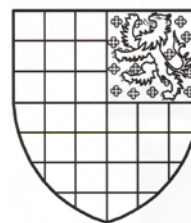


Town Hall  
High Street  
Lewes  
East Sussex  
BN7 2QS

☎ 01273 471469 Fax: 01273 480919

✉ [info@lewes-tc.gov.uk](mailto:info@lewes-tc.gov.uk)

🌐 [www.lewes-tc.gov.uk](http://www.lewes-tc.gov.uk)



**LEWES  
TOWN  
COUNCIL**

## ***MINUTES***

Of the **Meeting of Lewes Town Council**,

held on **Thursday 12<sup>th</sup> November 2015**, in the **Council Chamber, Town Hall**, Lewes at **7:30pm**.

**PRESENT** Councillors A Ashby; A Barker; R Burrows; S Catlin; M Chartier; D Cooper; W Elliott; J Lamb; I Makepeace (*Deputy Mayor*); M Milner; R Murray; S Murray (*Mayor*); O'Keeffe; T Rowell and E Watts.

*In attendance:* S Brigden (*Town Clerk*); Mrs F Garth (*Civic Officer & Asst Town Clerk*); Mrs E Tingley (*Committee Administrator*)

*Observing:* Ms V McLachlan (*Finance Administration Officer*); B Courage (*Town Ranger*)

**FC2015/65 QUESTION TIME:** There were no questions.

**FC2015/66 MEMBERS' DECLARATIONS OF INTERESTS:** There were none.

**FC2015/67 APOLOGIES FOR ABSENCE:**

Apologies had been received from Cllrs F Addecott who was recovering from an operation, Cllr Dr A Bolt who had a prior commitment and Dr G Mayhew who had a lecture commitment. It was **resolved that:**

**FC2015/67.1** Reasons submitted for absence from this meeting are accepted.

**FC2015/68 MAYOR'S ANNOUNCEMENTS:**

The Mayor thanked all those who had helped at the recent Bonfire Celebrations and on Remembrance Day and to those who helped at the street cleaners 'Thank you' breakfast. Tickets were on sale (at £2) from the Town Hall reception desk, for the Mayor's raffle prizes; being a selection of signed books all written by local Lewes authors, and Bonfire poems by John Agard and Grace Nichols. The raffle would be drawn at the next Council meeting on 17<sup>th</sup> December 2015.

The Mayor's fundraising reception in support of refugees would be held on Wednesday 18<sup>th</sup> November in the Town Hall. Tickets available from the Town Hall reception desk.

A reception to celebrate the Lewes Pound would be held on Monday 3<sup>rd</sup> November at 6.30pm in the Council Chamber.

The annual Chamber of Commerce Late Night Shopping event would be on Thursday 3<sup>rd</sup> December, staff would once again be in fancy-dress and offering mulled wine and hot chocolate in the Town Hall foyer in aid of the Mayor's charities. LBG Brass and carol-singers would perform outside.

The Mayor's Christmas Dinner would be held on Tuesday 15<sup>th</sup> December in the Council Chamber at 7:00pm (for 7:30pm).

Members were reminded of the Local Government Boundary Commission review of County and Districts which had a deadline for responses of 30<sup>th</sup> November. TC had emailed details to members on the 24<sup>th</sup> September but could provide a printed version on request.

Lewes District Cabinet Member for Finance & Resources, Cllr Bill Giles, had recently agreed to allow Town Councils to nominate up to three days per year of free parking in LDC's off-street carparks, to support events. One of the days must be taken in the period leading up to Christmas. Lewes District Council asked that nominated days be advised at the earliest opportunity, to allow advertising.

**It was resolved that:**

**FC2015/68.1** Lewes Town Council will request free parking in Lewes District Council's

*Continues...*

off-street carparks on the three Saturdays in December leading up to Christmas (5<sup>th</sup>, 12<sup>th</sup> and 19<sup>th</sup> December 2015).

FC2015/69

**MINUTES:** the minutes of the meeting held on 1<sup>st</sup> October 2015 were received and signed as an accurate record.

