



Battle Town Council



**MINUTES of the COUNCIL MEETING held on
TUESDAY, 21 OCTOBER 2014 in
The Almonry, High Street, Battle, at 7.30pm**

PRESENT: Cllr M Kiloh – Chairman
Cllrs J Boryer, R Bye, G Favell, D Furness, T Hall, M Howell, R Jessop,
S Pry, A Ratcliffe and D Wilson.

Public Question Time

A member of the public introduced herself as a prospective applicant for the position of Town Clerk. District Cllrs Davies and Dixon were present.

1. Apologies for Absence – Cllr J Eldridge, J Gyngell, J Ormonde-Butler, M Palmer and J Sydes.

2. Disclosure of Interest Cllr Wilson declared an interest in item 9, Planning minutes of 8 October, as an employee of Battle & Langton School.

3. Minutes of the Council Meeting held on 16 September 2014. Cllr Pry proposed approval of the minutes, seconded by Cllr Bye and agreed unanimously.

4. Matters Arising from Previous Meetings – None.

5. To Receive a Report from the County Councillor
Cllr Field was unable to attend and there was no report.

6. To Receive a Report from the District Councillors

Cllr Davis reported on the Scrutiny Committee meeting which had discussed the medium term strategy. It had acknowledged that there had been a 60% reduction in grant from central government which had resulted in a loss of 93 staff members. Various changes had been implemented including cross district working and an increased workload volume for remaining staff. The poor switchboard service was highlighted as a disappointing consequence of these cuts.

7. Correspondence and Communications

Members noted:

- a request to use **Abbey Green** for carol singing and “**Manger on the Move**” event on **Saturday 13 December 9.30-12.30**;
- the decision by RDC to retain the use of **Netherfield CoE Primary School as Polling facility** for the **Netherfield Parish**. Members expressed disappointment in this announcement ;
- an invitation from RDC to a **pre-election event** on Monday 10 November for those interested in becoming a **District Councillor** and on Friday 14 November to hear the **plans and preparations** for the **elections on 7 May**. This highlighted the counting of ballot papers for District and Parish elections being undertaken on Saturday 9 May. Cllr Jessop reported a meeting in January being organised by **RALC** to discuss ways to encourage applications for new **Parish/Town Councillors**.

Cllr Kiloh reminded Members of the postponed **SALC AGM** now fixed for **28 October** at 11.30am in Hailsham. She highlighted the need for attendance by 2 Members of the Council and

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confirmed that she and one Member had agreed to attend. Cllr Favell volunteered to step in should one of the existing Members be unable to fulfil this appointment.

Council was advised of an offer from previous Town Councillor Jim Carter of **Hawthorn trees** for the **hedge** at the **Recreation Ground**. It was agreed that a space for the future provision of a gate access be left. The ATC was asked to write to Mr Carter thanking him for his generous gift to the town which would be gratefully accepted.

In response to an enquiry from **Battle Royal British Legion** regarding **wording** required on **Commemoration wreath** for the **Great War Centenary Remembrance Service** on Sunday 9 November, the ATC was asked to request the usual wreath with "Members and Staff of Battle Town Council".

In response to a review of their governance the **Battle Museum of Local History** wishes to **amend the status** of the **Council's representative** to its **Committee from member to observer**. Subject to the ATC confirming that this does not conflict with the terms of the Lease, this was agreed.

8. Minutes of the Communications Committee meeting held on 23 September. In the absence of both the Chairman and the Vice Chairman it was agreed to present these at the next meeting.

9. Minutes of the Planning Committee meetings held on 24 September and 8 October were presented by Cllr Jessop and noted. In response to a question, the ATC confirmed that RDC had responded that the Twitten was not in such a poor condition for a Section 215 to be pursued, although general sweeping and the repair to the ceiling will be pursued. Cllr Boryer suggested that the Committee research the detail of the latest RDC Local Plan Core Strategy

10. Minutes of the Services Committee meeting held on 30 September were presented by Cllr Boryer and noted. He highlighted the request of the Committee to pursue the cost of resurfacing of the cemetery road and the provision of storage heating in the Chapel.

11. Minutes of the Estates Committee meeting held on 7 October were presented by Cllr Wilson and noted. He expressed his thanks to the Committee for his election to Chairman.

12. Minutes of the Finance & General Purposes Committee meeting held on 14 October were presented by Cllr Kiloh and noted.

13. Report of the Cemetery Development Working Group including the Recommendation to Apply to the PWLB for a Loan of £100,000

Cllr Kiloh reported on a meeting with Justin Smith of CDSL who had identified the approximate costs and timescales for surveys and statements up to planning application. A copy of CDSL's spreadsheet of charges was circulated to Members. This estimated costs, including CDSL fee proposal, is between £23-28k up to planning application. Mr Smith confirmed that the area of approx. 1 acre on an 8% gradient could be designed to include terraces but this would increase the cost. He indicated the cost of works would likely be between £60-80k which would provide around 600 additional burial plots. **Cllr Kiloh proposed that the Council apply for a PWLB loan for the full £100,000 which could then be drawn down as required.** Interest would be due only on the amount withdrawn. Members discussed the need for further financial information although it was acknowledged that this work is necessary. Cllr Kiloh reminded Members that it had previously been agreed that CDSL be instructed to carry out the planning application work and tendering process for design work. **Cllr Jessop proposed that the decision be deferred to the next meeting to enable the Acting Town Clerk to obtain further information,**

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particularly in relation to the access roadway and drainage. This was seconded by Cllr Boryer and agreed by a majority.

