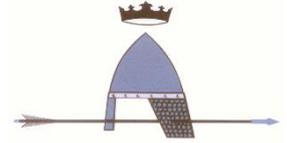


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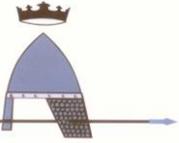
**MINUTES of the EVENTS SUB COMMITTEE MEETING held on
TUESDAY 12 JUNE 2018 in the Almonry, High Street, Battle, at 6.00pm**

PRESENT: Committee Members: Cllrs A Russell (Chairman), G Favell, D Furness, M Kiloh and M Howell.
Representatives of: Battle Abbey School; St Mary's Church
Carol Harris (Town Clerk)

The Chairman welcomed invited guests to the meeting.

1. **Apologies for absence** – The Dean (Vikki Cook representing St Mary's Church), Natasha Williams (English Heritage), Chris Bexhell (Parade Marshall).
 2. **Disclosure of interest** – None.
 3. **The minutes of the Events Sub Committee meeting held on 8 May** were approved and duly signed by Cllr Russell.
 4. **Wars Over Armistice Event**
 - The generous offer from Battle Abbey School to use the Abbot's Hall as a venue was discussed and agreed. It was acknowledged that a maximum of 300 people could be accommodated in the Abbot's Hall and Library with a projection of sight and sound being made to the Abbey entrance. UA agreed to confirm if these items are available at the School. It was highlighted that accessibility issues will need to be identified with only blue badge holders permitted to park within the grounds. English Heritage will be asked if free parking in their car park could be agreed. UA confirmed that the Battle Abbey School are happy to provide refreshments. The Clerk was asked to contact Saxonwood WI to enquire whether they would be willing to provide volunteers to serve these.
 - It was noted that a full peel of Church bells to coincide with the national ring out at 7.05 had been agreed by the Dean. VC to confirm.
 - Revised timings had been suggested and agreed subject to confirmation of times required for suggested readings, music and dedication by GF, UA and John Langridge (Music Director):

1700	Doors open
1730	Programme commences (Poetry, Music and dedication – order to be agreed)
1840	Leave for Green and steps of Gatehouse
1900	Last Post followed by the lighting of the Beacon
	Flanders Fields sung on the Gatehouse steps
1905	Church bells to be rung
1920	Return to school for refreshments in the dining room and Abbot's Hall
2000	Conclude event
- The Clerk was asked to contact the Claverham Community College, Battle & Langton and Battle Baptist Football Club for readers of appropriate poems. These could be read through in the Abbot's Hall at the end of October.
- Invitations should be sent for 2 representatives from each youth group, Huw Merriman MP, all District Councillors, County Councillor and the Emergency Services.
- As the event would not now take place in the Memorial Hall, it was agreed that the unveiling of new Memorial Board commemorating the previously unlisted should take place in the Abbot's



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Hall. The Board would then be placed on display in the Gateway to allow all to progress pass. Confirmation of number of names to be provided for time to be included in the programme.

- The cost of the beacon will be approximately £450. EH had indicated a willingness to contribute and it was agreed that local groups should also be asked. VC agreed to ask the Dean for sponsor suggestions. The Clerk was asked to raise the issue on social media and the newspaper. It was noted that the Council also has a budget for the day's events. **The group agreed to recommend to ER&TD that the order for the beacon be placed immediately.** In addition to the beacon, a small fire would be on the Abbey Green. In relation to beacons at other sites: AR agreed to research Netherfield; VC to contact Telham Church.

UA left the meeting at this point.

5. Remembrance Day Parade

It was agreed to follow the schedule as in previous years:

10.15 Meet at Market Road

10.30 Parade departs – Chris Bexhell, Parade Marshal - Union Flag and Standard bearers

10.40 Arrive at St Mary's Church

1050 Dean to take Remembrance Service including:

- Reading from scripture
- Exaltation
- Roll of honour
- Wreath laying at the Memorial
- Air cadets to help with collection

1200 Parade back to Market Road

It was highlighted that the programme would need to be timed to enable the road closure to take place as per the Order.

The Clerk was asked to make arrangements for:

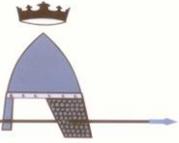
- Road Closure
- BBB to provide a minimum of 6 marshals to enforce the road closures
- Cllr Russell, the ATC representative and the Clerk to meet to discuss the participation of the Air Cadets
- Official invites. To include Heads of schools, Town, District and County Councillors, MP
- both Remembrance Sunday and Wars Over event September Newsletter and promoted in the Observer two weeks prior to the events. This is to ensure there is no confusion relating to meeting venues
- an agreed date and time of rehearsal for ATC flag bearers and readers with the Dean

Members noted that the Dean/John Langridge had agreed to arrange the services of a bugler, trumpeter or cornet player – VC to confirm.

DF agreed to research the services of Marching Band, Drummers or bag pipe player.

6. Battle in Bloom

The Clerk confirmed that banners had been purchased and erected. Previous entrants would be contacted and a further piece placed in the local Observer. **Members agreed that the format, refreshments and budget as last year should be recommended to ER&TD.**



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7. Visit to St Valery and Bayeux

Cllr Furness reported that communications had been exchanged with the Mayor of Bayeux confirming a visit to express formal interest in the Bayeux Tapestry coming to Battle. Although it is acknowledged that the Mayor has no authority to agree the site, it was felt that to improve relations with Bayeux could improve tourism between the towns. The visit is hoped for July with the Chief Historian and Natasha Williams of English Heritage. It was highlighted that EH have a provisional budget to provide a suitable building for the Tapestry. DF confirmed that this would coincide with a further visit to St Valery sur Somme. Members agreed that consideration must be given to longer term objectives; including joint projects. This should involve 1066 Marketing to produce a strategy on tourism.

8. Matters for information / future agenda items

DF reminded Members that a Wildflower Meadow fundraising event will be held on Friday at 2pm at Stream Cottage, Netherfield Hill. Members agreed that crockery could be loaned for the event.

The Clerk reported that a Sussex Flag had been purchased and would be flown on Sussex Day.

Advice had been received from Chris Bexhell that the Union Flag would soon be requested by the Royal British Legion. It was agreed to discuss the purchase of a Union Flag at the next meeting.

8. Date of next meeting: 4 September 2018 at 6pm

There being no further business the meeting closed at 7.10pm