



Battle Town Council



**MINUTES of the COUNCIL MEETING held on TUESDAY, 19 MAY 2015 in
The Almonry, High Street, Battle, at 7.30pm**

PRESENT: Cllrs M Kiloh, J Boryer, G Favell, D Furness, J Gyngell, R Jessop, J Lay, M Palmer, S Pry and A Ratcliffe.

In attendance: County & District Cllr Field, Town Clerk and 2 members of the public

Public Question Time – A member of the public informed the Town Council that BLAP were about to initiate their survey, asking residents to prioritise the previously identified requests. The member of the public also brought to the Town Council’s attention the escalating problem with parking in the town.

1. To elect Chairman and receive Chairman’s declaration of acceptance of office – Cllr Furness proposed Cllr Kiloh. This was seconded by Cllr Boryer, and agreed by the majority of Members. Cllr Kiloh accepted the role of Chairman, thanked Members for their hard work and support to date and assured Members of her continued dedication to the role.

2. To elect Vice-Chairman – Cllr Kiloh proposed Cllr Furness. This was seconded by Cllr Favell and unanimously agreed.

3. Apologies for absence – Cllr Margaret Howell.

4. Disclosure of interest – None

5. To review and adopt standing orders and financial regulations

The Clerk distributed a file for each Member containing current copies of these documents, along with other essential information for the coming year.

RESOLVED: The standing orders and financial regulations have only recently been adopted, and Members agreed to adopt them without any changes.

6. To approve formation, membership, terms of reference and delegated authority levels of the standing committees, and elect committee chairmen and vice-chairmen

RESOLVED: Members agreed for the standing committees to continue with their existing terms of reference and delegated authority levels. Membership and roles of committees were agreed as below.

ENVIRONMENT	EXTERNAL RELATIONS & TOWN DEVELOPMENT	FINANCE & GENERAL PURPOSES	PLANNING & TRANSPORT
Cllr G Favell (CH)	Cllr S Pry (CH)	Cllr M Kiloh (CH)	Cllr R Jessop (CH)
Cllr M Howell (VC)	Cllr A Ratcliffe (VC)	Cllr D Furness (VC)	Cllr S Pry (VC)
Cllr J Boryer	Cllr G Favell	Cllr G Favell	Cllr D Furness
Cllr D Furness	Cllr D Furness	Cllr R Jessop	Cllr J Gyngell
Cllr J Gyngell	Cllr M Kiloh	Cllr S Pry	Cllr M Howell
Cllr M Kiloh	Cllr J Lay	Cllr A Ratcliffe	Cllr M Kiloh
Cllr J Lay	Cllr M Palmer		Cllr M Palmer
			Cllr A Ratcliffe

7. To appoint representatives of the Council to other bodies

RESOLVED: The following representatives were agreed:

- Battle Abbey Advisory Committee – Cllrs M Kiloh and S Pry
- Battle Area Sports Centre Management Committee – Cllr G Favell
- Battle Charities Trustees – Cllr D Furness
- Battle Cricket Club – Cllr D Furness
- Battle Health Pathway – Cllr J Boryer

Battle Town Council

Battle Marketing Group (and 1066 Country) – Cllr M Palmer
Battle Museum – Cllr M Kiloh
Battle Partnership – Cllr R Jessop
Beautiful Battle Committee – Cllr J Boryer
BLAP (3) – Cllrs J Boryer, G Favell and R Jessop
Chamber of Commerce – Cllr R Jessop
East Sussex ALC Ltd (2) – Cllrs R Jessop and M Kiloh
Netherfield Village Hall – Cllr J Boryer
Rother ALC (2) – Cllr R Jessop and the Town Clerk
Voluntary Groups – Cllr J Gyngell

8. To consider payment of annual subscriptions

Cllr Jessop explained the benefits of membership of the Rother Association of Local Councils (RALC) and the Sussex & Surrey Association of Local Councils (SSALC), which included access to expert legal and financial advice. The Town Clerk explained the benefits of membership of the Society of Local Council Clerks (SLCC) which also included expert advice along with significant reductions on various publications. Membership of all three organisations also offered extensive networking opportunities.

RESOLVED: Members agreed to renew membership of RALC, SSALC and the SLCC.

9. To review Council procedures

The Town Clerk had provided copies of the existing procedures for complaints, handling requests under the Freedom of Information Act 2000 and Data Protection Act 1998 and Dealing with the press and media. The Town Clerk explained that the Finance & General Purposes committee were in the process of establishing a review cycle for existing policies, and adopting the missing policies identified by the Town Clerk.

RESOLVED: Members agreed to re-adopt the above policies, with minor amendments to the contact information.

10. General Power of Competence

The Town Clerk explained that the Town Council no longer qualified for the General Power of Competence, as less than two-thirds of the Councillor positions had been filled at the election. This meant that alternative powers would need to be used to fulfil the Council's requests in future.

