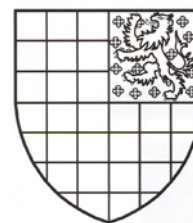


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**LEWES
TOWN
COUNCIL**

MINUTES

Of the **meeting of Lewes Town Council**,
held on **Thursday 20th July 2017**, in the **Council Chamber, Town Hall**, Lewes at **7:30pm**.

PRESENT Councillors J Baah (*Deputy Mayor - presiding*); A Barker; R Burrows; S Catlin (Wischhusen); H Jones; J Lamb; I Makepeace; Dr G Mayhew; M Milner; R Murray; S Murray; R O'Keeffe; and E Watts.

In attendance: S Brigden (*Town Clerk*); Mrs F Garth (*Civic Officer & Asst. Town Clerk*)

Observing: Mr B Courage (*Town Ranger*); Mr Ian Linton (*Chairman – Neighbourhood Plan Steering Group*)

The Council's Chaplain, Canon Richard Moatt, offered a few words before the meeting, taking a philosophical view of statecraft and the principles of negotiation.

The Deputy Mayor took the chair for the meeting, in the absence of the Mayor.

FC2017/27 **QUESTIONS:** There were none. 1 Member of the public was present.

FC2017/28 **DECLARATIONS of INTEREST:** There were none.

FC2017/29 **APOLOGIES FOR ABSENCE:** Apologies had been received from Cllr Ashby, who was on Charity business in Canada; Cllr Chartier, who was on holiday; Cllr Elliott, who was working; and Cllr Rowell, who had cited an unspecified prior commitment. No message had been received from Cllr Dr Bolt. **It was resolved that:**
FC2016/29.1 The reasons submitted for absence from this meeting are noted.

FC2017/30 **MAYOR'S ANNOUNCEMENTS:**

a) Lewes Football Club had recently announced that it had become the first professional or semi-professional football club to pay its women's team the same as its men's team, as part of its 'Equality FC' campaign.

The club would set the playing budgets for the women's and men's first teams at an equal level, and provide equal resource for coaching and related services among other initiatives including investment to drive equal participation in football from girls and boys

The announcement had come as part of the launch of the club's campaign, Equality FC, to raise awareness about gender inequality in football. With the merger of Bridge View Juniors they now offered sports facilities and coaching to all ages and abilities. From boys and girls of 6 years to men and women of 60 or more, including those with physical or mental impairments who chose to play "walking" football.

It was suggested that this worthy initiative deserved a letter of congratulations from the Mayor, on behalf of the Council, and this was unanimously **agreed**.

b) Consultations: (*These details had also been distributed to Members in printed form*) Lewes District Council was inviting comment on two issues:

Housing Allocations Policy details were available on the website: <http://www.lewes.gov.uk/council/26053.asp> and the closing date for responses was Monday 14 August. Members were encouraged to make individual responses as they wished, with a copy to TC before Thursday 10th August, for a 'corporate' response to be collated.

Public Spaces Protection Orders

These were put in place to protect the community from anti-social behaviour. Changes in the law meant that LDC must review and replace existing orders and they were proposing to establish PSPOs covering:

- dog fouling on public land anywhere in Lewes District, and

Continues...

- the drinking of alcohol in public in Lewes town.

Under the proposals, anyone found not to be clearing up after their dog may face a fine of up to £1,000 and anyone failing to stop drinking or surrender alcohol may receive a fine of up to £500.

To take part in the consultation, Members were asked to visit: <http://www.lewes.gov.uk/council/26075.asp> before Friday 8 September 2017.

Again, Councillors were encouraged to make individual responses as they wished, with a copy to TC before Tuesday 5th September, for a 'corporate' response to be collated.

FC2017/31 MINUTES: It was resolved that

FC2017/31.1 The minutes of the meeting held on 15th June 2017 are received and signed as an accurate record.

FC2017/32 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 19th June 2017: Council considered the minutes of this meeting (*copy in the Minute book*). The working party had welcomed Ms Debby Matthews and Mr John May, attending to propose a project to commemorate Dr Gideon Mantell, and Mr Ian Linton and Ms Louise Holloway, who wished to discuss recognition of Dr Colin Tingle, who had died recently. Dr Tingle had been energetic and dedicated in his work on the development of the Lewes Neighbourhood Plan among many other local initiatives.

