



# Battle Town Council



MINUTES of the COUNCIL MEETING held on  
TUESDAY, 18 NOVEMBER 2014 in  
The Almonry, High Street, Battle, at 7.30pm

**PRESENT:** Cllr M Kiloh – Chairman  
Cllrs J Boryer, R Bye, G Favell, D Furness, J Gyngell, T Hall, M Howell,  
R Jessop, S Pry, A Ratcliffe, J Sydes and D Wilson.

## Public Question Time

County Cllr Field and District Cllrs Davies and Dixon were present.

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- 1. Apologies for Absence** – Cllrs J Eldridge, J Ormonde-Butler and M Palmer.
- 2. Disclosure of Interest** – None.
- 3. Minutes of the Council Meeting** held on 21 October 2014. Cllr Jessop proposed approval of the minutes, seconded by Cllr Wilson and agreed unanimously.
- 4. Matters Arising from Previous Meetings**  
The Acting Town Clerk (ATC) advised that Mr Carter had confirmed an **order has been placed for Hawthorn trees for the Recreation Ground** together with the canes and ties. She confirmed the Council's thanks had been sent.
- 5. To Receive a Report from the County Councillor**  
Cllr Field was pleased to report the general improvement in academic results at all key stage levels.
- 6. To Receive a Report from the District Councillors**  
Cllrs Davis and Dixon recorded no news of report.
- 7. Correspondence and Communications**  
The ATC reminded Members that a lease for the Amenity Site had expired some years ago and that rent had not been paid since 2010. **A request from ESCC for backdated rent charges and legal fees for a new lease in relation to the area** has now been received in the amount of £3035. This comprised increased annual costs from 2006 in line with RPI and a professional fee of £300 for the lease. The ATC has advised ESCC that fees were paid up to 2010 and is awaiting further communication. Members discussed the benefits of retaining the land and the costs of maintenance; approximately £650pa. **Cllr Boryer proposed that more advantageous terms be negotiated. This was seconded by Cllr Jessop and agreed unanimously.**

The Chairman reported on a successful interview process for the Town Clerk vacancy which had resulted in the Panel recommending a suitable candidate, Andrew Beams. A communication has been entered into with Mr Beams who had indicated acceptance of the position subject to a salary at the top of the scale with a review to the grading of the post being undertaken within 6 months to a year to allow for further career progression. **Cllr Kiloh asked that the Council ratify the Panel's recommendation to offer Mr Beams the post of Town Clerk with effect from 5 January 2015. This was seconded by Cllr Sydes and agreed unanimously.** Members also agreed to install reserved parking for the Town Clerk and Deputy Town Clerk in the Mount Street overflow car park.

Cllr Furness highlighted the skills that Mr Beams currently offers but **recommended that Council agree in principle to support a further proposal from the Panel to employ a temporary Project Manager to facilitate the major projects the Council is currently**

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**progressing:** cemetery extension, refurbishment and reorganisation of the Almonry and possibly a business development plan. **This was seconded by Cllr Sydes and agreed.**

Cllr Pry recorded Members' thanks to Carol Harris for her patience during the last 16 months of staff issues.

**8. Minutes of the Communications Committee meeting held on 23 September.** In the absence of both the Chairman and the Vice Chairman, Cllr Kiloh presented the minutes. It was noted that under item 9 the final copy of the Newsletter will be checked by the Chairman, Committee Chairman and Town Clerk.

**9. Minutes of the Planning Committee meetings held on 22 October and 5 November** were presented by Cllr Jessop and noted. He highlighted the welcome news that William Hill's application for illuminated signs had been refused.

**10. Minutes of the Finance & General Purposes Committee meeting held on 4 November** were presented by Cllr Kiloh. She reported the recommendation relating to Fees and Charges for 2015-16 underlining the higher increases in charges for the allotment sites and purchase of burial gravespaces. These remain comparable with other local providers; with the former continuing to provide a revenue under the expenditure level. **Cllr Kiloh proposed the fees and charges for 2015-16 as attached. This was seconded by Cllr Bye and agreed unanimously.**

## **12. To Receive a Presentation and Report from the Cemetery Working Group**

A presentation was made to the Council outlining the current position in relation to plots available at the cemetery and the generally poor condition of the buildings and pathways. The recommendations from the Working Group are to provide an extension to the cemetery and develop the existing facilities. This includes the repair and refurbishment of the pathways; restoration of both sides of the Chapel with addition of heating and toilet facilities; and provision of a garage and workshop. It was felt that the option to allow an annual budget for these works would result in a considerable time delay with the buildings, windows and paths deteriorating further. The Group requested approval for:

- **the proposal to develop the existing and the new areas of the cemetery together to provide an improved facility for the people of Battle;**
- **an application for a loan of up to £200,000 from the PWLB for this purpose;**
- **an application to the Heritage Lottery Fund or other funding body to cover the cost of renovation of the Cemetery Chapels, these constituting a listed building**

Members discussed the financial effects of the loan on the budget but highlighted the cemetery provision as being a statutory obligation. It was also felt that the cemetery could be marketed more fully with increased income generated. **Cllr Jessop proposed that the recommendations be approved subject to the loan application being increased to £250,000 to ensure that all costs are covered. Any funds raised by grant could then reduce the amount drawn. This was seconded by Cllr Kiloh and agreed by a majority.**

## **13. Report of Structures Working Group**

Cllr Kiloh confirmed that the amendments to the **Standing Orders** and **Terms of Reference** as agreed at the previous meeting had been made. The **meeting dates for 2015** had been circulated with the suggestion that the Council do not meet in August but that this date be kept free for any emergency that may occur. It was also noted that the Parish Assembly will be held in April, prior to the elections on 7 May. Members were asked to check these documents and advise the ATC of any amendments as soon as possible. The final documents are attached to these minutes.

