



# Battle Town Council



A meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** will be held at  
**The Almonry, High Street, Battle on TUESDAY, 28 MAY 2024 at 7pm**

To Cllrs: **A Barton (Chairman), V Cook, B Brown, S Burton, C Sprong, D Wheeler**  
With copies to other Members for information

**PUBLIC QUESTION TIME 7pm to 7.15pm**

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

Please note meetings are recorded to aid production of minutes

## A G E N D A

*Carol Harris*

Town Clerk  
22 May 2024

1. **To receive and record 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 sign the minutes of the additional meeting of 14 May 2024**
4. **To receive the Clerk's report**
5. **Financial matters**
  - a) To receive **budget report to 31 March 2024**
  - b) To receive **budget report for all Committees to 31 March 2024**
  - c) To receive for signature by **Chairman Bank Reconciliation at 31 March 2024**
  - d) To consider budget for **Town Model** refurbishment and trial location
  - e) To consider request from **Netherfield Church** for donation to funds
6. **To receive minutes and consider recommendations from Sub Committees**
  - a) **Marketing Sub Committee** - minutes of the 2 January 2024 and consider recommendation to agree hire of the Almonry for local organisations; draft minutes of 14 May 2024.
  - b) **Personnel sub-committee** – no meeting
  - c) **Climate & Ecology Sub Committee** – to note minutes of 25 March 2024 and draft minutes of 2 May 2024 - recommendation for replacement signage of dual waste litter bins
7. **To agree Membership and Terms of Reference for Sub Committee and Task & Finish Group**
  - a) Personnel Sub Committee
  - b) Climate & Ecology Sub Committee
  - c) Marketing Sub Committee
8. **Policies**
  - a) To agree allocation for review of
    - i. Bullying & Harassment Policy



# Battle Town Council



- ii. Community Award Policy
- iii. Complaints Procedure
- iv. Co-option Policy
- v. Data Protection Policy
- vi. Disciplinary Policy
- vii. Freedom of Information
- viii. Internet Usage & email Policy
- ix. Investment policy
- x. Lone Working Policy – *Cllr V Cook*
- xi. Members/Officer Relations Protocol – *Cllr V Cook*
- xii. Recruitment procedure
- xiii. Reserves Policy
- xiv. Safeguarding Children & vulnerable adults – *Cllr V Cook*
- xv. Statement of intent as to community engagement – *Cllr V Cook*
- xvi. Statement on the Protection of our Environment

## **9. Almonry building**

- a) To note completion of chimney works
- b) To receive an update on ex-contract works including ambulant toilet
- c) To receive an update on garden arbour and step repairs

## **10. Almonry garden**

- a) To consider a request for use of the Almonry garden by Battle Museum for event
- b) To receive a report from Beautiful Battle
- c) To consider replacing box hedging and general planting of rear garden

## **11. Almonry offices**

- a) To note permanent absence of Rother District Council customer service representative
- b) To note request from Suite 7 tenant to seek alternative occupier

## **12. To agree a presentation for new telephone & broadband system**

## **13. To review Action Plan – items not elsewhere on the agenda**

## **14. To receive correspondence and communications received post agenda publication**

## **15. Matters for information and future agenda items**

- To consider ways to streamline Council procedures
- To consider Community Infrastructure Policy and application form

## **16. Date of next meetings: 23 July 2024**

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