1 Commemoration of Dr Gideon Mantell - Ms Matthews and Mr May presented background on previous initiatives related to Dr Gideon Mantell, Surgeon and Geologist, who was born in Lewes in 1790 and lived in the town. He is credited with inspiration of the first dinosaur studies following his discovery of the fossilized bones of the prehistoric *Iguanodon*. Arising from the popular 2016 Lewes Fossil Festival, a proposal emerged to create a sculpture/model of an *Iguanodon* and organizers had held discussions with a world-renowned modeller. They proposed a model measuring 3metres in height and 7metres in length, to be displayed somewhere in Lewes, and a film documentary accompanying the creation process. Support was being sought for the project and agreement on possible locations; one of which they wished to discuss was the island in the Pells lake. The model would be made of resin, and was described as 'fairly robust', although as it would not withstand children climbing on it, or other hard contact, there was a need for perimeter and access control. Organizers hoped to site the model by Autumn 2018. Cost was estimated at around £100,000 and an application was being made to the Heritage Lottery Fund. In answer to a question, it was estimated that the lifespan of the resin model would be around twenty years.

Members had welcomed the idea and were happy to support further discussions when more detail was available.

2 Commemoration of Dr Colin Tingle – Mr Linton had described the significant contribution made to the development of the Lewes Neighbourhood Plan by Dr Tingle. Ms Holloway explained that he had also been well-known for his connection to other local issues, working with the South Downs National Park Authority, and the Sussex Wildlife Trust. Several ideas had been promoted *in memoriam*. The process to have a local bus named in his honour had been commenced independently, and other ideas were wide-ranging in scope. Working Party Members were happy to support such dedication in the emerging Neighbourhood Plan as may be thought appropriate by the Neighbourhood Plan Steering Group. They would recommend that Council support the naming of a local bus (preferably an environmentally-friendly model) and offer in-principle support to the emerging ideas of third-parties as described, such as a named

“Tingle Way” in an appropriate location. Should it be that a student award could be instituted, Members were minded to ask Council to provide financial support for this.

3 *Peace Garden (Magic Circle) project* – the meeting had briefly discussed the development, by the Friends of Lewes (FoL), of a peace garden project for the ‘Magic Circle’ adjoining Castle ditch Lane. More detail and better estimates of cost were required before appropriate funding could be identified, and discussions would be held with the FoL to establish these. This led to a brief discussion which reaffirmed the mutual aspiration to create the garden in time for commemoration, in 2019, of the Treaty of Versailles which had formally ended WW1.

4 *‘Battle’s Over’ National programme of beacon fires 2018* – The Working Party considered this initiative, which would see beacons lit around the country on 11th November 2018. There was a general discussion on the subject of historic beacons and their use in/around Lewes. The detail of the initiative was scrutinized and it was felt to be a worthy project, and Members wished it success, but it was not one which they would recommend to Council.

5 *International Day of Peace* – Council had recently agreed to support an event commemorating this day on 21st September 2017 and asked the Working Party to look at details (*Resolution FC2017/24.2*). A number of typical events had been noted, and it was suggested that the most practical thing was to select one event to support. The theme of the 2017 IDP was to be *“Together for Peace – Respect; Safety and Dignity for all”*. Cllr Makepeace suggested that an event to lay a white poppy wreath would please many people, and others prompted that the local Peace Pledge Union might be encouraged to conduct a wreath-laying ceremony itself. There followed some debate as to the political status of the organization and questions of precedent and controversy. It was generally agreed that there should be separation from the context of war memorials and poppies. Organizations wishing to hold events at the war memorial would be welcome to do so, with the Council pursuing other avenues to mark the IDP. It was agreed that a further meeting should be held, when Members could consider the type of events held under the aegis of the United Nations, and issues such as diversity/inclusivity and perhaps screening of an appropriate film. If possible, facilities at the Town Hall and All Saints Centre would be reserved for 21st September in anticipation.

6 *Other matters* - Members had noted various third-party projects being developed which could eventually interest or involve the Council, such as a Lewes Concert Orchestra performance relevant to the end of WW1 – *‘All Have Their Part’* (composer: Ruth O’Keeffe) – which was proposed for Summer or Autumn 2018; the musician and composer Helen Glavin interested to reprise her composition *‘Winter of the World’* first presented by the Council in October 2014; and a series of talks to schools by Cllr Dr Mayhew on his research into those from Lewes who died during WW1. TC had given a brief update on the progress of the *‘Our Pictures’* project, and recounted a recent visit hosted by the Hamilton Kerr Institute (who were advising and conserving the Council’s paintings) of a group of those who had volunteered to assist in implementation of the project.

