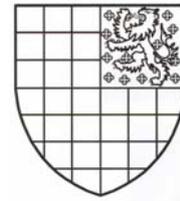


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**LEWES
TOWN
COUNCIL**

To: Cllrs Chartier; Catlin (Wischhusen); Murray (R); O'Keeffe; Turner

A Meeting of the Working party formed **to consider Commemoration of significant events in 2012** will be held on **Monday 30th July 2012**, in the **Council Chamber, Town Hall, Lewes** at **11:00am** which you are requested to attend.

S Brigden, Town Clerk
19th July 2012

AGENDA

1. APOLOGIES FOR ABSENCE:

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

2. MEMBER'S DECLARATIONS OF INTEREST:

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

3. QUESTION TIME

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

4. MINUTES

To agree minutes of the meeting held on 31st May 2012

(attached page 3)

5. REMIT of the WORKING-PARTY

To note the remit of the Working party, as set by Council on 15th December 2011:

(Council resolution Minute FC/2011/94.5 of 15th December 2011 refers) A Commemorations Working Party be set up to look, in the first instance, at ways of celebrating significant events in 2012, with the possibility of continuing the remit through 2013 and 2014; to be reviewed annually.

EXTENSION TO REMIT by Council resolution at its meeting on 29th March 2012 *(minute reference FC2011/131.5)*: "That the W/pty be authorized to proceed with the implementation of projects to commemorate the QE2 jubilee and Olympic torch relay, developing those projects that it considers appropriate from the list noted at Council minute FC2011/117, to a maximum aggregate cost of £5,000; to be funded from the existing finance reserve earmarked for Commemorations (shown in the accounts as R7).

6. BUSINESS OF THE MEETING

Update on status of agreed projects. Contemplation of prospective events in 2013.