The Group also recommended **separating the different roles of Mayor/Deputy Mayor and Chairman/Vice Chairman** with effect from the next term of office. It was confirmed that it would be a choice for the roles to be single or dual.

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Cllr Kiloh anticipated that there would be one further meeting of this Group to confirm proposed Members and the start date of the new Committee structure. It will then recommend to Council that this Working Group be disbanded.

## **14. To Appoint Trustees to the Battle Charities**

The ATC confirmed that there are two nominations to be made to the Trustees of Battle Charities. There are 2 meetings per year which are held in the Heringtons offices in Battle. **Cllr Jessop proposed Cllr Wilson. Cllr Kiloh proposed Cllr Bye. These nominations were agreed** and the ATC was asked to advise Heringtons accordingly.

## **15. To Consider the Production of a Neighbourhood Plan**

**Cllr Jessop had circulated a paper proposing that the Council now agree to the formation of a Neighbourhood Plan.** He confirmed that a great deal of work had already been undertaken and that Members had already accepted RDC's development proposals. Cllr Jessop agreed to lead on this. **Cllr Bye seconded the proposal and it was agreed unanimously.**

## **16. To Consider Applications for Councillor Vacancy**

One application had been received and circulated to all Members. It was noted that Mr Lay had been previously co-opted but found not to be eligible due to citizenship. Full citizenship had now been granted. **Cllr Bye proposed that Justin Lay be co-opted to fill the vacancy. This was seconded by Cllr Bye and agreed unanimously.**

Cllr Kiloh reminded Members that with future vacancies specific skill sets would be required.

## **17. Remembrance Day Wreath**

**Cllr Wilson proposed that the Council incur expenditure of £50, under Section 137 of the Local Government Act 1972, for a Remembrance Day wreath. This was seconded by Cllr Pry and agreed unanimously.**

## **18. Battle Local Action Plan**

The Notes from the previous meeting had been circulated. Cllr Boryer reported that although there is much activity; finance remains an issue. BLAP are currently applying for grants to enable projects to be taken forward.

## **19. List of Payments & Receipts – were noted.**

## **20. Reports from Representatives of the Council and Other Reports**

- Cllr Pry had been on the Town Clerk interview panel and attended the Remembrance Day Service;
- Cllr Bye had attended the Remembrance Day Service;
- Cllr Hall had attended an Almonry Group meeting and the Remembrance Day Service;
- Cllr Gyngell had taken part in the New Councillor Training and attended a Battle Arts & Music Festival meeting;
- Cllr Howell had attended a Cemetery Working Group meeting and the Remembrance Service on the Abbey Green;
- Cllr Favell had attended the Remembrance Day Service; New Councillor training; ESALC AGM and a Cemetery Working Group meeting;
- Cllr Wilson had been on the Town Clerk interview panel and attended the Remembrance Day Service;
- Cllr Jessop had attended the Battle Arts and Music Festival – he congratulated the Committee on a wonderful event; ESALC; NALC; SE Regional Forum; Structures Working Group; Remembrance Day Service – he expressed thanks to Mr Kiloh for his work on the

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extended roll of honour; ESALC; Cemetery meeting; SSALC audit and Chamber of Commerce;

- Cllr Boryer had attended the Remembrance Day Service;
- Cllr Ratcliffe had attended a Structures Working Group meeting and the New Councillor Training which he felt was a little disappointing. It was agreed that feedback should be made to SALC;
- Cllr Furness highlighted the success of Battle Arts & Music Festival which it was hoped would be repeated next year. He had attended the Remembrance Day Service, Almonry Working Group and New Councillors training. He had also been on the Town Clerk interview panel;
- Cllr Sydes had attended the Structures Working Group and Chairmanship training which he had found very useful. He had also met with the ATC to discuss improvements in IT equipment and the website
- Cllr Kiloh had attended the ESALC AGM at which it was confirmed they had become a Company employing its own staff and will now be subject to a better VAT scheme; and the Remembrance Day Service that included an extended roll of honour. The Dean has requested feedback on this and the Council agreed that it was very welcome and appropriate.

## **21. Matters for information/ items for future Agenda**

Cllr Boryer highlighted the illegible names on the St Mary's War Memorial. He has requested advice from a local stonemasons and will report back to Council.

## **22. Date of Next Meeting: Tuesday, 16 December 2014**

There being no further business the meeting closed at 9.15pm

**M KILOH**  
Chairman

