

ACTION PLAN FOR THE ENVIRONMENT COMMITTEE

Objectives

- 1 To ensure as far as is practicable that the town provides an attractive environment for those living and working in it and for visitors to it.
- 2 To provide the best practicable services to those dependant on the Council in respect of the allotments and cemetery
- 3 To develop and regularly review a 3 year strategic plan for the estate and, in particular, a maintenance regime to ensure that the estate is kept in a good and safe state of repair;

SPECIFIC OBJECTIVES FOR THE CEMETERY

1. Ensure the good management and maintenance of the cemetery and associated buildings;
2. Periodically to review the cemetery regulations;
3. Make annual budget recommendations relating to these activities, including cemetery charges, and thereafter to monitor performance against the approved budget.
4. Provide the best practicable services to those dependant on the Council in respect of the cemetery.

CEMETERY

<u>Outcomes</u>	<u>Objective</u>	<u>Notes</u>	<u>Cost</u>	<u>Timescale</u>
SHORT TERM				
Undertake annual gravestone inspection	1	Staff to undertake formal training course if possible	F&GP	Ongoing
Review cemetery regulations	2	Review regulations annually.	N/A	Ongoing
Review fees and charges	6	Annual review in October.	N/A	Ongoing
Set up Battle Cemetery website	4	Separate website for cemetery linked to BTC website	N/A	Jun 2017
Advertise Battle Cemetery within and outside BTC area		Promote Battle Cemetery Services to Funeral Directors and the wider public	PW loan	Jun 2017
Hold 1 st annual service of remembrance	4			TBD
MEDIUM TERM				
Re-surface entrance driveway	1	Consider requesting contributions from users	Quotes needed	Sep 2018
LONG TERM				

SPECIFIC OBJECTIVES FOR THE ALLOTMENTS

5. To ensure good management of the allotment sites at Cherry Gardens (including the amenity garden at Cherry Gardens), Virgins Croft, Watch Oak and Netherfield Hill, and such other sites as may be acquired or leased;
6. To set and monitor the level of allotment rents and charges;
7. To develop and regularly review a strategic plan for those sites;
8. To nominate a member of the Committee as its representative on the Committee of the Senlac Allotment Society;
9. To organise the Town Council's annual competition for the best large and small allotments, and the most improved allotment.

<u>Outcomes</u>	<u>Objective</u>	<u>Notes</u>	<u>Cost</u>	<u>Timescale</u>
SHORT TERM				
Organise annual competition	9	Judge by 7 th July 2017	£150	Ongoing
Continue quarterly inspections	5	Jan, Apr, Jul, Oct	N/A	Ongoing
Nominate member for SAA Committee	8	In May/June each year	N/A	Ongoing
Review rents and charges	6	Annual review in October.	N/A	Ongoing
MEDIUM TERM				
Research the possibility of provision of plots for residents with reduced mobility/flexibility	7	Joint project with SAA Grant funding required	?	Mar 2018
Review usage of allotments with regard to rationalisation of plots/sites	7		N/A	Mar 2018
LONG TERM				

SPECIFIC OBJECTIVES FOR RECREATION GROUNDS

10. To ensure good management and maintenance of the Council's estate – recreation grounds

NORTH TRADE ROAD RECREATION GROUND

<u>Outcomes</u>	<u>Objective</u>	<u>Notes</u>	<u>Cost</u>	<u>Timescale</u>
SHORT TERM				
Ensure that play equipment is repaired and maintained.	10	Review annual inspection report (TC reviews regular staff reports)	N/A	Ongoing
Seek ways to ensure that only users of Battle Recreation Ground (Rec) park in the car park	10	Review closure between 08.00 and 10.00	?	Sep 2017
Install castle-themed play equipment to include a Toddler play area	10	Play Castle* – phase 1, Toddler equipment** - Phase 2 Muffins giving money towards horse-on-spring for toddlers	£50,000* £3,000 **	Sep 2017
Continue the improvements to the football pitch	10	In consultation with BBFC Rec maintenance budget	N/A	Jul 2018
Seek grants to fund the leveling of junior football pitch, bearing in mind the route of the BHP	10	To increase possibilities for informal use - not intended as a high spec pitch. (Not undertaken within 2016/17 projects budget) Possible grant funding from Playing Fields Legacy Fund	?	Aug 2018
Erect a covered shelter	10	Seek grant funding	£12,000	Aug 2017
MEDIUM TERM				
Install outdoor gym equipment	10	In conjunction with BHP (£5k already in reserves from 2016/17 budget)	£8,000	2018/19
Install a zip-wire below the Adventure play area in Rec	10	Most requested equipment in B&L School questionnaire – possible grant funding	£8,000	Jul 2018
Install outdoor table tennis equipment	10	Popular request on CCC questionnaire - possible grant funding.	£3,500	Jul 2018
<i>Install an Aeroskater (or similar) for teenagers in Rec</i>	10	<i>If grant funding is available.</i>	<i>£7,000</i>	<i>Jul 2018</i>
Collaborate with BHP project group to build the pathway within the overall BTC plan to improve Rec	10			Aug 2018
LONG TERM				
Install a bridge at the south western corner of the recreation ground to allow access for all from the town to Battle Recreation Ground	10	Work with ESCC Hope to use voluntary help (such as Repairs Team) Cost dependent upon scope agreed with stakeholders	?	Mar 2019