It was recommended that Council agree the approach taken by the Working Party, and its particular conclusions as described in the minutes of its meeting.

It was resolved that:

FC2017/32.1 The Minutes of the meeting of the Commemorations Working Party held on 19th June 2017 (*copy in the Minute book*) are noted; and Council supports the approach taken by the Working Party, and its particular conclusions as described in those minutes.

Cllr Watts joined the meeting at this point.

b) Lewes Neighbourhood Plan Steering Group (LNPSG) 5th July 2017: Mr Ian Linton, Chairman of LNPSG, presented notes of this meeting (*copy in Minute book*).

1 The South Downs National Park Authority were currently assessing what the implications would be for Neighbourhood Plans following the recent High Court ruling

on the Joint Core Strategy. This related to statutory assessments regarding the impact of developments upon Ashdown Forest, although the ruling also had wider implications. It was hoped that technical information would be available by the end of July when the SDNPA would be able to advise on the effects, and what solutions would be available. The SDNPA were encouraging groups to carry on until this information was available.

2 *Community Infrastructure Levy.* It had been explained that CIL levies could cover a broad range of facilities. This could be the provision of new infrastructure, the maintenance of existing infrastructure or the operation of infrastructure *i.e* improvements to roads, provision of play facilities or cultural facilities. Money received from the community infrastructure levy (CIL) was only spent on wider infrastructure; not on-site. Any on-site provision was secured through other Planning obligations. CIL money would not be generated by Low Cost Housing developments. If a Neighbourhood Plan was adopted, 25% of CIL levies were payable to the Parish Council, with no limit. In the absence of a Plan, 15 % of CIL money was payable, limited to £100,000. It was advantageous if a Neighbourhood Plan made reference to infrastructure and prospective uses for the money, to avoid later contention.

3 *Review and summary of 'Regulation 14' procedure* - there had been a six week consultation that ended on 21st June 2017. Around 250 people had attended a walk-in event at the Town Hall on 25th & 26th May with 80 people attending an evening presentation and Q&A session by Fera Urbanism. (The presentation was available to watch online at www.lewes4all.uk). 220 questionnaires had been completed online and 19 responses had been received from statutory consultees, plus several 'unstructured' written responses. Within the 220 questionnaires there were 3,000 individual subject responses.

There had been support for all but one category (car parking 65-75%) but objections in all other categories were generally below 5%. 95% of responses overall were very positive.

Support had been expressed for:

- Housing Policy (particularly as all sites were brownfield no greenfield)
- Environmental threat
- River Strategy
- Movement around the Town
- 'Lewesian' approach

It was recognized that changes to the Draft Plan must only be made if there was a good reason or evidence to support change.

The SDNPA were carrying out a Strategic Flood Risk Assessment for the National Park and specifically for Lewes on all housing sites in the Draft Plan. There would be a sequential test applied to housing allocated in flood zones. This project had been commissioned and should be completed by 18th August 2017. The LNPSG may offer criteria that could assist in formulating policies on how flood risk could be mitigated. The project was being carried out with data from the Environment Agency and East Sussex County Council.

The group was reminded that this stage was one of processing feedback and producing a final version for examination by the independent examiner. The examiner would be testing basic conditions :-

- Does the Plan sit within National Policy and National Guidance?
- Is the Plan in conformity with the Local Plan?
- Does it promote sustainable development?
- Does it protect European Habitats/Wildlife Sites?

4 *Key points* raised by the SDNPA had been:

- Evidence to support changes is vital

- There needs to be clarity around Lewes Low Cost Housing – National Policy states that plans need to be ‘deliverable’.
- Sites – access issues raised by Highways Dept need a response.
- Clarify sites with higher proportion of affordable housing
- Confirmed that affordable housing applies to sites with 6 and above dwellings
- 40% Low-cost housing on sites is overall national policy
- Confirmed that 2033 is still the valid end date of the NP
- Car park sites – clarification needed regarding housing proposed above existing car parks, as many had wrongly inferred a significant, or total, loss of spaces would result.

5 *Dedication in LNP to Dr Colin Tingle*, The Group was advised that this would be discussed by the Council’s Commemorations Working Party which was to be held a few days later. The SG could have a dedication in the Plan to Dr Tingle, and the Chairman had prepared a draft dedication:

“The Lewes Neighbourhood Plan is dedicated to the memory of Dr Colin Tingle, who put so much of his knowledge and experience into the ecosystems and biodiversity sections.”

It had been agreed that this dedication would appear in the final Plan.