FC2015/70

**WORKING PARTIES AND OUTSIDE BODIES:**

*Members are reminded that anyone who may have attended a meeting of any recognized outside body which has covered issues that deserve attention by the Council, should ensure that TC is aware of this before the Council's next meeting, and preferably before the agenda deadline. Reports on all activities of the organization are not expected.*

a] *Commemorations Working Party meeting 28<sup>th</sup> October 2015:* Cllr Chartier presented the minutes of this meeting (*copy in minutes book*). It had been noted that the Working Party's mandated programme was effectively completed, although Members agreed that there was sufficient 'demand' to justify a recommendation to Council that the remit be extended to 2019 in view of prospective events. There had been general discussion on anticipated events considered worthy of some form of support. These were:

- A proposed extension of the popular "lightbox" project which had twice featured topical photographs from the Edward Reeves Archive in illuminated boxes in High Street windows. It was understood that the organizer was designing a programme of photographs of local people who served in WW1, to be mounted in the windows of their original homes. This to accompany an academic project to catalogue the Reeve archive of glass photographic plates, which was believed to be the largest such collection in the world
- A partnership with Lewes History Group to promote a day of lectures or similar
- Engagement with a project related to the events of 30<sup>th</sup> June 1916 when significant numbers of men belonging to the 11<sup>th</sup>, 12<sup>th</sup>, and 13<sup>th</sup> Battalions of the Royal Sussex Regiment (the "South Downs Pals") lost their lives in action at Richebourg L'Avoué in France.
- The effect of the war on society at home and development of universal suffrage. Working men, and women, being temporarily enfranchised in 1918 and the following Womens' Suffrage movement. This was also a time of development in the Trades Union movement. A publication by the British Council entitled *'Remember the World as well as the War!'* had possible reference to links with University of the Third Age; Workers' Educational Association, Sussex Downs College and similar.
- Lewes Old Grammar School was to mount a production of "Oh! What a Lovely War!" in the Gun Garden at Lewes castle and may be interested to extend this to performance(s) at the All Saints Centre. Other educational establishments may also focus upon the period for curriculum purposes.
- Helen Glavin and John Hancorn had indicated interest in repeating the popular *'Winter of the World'* event, originally held at the All Saints Centre in October 2014.

Dr Mayhew continued research for the Council into names on the War Memorial and various matters of interest such as Siegfried Sassoon's service with the Royal Sussex Regiment.

*90<sup>th</sup> Birthday of HM Queen Elizabeth 2<sup>nd</sup> - 21<sup>st</sup> April 2016:* A recent conference of the National Association of Civic Officers had discussed this, and it was apparent that individual areas were taking widely differing approaches to the event. Some were doing nothing, while others were planning the lighting of beacons on hilltops. It was recommended that an appropriate recognition for Lewes would be to 'brand' the Mayor's annual senior citizens' tea and offer special consideration for anyone also celebrating their 90<sup>th</sup> birthday, perhaps working in partnership with Lewes District Council on this occasion.

*National Holocaust Memorial Day:* This event, in January, had been supported *ad hoc* by individual Mayors in the past on approach by the local organizers. It was recommended

that Council now recognize the event and include it in the agreed list of civic events. Schools were closely involved and education was a primary consideration.

**It was resolved that:**

**FC2015/70.1** The Minutes of the Commemorations Working Party of 28<sup>th</sup> October (*copy in minute book*) are noted.

**FC2015/70.1.2** The recommendations of the Commemorations Working Party of 28<sup>th</sup> October 2015 (*copy in minute book*) are agreed as:

1. The mandate of the Working party is extended to 2019 and
2. In-principle support is agreed for the prospective events and ideas described in the minutes of that meeting.

b] *Lewes Neighbourhood Plan Steering Group event (8<sup>th</sup> & 9<sup>th</sup> October 2015)*: Cllr S Murray described the emerging Policies that had been drawn up so far. The Steering group would be meeting on the 16<sup>th</sup> November preceding the next Neighbourhood Plan event being held on Thursday 19<sup>th</sup> and Friday 20<sup>th</sup> November. A group of pupils from Priory School would be attending the event on the Friday and this would be a good opportunity to engage with young people. Leaflets and posters had been collected from the Town Hall and distributed. An early draft of the policies that were emerging from consultation on a Neighbourhood Plan would be drawn up by the consultant, for exposure to public comment. Attention was drawn to the dedicated website [www.lewes4all.uk](http://www.lewes4all.uk) where all material was presented.

