

DRAFT DETAILED ACTION PLANS

Objective 1 To ensure the efficient and cost effective use of resources

	<u>Action to be taken</u>	<u>Cost</u>	<u>Responsibility</u>	<u>Timescale</u>	<u>Notes</u>
<u>Outcome 1</u> Ensure efficient and cost effective use of resources	Review budgets annually and produce a desired profile of expenditure		P & T Committee members	Budget has been agreed for the first year. Profile to be agreed by early July	Annually for the setting of the budget and three monthly for expenditure comparison against profile Profile by next meeting
Short term	<ul style="list-style-type: none"> Identify needs and where additional income sources can be sought Agree annual amount and incorporate in next year's budget 			<ul style="list-style-type: none"> Early July By end of November 	To be based on Committees' strategic plans – resources available from Community Payback Team Done
Medium Term	<ul style="list-style-type: none"> Review of activities, funding and setting of new priorities 			2 years and yearly thereafter	
Long Term	<ul style="list-style-type: none"> Review after 5 years 				
<u>Outcome 2</u> To seek to obtain grants, income and to recover costs wherever possible to use on highways maintenance	Town Clerk to advise committee of current income from ESCC and other sources and to advise of other funding opportunities		Town Clerk	Ongoing	What opportunities has the TC tried?
Short term	<ul style="list-style-type: none"> Identify possible funding sources Make applications 		Town Clerk Committee chairmen, Town Clerk/Deputy or Consultant	Report July 2015 Report Sept 2015	May be a need for training What opportunities has the TC tried? Applications for footpath projects – Arrangements in hand for

					Community Payback Team involvement . ESCC Highways offer to replace missing footpath marking signs.
Medium Term	<ul style="list-style-type: none"> • Build relationships with funders/sponsors • Make applications 		Committee Chairmen, Town Clerk/Deputy Town Clerk/Deputy	Ongoing	Networking important
Long Term	<ul style="list-style-type: none"> • Review after 3 years 			Ongoing	Ongoing
<u>Outcome 3</u> To identify any training necessary for the staff together with the Town Clerk so that work can be conducted efficiently	Review the ability of current staffing levels to achieve the aims required.		Committee Chairman and Town Clerk	Early July	TC to advise
Short Term	<ul style="list-style-type: none"> • Consider what can be achievable with current resources • Identify any possible improvement in staff practices • Identify training opportunities 		Committee Chairman with Town Clerk	Early July	Reluctance by Office to use staff on items which historically have been done by other bodies needs to be reviewed
Medium Term	<ul style="list-style-type: none"> • As above 		Committee Chairman with Town Clerk	Annually	
Long Term	<ul style="list-style-type: none"> • Continue to monitor and review 				

Objective 2: Ensure that committee recommendations on Planning Applications are transparent and soundly based and that staff provide feedback to the Planning Authority in an efficient and timely manner

	<u>Action to be taken</u>	<u>Cost</u>	<u>Responsibility</u>	<u>Timescale</u>	<u>Notes</u>
<u>Outcome 1</u> Ensure that responses to RDC on Planning Applications are soundly based	<ul style="list-style-type: none"> Careful consideration of all documents in applications Ensure up to date knowledge of planning policies 		P & T Committee members – advice from TC	Ongoing	
Short term	<ul style="list-style-type: none"> Identify any training needs and seek information / courses 			Early July	Seek needs from Members and arrange training – handouts have been given
Medium Term	<ul style="list-style-type: none"> As above 			2 years and yearly thereafter	
Long Term	<ul style="list-style-type: none"> As above 				
<u>Outcome 2</u> Ensure that the public can see transparency in deliberations	<ul style="list-style-type: none"> At each meeting, Members be invited to declare any interest which might unduly influence their discussions 		Chairman of the Committee	Ongoing	Done
Short term	<ul style="list-style-type: none"> As above 		Chairman of the Committee	Ongoing	Done
Medium Term	<ul style="list-style-type: none"> As above 		Chairman of the Committee	Ongoing	
Long Term	<ul style="list-style-type: none"> Review methodology after 3 years 		Chairman of the Committee	Ongoing	
<u>Outcome 3</u> Feedback to RDC is	Responses to be unambiguous		Committee Chairman and	Ongoing	Is being done

given in good time and in a clear manner	and based upon planning policies at the meetings of the committee so that the TC can send them off promptly to the Planning Authority		Town Clerk		
Short Term	<ul style="list-style-type: none"> As above 		Committee Chairman with Town Clerk	Ongoing	Done but not seen communications other than by going on RDC website
Medium Term	<ul style="list-style-type: none"> As above 		Committee Chairman with Town Clerk	Ongoing	
Long Term	<ul style="list-style-type: none"> Continue to monitor and review 		Committee Chairman and Town Clerk	Ongoing	