6 *Budget* – The costs were in line with original estimates of expenditure and there was adequate budget provision for anticipated future costs. There was also the possibility of further third-party grants.

It was resolved that:

FC2017/32.2 The notes of the meeting of the Lewes Neighbourhood Plan Steering Group held on 5th July 2017 (*copy in the Minute book*): are noted, and Council supports the approach taken by the Group

c) Personnel Panel meeting 10th July 2017: Councillors considered the Minutes of this meeting (*copy in Minute book*).

As this Panel was to discuss information personal to individual employees, members of the press or public had been excluded. The meeting had been attended by Mr Richard Penn, the Council’s retained consultant regarding personnel appraisal: Mr Penn reminded Members of his commission to contribute an impartial viewpoint and act as facilitator to future assessment of TC’s performance, and how his proposed two-stage approach would operate. He had prepared a set of practical objectives for consideration and agreement between the Panel and TC – leaving ‘fine tuning’ of agreed indicators to be discussed at this meeting. Several of these were best-addressed by taking account of responses to a questionnaire, which was an integral part of the scheme, and would be distributed to all Members and Staff plus a selected group of contacts from other Local Government organizations; business representatives; voluntary and community sector representatives *etc*.

There had followed a detailed consideration of each element of the proposed objectives and appropriate indicators of achievement were agreed. These were presented in four areas: ‘Leadership & management’; ‘Delivery’; ‘Effective governance’, and ‘Personal’ – with 17 individual elements in total. Indicators agreed were a mixture of positive questionnaire responses; specific results; positive external reviews/audits and regular reports to Council.

The questionnaire was agreed, and it was confirmed that this would be administered confidentially by Mr Penn, who would prepare an analysis of responses to the 26 questions and identify appropriate outcomes.

There had been a brief discussion regarding application of an appraisal scheme to all staff, and a number of points which had been discussed at the November 2016 meeting of the Panel were rehearsed. The scheme proposed was to include only TC (with his agreement), and no other staff were being considered at this time. Cllr Barker and Mr

Penn, both experienced and senior Human Resources professionals, explained some of the issues pertaining to a wider scheme; roles and responsibilities *etc.*

Mr Penn would attend a Panel meeting later in the year to facilitate a mid-year review, when amendments could be introduced if appropriate and a definitive list agreed of those to whom the questionnaire would be sent towards the end of the municipal year. Mr Penn would then prepare the analysis of responses and other agreed indicators, for an end-year assessment with the Panel in June/July 2018.

It was resolved that:

FC2017/32.3 The Minutes of the meeting of the Personnel Panel held on 10th July 2017 (*copy in the Minute book*): are noted.

d) Transport Working Party meeting 1st July 2017: The Council considered the minutes of this meeting (*copy in the Minute book*), which had been distributed earlier.

1 Rail services: The meeting had welcomed representatives of GoVia Thameslink Railway (GTR); attending to present timetabling plans and discuss matters of concern regarding local rail services. Their presentation was introduced with an apology, on behalf of GTR, for the present service disruption. It was stated that over 500 timetable ‘rules’ had changed following public consultation, although acknowledged that this consultation had taken place during times of industrial unrest. There had been an attempt to establish passengers’ priorities, *eg* main route services ‘end-to-end’ *vs* interim stops. The backbone of current planning was a comprehensive Thameslink network programme, although individual elements were being scrutinized. This included Bedford and Cambridge, with some Kent services impacting on those of Sussex Coastway. Passenger numbers continued to increase, which had a domino effect as the Brighton-London main line (BML) suffered from a poor standard of infrastructure and the Southern timetable was overcomplicated and lacked resilience. Detailed constraints were such things as unavailability of Diesel rolling-stock; platform configurations, and demand. Anticipated increases in passenger demand for London Bridge services resulted in “transferring favour” from Victoria. In answer to a question *re* substitution of locomotives, it was noted that the rail industry had consciously moved away from manufacture of new Diesel locomotives several years ago following a series of assumptions that had since proved erroneous, or misplaced. Procurement was not within the franchisee’s remit, and the Government Department for Transport (DfT) was the factor for purchase of new stock. Members were interested to discuss services to Seaford, and noted that the single-track line was a major limitation. A one-minute delay in a service could cause problems across the network. It was noted that double-tracking was feasible as the track bed was in place, but that provision (by DfT and Network Rail) would depend upon a positive business case being made. It was not known if this had been investigated in the years the franchise had existed.

