Battle Town Council

The Annual Meeting of the COUNCIL will be held on TUESDAY, 19 MAY 2026 at The Almonry, High Street, Battle at 7.15pm

Members are hereby summoned to attend the meeting in order to transact the following business.

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 7.15pm to 7.30pm

A G E N D A

Carol Harris
Town Clerk
13 May 2025

1. **To elect Council Chairman and receive Chairman's acceptance of office**
2. **To elect Council Vice-Chairman**
3. **To receive and record apologies for absence**
4. **Disclosure of interest** In accordance with the Code of Conduct adopted by the Council, to declare any personal or pecuniary interests of Councillors on matters to be considered at the meeting, the nature of any interest and whether that interest is prejudicial.
5. **To approve and sign the minutes of the Council meeting of 21 April 2026**
6. **To receive a report from the Town Clerk**
7. **To receive verbal reports from County Councillor and District Councillors**
8. **To review and adopt Standing Orders**
9. **To review and adopt Financial Purposes Financial Regulations**
10. **To review and adopt Code of Conduct**
11. **To agree Asset Register at 31 March 2026**
12. **To receive confirmation of insurance arrangements in respect of all insurable risks**
13. **To review and adopt Risk Management Policy**
14. **To review and adopt Operational & Financial Risks document**
15. **To review and adopt IT Policy**

16. To note Council's eligibility to exercise the General Power of Competence

17. To approve formation, membership, delegated authority levels and Terms of Reference of the Standing Committees, and elect Committee Chairmen and Vice-Chairmen:

a) Estates Committee
b) Finance & General Purposes Committee
c) Planning & Transport Committee
d) Town Development & External Relations Committee

18. Full Council and Standing Committees

a) To agree dates for meetings to May 2027
b) To note Climate & Ecology Sub-Committee meeting to be held on fourth Tuesday: June; October; February & April
c) To consider date for 2027 Parish Assembly due to Parish elections, potentially 18 March 2027
d) To note Council Year document

19. To appoint representatives (and deputy representatives) of the Council to other bodies

20. To agree Councillors Basic Parish Allowance for 2027/2028

21. To agree renewal of direct debit arrangements for utility bills and contracted services

22. To agree annual contribution to Netherfield PCC for grass cutting

23. To agree payments by BACS for invoices, salaries and Councillors Basic Parish Allowance

24. To consider payment of annual subscriptions for 2027-28 as follows:

a) Rother Association of Local Councils (RALC)
b) East Sussex Association of Local Councils (ESALC)
c) Society of Local Council Clerks (SLCC)

25. To receive an update from Task & Finish Groups and agree any action

a) Civic Actions Task & Finish Group – verbal report
b) Devolution Task & Finish Group and note offer of devolution of Mount Street toilets

26. To receive list of income and expenditure for March 2026

27. To receive draft minutes & consider any recommendations from Standing Committee meetings:

a) **Estates Committee** – 7 April 2026
b) **Finance & General Purposes Committee** – additional - 30 April 2026
c) **Town Development & External Relations** – 5 May 2026
d) **Planning & Transport** – 12 May 2026

28. To receive six monthly report from Finance & General Purposes Committee

29. To note forthcoming events from Council Year document for June & July

1 – 7 June 2026	Volunteer's Week
13 June	Open Gardens – including Almonry

16 June	Sussex Day
11 & 12 July 2026	Battle's Big Weekend
16 July - Awards	Battle In Bloom competition & awards ceremony
11 - 26 July	Scarecrow Festival
10-26 July	Battle Festival

30. Correspondence and communications received post Agenda circulation

31. To receive reports from representatives of the Council and other reports

a) Councillors report

b) RALC notes 14 April 2026

32. Future agenda items / matters to note

33. Date of next meeting: provisionally, 16 June 2026

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