TELHAM RECREATION GROUND

<u>Outcomes</u>	<u>Objective</u>	<u>Notes</u>	<u>Cost</u>	<u>Timescale</u>
SHORT TERM				
Ensure that play equipment is repaired and maintained.	10	Review annual inspection report (TC reviews regular staff reports)	N/A	Ongoing
Work with P&T and ESCC to install a safe crossing	10	Up to £10k in reserve from 2016/17 budget underspend	TBN	Mar 2018

PAVILION

<u>Outcomes</u>	<u>Objective</u>	<u>Notes</u>	<u>Cost</u>	<u>Timescale</u>
SHORT TERM				
Open Café at the Pavilion	10	Community café - apply for grant funding (£5k in budget) Qualified manager and volunteer staff.	£15,000 £2,500	Apr 2018
Install a fully accessible water drinking fountain outside the building	10	Aim to provide refills for bottles, hoping to reduce number of waste plastic bottles.	£800	May 2018
MEDIUM TERM				
Upgrade facilities	10	In collaboration with BBFC OR see below*	TBD	Aug 2018
LONG TERM				
* Upgrade pavilion and improve facilities	10	Possible grant funding from Football Foundation Premier League & FA Facilities Fund*	?	Aug 2019

SPECIFIC OBJECTIVES FOR STREET FURNITURE & LIGHTING

11. To be responsible for the repair and maintenance of the street lights for which the Council is responsible;
12. To consider the need for the enhancement or reduction of street lighting in areas for which the Council is responsible;
13. In association with the Planning Committee, to consider whether street lighting should be provided in new developments and, if so, in what style; and to recommend to Council in cases where it is thought appropriate to accept future responsibility for repair and maintenance;
14. To provide advice on street light provision in Battle to other organisations;
15. To provide public benches in and around the town and to ensure that repairs and maintenance are carried out to these and other benches for which the Council has accepted responsibility
16. To provide, maintain and repair signage and notice boards (eg fingerposts) which are defined as street furniture.

<u>Outcomes</u>	<u>Objective</u>	<u>Notes</u>	<u>Cost</u>	<u>Timescale</u>
SHORT TERM				
Make recommendations to TC regarding provision and maintenance of benches	15	Within Estate Management Programme	N/A	Ongoing
Recommend improvements to signage	16	Review signage annually	N/A	Ongoing
Review non-BTC signage within the BTC area with a view to updating/tidying up/improving signage.	-	Report to RDC/ESCC with recommendations as appropriate	N/A	Dec 2017
Make recommendations for enhancing or reducing street lighting	11,12,13,14	Review lighting service contract regularly Provide advice as requested Respond to P&T Committee as required	N/A	Ongoing
MEDIUM TERM				
LONG TERM				

SPECIFIC OBJECTIVES FOR BTC's ESTATE excluding the cemetery, allotments, recreation grounds and street furniture & lighting

17. To ensure good management and maintenance of the Council's estate;
18. To develop and to regularly review a three-year strategic plan for the estate and, in particular, a maintenance régime to ensure that the estate is kept in a good and safe state of repair;
19. To ensure that an up to date record is maintained of the land and property for which the Committee is responsible;
20. Under agreement with English Heritage to monitor the condition of the Abbey Green and ensure that minor repairs and maintenance are carried out
21. To undertake risk assessments relating to the Committee's area of responsibility;
22. To make annual budget recommendations which reflect the strategic plan, including proposals for fees, charges and rent increases, and thereafter to manage performance against budget.

<u>Outcomes</u>	<u>Objective</u>	<u>Notes</u>	<u>Cost</u>	<u>Timescale</u>
SHORT TERM				
Review the maintenance of St Mary's Churchyard, in particular regarding grass cutting and paths.	-	Work with Rector to review and agree churchyard care programme and responsibilities	Nil	Oct 2017
Review the agreement with Beautiful Battle pertaining to areas for which the committee has responsibility in order to contribute to negotiations for the new one	17	Review planting in areas for which committee has responsibility	N/A	Jul 2017
Undertake the risk assessment	21	Review annually	N/A	Ongoing
Review Management Programme	18	Review annually and report to F&GP	N/A	Ongoing
Ensure that an up to date record is maintained of the land & property for which the Committee is responsible	19	Compiled by TC and reviewed by F&GP	N/A	Ongoing
Make recommendations regarding the replacement of equipment and the purchase of new equipment	22	Review in October in preparation for budget setting Money into reserves each year	TBD	Ongoing
Review fees, charges and rents and recommend any increases each year	22	Review annually in October	N/A	Ongoing
MEDIUM TERM				
Continue improvement programme for Mansers Shaw	17	BTC staff and volunteers Staged programme over several winters	Nil	2020
LONG TERM				