



# Battle Town Council



**MINUTES of a meeting of the FINANCE & GENERAL PURPOSES COMMITTEE  
held on TUESDAY, 4 JULY 2017 at The Almonry, High Street, Battle at 7.30pm**

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

**In Attendance:** Jane de Garston (t) Deputy Town Clerk, 2 members of the public, re grant application

- 1. Apologies for absence** – Cllr J Gyngell, Carol Harris.
- 2. Disclosure of interest** – Cllr D Furness declared a personal interest in item 7 as a member of Battle Festival Committee. Cllr A Ratcliffe declared a personal interest in items 5 & 6 as a tenant of the property.
- 3. Minutes of the meetings held on 2 May 2017** – These were approved by Members and duly signed by Cllr Furness.
- 4. Matters arising from previous meetings, not on the agenda**  
Property valuation from a local estate agent was noted.

#### **5. Almonry renovation project**

The Town Clerk had circulated information in relation to this item advising the Architect, Historical Buildings Specialist and Structural Engineer had met last week to agree action for the planning application. The Town Clerk had requested that the 6 weeks to application be kept. Mark Anderson had stressed he is in need of reports to complete this.

**Cllr Jessop advised as Mark Anderson had suggested the surveyors he is liable for their timely submission of reports required. Members request the (t) Deputy Clerk compile a letter outlining the Council's expectations.**

#### **6. Almonry Maintenance**

The (t) Deputy Clerk reported that despite several attempts and approaches to other building contractors only 2 quotations had been received. One contractor advised works could not be carried out until at least march 2018.

**Cllr Jessop proposed, in the lack of any other quotes, the work be undertaken by the contractor who has quoted and is available. This was agreed by all members although a request is made for clarification that all replaced timber will be with oak. DTC to clarify**

**Members requested a quote be requested for re-pointing where the ivy has been climbing up the building. DTC to request.**

#### **Rear garden**

In light of recent incidents of vandalism and today's thefts and damage the longer term protection of the Almonry and gardens needs to be addressed with increased security. **Members request (t) Deputy Clerk obtain prices for CCTV for the outside area and garden and investigate options for entry system which would encompass all the businesses at The Almonry. This information to be taken to the next Full Council meeting.**

As an interim measure, for the Almonry security, when Joy is away from the Barber's and whilst the Clerk is on holiday access to the Almonry will be via ringing the door bell. (t) Deputy Clerk will attend to visitors.

Cllr Kiloh reported the Museum should be locking the double gates at the end of their opening session. **(t) Deputy Clerk to ensure this is happening and arrange for rear garden gate to be locked when Museum or Town Council staff are not on site, whilst CCTV is arranged.**

*Cllr Furness repeated his personal interest in the following item and did not make comments beyond information*

#### **7. A request from Battle Festival to hold art exhibitions in the Almonry Grounds.**

Cllr Jessop read out the plans for the art exhibition, which is requested for October.

Aspect I - Sculptures to be placed in the Almonry Gardens before moving onto the Science Museum in London. All insurance requirements will be met by Battle Festival and there is not fitting required.

Aspect II – Exhibition and public workshops to be held on the following dates:

Thursday to Saturday 5-7<sup>th</sup> October

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Thursday to Saturday 12-14<sup>th</sup> October

Thursday to Saturday 19-21<sup>st</sup> October

All between 10 am and 4 pm

Again all insurances to be covered by Battle Festival along with responsibility for any damage or theft caused by both exhibitions.

**Based on the information received and that there is no cost or installation damage members agreed to these events.**

## 8. To review and agree Action Plan for F&GP

This plan requires a complete review as short-term objectives should have been met and will need further consideration. It was agreed that Cllr Furness and Jessop would work with the Town Clerk to draft a new action plan.

**Action plan to drafted for next F&GP meeting**

## 9. Financial matters

Budget report was noted, a full bank reconciliation was unavailable due to the dates the banking system will report to. **Members request a bank reconciliation be available for future meetings based on information that is available.**

Purchase of projector – (t) Deputy Clerk had obtained prices for a range of projectors but requires advice on specification required. Any purchase needs to be of benefit to all the committees and not just planning. **Members suggested opinion of Cllr A Russell be sought – (t) Deputy Clerk to take forward.**

Payment of previous grants – **Members agreed to make payments for previously agreed grants to Battle Festival £500 and Alan Hunting Associates: Astronomy Exhibition £500.**

## 10. To consider Grant Applications

Battle Bowls Club – A grant request has been received to support a new Bowls Club building. The club has been increasing in recent years and is looking to include youth players and a short mat bowls option for the winter months. **Grant request for £500 unanimously agreed.**

Battle Community Singers – A grant request for £500 has been received for purchase of sheet music, provision of pianist at events and provision of festival event ‘Taster, Let’s sing together’. **Members agreed a grant of £200 for the ‘Taster, Let’s sing together’ festival.**

Kent, Surrey & Sussex Air Ambulance Trust – A grant request for £700 has been received. Members agreed this is a worthwhile cause but the request is higher than other donations. **Members agreed a grant of £250.**

**11. To consider renewing the Parish Online map subscription** – Cllr Jessop reported he is taking a recommendation to RALC that this be purchased on behalf of all parishes. **Cllr Jessop to report back following RALC meeting next week.**

## 12. Matters for information and future agenda items

The Town Clerk had left notification that a large electricity bill had been received covering a period 2014 – 2017. This is being appealed due to no opportunity to seek competitive rates. Cllr Kiloh reported there is a specified date by which suppliers cannot back date invoices beyond a certain time.

Training – Opportunities for training for members and staff need to be sought.

Personnel Sub-Committee to be agreed

Follow up of registration of the Almonry as a wedding venue – **(t) Deputy Clerk to provide application process and requirements to next meeting.**

First Aid at Work - A one day emergency first aid at work course to be arranged by Town Clerk has been offered to other parishes without a strong response. Other possibilities to be considered including offering places to Battle Library and Battle Museum. Cllr Jessop to share the course at forthcoming RALC meeting.

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Grant applications – 2 late grant applications were received:

Journeys Dance Festival £500

Netherfield Pre School requesting any contribution towards project

**Members agreed to pass both to Full council for consideration.**

The meeting closed at 9 p.m.

**CLLR D FURNESS  
CHAIRMAN**