Battle Town Council

Minutes of the COUNCIL MEETING held on
TUESDAY, 18 August 2026 at The Almonry, High Street Battle at 7.15pm

Present: Cllrs Sue Burton (Chairman), Andrew Barton, Vikki Cook, Margaret Howell, Nicola McLaren, Pete Morley, Christian Moskal, Marie-Louise Neill, David Russell and Dale Wheeler.
In Attendance: Three members of the public, Beata Rieu (Deputy Town Clerk).

PUBLIC QUESTION TIME

None.

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1. **Apologies for absence:** Cllrs Andrew Ratcliffe and David Silk. Cllr Jenny Exley was absent.

2. **Disclosure of Interest:** Cllr Barton declared an interest in item 10(a) as a volunteer driver with Battle Area Community Transport and item 10(d) as a volunteer trustee of Battle Youth Zone. Cllr Russell declared an interest in item 10(b) as a trustee of Battle Memorial Hall. Cllrs Burton (Chairman) and Wheeler declared an interest in item 10(c) as members of Battle Solar Town. Cllr Cook declared an interest in item 10(d) as a volunteer with Battle Youth Zone. Members declaring interests would not vote on the relevant grant applications.

3. **Minutes of the meeting held on 21 July 2026 were agreed and duly signed by Cllr S Burton.**

4. **Town Clerk's Report**
   Members noted that there were no matters beyond items already included elsewhere on the agenda.

5. **Reports from County Councillor and District Councillors**
   County:
   Members received an update on behalf of County Cllr Field that East Sussex County Council was reviewing the booking system for household waste recycling sites, with support for a return to a system without advance booking.
   District:
   Cllr Cook reported that Rother District Council do not meet during August, but noted the positive and constructive joint meetings held between District and Town Council officers and Members, particularly in relation to devolution.

6. **Draft minutes and consider any recommendations from Standing & Sub Committee meetings:**
   a) **Estates Committee meeting, 4 August 2026:** The draft minutes were received and noted. No further update was given.
   b) **Planning & Transport Committee meeting, 11 August 2026:** Members noted that the draft minutes had not yet been fully circulated. Cllr Wheeler, Chairman of the Committee reported that there was nothing of significance to report.

7. **Updates and recommendations from Task and Finish Groups (T&FG)**
   a) **Civic Actions:**
      i) **Civic Awards Policy:** Members reviewed and approved the Civic Awards Policy, subject to the amendments agreed at the meeting. These included references to the "Battle Civil Parish",

amendments to the nomination and ratification process, and the identification of a "lead Town Councillor". It was agreed that the policy be reviewed annually (initially) as attached.

ii) **Badges and certificates**: Members approved the proposed design for the badges and the production of certificates in house for the Civic Awards.

iii) **Budget**: Members agreed in principle to progress the transfer of the historic Coat of Arms and the development of a Civic Flag for Battle Town Council. Members also agreed to include a budget provision of £10,000 for Civic Action projects in the Council's 2027/28 annual budget, to cover civic badges, a Royal tree planting and commemorative plaque, the transfer of the Coat of Arms and Civic Flag, and any additional civic events. A further report from the T&FG, setting out the detailed funding requirements would be brought back to Council for consideration.

iv) **Royal visit:** Members discussed possible additional plans for the proposed Royal visit. It was agreed that Members submit ideas to the T&FG and that a further report be brought to Council when more information is available.

b) **Second Devolution Task & Finish Group:**

i) Members received the notes of the initial meeting.

ii) Members agreed the revised Terms of Reference as attached. The Terms of Reference were amended to recognise representation of businesses as well as residents.

Two members of the public left the meeting.

8. Christmas Lighting Infrastructure works

a) Members received a report on the tender and interview process. Four tenders had been reduced to two shortlisted contractors. Following interviews and further consideration of the proposed designs, timescales and resilience of the systems, the interview panel recommended Sparkx as the preferred contractor.

b) Members received an update on responses from High Street property owners. Approximately 28 responses had been received and these were generally supportive of the scheme, with three negative responses, one of which offered an alternative solution. It was noted that some responses had been received from tenants rather than property owners and that written consent would therefore need to be obtained from the relevant property owners once the proposed installation at each property had been confirmed.

c) Members agreed to accept the interview panel's recommendation and appoint Sparkx to undertake the Christmas lighting infrastructure works, with every effort to be made to complete the installation for Christmas 2026. It was agreed that obtaining property owner consents, liaison with East Sussex County Council Highways and coordination with Gala Lights should be treated as priorities. The option of wireless switching would be considered separately. Members involved in the tender process agreed to continue supporting the project as it progressed via an informal working group.