11. Inventory of land and assets

The Town Clerk had previously distributed a copy of the asset register, and explained that while there was a need for a detailed review, this was the information used to complete the annual return figures. It was proposed that a review be conducted during the summer, with the results considered by the Finance & General Purposes committee, including the format used for the register, and a comparison to the insurance arrangements for the Town Council.

RESOLVED: Members agreed the existing asset register, and would review again later in the year.

12. Insurance

The Town Clerk reminded Members that the existing insurance policy with Aviva was taken out for a three year term, and would be due for formal review in October 2017.

13. Meeting schedule

Previously, the Town Council had planned its meetings based on a calendar year, rather than the Council year. The Town Clerk had circulated a schedule up to and including the annual meeting in May 2016. This still left some gaps if additional meetings were needed for any reason.

RESOLVED: Members agreed the schedule as presented.

14. To approve end of year financial figures

The figures had previously been reviewed by the Finance & General Purposes committee, who recommended their agreement. The Town Clerk reported that the internal auditor had visited last week, and while the formal report was awaited, there had been no issues identified.

RESOLVED: Members approved the figures and agreed for the Council Chairman to sign the Annual Return.

Battle Town Council

15. To approve the minutes of the Council meeting held on 21 April 2015

These were proposed by Cllr Jessop, seconded by Cllr Favell and duly signed by Cllr Kiloh.

16. Matters from the previous meeting – None

17. Correspondence and communications

The Town Clerk informed Members he had received a request from the Battle Twinning Association for the Town Council to host a drinks reception for visitors from St Valery-sur-Somme on Friday 28 August. Members agreed to the request.

18. To receive a report from the County Councillor

Cllr Field reported that East Sussex County Council had recently held their state of the county meeting, which included the projection that a further £60-£90 million would need to be removed from the budget over the next three years. It was likely that services such as adult social care would be significantly affected.

19. To receive a report from the District Councillor

Cllr Field reported that a boundary review at District level was being initiated, with expected results in 2017. It was unclear whether this review would subsequently be extended to Town/Parish level.

20. To receive the minutes of the Planning & Transport committee meetings held on 22 April and 6 May

These were presented by Cllr Jessop and resulted in no questions.

21. To receive the minutes of the Finance & General Purposes committee meeting held on 5 May

These were presented by Cllr Kiloh and resulted in no questions.

22. List of payments and receipts

RESOLVED: Members approved payments totalling £46,494.47 and income totalling £135,321.63 for the period 1 April to 13 May inclusive

23. Reports from representatives of the Council and other reports

Cllr Ratcliffe reported he had attended the Battle Marketing group meeting, where a proposed logo for Battle for the 950th anniversary had been presented. Cllr Jessop explained the background to the idea, and that it had widely been rejected by the Chamber of Commerce and English Heritage among others.

Cllr Jessop reported he had attended the BLAP AGM and he was pleased to report that Paula Fisher had been elected chairman. He had also attended meetings about the Scarecrow Festival, the proposed roundabout sculpture, with Battle Bowls club, and the Chamber of Commerce where Trevor Houghton-Berry had given an informative presentation.

Cllr Kiloh reported she had attended the St George's Day Parade and was in receipt of an invite to the Girl Guiding event. She had also attended a performance by the Battle choir and the launch event for the 50th anniversary of the spina bifida and hydrocephalus associations at the Azure in St Leonards.

24. Matters for information / future items for agenda

Cllr Boryer reported that the application submitted by the Town Council on behalf of Battle for Tennis for funding for a practice court had been rejected. The Town Clerk confirmed a copy of the letter had been received, and agreed to provide Cllr Boryer with a copy.

Cllr Furness asked what further action had been taken regarding the unscheduled cutting of Kings Mead meadow, as he wondered if the Town Council could take over maintenance responsibility. The Town Clerk reported that Beautiful Battle, through Peter Mills and Simon Alexander, were already making enquiries through RDC, and Cllr Field confirmed an informal meeting to discuss the options had been arranged.

Cllr Jessop reported that applications for the Scarecrow Festival had been distributed, and he would be delighted to receive any responses. Cllrs Favell and Pry volunteered to enter on behalf of the Town Council, and welcomed any other Member who would like to help.

Battle Town Council

There had been previous discussion about requesting attendance from the police at June's Full Council meeting. Cllr Furness reported that he had been due to attend a briefing from the Chief Inspector, but it had been cancelled at the last minute due to low anticipated attendance. The Town Clerk was asked to invite the Chief Inspector to attend in June to brief Members on the Sussex Policing Model.

The Town Clerk reminded Members that co-option candidates would also be considered at the June meeting.

25. Date of Next Meeting: Tuesday, 26 June 2015

There being no further business the meeting closed at 8.55pm

M KILOH, Chairman

