

ACTION PLAN FOR THE ENVIRONMENT COMMITTEE

Objectives

- 1 To ensure as far as is practicable that the town provides an attractive environment for those living and working in it and for visitors to it.
- 2 To provide the best practicable services to those dependent on the Council in respect of the allotments and cemetery
- 3 To develop and regularly review a 3 year strategic plan for the estate and, in particular, a maintenance regime to ensure that the estate is kept in a good and safe state of repair;

SPECIFIC OBJECTIVES FOR THE ALLOTMENTS

1. To ensure good management of the allotment sites at Cherry Gardens (including the amenity garden at Cherry Gardens), Virgins Croft, Watch Oak and Netherfield Hill, and such other sites as may be acquired or leased;
2. To set and monitor the level of allotment rents and charges;
3. To develop and regularly review a strategic plan for those sites;
4. To nominate a member of the Committee as its representative on the Committee of the Senlac Allotment Association;
5. To organise the Town Council's annual competition for the best large and small allotments, and the most improved allotment.

<u>Outcomes</u>	<u>Objective</u>	<u>Notes</u>	<u>Cost</u>	<u>Timescale</u>
SHORT TERM				
Organise annual competition	5	Judge by 5 th July 2022	£150	Annual
Monitor quarterly inspections	1	Jan, Apr, Jul, Oct	N/A	Ongoing
Nominate member for SAA Committee	4	In May/June each year	N/A	Ongoing
Review rents and charges	2	Annual review in August	N/A	Ongoing
Provide waste skips to sites	1	For May Bank Holiday Excluding Netherfield site	£700	Annual
MEDIUM TERM				
Review usage of allotments with regard to rationalisation of plots/sites	3	Periodic reviews to monitor usage and upkeep costs	N/A	Ongoing
LONG TERM				
Review need for provision of plots for residents with reduced mobility/flexibility	3		TBD	Ongoing

SPECIFIC OBJECTIVES FOR THE CEMETERY

6. Ensure the good management and maintenance of the cemetery and associated buildings;
7. Periodically to review the cemetery regulations;
8. Make annual budget recommendations relating to these activities, including cemetery charges, and thereafter to monitor performance against the approved budget.
9. Provide the best practicable services to those dependent on the Council in respect of the cemetery.

CEMETERY

<u>Outcomes</u>	<u>Objective</u>	<u>Notes</u>	<u>Cost</u>	<u>Timescale</u>
SHORT TERM				
Undertake annual gravestone inspection	6	New staff to undertake formal training course if possible	F&GP	Ongoing
Review cemetery regulations	7	Review regulations annually.	N/A	Ongoing
Review fees and charges	8	Annual review in October.	N/A	Ongoing
Increase awareness of services and facilities	9	Market services and facilities to residents & Funeral Directors	N/A	Ongoing
Provide guided nature walks	9	Donations for walk & refreshments for wild flowers for NB area	Expenses	Annual
Review maintenance of cemetery in relation to the Council's Statement on the Environment and the Estate Management Plan	10	Review against Statement and Estate Management Plan	N/A	Ongoing
MEDIUM TERM				
Consider options for conserving the Mortuary	6	South Coast College had agreed to undertake project Budget agreed 05 Feb 2019 – EMR 345 £3,000	TBD	ongoing
Improve paths to improve access for those with disabilities		Gravel paths are hard to walk on and difficult to traverse by wheelchair. Explore disability grant funding	TBD	May 2024
LONG TERM				

SPECIFIC OBJECTIVES FOR RECREATION GROUNDS

10. To ensure good management and maintenance of the Council's estate – recreation grounds

NORTH TRADE ROAD RECREATION GROUND

<u>Outcomes</u>	<u>Objective</u>	<u>Notes</u>	<u>Cost</u>	<u>Timescale</u>
SHORT TERM				
Ensure that play equipment is repaired and maintained.	10	Review annual inspection report (TC reviews regular staff reports)	N/A	Ongoing
Ensure that routine renovation of the football pitch is undertaken	10	In consultation with BTFC Rec maintenance budget	£4590	Ongoing
Prepare a medium/long term plan for repair/replacement of tennis courts and MUGA	10		To be agreed	Oct 2022
Review fees and charges	10	Annual review in October.	N/A	Ongoing
Review maintenance of grounds in relation to the Council's Statement on the Environment and the Estate Management Plan	10	Review against Statement and Estate Management Plan	N/A	Ongoing
Provide item(s) of play equipment for young children	10	Final action of long term plan for separation of play equipment for young children from provision for teenagers	To be agreed	May 2023
MEDIUM TERM				
Erect seating at appropriate sites around the Rec	10	Use wood from BTC estate	N/A	Ongoing
Collaborate with BTFC to rebuild the pavilion to include a community area with a café	10	Possible grant applications to: Lottery Sport England Stadium Fund & Football Foundation Local CIL Strategic CIL Revised cost May 2022: £687,100 + £5,000 prof fees + extra contingency	£700,000	Jun 2023
Install floodlighting on the MUGA	10	Hours can be limited e.g. 17.00 to 21.00 hrs Could reduce pollution from car engines running to power headlights to light area Floodlights on MUGA may assist grant funding applications	£10,000	May 2023