A member of the public joined the meeting.

Members agreed to bring forward the following item

10. Grant applications: Members considered the grant applications received and agreed the following awards:

a) **Battle Area Community Transport:** £200 towards flyers and business cards.

b) **Battle Memorial Hall:** £500 towards repairs to the front building entrance.

c) **Battle Solar Town:** £490 towards seven Home Energy Assessments at £70 each.

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d) **Battle Youth Zone:** £680 towards the items applied for, excluding the CIC set-up costs.
e) **Battle 88th Squadron Air Cadets:** £300 towards Squadron heraldic branding.
f) **First Foodie Sunday:** No grant was awarded. Members noted that suitable equipment, including gazebos, tables and chairs, may be available to borrow from other local organisations or the Town Council and agreed that relevant contacts should be provided.

The total grants awarded were £2,170.

A member of the public left the meeting.

9. Proposals/Quotes for Pavilion Landscaping

Members considered the proposal and quotation received for landscaping around the Pavilion and expressed concern regarding the cost and specification of the proposed works. It was noted that two further quotations were awaited. **Members agreed to defer a decision until the additional quotations had been received and to reconsider the matter at the next Full Council meeting**. In the meantime, it was agreed that a simpler proposal to address the immediate health and safety concerns, potentially through suitable low hedging or similar measures, should be referred to the Estates Committee for consideration.

11. Council project priorities

a) **Members agreed to delegate responsibility** for reviewing Council project priorities to the Finance & General Purposes Committee.
b) **Members agreed that the priority list be reviewed** at the next Finance & General Purposes Committee meeting and recommend a review thereafter on a six-monthly basis.
c) The current priority list was noted:

1st	Christmas Lights Infrastructure
2nd	Mount Street Toilets
3rd	Netherfield Recreation Ground Improvements
3rd	Town Model Repairs
5th	St Mary's Churchyard Wall
6th	Cemetery Chapel
7th	Almonry Gates
7th	Almonry Wall Protection
9th	Coronation Gardens Recreation Ground Improvements
9th	Saxonwood Road, Battle Abbey Shared Use Path
11th	Almonry Water Collection
11th	Marley Lane Extension

12. Finance matters

a) The list of **income of £11,819.47 and expenditure of £39,990.39**, both net of account transfers, for **June 2026 was noted as attached**. Members noted that income included the final Pavilion grant payment from the Football Foundation of £1,414.49, and that expenditure included essential Almonry window repairs of £2,717.80 and Chapel electrical works of £1,060.

13. Strengthening Local Relationships meeting, 15 September 2026: Members considered items for inclusion on the agenda and agreed to raise flooding and drainage issues, including the potential use of sustainable drainage solutions with support from the South East Rivers Trust. Concerns regarding water

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leaks and their impact on the highway would also be raised **and it was agreed to invite a representative from South East Water to attend the meeting.**

14. Meeting with Rother District Council on 28 July 2026: Members received and noted the minutes of the meeting. An update was received on discussions regarding improvements to the Market Square toilets and the possibility of Rother District Council contributing towards the maintenance subject to agreement with works being undertaken by Battle Town Council. Members agreed that Rother District Council's reporting facility for rubbish and litter should be promoted to encourage residents to report issues.

15. Forthcoming events: Members noted the following forthcoming events:

- 22 September 2026 – Battle for Change
- 10 & 11 October 2026 – Battle of Hastings re-enactment

16. Correspondence and communications received post Agenda circulation – none.

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

a) The report from Councillors was noted, as attached.

18. Future agenda items / matters to note

- To consider Legionella Risk Assessment.
- Full Council meeting in August was also requested for future consideration.

19. Date of next meeting: Tuesday 15 September 2026

There being no further business, the meeting closed at 21:37.

Cllr S Burton
Chairman

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