Objective 3: Become a prime influencer in respect of transportation policies and schemes in the Battle and surrounding area by active and closer links with ESCC, the Highways Agency, railway interests and the bus companies

	<u>Action to be taken</u>	<u>Cost</u>	<u>Responsibility</u>	<u>Timescale</u>	<u>Notes</u>
<u>Outcome 1</u> That the best possible result is achieved for the residents of Battle and the surrounding villages in any new highways or transportation schemes	<ul style="list-style-type: none"> Ensure an awareness of proposed schemes Careful consideration of all documents in applications Ensure up to date schemes and a knowledge of the relevant planning policies Ensure consultation responses are made in good time 		P & T Committee members – advice from TC	Ongoing	
Short term	<ul style="list-style-type: none"> Arrange meetings with transportation partners to build personal relationships Obtain an understanding of 		Committee Chairman Committee	Early July Ongoing	Meetings held with Highways Officers and FutureRail

	those partners forthcoming schemes		Chairman		
Medium Term	<ul style="list-style-type: none"> As above 			2 years and yearly thereafter	
Long Term	<ul style="list-style-type: none"> As above 				

Objective 4: Collaborate with partners to provide effective parking management around the town to reduce the congestion in the central town area (including the declassification of the A2100 through the town centre) and to seek to enable additional parking provision

	<u>Action to be taken</u>	<u>Cost</u>	<u>Responsibility</u>	<u>Timescale</u>	<u>Notes</u>
<u>Outcome 1</u> Ensure that parking restrictions in the town centre are enforced to reduce overstaying and congestion	<ul style="list-style-type: none"> As the Sussex Police will not be enforcing parking restrictions in the town centre using their current budgets, BTC should seek co-operation from Rye TC to fund a police based Traffic Warden for the two towns Seek an increase in the P&T budget from Council to part fund the Traffic Warden 	£13k p.a.	P & T Committee Chairman – advice from TC P & T committee members	Ongoing	This action will fail if a funding partner cannot be found. Three meetings held with Police and two with Rye TC by Chairman. Pressure being applied to RDC to agree to decriminalised parking. Police will not employ a TW so other measures needed.
Short term	<ul style="list-style-type: none"> Discuss possibilities with nearby parishes / town councils Establish realistic costs from Sussex Police If feasible, seek increase in funding from Council for the next fiscal year 		P & T Members Town Clerk	Early September By end June November February /	Done but no result if Police and RDC will not work with us. Cost expected to be £30,k but not funded by Police. This was done subject to the Police working with us. They

	<ul style="list-style-type: none"> • Arrange with Sussex Police for a Warden to start in May 2016 			March 2016	will not if RDC do not agree to de-criminalised parking. RDC is holding back.
Medium Term	<ul style="list-style-type: none"> • As above if not achieved • Seek other forms of funding 			2 years and yearly thereafter	
Long Term	<ul style="list-style-type: none"> • As above if not achieved 				
<u>Outcome 2</u> Declassify the A2100 between the roundabout by The Old Courthouse and Queensway	<ul style="list-style-type: none"> • Once the Bexhill to Hastings link is completed work with ESCC to arrange for a change to the status of the road. 		Chairman of the Committee and the Town Clerk	After 3 months and before 6 months of Link completion to allow traffic flows to be assessed	Ongoing but awaiting additional link to A21 from new road.
Short term	<ul style="list-style-type: none"> • Agree costs for the necessary Traffic Management Order (TRO) • Seek funding from Full Council for our contribution • Contract ESCC to make the TRO 		Town Clerk / ESCC Highways	Ongoing	Timing dependent upon Link completion to the A21. Once completed Highways are prepared to consider de-classification.
Medium Term	<ul style="list-style-type: none"> • As above 		Chairman of the Committee to drive this forward	Ongoing	
Long Term	<ul style="list-style-type: none"> • Review traffic flows after 3 years 		Committee members / ESCC	Ongoing	
<u>Outcome 3</u> Seek additional parking provision within the town environs	Work with appropriate landowners to identify potential sites for parking / park and ride If possible, work with partners to develop site(s) to reduce the call upon BTC finances		Committee Chairman and Town Clerk	Ongoing	
Short Term	<ul style="list-style-type: none"> • As above 		Committee	Ongoing	This needs coordination into

