



# Battle Town Council



## MINUTES of the ENVIRONMENT COMMITTEE MEETING held on TUESDAY, 3<sup>rd</sup> AUGUST 2021 at The Emmanuel Centre, Harrier Lane, Battle, at 7.30 pm

Present: V Cook (Chairman), C Davies, M Kiloh, G Favell, H Sharman

In attendance: 1 member of the public, J de Garston (Assistant to Town Clerk)

The Chairman welcomed everyone to the meeting.

**Public question time – None**

**1. Apologies for absence – Cllr Hartley.**

It was reported Cllr Would had resigned.

**2. Disclosure of interest – None.**

**3. Minutes of the previous meeting held on 1<sup>st</sup> June 2021** were approved by members and duly signed by Cllr Cook.

**4. Report from Town Clerk**

- **Outdoor gym equipment** has been installed and is well used. Concerns had been raised at the mounds below bars which the contractor had confirmed that these should naturally dissipate as the ground settles. If this is not the case after a six month period, the contractor will return to remove the mounds.
- **Toddler/disabled swing** has been installed and is well used. Claverham Community College had been asked to remind its students that this and the castle are not appropriate for their use.
- It is proving difficult to locate replacement **dual purpose bins** with larger apertures for the cemetery.
- Advice and quotes for **repairs to the Ceremonies room roof** are awaited.
- Confirmation of the costs for the designation of the **cemetery extension as a Site of Nature Conservation Interest** are awaited from East Sussex County Council.
- Confirmation of charges for works from **The Conservation Volunteers** is awaited.
- A date is awaited from English Heritage to discuss the future plans to resurface the Abbey Green.
- The **roses for the children's' area at the cemetery** have been ordered.
- The **line marking of the recreation ground car park** has been considered and, due to the surface, a white lining paint will be used as a trial.
- The **bench kindly donated by Mr & Mrs Clemence** for the recreation ground, overlooking the cycle skills area, has now been installed. A formal letter of thanks be sent to Mr & Mrs Clemence.

**5. Correspondence & Communications**

An email expressing concerns regarding the legality, safety and licence arrangements of an **event held on Boxing Day on the Abbey Green** had been received. This will be considered by Full Council.

**6. Allotments**

- a) The **report from the Asst to Town Clerk** had been circulated as attached. Members agreed to defer the decision on reinstating the children's play area at Watch oak until the annual renewals are completed to ensure a cultivatable plot was required. Members requested the unsafe picnic table be removed.

# Battle Town Council

- b) The **results of the allotment judging** were discussed and agreed. Winners and runners up will be notified and a presentation event will be planned once The Almonry re-opens. Additional awards will be made this year to ensure each site has a 'best plot' award. Cllr Cook had circulated some suggested changes to the annual competition. Members agreed, for next year, to publish a judging criteria. It was agreed not to change the competition to request entries.
- c) The report from the **Senlac Allotment Association** meeting of 22 July 2021 was noted.
- d) It was reported that the site owner has no plans to progress the **development at Netherfield**, beside the allotment site, at this time.
- e) The **detailed action plan for allotments 2021-2022 was noted**, as attached.
  - Members agreed an increase in **allotment rents** should be considered from September 2022. The Asst Town Clerk was asked to prepare an analysis on what increases would be for tenants for consideration by the Finance & General Purposes Committee.
  - There have been no requests for **plots for residents with reduced mobility**.

## 7. Cemetery

- a) The **memorial/cemetery inspection report** was noted, as attached.
- b) Members agreed to seek **advice and quotes for dead branch removal** at the cemetery.
- c) Members approved the **request for a 4<sup>th</sup> interment and new memorial plaque** but noted this does not set a precedent and the interment must be ashes.
- d) Members considered **re-instating Friends of Battle Cemetery**. It was agreed this does not require a Councillor to lead the group and an advertisement should be made to ascertain if there is any interest from residents.
- e) Members **agreed the request for a new memorial bench** to be sited opposite the Lower Garden of Remembrance. Members requested a **full mapping of the benches** be undertaken to ensure clusters do not appear.
- f) Verbal consent has been received to allow **occasional vehicular parking, for physically disabled visitors** to the cemetery, at the parking area on the cemetery approach road when the vehicle access gates are closed.
- g) Members agreed **hedge work needs to be undertaken at St Mary's Churchyard**. Cllr Cook reported St Mary's churchwardens have been approached to consider a joint working party and it is hoped this can be arranged for the autumn.
- h) The **quote for tree work at St Mary's** is still awaited.
- i) The **detailed action plan for the Cemetery 2021-2022 was noted**, as attached.
  - **The cemetery leaflet will be updated**. Cllr Favell agreed to present a draft version to the next meeting.
  - Cemetery topic walks for 2022 were agreed: **Wild Flowers**, Hastings Botanical Group to be approached to guide; **Pollinators**, Dr Feltwell to be approached to guide; **Trees**, if the 2021 walk is successful; and **Birds, Battle at Dawn**.

## 8. Recreation Grounds

- a) Cllr Favell reported a meeting had taken place and **Battle Town Football Club (BTFC)** have gained Community Amateur Sports Club status and wants to inspire residents to take part in sport and increase the sports offered; possibly to include disability football, walking, netball and stoolball. BTFC feel they contribute to the pavilion project by paying towards cost of pitch improvements. BTFC do not currently pay pitch or pavilion fees in return for the Pitch Improvement Grant.

At a meeting with the Football Federation to discuss the pavilion project, it was confirmed that an application for funds could still be considered. Contact will be continued. The Fit for Battle Working Group will need to prove youth football is taking place and **Pass & Move Football Coaching** have been asked to register their use with the Football Association. Other community

# Battle Town Council

use will also need to be evidenced. It was noted several organisations have expressed an interest in using the new pavilion. Members agreed the Step Up Sports consultant should no longer be a Working Group member due to a potential conflict of interest.