14. Proposed Amendments to Standing Orders and Subsequent Terms of Reference for: New Committee Structure; Current and New Working Groups

Papers had been circulated to all Members for consideration prior to the meeting. Cllr Kiloh highlighted the change to the Term of Reference which now include objectives for each Committee. Various suggestions were discussed and it was agreed that the Structures Working Group should make minor amendments to the ToRs and Standing Orders for final approval at the next meeting. Additional Working Groups were agreed as:

- **1066 Working Group:** to liaise with other interested organisations to develop proposals and to identify funding for the celebration of the 950th anniversary of the Battle of Senlac (Hastings) in 2016 – report to External Relations and Town Development;
- **Web Design and Development Working Group:** to develop proposals for the redesign of the Council's website and oversee their implementation – report to External Relations;
- **Sports and Leisure Development Working Group:** to liaise with other interested organisations to develop proposals for the extension of sports and leisure facilities in the Battle area, to identify funding and to oversee implementation of plans – report to Environment.

Cllr Kiloh reminded Members that, via the ATC, she is trying to ascertain expressions of interest to allocate Councillors to appropriate Committees and Working Groups.

Cllr Jessop congratulated Cllr Kiloh on her work on this item.

15. Annual Mayor's Charity

Cllr Kiloh highlighted the number of fund raising events attended by the Chairman/Mayor and suggested that, in addition to raising much needed funds for a charity, it would also improve external relations. Cllr Bye agreed the principle but raised concern at the level of obligation already undertaken by the Chairman/Mayor and suggested that the role could be separated, as in other local Councils. He also highlighted the poor Chain of Office which he did not feel was commensurate to the historically important town of Battle and recommended that a superior one should be purchased. It was agreed that these issues should be discussed by the Structures Working Group.

16. Action Required Resulting from Resilience Conference

Cllr Favell had circulated her report to Members. She highlighted the need for more Automated External Defibrillators, there is currently one near the Fire Station and one at Claverham Community College. These are available at a cost of between £800-900. She asked that this and a 'snow plan' be considered by the new Environment Committee. Cllr Jessop reported the increased awareness that business and property owners are not liable as a result of clearing snow outside of their premises. Cllr Favell suggested that a concise indication of who is responsible for clearing where would be useful. She also requested the new External Relations Committee consider: arranging training for 'hands only CPR'; updating the Resilience Plan and the New Councillors welcome Pack, promoting plug in phones; cheap head torches and property plans.

17. Trustees to the Battle Charities

A letter had been received from Heringtons Solicitors advising that due to Cllr Fisher's resignation and ineligibility of Cllr Eldridge as not being a Battle resident, two Councillor nominations are required. The ATC was asked to clarify any financial responsibility to this role and the time and regularity of meetings.

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18. Contract for Street Light Energy

The ATC reported that an independent advisory group had investigated contracts for the unmetered supply of electricity for the Council's street lights. As this is a specialist area only 2 had been identified. The recommendation was to accept a 2 year contract with Eon. Whilst this appears slightly more costly than a 12 month contract it was felt to be more economical in light of increasing fuel prices. The ATC confirmed that both she and the Chairman had looked at the comparison data and agreed with the advice. Due to time constraints of the renewal the ATC had accepted proposal of a 2 year energy supply agreement with Eon at a cost of £11,116.17pa. **Cllr Jessop proposed retrospective approval of a 2 year energy supply agreement with Eon at a cost of £11,116.17pa. This was seconded by Cllr Wilson and agreed unanimously.**

19. Battle Local Action Plan

Cllr Boryer confirmed that there has been a great deal of activity reported. The minutes will be circulated to all Members as soon as possible. Cllr Jessop highlighted the concerns raised regarding gulleys discharging across pavements. ESCC had confirmed that these are the responsibility of the building owner.

20. List of Payments & Receipts – were noted.

21. Reports from Representatives of the Council and Other Reports

- Cllr Boryer confirmed his attendance at the recent BLAP meeting, as above;
- Cllr Ratcliffe reported on the 1066 Executive Board Meeting and Battle Marketing meeting at which he was surprised to find there are no plans for 2016 being discussed;
- Cllr Wilson apologised that he will be unable to attend the Senlac Allotment Association AGM on 30 October and asked that another Member go in his place;
- Cllr Jessop had attended: Restructuring Working Group; SLR; SALC Chairmen's Networking event; ESCC Director to discuss the possibility of joint working; Chairmanship briefing; BLAP; SALC; RALC; Chamber of Commerce; SSALC – the notes of which will be circulated shortly;
- Cllr Favell had meet with the Battle Health Pathway group who are hoping to present a finalised route to the Estates Committee in January;
- Cllr Furness had attended the Concorde 1066 AGM at which Simon Alexander had been elected as Chairman. He hoped that Cllr Ratcliffe and himself would be able to liaise with this group; had been invited to The Dreams show which the music had been written by local people; and reported on the wonderful events currently available through the Battle Arts and Music Festival, many of which engage local children as well as highly talented professionals;
- Cllr Kiloh attended the SALC Chairman's Networking Day and the Exhibition arranged on behalf of the Alzheimers Charity.

22. Matters for information/ items for future Agenda

Cllr Favell confirmed that a gift has been purchased for Paula Fisher but suggested that a tree planted in the recreation ground would be a suitable commemoration of Paula's long term dedication to the town. This was agreed and contributions will be accepted by the ATC.

Minutes of the Communications Committee meeting held on 23 September

Cemetery Extension Project

Standing Orders and Subsequent Terms of Reference for: New Committee Structure

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Trustees to the Battle Charities

Cllr Jessop to recommend to next meeting that Council consider producing a Neighbourhood Plan.

23. Date of Next Meeting: Tuesday, 18 November 2014

There being no further business the meeting closed at 9.45pm

**M KILOH
Chairman**