	<ul style="list-style-type: none"> Assess planning considerations Assess financial implications 		Members with Town Clerk		the Neighbourhood Plan. One site identified and offered by landowner but rejected by BTC
Medium Term	<ul style="list-style-type: none"> If a site partner can be found, develop the concept and finances, seek consents from all parties. Construct the facility. 		Committee Chairman with Town Clerk	Ongoing	
Long Term	<ul style="list-style-type: none"> Monitor costs and ensure affordability 		Committee and Town Clerk	Annually after scheme is in place	

Objective 5: Encourage the better use of the existing footpaths and footways by ensuring their appropriate maintenance by all means possible to both encourage a healthy lifestyle and to reduce the dependence upon mechanical transportation methods

	<u>Action to be taken</u>	<u>Cost</u>	<u>Responsibility</u>	<u>Timescale</u>	<u>Notes</u>
<u>Outcome 1</u> Maintain a safe footpaths and footways system around the Battle and surrounding villages of the civic area	<ul style="list-style-type: none"> Have the council staff work on the paths and footways as necessary to ensure a satisfactory surface without undue trip hazards or restrictions Seek volunteer partners to undertake specific tasks 	£1.8k	Town Clerk P & T committee members	Ongoing	
Short term	<ul style="list-style-type: none"> Conduct a condition survey of the pathways Establish which input will be dealt with by ESCC Highways staff Establish a priority list Have volunteers trained by 		P & T Members Town Clerk P & T Members Town Clerk	Early August By end June Late August	Aim for 100% of paths to be assessed Priority list is completed. Advice by mid April for start work in May using Community Payback Team.

	ESCC Highways for working on the 'Highway' <ul style="list-style-type: none"> • Arrange for works to be undertaken 		Town Clerk		New rules have allowed relaxation of requirements. Complete at least 33% of the worst condition paths before the end of Summer
Medium Term	<ul style="list-style-type: none"> • Establish secondary list for action 		P & T Members	2 years and yearly thereafter	Complete at least 50% of pathways
Long Term	<ul style="list-style-type: none"> • Review of Condition Survey 		P & T Members	4 yearly	100% of poor condition footpaths completed

Objective 6. Develop sound planning policies and guidelines within a Neighbourhood Plan (NP) as soon as practical to ensure that any developments are constructed only in areas accepted by our residents and to standards deemed reasonable both with current planning law and with local wishes

	<u>Action to be taken</u>	<u>Cost</u>	<u>Responsibility</u>	<u>Timescale</u>	<u>Notes</u>
<u>Outcome 1</u> That Battle and the surrounding villages are protected from unwarranted development and that the area is encouraged to be changed only in the way that most residents wish	<ul style="list-style-type: none"> • Register the civic area of Battle as the 'Designated Area' • Publicise for members to join the NP group • Ensure members of the group have knowledge of the relevant planning policies • Seek representations on sites and the aspirations of the residents, businesses and organisations for the designated area • Produce a draft NP for initial consultation 		P & T Committee members – advice from Town Clerk Town Clerk Chairman of P& T Committee NP Group NP Group	Achieved End of May End of June To be agreed by NP Group As above	Done Done At this point, the BTC P & T Committee as a whole will step back Done by NP Group

	<ul style="list-style-type: none"> • Develop the NP with the Planning Officers at RDC • Review responses and seek RDC to publish the final draft for consultation • Review and agree final document 		NP Group	As above	
			NP Group	As above	
			NP Group / RDC	As above	
Short term	<ul style="list-style-type: none"> • Set up the NP Group and have sufficient number of members to make it a practical entity 		Committee Chairman	Early July	Steering Group consists of 13 members
Medium Term	<ul style="list-style-type: none"> • Monitor progress of the NP Group and offer assistance as necessary 		P & T Committee		
Long Term	<ul style="list-style-type: none"> • Review NP 				