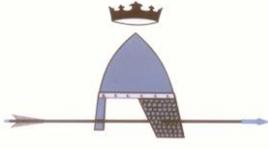




# Battle Town Council



**MINUTES of the ENVIRONMENT COMMITTEE MEETING  
held on Tuesday, 29 March 2016  
at The Almonry, High Street, Battle at 7.30pm**

**Present:** Cllr G Favell – Chairman  
Cllrs C Davies, D Furness, J Gyngell, M Howell and M Kiloh.

In attendance: Deputy Town Clerk (DTC)

1. **Apologies for Absence** – Cllrs J Boryer and J Reeves.
2. **Disclosure of Interest** - None.
3. **Minutes of Previous Meeting held on 26 January** were approved and signed by Cllr Favell.

#### 4. **Matters Arising from Previous Meetings**

The Committee noted the DTC report:

- **Quotes** had been received in relation to:
  - the **levelling of the top pitch**. This was far in excess of the £3k originally quoted for a smaller area;
  - repairs to the lower section **pathways at the cemetery**. The contract will be awarded shortly;
  - replacement **finger posts**. A sample finger is awaited. This is further discussed under item 9;
  - outstanding **tree works** as identified on the tree survey. The remaining priority 2 tree work in the cemetery will be undertaken this week. See item 10;
  - tenders for the **grounds maintenance** work. The grass cutting will be awarded to Cutting Edges.
- **3 lights** between **Netherfield Church** 'triangle' and Darvel Down have been changed to white light;

#### 5. **Correspondence & Communications**

A request from Concorde 1066 to use the top part of the recreation ground for car parking. **Cllr Kiloh proposed that this be agreed subject to: a charge of £200; the ground being returned to good condition and there being availability of a tractor should vehicles become stuck. This was agreed.**

#### 6. **Allotments**

Cllr Davies' **report** had been circulated and noted. She highlighted the difficulty in carrying out an inspection in January as the pathways are slippery and unsafe. She suggested that with small amount of work that can be carried out on the allotments over that time there is little to be gained. Cllr Favell reminded Members that it was a good opportunity to check the structures. The Committee asked that the work staff check the structures against the inspection reports and ask for solutions to the winter pathway issue.

Current **vacancies**: Cherry Gardens - 9; Netherfield Hill – 0; Virgins Croft - 1; Watch Oak – 2.

The draft **Bee Keeping Policy** had been circulated. This was discussed in conjunction with comments made at the previous Senlac Allotment Association (SAA) meeting and an email from an adjoining tenant raising concern. **The Policy as attached was agreed.**

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An **email** had been received from a **previous tenant** expressing disappointment in a lack of communication which had resulted in her allotment being cleared as vacant. The DTC was asked to write a letter of apology.

## 7. Cemetery

Cllr Favell's written **report** following a meeting of the working group in February had been circulated and was noted.

The **business plan** for the cemetery had been circulated and was noted. It was agreed that the DTC should now deal with the cemetery extension project. Cllr Favell circulated designs for **commemorative wooden structures** for the ashes scattering and babies area. Members asked that Cllr Favell obtain detailed designs and quotes for the next meeting.

Cllr Favell reported that the fundraiser had been unable to find a source of grant for the **Chapel repairs** and the DTC was asked to clarify that separate bids for each part of the chapel ie non-religious and religious had been explored. **Members agreed** that the necessary repairs at a cost of £49k should be funded from the PWLB fund. Quotes should be sought from specialist companies.

Cllr Favell had provided details of a **compost toilet** and a suggested site near to the cemetery entrance. These had been circulated. **Members agreed** that the DTC should source a suitable contractor and arrange for work, including access pathway at a cost of £7k.

## 8. Recreation Ground, Play and Games Facilities

Cllr Gyngell's **report** had been circulated and noted. She emphasised that much of the facilities were being well used by a variety of age groups. Work to the metal pedestrian gate and a bench were highlighted.

The notes following a meeting of the joint **Working Group with Battle Baptist Football Club** (BBFC) had been circulated. The DTC confirmed that drainage pipes under the pitch had been located and she was asked to instruct a specialist to identify any blockages. **The Committee agreed** to write to Rother District Council (RDC) to lobby for an additional pitch to be provided. This would be copied to District Councillors and BBFC.

Cllr Reeves' update on plans to open **Pavilion as a part-time café** were circulated and noted. **Members agreed** that this should be progressed.

A report on **Telham playing field** had been circulated. The lack of parking and pathway access to the area was discussed as being a major barrier to the area being regularly used. It was felt that there is no easy solution to this issue and it was **agreed that alternative options for the area be explored**. The DTC was asked to investigate any Covenants on the land.

## 9. Street Furniture & Lighting

Cllr Howell's **report** had been circulated and noted.

Cllr Howell advised Members that quotes for the **fingerposts** had been received in excess of the previously agreed budget of £6,000. **Cllr Favell proposed that an additional £1k be allocated for the provision of the fingerposts. This was seconded by Cllr Kiloh and agreed.**

The DTC reported on an email from the lighting contractor recommending the replacement of CDOtt or Sodium lamps with **LED lamps**. Whilst these cost £20 more, and have an initial fitting charge of £27.50, they have double the lamp life; are covered by a 5 year warranty and have an

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energy saving of 74%. She confirmed that lamps can be replaced individually. **Members agreed** to the lamps being replaced with LED when repairs are required.

The DTC was asked to enquire with ESCC if the directional **fingerpost at Chequers Corner** could include the Cemetery and Emmanuel Centre.

## 10. Remainder of BTC's Estate

Cllr Boryer's **report** on work at Mansers Shaw had been circulated and noted. All remaining tree work from the **Tree Survey** had been quoted for and the only remaining number 2 priority at the Cemetery was due to be undertaken this week. The remaining work will be carried out by the Council's workstaff (MD) once successful completion of the level 3 aerial tree cutting course has been completed in April. The DTC highlighted the possibility of requiring a person qualified in tree climbing and rescue to assist and **Members agreed** that MD could arrange a reciprocal arrangement if necessary.

Cllr Boryer had researched **Risk Assessment documents** and an **Emergency Contact form**. These had been circulated. **Members agreed** that Cllr Boryer and the DTC should finalise this task and the DTC to assist the workstaff in completing appropriate Risk Assessments forms.

Information on a **new grants programme**, Sussex Lund had been circulated. **Members agreed** that an application for improvements to the footpath at Mansers Shaw should be made.

Cllr Kiloh reported that the **Town Improvement Group (TIG)** had placed an order for 20 small troughs with brackets for the High Street and 6 large double planters for Abbey Green. A reminder that the 3 Hornbeams are awaiting delivery had been received. The DTC was asked to arrange for them to be delivered and planted directly into the new tubs and to request ongoing maintenance instructions. **Members agreed** that the remaining funds from the £5k previously approved should be allocated to plants for the purchased troughs.

## 11. Action Plan

The draft **updated Action Plan** had been circulated to Members. It was agreed that the levelling of the top area of the recreation ground should be moved to 'Medium Term' outcome and that the £3k be placed into earmarked reserves while grant funding is sought.

## 12. Budget report

This had been circulated and was noted. Cllr Favell highlighted the current underspend and **Members agreed to recommend to F&GP that £10k be moved to the earmarked reserve for machinery, with a specific items requirement and £6k for fingerposts, as previously agreed.**

## 13. Matters for information / future agenda items

- To finalise Action Plan
- To agree Policy on Recreation Ground use and charges

## 14. Date of next meeting: provisionally, Tuesday 21 June 2016, to be confirmed

The meeting closed at 9.02pm.

Cllr Favell  
Chairman