



Battle Town Council



**MINUTES of the EVENTS SUB COMMITTEE MEETING held on
TUESDAY 4 SEPTEMBER 2018 in the Almonry, High Street, Battle, at 6.00pm**

PRESENT: Committee Members: Cllrs A Russell (Chairman), G Favell, V Cook and M Howell.
Cllr M Kiloh, Uta Acuna (Battle Abbey School)(BAS), Caitlin Mascord (Battel Bonfire Boyes)
(BBB), Chris Bexhell (Parade Marshall)(PM), Carol Harris (Town Clerk)(TC)

The Chairman welcomed invited guests to the meeting.

1. **Apologies for absence** – Natasha Williams (English Heritage)(EH).
2. **Disclosure of interest** – Cllr Cook declared a personal interest in any matters relating to Girl Guiding and St Mary's Church.
3. **The minutes of the Events Sub Committee meeting held on 12 June** were approved subject to the amendment at item 4 "....projection of sight and sound being made to the ~~Abbey entrance~~ Library..." and duly signed by Cllr Russell.
4. **Report from the Clerk**
5. **"Battle's Over" Armistice Event**
 - **Purchase of Beacon** TC reported that generous donations had been received/promised by Battle Muffins £145; Battle Methodist Church £40, St Mary's Church £50 in addition to those previously reported from the Town Council £225 and English Heritage £100. It had been agreed that, to enable future appropriate use of the beacon for other events, a "bowl" beacon would be purchased to the value of £495. Subsidiary items such as compressed gas and insurance will also need to be purchased from the raised funds.
 - **Permission from English Heritage to use battlements for lighting of the beacon. Use of gatehouse tower?** EH had confirmed that the Gatehouse Roof may be used as a platform for the beacon.
 - **Health and safety audit.** EH had undertaken to assist with any Risk Assessments required. BBB agreed to work with EH on this. Legal essentials and safety guidance is attached.
 - **PL Insurance** It was suggested that Battle Town Council, English Heritage and Battle Abbey School should all produce copies of the relevant public liability insurance to cover individual aspects of the event. These will be held by the TC.
 - **Lighting and supervision of the Beacon** BBB agreed to carry out this task.
 - **Small bonfire on Abbey Green** BBB agreed to carry out this task.
 - **Audio visual link with school library and Abbey entrance** As amended to the previous minutes, BAS would be providing a link between the Abbots Hall to the Library.
 - **Saxonwood WI to serve refreshments** TC reported that confirmation is awaited (*Post meeting note: this has now been received*).



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- **Request that English Heritage allow free parking in Abbey car park** EH had confirmed this. BAS reported that blue badge parking will be permitted within the school grounds although access may be difficult for wheelchair users
- **Confirmation of Peal of bells** VC, in her capacity as a PCC member, confirmed that this will be a Full Peal; the retirement of the Dean would not cause any change to details previously agreed.
- **Poems** AR confirmed that Claverham Community College are happy to send a girl and boy student and that further communication will be made with Battle & Langton School. TC reported that Battle Baptist Football Club will read. Poems and appropriate readers were suggested as:
 - My Boy Jack (54 secs) - B&L pupils
 - Returning, We Hear the Larks (57 secs) - TBC
 - Into Battle (2 mins 23 secs) - TBC
 - Disabled (2 mins 55 secs) - Battle Baptist FC
 - Handbag (38 secs) - Cllr Glenna Favell
 - The Soldier (58 secs) - TBC
 - Women at Munition Making (1 min 22 secs) - St Mary's Church (VC)
 - Pillbox (1 min 10 secs) - TBC
 - Perhaps, subject to confirmation - TBC
 - Anthem for Doomed Youth - George Kiloh to be asked

Total 12 minutes approx. Late additions to the extended list of poems will need, if adopted, the dropping of some of the other poems to compensate for the time allocation.

TC was asked to contact appropriate local groups and organisations, such as BLOG, Writers Group, Saxonwood WI and those that had contributed towards the Beacon for a Poem reader. BAS suggested that a pupil would read.