There had followed a discussion on operating factors; constraints; technical matters; political processes and proposed changes. The GTR representatives described the level of engagement with user groups in their attempts to identify weaknesses in operating models, and referred anyone who may be interested to learn more to the website www.transformingrail.com. They advised of major improvements to the Brighton Main Line which would involve over £200Million engineering works scheduled to commence in October 2018. Proposals on matters such as the staffing of trains and station ticket offices; ticket machines; the Southern website ticket sales module, and the high cost of tickets had all caused serious dissatisfaction, and Members passed on their views and anecdotal evidence from constituents. The representatives undertook to report fully to GTR on the issues discussed and views expressed.

Members noted their thanks to the rail service operator representatives for their attendance and their helpful and informative contributions.

2 Bus services in Lewes: Some Members had attended a recent tour arranged by Compass

Travel, and offered their experiences to the meeting. Notes and photographs had been compiled by Compass's Operations Manager, and Councillors had made notes. It was agreed that these would be collated and the problems identified passed to ESCC Highways for their consideration. There was a brief discussion on the grant being paid to Compass to support local services, and it was requested that a further meeting should be arranged with the company.

3 *Pedestrian crossing, Church Lane, Malling:* The meeting noted that the second of two crossings funded by the Council had now been installed adjacent South Malling CEP School.

4 *Pedestrian crossings proposed:* Council was aware of plans for crossings in Offham Road (A2029) (two sites). East Sussex County Council (ESCC) had provided schematic details of a proposed 'signalized' crossing in Offham Road, just North of the junction with Prince Edward's Road, and asked for comments on the scheme. Members scrutinized plans of the proposed layout and noted that the location of dropped kerbs at the end of Prince Edward's Road would place pedestrians in a 'blind spot' for vehicles turning left into the road and a safer crossing point would be several metres further back from the junction. Questions were raised as to any similar kerb modifications in Landport Road, and the likelihood of a 20mph speed restriction.

There was a project in progress, following a petition by residents, for a crossing in Brighton Road (A277) near to its junction with Montacute Road. This would cost over £120,000 to construct, plus design costs. An ESCC contribution was agreed for 50% of this and a private individual was prepared to contribute £35,000. Following reports from a previous meeting of the Working Party, the Town Council had earmarked £25,000 as a contribution to this project in its financial reserve (reference P9).

Other sites believed to be under consideration were:

Junction of Market Street and High Street; West Street; Pinwell Road/Station Road; Mountfield Road.

These would be discussed as more detail became available.

5 *Matters for future discussion:* A later meeting would discuss any role the council might have in improving town-centre air quality (with reference to the District Council's Air Quality Management Plan), and local concerns regarding traffic and parking in the area of Pinwell Road, Friar's Walk/Lansdown Place and Court Road.

It was resolved that:

FC2017/32.4 The Minutes of the meeting of the Transport Working Party held on 11th July 2017 (*copy in minute book*) are noted.

FC2017/33

COMMUNITY ASSETS – Pinwell Road public WC's:

Council considered report FC005/2017 (*copy in Minute book*) which explained that a request had been received from Lewes District Council, stating:

"In 2015, LTC nominated Pinwell Road toilets as an asset of community value. I am writing to inform you that Lewes District Council have asked East Sussex County Council to transfer the toilets to LDC. Our plan is to knock them down and rebuild a modern, accessible facility there, more in keeping with an important and visible gateway to the town.

East Sussex CC are minded to agree the transfer, but are concerned that as the asset has been nominated, the transfer would trigger the AoCV process. Given that the reason for the nomination was to protect the provision of a facility in that location, and that LDC are proposing to improve upon the existing arrangements, could you please advise me whether the Town Council as the nominating group would have any objections to the transfer?"

The report reminded that these public WC's were promoted by Town Council Members for listing in March 2015, with the submitted reason being "(these are).. the only 24 hour

public facility in the whole of Lewes Town. It is essential that facilities are available considering the increased number of visitors on the tourist trail.”

Nominations for properties to be included on the List of Assets of Community Value must satisfy the requirements of the Localism Act 2011 and the Assets of Community Value (England) Regulations 2012, which were detailed in the report.

After some discussion, Members agreed to this proposal, with several caveats. During this several members commented, and asked that it be recorded, how unfortunate and disappointing it was that an opportunity had not been seized to integrate this proposal during the development of the Depot cinema and restaurant.

