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**LEWES
TOWN
COUNCIL**

To: **Cllrs Catlin; Chartier; Daly; Milner; Murray (S); Murray (R); O’Keeffe**

A Meeting of the **Working Party established to oversee repairs to the Town Hall**, will be held on **Tuesday 12th November 2013**, in the **Council Chamber, Town Hall, Lewes** at **11:00am** which you are requested to attend.

S Brigden, Town Clerk
31st October 2013

AGENDA

1. PUBLIC QUESTION TIME

To consider any questions received regarding items on the agenda for this meeting.

2. ELECTION OF CHAIRMAN

To elect a Chairman for the Working Party

3. APOLOGIES FOR ABSENCE:

To receive apologies from members of the Working-party who are unable to attend.

4. MEMBER’S DECLARATIONS OF INTEREST:

To note declarations of any personal or prejudicial interests in matters on this agenda.

5. REMIT OF THE WORKING-PARTY

To note the remit of the working party as defined by Council:

Minute extract Lewes Town Council meeting 13th June 2013:

FC2013/22.1 Lewes Town Council establishes a Working Party comprising Cllrs Catlin, Chartier, Daly, Milner, S Murray, R Murray and O’Keeffe to oversee the commencement of an integrated programme of repairs to the South elevation (High Street façade) of the Town Hall, as described in report FC003/2013, and funded initially by the established reserves shown in R1 and P6 in the Council’s accounts with any balance required to complete the work being drawn from the General Fund, and

FC2013.22.2 That the balance available for 2013/14 in project reserve P6 (labelled “Town Hall Access”) is appropriated to augment the repairs reserve R1 for this purpose.

NB: POTENTIAL EXCLUSION OF THE PRESS AND PUBLIC

It is possible that, during the meeting, proposed expenditure on contracts for supply of goods and services (potentially commercially-sensitive) may be disclosed.

Should these circumstances arise; the chairman will be obliged to move:

“That in view of the confidential nature (*specified*) of the business to be transacted during the remainder of the meeting, pursuant to the Public Bodies (Admission to Meetings) Act 1960; any members of the press or public present be excluded and instructed to withdraw”

For further information about items on this agenda please contact the Town Clerk at the above address.



PUBLIC ATTENDANCE: Members of the public have the right, and are welcome, to attend meetings of the Council – questions about items on the agenda may be heard at the start of each meeting with the Chairman’s consent. Questions or requests to address the Council should, whenever possible, be submitted in writing to the Town Clerk at least 24 hours in advance. General questions can be raised at our offices between 9am and 5pm Mons- Thurs; 9am and 4pm on Fridays – our staff will be pleased to assist.

Distribution: Cllrs Catlin; Chartier; Daly; Milner; Murray (S); Murray (R); O’Keeffe (*all Cllrs: for information*)

Copies for information: T/hall; LTC website; Lewes Library, Sx. Express, E.Argus, Mayor’s Chaplain, Sx. Police, N Baker MP, LDC, ESCC, Fr’d’s Lewes