



Battle Town Council



MINUTES of a SERVICES COMMITTEE MEETING
held on Thursday, 9 January 2014 2013
at The Almonry, High Street, Battle at 7.30pm

Present: Cllr M Kiloh - Chairman
Cllrs C Bishop, J Eldridge, J Ormonde-Butler and D Wilson.

1. **Apologies for Absence** –Cllrs R Bye, J Gyngell, M Howell, M Palmer and S Pry.

2. **Disclosure of Interest** - None.

3. **Minutes of the previous meeting** held on 1 October 2013. Cllr Wilson proposed approval of the minutes, seconded by Cllr Eldridge. This was agreed and they were duly signed.

4. **Matters Arising from Previous Meetings**

The Asst Clerk reported a conversation with SRL Environmental Maintenance wherein they confirmed that the **gateways** have been manufactured and are awaiting painting prior to installation at the end of January/beginning of February.

5. **Correspondence & Communications** – None.

6. **Allotments**

Cllr Wilson confirmed that he had not carried out a full **condition of plots survey** due to the very wet weather currently being experienced. He had noted that new structures had been erected on various plots at both Watch Oak and Cherry Gardens and that he would take particular note of these on his next inspection.

The Committee noted that there are currently **13 vacant plots** with a further 6 plots unpaid for since October. The Asst Clerk said that these allotment holders have only recently been reminded and that she had advised that any that remain outstanding on 31 January will be returned to vacant status. Members agreed that letters to uncultivated plots should be sent in the spring.

The Chairman welcomed Anne Gavin and Enid Pound, secretary and treasurer respectively of the reformed **Senlac Allotment Association (SAA)** to the meeting. Mrs Gavin reported that at its first meeting a Constitution had been agreed and a representative for each site had been appointed. They hoped that a representative of the Council would be elected to work with the SAA to include joint inspections of the sites with a clear criterion of what is acceptable. The SAA feel that the uncultivated state of so many allotments is a deterrent to any prospective new tenant. They reminded the Committee of the agreement to cover the **vacant plots with black plastic**. Members suggested that old carpet would be a cheaper and efficient alternative to black plastic. **Cllr Wilson agreed to be the Council's representative on SAA. This will be recommended to Full Council.** It was agreed that any new allotment tenants would be given Anne Gavin's email as initial contact for the SAA and that they would be invited to submit their email address for communication from SAA. It was agreed that an 'action for vacant plots' policy should be agreed at the meeting on 25 February. Cllr Kiloh agreed to investigate options for **plot markers** and would bring samples to that meeting. It was suggested that if work to replace the **fencing and gate posts by the footpath at Cherry Gardens** had not already been contracted out, the workstaff should be asked to undertake this work as soon as possible. A letter with cost of cutting back **tree branches by plots 6 and 8 Netherfield Hill** had been submitted by a tenant. It was felt that this could not be identified as more urgent than other tree work and would

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have to be considered as part of a programme of works. Concern was expressed at the cost of grass cutting at Watch Oak. It was agreed to research the options of reducing this charge.

7. Street Lighting and Street Furniture

The Asst Clerk reminded the Committee that the street light engineer had recommended the **replacement of both light columns in Rowbarns** be brought forward from next year's phase of upgrade works due to the poor condition of both the lantern and columns. This had been agreed at F&GP in November and the work would be completed by the end of this month.

The Committee agreed that the order for **replacement fingerposts** would not be placed until late in the next financial year.

8. Cemetery

Cllr Kiloh advised the Committee that the **loan application** for Tier 2 Groundwater Survey and planning fees had not complied with minimum amount criteria. The suggested options are to use part of the Council's reserves for the Tier 2 Survey and replace when the loan for full works at the cemetery is made or, alternatively, to apply for a larger sum immediately, possibly £25k, to include some of the intended work to the tractor shed etc. It was agreed to ask the advice of Trevor Leggo regarding possibility of a staged loan and detail of application required. Cllr Kiloh also reported on conversations with the contractor that provided the Tier 1 Groundwater Survey and another contractor regarding the idea of **appointing a planning consultant for the proposed cemetery extension**. It was felt that it may be beneficial to employ the same company to carry out the Tier 2 and the planning consultancy. Cllr Kiloh agreed to follow up this proposal and suggested an extra meeting on 11 February to enable to a report to Full Council on 18 of that month. This was agreed.

Members considered the request for further **heating for the Chapel** but felt that extra expenditure could not be warranted when the facility is so infrequently used. In the short-term, Cllr Eldridge agreed to donate 2 heaters.

9. Tree Hazard Survey

The Committee noted that there was no further tree work anticipated until the next financial year.

10. Budget Report 2013-14

The Asst Clerk confirmed that the energy supplier had not been taking direct debits since October and that she was endeavouring to resolve this together with the confusion over the charge amount since the changeover to part-night lighting regime.

11. Forward Plan

It was agreed that this item should be discussed at the extra meeting agreed for 11 February.

12. Matters for Information and Future Agenda Items

Items for the extra meeting:

- Tier 2 Groundwater Survey and Planning Consultant for proposed cemetery extension
- Forward Plan

13. Date of Next Meetings: Extra meeting to discuss the items agreed, Tuesday, 11 February 2014 and 25 February 2014.

The meeting closed at 9.15pm

CLLR KILOH
Chairman