**It was resolved that:**

**FC2015/70.2** The oral report on progress toward a Neighbourhood Plan is noted.

**FC2015/71**

**UPDATE ON MATTERS IN PROGRESS:**

a) *Devolution of Parks and open spaces* – TC referred to recent discussions with LDC when their previously inflexible stance on ‘overage clauses’ had relaxed and it seemed likely that a schedule of exempt circumstances would be agreeable. It was left to the Town Council to prepare a list for submission, and this was in-hand. In answer to a question TC elaborated upon the principles underlying this issue. It was recognized that the LDC position was not unusual among principal authorities across the country.

b) *Town Hall refurbishment* - Stone and masonry work had finished on the Town Hall although there was still painting and roof work to be completed.

c) *Living Wage residual issues* - Job Evaluations for all staff would be carried out during week commencing 23<sup>rd</sup> November by Mr Richard Penn.

d) *Pedestrian crossing, Church Lane Malling* – South Malling School were now keen for the deferred crossing to be built. East Sussex County Council (ESCC) officers had retrieved details of the design work and preliminary consultations done in 2013, and advised that the overall cost had not increased significantly. The Town Council held adequate funds in an earmarked Reserve and ESCC could accommodate this in its 2016 programme, but there was a consideration regarding a potential contribution from ESCC’s *Community Match* fund; although this would involve additional cost and delay. To decide this matter, **it was resolved that: FC2015/71.1** The Traffic Working Party is mandated to make a decision on Council’s behalf and commission the pedestrian crossing for Church Lane, Malling, calling on funds as required from the earmarked reserve identified as P9 in the Council’s published accounts (current balance £27,500).

e) *Training* – Seminars tailored to the profile of this Council and presented by the County Association’s specialist advisers would be arranged for Councillors in the new year. The original proposal had been that these might take place on a Saturday, but this was no longer offered and a weekday evening, probably in January, would be identified shortly following the return from honeymoon of a key presenter.

**FC2015/72**

**NOTICE of ITEMS IN PROSPECT:**

a) The next meeting of the Audit Panel would be held on Tuesday 17<sup>th</sup> November 2015.

- b) The next Grants Panel would be on Wednesday 18<sup>th</sup> November at 5.30pm with Council considering the recommendations on 17<sup>th</sup> December.
- c) A Neighbourhood Plan Steering Group meeting would be held on Monday 16<sup>th</sup> November at 7pm.
- d) The Neighbourhood Plan Steering Group event would be on 19<sup>th</sup> & 20<sup>th</sup> November in the Corn Exchange.
- e) The next Councillors' Surgery was scheduled for Tuesday 1<sup>st</sup> December between 10:00 and 12:00 in the Corn Exchange (during the weekly Market). Cllr Catlin volunteered to attend and Cllr Chartier volunteered to attend from 11am.
- f) The next Planning Committee meeting was scheduled for: Tuesday 1<sup>st</sup> December at 7:00pm
- g) The next Finance Working Party meeting was scheduled for Wednesday 2<sup>nd</sup> December at 7.00pm.
- h) The next deadline for grant applications was Friday 29<sup>th</sup> January 2016 with the Panel meeting on Wednesday 10<sup>th</sup> February and recommendations considered by Council on 25<sup>th</sup> February 2016.
- i) The next meeting of Council would be on Thursday 17<sup>th</sup> December – 7:30pm – giving a deadline for agenda items to be submitted to TC of noon on Monday 7<sup>th</sup> December.
- f) Meetings of the Transport Working Party and Buildings Working Party were to be arranged.

There being no further business the Mayor closed the meeting and invited all present to join her for refreshments in the Mayor's Parlour

*The meeting ended at 8:35pm*

Signed: .....

Date: .....