



# *Battle Town Council*



**A Meeting of the EXTERNAL RELATIONS & TOWN DEVELOPMENT COMMITTEE will be held on  
TUESDAY, 4 MAY 2021 by Zoom at 7.30pm**

Any member of the public wishing to join this meeting will need to contact the clerk and request the joining code by noon on 4 May 2021.

**To Cllrs: Cllr H Sharman (Chairman), V Cook, G Favell, C Hartley, M Howell, M Kiloh, C Would  
(with copies to other Members for information)**

In the interests of the environment, you are requested only to print if necessary

Please note meetings are recorded to aid production of minutes

**PUBLIC QUESTION TIME 7.30pm to 7.45pm**

**Committee members are hereby summoned to attend the meeting in order to transact the  
following business.**

## **A G E N D A**

**Carol Harris  
Town Clerk  
27<sup>th</sup> April 2021**

- 1. To record and receive apologies for absence**
- 2. Disclosure of Interest:** To receive any disclosure by Members of personal and disclosable pecuniary interests in matters on the agenda, the nature of any interest and whether the Member regards the interest as prejudicial under the terms of the Code of Conduct.
- 3. To approve and electronically sign the minutes of the previous meeting held on 2 March 2021**
- 4. To consider arrangements for Remembrance events**
  - Remembrance Sunday
  - 11<sup>th</sup> November
  - Wreath arrangements
- 5. To receive the Clerk's report**
- 6. Correspondence and Communications**
- 7. To receive updates from Working Groups:**
  - Resilience Plan
  - Writing Competition
- 8. To receive updates from Forums:**
  - Town

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- Youth

**9. To receive a report from the Post Covid Recovery Group**

**10. To receive a report from Chamber of Commerce Marketing Group**

**11. Battle in Bloom 2021 – Cllr Hartley to report**

**12. To agree amendment to Terms of Reference for recommendation to Full Council**

**13. To agree content for June Newsletter**

**14. To review detailed Action Plan 2020-21**

- Co-ordinate proposals from existing documents, Council members and other interested parties to produce Plan for recommendation to Council
- Review condition and report buildings in need of improvement to Rother District Council
- Review responses from surveys and other consultations and agree most suitable methods for consultation
- Review reports from Council Representatives and Forums and agree any actions
- Explore ways to facilitate a town events calendar
- Agree steps to improve communication with all residents.
- Post sound recordings of newsletters on Council Website
- Review information on Council website and update as necessary
- Strengthen links with twinned town, St Valery-sur-Somme
- To agree risk assessment content

**15. To agree Action Plan 2021-22**

**16. Finance**

- To receive provision budget report at 31<sup>st</sup> March 2021
- To consider any Post Covid 19 Recovery Grant applications

**17. Matters for information / future agenda items**

- Accessibility Audit – visually impaired – to be carried out post Covid restrictions

**18. Date of next meeting: 6<sup>th</sup> July 2021**

**ALL MEETINGS OF BATTLE TOWN COUNCIL AND ITS COMMITTEES ARE OPEN TO THE PUBLIC**