Subsequently **it was resolved that:**

FC2017/33.1 Lewes Town Council raises no objection to the proposed transfer of ownership of the public WC's at Pinwell Road, Lewes, from East Sussex County Council to Lewes District Council, to facilitate replacement of the WC's with a new facility. This decision is subject to the caveats that :

- The replacement facility to be listed as an Asset of Community Value, once built.
- There should be comprehensive local consultation.
- There should be some form of alternative provision nearby offering the same 24hrs facility, during the replacement building process.
- Efforts should be made to secure the highest standard of architectural merit, compatible with the nearby Depot Cinema and consistent with the gateway location.

FC2017/34

UPDATE ON MATTERS IN PROGRESS

a) An update on progress with the Annual Plan was distributed (*copy in minute book*). TC highlighted salient points regarding each element. Two notable points were that:

- the matter of improved play and recreation provision in the Pells and Malling Recreation ground would be slightly delayed, as consultation was still open and a meeting of the working group was not expected before mid-September, and;
- the chosen provider of a new website for the Council had advised a delay in starting work on the project but this was now beginning. Background technical work had commenced and the existing provider was cooperating with access for file transfers *etc.*

b) *Town Hall works update:* work on the Corn Exchange roof was underway and progressing well.

b) *Malling Community Centre project update:* Architects early draft design options were being assessed by a Quantity Surveyor to define the range of potential costs.

c) *Devolution of Malling recreation ground and Landport Bottom:* Whilst there was no significant progress on devolution of Malling Recreation Ground by LDC, the Council's solicitor had agreed with the District Council's legal officers that the Highdown allotment site, comprising part of the joint land-holding at Landport Bottom, should be treated separately as it fell into a category of land which should have transferred to the Town Council in 1974. This would require formal designation with HM Land Registry, and this was believed to be underway.

d) *'Magic Circle' peace garden project collaboration with Friends of Lewes (FoL):* Upon initial approaches by the FoL, Historic England had insisted upon an archaeological statement. Quotations had been sought for a desk top study of the garden of peace area. Until results of this study were available Historic England would make no further comment on the proposals, which meant the project was stalled. FoL were concerned about making this expenditure because having the statement prepared did not guarantee that HE would agree to the project. In view of the Town Council's interest in the project it was being asked if it would share the £1,895 (+VAT) cost of the consultation.

Members **resolved that:**

FC2017/34.1 Lewes Town Council will contribute 50% of the cost of an archaeological Study to be commissioned by the Friends of Lewes regarding their proposed Peace

Garden project, to a maximum of £1,000.

FC2017/35 NOTICE of ITEMS IN PROSPECT

- a) The next Planning Committees would take place on Tuesday 25th July and 15th August, at 7:00pm.
- b) The next Member's Surgery was scheduled for Tuesday 1st August 2017 – 10:00am – 12:00pm in the Corn Exchange – Cllrs Mayhew and O'Keeffe volunteered to attend.
- c) The Commemorations Working Party would meet on Wednesday 9th August – 11:00am in the Yarrow Room. Cllr O'Keeffe advised she would be attending a Citizen's Advice Bureau meeting at that time.
- d) The All Saints Steering Group would meet on Wednesday 9th August – 2:30pm in the Yarrow Room. Cllr O'Keeffe advised she may be attending a Citizen's Advice Bureau meeting at that time.
- e) The next Council Meeting would take place on Thursday 24th August at 7:30pm, with a deadline for agenda items to reach TC by noon on Monday 14th August. Cllr Jones advised he would be absent, on holiday.
- f) Meetings to be advised were: Buildings Working Party; Neighbourhood Plan Steering Group, and an informal business meeting with the Managing Director of Compass Travel.
- g) Training on law and finance was being arranged for Members. There would be an online 'Doodle' poll to select dates, once the training providers were able to confirm their availability. Members were asked to respond promptly when the poll link was eventually distributed.
- h) The next Dementia Friends lunchtime drop-in session would be held between 12:30 and 1:30 in the Yarrow Room on the 15th September. Cllr Watts had distributed a poster and encouraged everyone to display this. She encouraged everyone to promote attendance and noted that this would be her birthday.
- i) The next deadline for grants applications: (cycle 2 of 4 2017/18) was Friday 8th September 2017. The Assessment Panel will meet on 20th September 2017 with recommendations being considered by Council at its meeting on 28th September 2017.

A printed version of the above list, which had been distributed to Members, contained the details of Lewes District Council consultations as mentioned during 'Mayor's Announcements' earlier in the meeting.

There being no further business the Deputy Mayor closed the meeting

The meeting ended at 8:30pm

Signed:

Date: