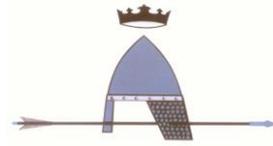




Battle Town Council



MINUTES of the EXTERNAL RELATIONS AND TOWN DEVELOPMENT COMMITTEE
held on TUESDAY, 22 MAY 2018 at The Almonry, High Street, Battle at 7.30pm

Present: Cllrs M Kiloh (Chairman), V Cook, C Davies, G Favell, D Wheeler and D Furness.
In attendance: Cllr A Russell, Carol Harris (Town Clerk)

1. **Apologies for absence** – Cllr Furness.
2. **Disclosure of interest** – None.
3. **Minutes of the meeting held on 27 March 2018** were agreed by Members and duly signed by Cllr Kiloh.

4. **Battle Visual Arts Development Committee and Finance sub Group**

An interim report had been circulated, as attached. The draft summary document was out for consultation prior to submission to the Heritage Lottery Fund. Cllr Russell confirmed that a meeting of both the Finance and main Committee is planned for 12 June. A further report will be made to the next meeting to include publicity and official launch.

5. **Matters arising from previous minutes, not on this agenda**

The Clerk confirmed that:

- additional **budget headings** had been added to the finance report;
- Marley Stores had agreed to the placing of a **defibrillator** adjacent to the notice board. Suitable equipment is now being sought. Cllr Cook reported that St Mary's Church is purchasing a defibrillator;
- **articles** relating to wildflowers and Community Awards had been submitted to the Observer with a further one promoting the Battle in Bloom competition going in this week. Members suggested that it could be beneficial to pay for advertisement promoting events.

6. **Membership of sub Committees and Working Groups**

Members agreed Councillor Representations, co-ordinator in **bold**:

- Events sub Committee: Vikki Cook, Glenna Favell, Margaret Howell, **Allan Russell**
- Writing Competition Working Group: Claire Davies, **Glenna Favell**, Jill Gyngell
- Wildflower Meadow Working Group: John Boryer, **David Furness**
- Heritage Policy Working Group: John Boryer, Vikki Cook, Margaret Kiloh, **Allan Russell**

Members agreed that youth Groups should be invited to enter the **writing competition**.

It was agreed that a further member for the **Wildflower Meadow Working Group** be requested at Full Council.

7. **Events sub Committee**

Cllr Russell presented the minutes of the meetings held on 17 April and 8 May, as attached. He confirmed that the Armistice event had changed radically with the current proposal fully supported at the recent Parish Assembly and subsequent meeting. Cllr Russell reported that Battle Abbey School had offered the Abbots Hall for the event and suggested that an earlier

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start would be appropriate. This will be discussed at the next meeting on 12 June.

8. TIME Working Group

Members were reminded that it had been proposed to incorporate this group in to the Almonry Community Heritage Centre Working Group. However, it now appeared that for reasons of practical time constraints, it would not be possible to include the interactive information furniture and town model in the first phase of the Heritage Lottery Fund application. Members therefore agreed that the Town Information and Model Exhibit Working Group should be resurrected. Cllrs Wheeler and Williams agreed to represent the Council with previous members Olivia Post, Mike Dawes and Paul Baker being invited to take the project forward.

9. Wildflower Meadow Working Group

The notes from the meeting held on 2 May had been circulated, as attached. The Clerk was asked to circulate the Terms of Reference (as attached). The inclusion on the Action Plan will be discussed at the next meeting. Members were concerned at action being undertaken without the Committee's approval. **The Committee agreed to the purchase of advisory notices to be installed on the East Sussex County Council's flower signs at a maximum cost of £50 each.**

The Clerk was asked to arrange a **training session** on procedures for Committees, sub Committees and Working Groups after the next Full Council meeting.

10. Heritage Policy Working Group

Cllr Russell confirmed that the inaugural meeting has been arranged for 29 May to include Keith Ford (Battle Historical Society), Lesley Samms (Battle Visual Arts Development Committee), Natasha Williams (English Heritage) and Adrian and Sarah Hall (Battle Museum). He had circulated relevant documents for consideration to aid a policy to be agreed. Cllr Russell highlighted the status of the completed Policy for planning purposes.

11. Battle Resilience Plan

Cllr Favell confirmed that she was happy to write this document but that Coordinators, source facilitators and volunteers are required. It was agreed that a Working Group be set up with Terms of Reference, a short end point and an annual review of relevance. Cllrs Wheeler and Williams agreed to represent the Council on this group and a further member be requested at Full Council. It was agreed that the back page of the next newsletter should highlight this scheme together with publicity on noticeboards and the Observer.

12. Gunpowder Mortars

The Clerk reported that a Rother Community Grant application is in progress and will be submitted prior to the closing date in July.

13. Delegation to Events sub Committee a visit to St Valery sur Somme and Bayeux

Cllr Russell agreed to receive the recommendation that the sub Committee progress the visit by the Mayor and Clerk to the Twin Town and Bayeux, home to the Bayeux Tapestry. He reminded Members that one informal visit had been made to St Valery sur Somme during the Battle Twinning Association's Tapestry event. The Committee requested that clear objectives for the visit be identified prior to arrangements being made. It was also suggested that the Mayor of St Valery be invited to Battle to discuss further links; support for Bayeux Tapestry, joint funding, and how to work together.

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14. Action Plan

Members were reminded that Full Council had recommended that £600 be taken from reserves to purchase a **Memorial Board** for the unnamed war dead of Battle and Netherfield. **Members agreed that this should be added to the Action Plan.** The concern raised by the Memorial Hall was discussed and it was agreed that a notice should be placed in the Observer inviting any objections to names being included. It was suggested that the unveiling of the Memorial Board could be carried out after the Church Service and laying of wreaths.

15. Marketing

No update available.

16. Financial matters

The budget reports to 31 March 2018 and 30 April 2018 were noted, as attached.

17. Matters for information / future agenda items

- Writing Competition
- Action Plan - to review, update and include budget proposals

The Clerk reported that some **retailers** in the town have been approached by ESCC for a **licence application** for street furniture. She confirmed that clarification for the floral boxes had been sought.

18. Date of next meeting: Tuesday 3 July 2018

There being no further business, the meeting closed at 9.38pm.

CLLR M KILOH
Chairman