A meeting with the Air Training Corp(ATC) to clarify involvement is still awaited.

Cllr Kiloh joined the meeting at this point.

- **Music: Programme items and duration** BAS confirmed that musical content had been discussed with relevant parties. The meeting agreed as:
 - For the Fallen, Elgar (13 mins) - Battle Choral Society
 - WW1 Songs, Medley (5 mins) - Battle Choral Society
 - Is my team ploughing, Butterworth (4 mins) - Kristian Thorkildsen
 - We will remember (3 mins)
(Children singing about remembrance) - Battle Abbey Juniors
 - Flanders Fields (3 mins) - Battle Chamber Choir

Total 28 minutes approx.

It was agreed that an event programme should be produced to include: A Welcome by the Town Mayor and Cllr Allan Russell to act as MC. It was suggested that the organist might play during arrival.



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- **Dedication of new memorial board** It was confirmed that this will take place immediately after the wreath laying earlier in the day. The board will be on display in the Library.
- **Prayers x5 from different faiths or none/ Involvement of Netherfield and Telham** TC was asked to invite all Church ministers to confirm attendance and willingness to take Prayer for one minute each.

BAS and VC agreed to confirm availability of a bugler for both the Remembrance Service and the evening event.

MK highlighted the importance of keeping a formal recording of this event in both paper and electronic medium. It was suggested that Peter Greene of the Photographic Society should be approached. BAS agreed to research the availability of a videographer.

It was agreed that the next meeting to confirm details would be held at the Battle Abbey School at 6pm on 25 September/2 October. TC was asked to confirm as soon as possible.

A rehearsal to be held at 2pm on 4 November at Battle Abbey School

6. WW1 Memorial Silhouette Statue

A local resident had suggested that funds should be raised to purchase a "There but not there" statue at a cost of £750. Members were concerned that there was no identifiable site that the aluminium statue could be permanently sited and that fund raising had already been undertaken for the beacon. It was also highlighted that the roundabout already has a suitable war memorial statue. TC was asked to thank the resident for their suggestion.

7. Remembrance Sunday at St Marys Church

- AR confirmed that a previous meeting with **ATC representative** had been postponed but that contact will be made to clarify the involvement of the ATC and arrange for a rehearsal prior to the event.
- TC was asked to submit 2 separate articles for **Observer in September** to emphasise the differences between events and timings.
- VC confirmed that despite the **Retirement of Dean**, the usual order of service will continue. The Arch Deacon will take the Service. TC asked that times are provided to ensure that the road closure is arranged accurately. All Councillors and their families will be invited to attend.
- As noted above, VC will confirm that the Dean had arranged a **bugler/trumpet/cornet player**, as agreed.
- Cllr Furness had reported that he continues to search for a **marching band**.
- CB confirmed that the Royal British Legion had confirmed that Battle's Standard would be reclaimed in January as there is no longer a Battle Branch. He reported that a **Union Flag** could be purchased from Porters Flagmakers at a cost of approx £650 including pole, tassels etc. CB suggested that the Battle Guide flag, with badge removed and a finial (at a cost of £30) added, could be used for this year. **Members agreed that the purchase of a Union Flag should be**



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added to the ER&TD Action Plan at a cost of £650. TC was asked to formally ask the Battle Bonfire Boyes to marshall the road closures.

8. Civic links with St Valery sur Somme

Members noted that there had been no invitation from the Twinning Association for the Mayor to join their recent visit to St Valery. TC was asked to invite the Mayor of St Valery to the Armistice event. It was agreed to revisit this after Remembrance Day.

9. Battle in Bloom

It was noted that the event went well with good weather and many positive comments. However, it was noted that the number of entries continue to decline. It was agreed to discuss further after Remembrance Day.

10. Mayor's Charity

Cllr David Furness had nothing to report. It was agreed to recommend that Full Council consider whether to continue with this.

11. Matters for Noting/Future agenda items

"Battle's Over" Armistice Event – confirmation of programme

12. Date of next meeting: 2 October 2018 at 6pm in the Battle Abbey School

There being no further business the meeting closed at 7.25pm