NORTH TRADE ROAD RECREATION GROUND Cont'd

<u>Outcomes</u>	<u>Objective</u>	<u>Notes</u>	<u>Cost</u>	<u>Timescale</u>
LONG TERM				
Consider floodlighting for the Cycle Skills Area		Committee meeting Feb 2022, Item 8e	To be agreed	May 2025

TELHAM PLAYING FIELD

<u>Outcomes</u>	<u>Objective</u>	<u>Notes</u>	<u>Cost</u>	<u>Timescale</u>
SHORT TERM				
Ensure that play equipment is repaired and maintained.	10	Review annual inspection report (TC reviews regular staff reports)	N/A	Ongoing
Review maintenance of the meadow in relation to the Council's Statement on the Environment and the Estate Management Plan	10	Full Council agreed that the area be a wild flower meadow with meandering mown paths. Review against Statement and Estate Management Plan	N/A	Ongoing
MEDIUM TERM				
LONG TERM				

SPECIFIC OBJECTIVES FOR STREET FURNITURE & LIGHTING

11. To be responsible for the repair and maintenance of the street lights for which the Council is responsible;
12. To consider the need for the enhancement or reduction of street lighting in areas for which the Council is responsible;
13. In association with the Planning Committee, to consider whether street lighting should be provided in new developments and, if so, in what style; and to recommend to Council in cases where it is thought appropriate to accept future responsibility for repair and maintenance;
14. To provide advice on street light provision in Battle to other organisations;
15. To provide public benches in and around the town and to ensure that repairs and maintenance are carried out to these and other benches for which the Council has accepted responsibility
16. To provide, maintain and repair signage and notice boards (eg fingerposts) which are defined as street furniture.

<u>Outcomes</u>	<u>Objective</u>	<u>Notes</u>	<u>Cost</u>	<u>Timescale</u>
SHORT TERM				
Make recommendations to TC regarding provision and maintenance of benches	15	Maintenance is covered in Estate Management Programme	N/A	Ongoing
Recommend improvements to signage and notice boards	16	Review annually	N/A	Ongoing
Make recommendations for enhancing or reducing street lighting	11,12,13,14	Review lighting service contract regularly Provide advice as requested Respond to P&T Committee as required	£10,000	Ongoing
MEDIUM TERM				
LONG TERM				

SPECIFIC OBJECTIVES FOR REMAINDER OF BTC's ESTATE

17. To ensure good management and maintenance of the Council's estate;
18. To develop and to regularly review a three-year strategic plan for the estate and, in particular, a maintenance régime to ensure that the estate is kept in a good and safe state of repair;
19. To ensure that an up to date record is maintained of the land and property for which the Committee is responsible;
20. Under agreement with English Heritage to monitor the condition of the Abbey Green and ensure that minor repairs and maintenance are carried out
21. To undertake risk assessments relating to the Committee's area of responsibility;
22. To make annual budget recommendations which reflect the strategic plan, including proposals for fees, charges and rent increases, and thereafter to manage performance against budget.

<u>Outcomes</u>	<u>Objective</u>	<u>Notes</u>	<u>Cost</u>	<u>Timescale</u>
SHORT TERM				
Undertake the Risk Assessment	21	Review annually in August	N/A	Ongoing
Review Management Programme	18	Review annually in August	N/A	Ongoing
Ensure that an up to date record is maintained of the land & property for which the Committee is responsible	19	Compiled by TC and reviewed by F&GP	N/A	Ongoing
Make recommendations regarding the replacement of equipment and the purchase of new equipment	22	Review in August in preparation for budget setting Money into reserves each year	N/A	Ongoing
Review fees, charges and rents and recommend any increases each year	22	Review annually in August	N/A	Ongoing
Manage the Amenity Field as a wild flower meadow in line with Council's Statement on the Environment	17	Review against Statement and Estate Management Plan in August	N/A	Ongoing
MEDIUM TERM				
Improve access to Mansers Shaw for pushchairs and wheelchair users		Construct stone path with suitable gradient to bypass steps	TBA	Oct 2024
Implement sustainable composting system	17	Following advice from High Weald Organisation Further research required	To be agreed	Oct 2024
LONG TERM				
Refurbish the surface of Abbey Green	17	Save funds in EMR Research grant funding	TBC	Ongoing