- b) Members agreed **no charge would be made to reserve the Petanque terrain**. Regular users will be welcome to place a sign on the gate, during their session, to make others aware of regular use.
- c) **Tennis court booking information was noted** as a mixture of multiple and single reservations being made. It was agreed **the second court to be added to the booking system to enable users to reserve the rebound practice wall**. Members approved **Battle for Tennis' request to provide a notice board**. It will be the responsibility of Battle for Tennis to keep this updated, although a key should be provided to BTC.
- d) Three quotes were considered for the **replacement youth swings**. Subject to a return business discount on the quote of £15,004.37, Members agreed the EIBE design, as this is in keeping with previous satisfactory installation of equipment at the recreation ground.
- e) The **detailed action plan for the Recreation Grounds 2021-2022** was noted, as attached.
  - Members requested quotes for **flood lighting for the Multi Use Games Area** be sought using the suggested specification received from Rother District Council as to what may be acceptable.
  - At **Telham recreation ground** a concern was raised regarding the condition of the climbing tower. Grounds staff will check this prior to the annual playground inspection in the autumn. A survey for residents of Hastings Road and Telham was suggested to canvas opinion on the play area at Telham: Do residents use the play area; what would they like to see on site to encourage use. Cllr Kiloh and the Assistant Town Clerk to arrange.
  - Members agreed a fee of **£17 should be set for occasional use of the youth pitch and £75 for the adult pitch**. The Assistant Town Clerk was asked to obtain further information relating to seasonal pitch charges for other local pitches and ascertain if changing facilities are included.

## 9. Street Furniture & Lighting

The **detailed action plan for Street Lighting and Furniture 2021-2022** was noted, as attached.

- Current seating provision was discussed, Members agreed to provide a **bench for the bus stop on Marley Lane**, opposite Norman Close, subject to a successful licence application. A recycled material bench should be installed to reduce ongoing maintenance need.
- Members noted many of the **signs in the town** need cleaning, especially the road names.

## 10. Remainder of BTC's Estate

- a) Requests for **use of the Abbey Green** were approved: **Music for Memory** on 21<sup>st</sup> August; **Battel Bonfire Boyes** on 5<sup>th</sup> September; and **Yes Campaign Neighbourhood Plan Referendum group** on 11<sup>th</sup> September. Further requests had also been received for **Lights on** event on 27<sup>th</sup> November and **late night shopping** on 9<sup>th</sup> December. These were also approved.
- b) Following an increase in **motor bikes parking on the Abbey Green**, Members agreed to install more obvious '**No parking**' signs, subject to consultation with English Heritage.
- c) The **detailed action plan for the Remainder of BTC's Estate 2021-2022** was noted, as attached.
  - Members reviewed the **Risk Assessment** and agreed no update is required.
  - The **Estate Management Programme** was amended and agreed as attached. Cllr Davies expressed concern at the height of the wild meadow on the **ten sixty six roundabout**. Members discussed that this is a regular matter of concern and requested a **visibility splay be cut on the perimeter**.
  - A staff meeting is scheduled to discuss any **new machinery needs**, Members confirmed that **battery operated equipment should be considered for new purchases**. A demonstration will be requested once requirements are known.
  - Members agreed a **deposit should be paid for use of the Abbey Green**, dependent on the event planned. A multiple stand event would require a deposit but a single information stand could be

# Battle Town Council

exempted. The Assistant Town Clerk was asked to compile a report on users in recent years to identify types of use. A deposit of £200 was agreed.

- Members anticipate it is too late this year to complete the **species survey for the Amenity Field** but this should be confirmed with Sussex Lund and then scheduled for next year.

## 11. Cricket ground

- a) Cllr Cook reported a meeting with fellow Councillors and representatives of **Battle Cricket Club** to discuss parking on the grass verge by the cricket pitch. It was highlighted that a directive from English Cricket Board had indicated that the pavilion should not be used, in accordance with Government Covid guidelines. **Members refused the request for vehicular parking** due to the damage being caused to the area and the potential danger and inconvenience to those using the footpath.
- b) The **fence at the cricket ground is in need of some post repairs/replacements**. Under the terms of the lease the Council is responsible for a boundary fence and Members requested the grounds staff make the necessary repairs.

## 12. Financial Matters

- a) The **budget report to 30 June 2021** was noted, as attached. An explanation of the following items was requested from the Town Clerk:

210-1800 Other Grants received (£97,029)	No budget	
210 -4800 Projects	£4,970	No budget
221-4205 General maintenance	£1,635	90% spend of annual budget
240-4315 Tools & equipment	(£8)	Credit figure
240-4380 New machinery	(£1,845)	budget of £500
- b) Members agreed to **release the retained funds** to Thorne's for the **Health Pathway** following written assurance that a return to install an ACO drain would be made if other resolutions are not successful.
- c) No applications for **Post Covid-19 Recovery Grant** had been received.

## 13. Matters for information / future agenda items

- To receive update regarding digitising cemetery records
- To consider how to manage future meetings
- To receive a 6 monthly update on the dips at Guild Shaw
- To receive a report on potential widening of the bridge at Mansers Shaw
- To receive an update on the proposed Gruffalo carving
- To agree future bench locations at Battle Cemetery
- To consider revised cemetery leaflet

## 14. Date of next meeting: 5<sup>th</sup> October 2021

There being no further business the meeting closed at 9.27 p.m.

Cllr V Cook  
Chairman