017/2151/L had been approved with conditions.
- The options for taking the **restoration project** forward were discussed. There was concern raised at investing a further £10k prior to seeking funds, but Members acknowledged that more precise costings are required for grant applications. **Members agreed to instruct John D Clarke Chartered Architects, at £7,812.50, and EAR Sheppard Structural Engineers at £2,160 to produce: detailed working drawings for Building Regulations; documents to satisfy the Planning Conditions; and for design and structural calculations for tendering purposes.** *(Post meeting note: after discussion with J D Clarke and researching on the HLF website it appears that further discussion should be undertaken and I recommend that this be considered at the next Full Council meeting)*
- The Committee considered communication from Beautiful Battle in relation to the South & South East in Bloom competition. It noted that any significant changes to the planting scheme will result in the garden not being ready for 2018 season. **Members agreed to revise the Business Plan and not enter this year's SSEiB competition.**
- The Clerk reported that a representative from the East Sussex Registry Office had visited the

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Almonry and was enthusiastic at the prospect of both the **building and garden as wedding venues**. A budget had been agreed by Council at £2,500 for a 3 year registration. Members agreed that a small Working Group should be formed to take this project forward. Cllr Favell volunteered to be part of the WG and research appropriate furniture items for consideration by the group. **Members agreed to ask for further volunteers to join the Working Group at the next Full Council meeting.** In the meantime, the Clerk was asked to submit an application to RDC for a 'change of use'.

7. Grant requests

The Committee agreed:

- **not to support the request from Revitalise;**
- **to provide 2 engraved salvers up to the value of £500 to Battle Bonfire Boyes.**

8. Autism Street Alert awareness

The Committee agreed that the office should promote the awareness of autism and recommended that ER&TD suggest Autism Sussex be asked to speak at the Parish Assembly or produce an article for the next newsletter.

9. Financial matters

The budget report to 30 November 2017 was noted, as attached.

10. Matters for information and future agenda items

The Committee agreed to an additional meeting to discuss further **grant applications**. The Clerk was asked to encourage applications from other appropriate local organisations in the local newspaper and on the Council's website.

**11. Date of next meeting: additional – 23 January 2018 at 7pm
6 March 2018**

The meeting closed at 8.25pm.

**CLLR D FURNESS
CHAIRMAN**