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



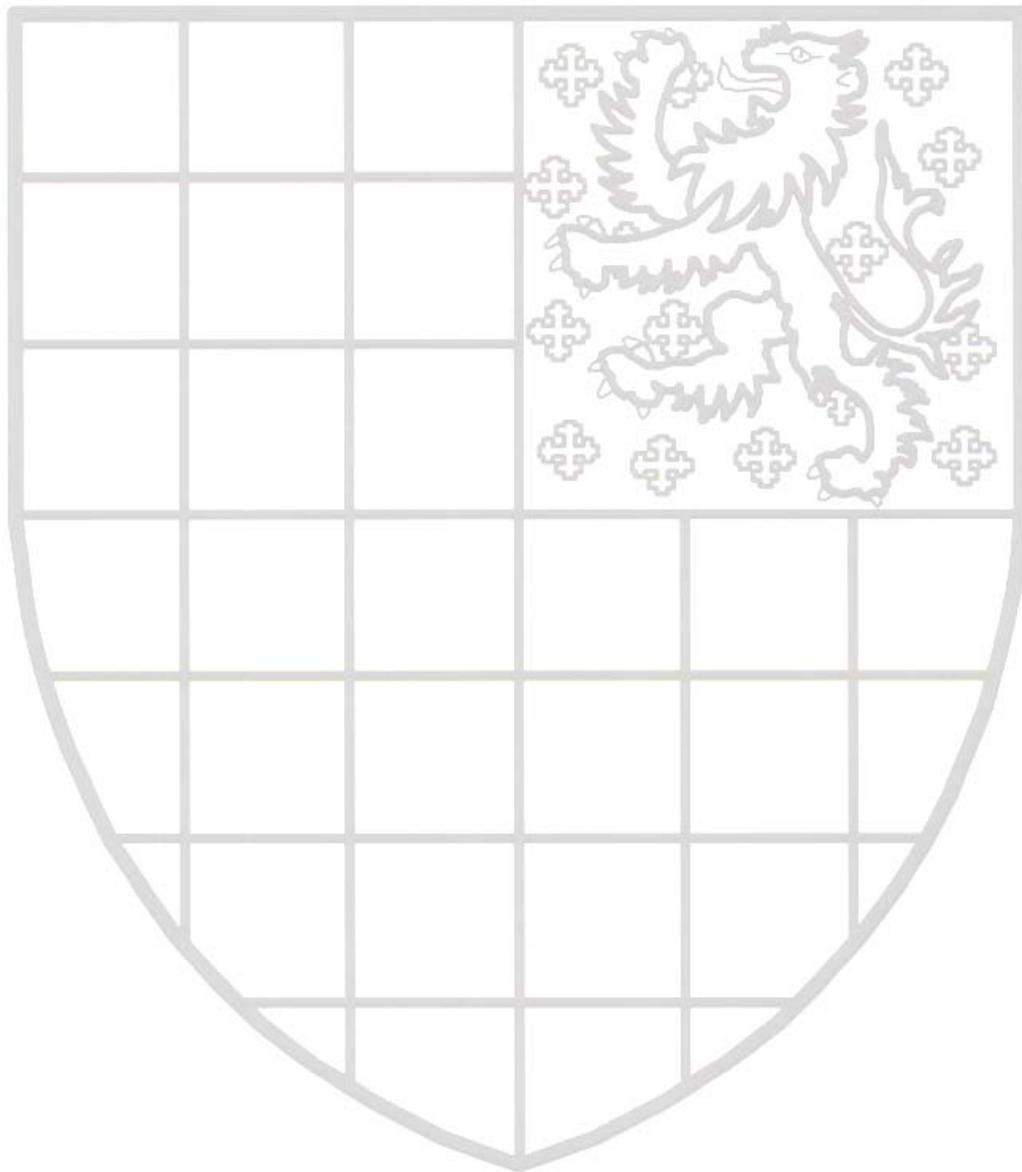
PUBLIC ATTENDANCE: Members of the public have the right, and are welcome, to attend meetings of the Council – questions regarding items on this agenda may be heard at the start of each meeting with the Chairman's consent, and subject to time available. Questions or requests to address the Council should, whenever possible, be submitted in writing to the Town Clerk at least 24 hours in advance. **PLEASE NOTE:** As space is limited we would appreciate advanced warning if you plan to attend in a group; perhaps with neighbours, or to bring a party of student observers. We may be able to arrange for the meeting to be held in an alternative room. General questions can be raised at our offices between 9am-5pm Mons- Thurs; 9am-4pm on Fridays – our staff will be pleased to assist.

Distribution: Cllrs Chartier; Catlin (Wischhusen); Murray (R); O'Keeffe; Turner

Copies for information:

All councillors; T/hall; LTC website; Lewes Library, Sx. Express, E.Argus, Mayor's Chaplain, Sx. Police, N Baker MP, LDC, ESCC, Fr'ds of Lewes

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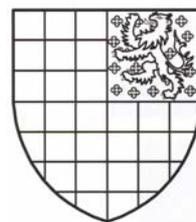
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**LEWES
TOWN
COUNCIL**

MINUTES

of the meeting of the **Working Party** formed to consider commemoration of significant events in 2012, held on **Thursday 31st May 2012**, in the **Yarrow Room, Town Hall, Lewes** at **11:00am**.

PRESENT Cllrs Catlin (Wischhusen); Chartier; O’Keeffe; Turner

In attendance: S Brigden (*Town Clerk [TC]*); Mrs F Garth (*Civic Officer/ Asst TC*).

CmemsWP2012/01 ELECTION of CHAIRMAN:

Cllr Chartier was elected as Chairman of the Working Party

CmemsWP2012/02 APOLOGIES FOR ABSENCE: Apologies had been received from Cllr R Murray, who was on holiday.

CmemsWP2012/03 DECLARATIONS OF INTEREST: There were none.

CmemsWP2012/04 QUESTIONS: There were none. (No members of the public present.)

CmemsWP2012/05 MINUTES:

The minutes of the meeting held on 11th April 2012 were received and signed as an accurate record.

CmemsWP2012/06 REMIT of the WORKING PARTY:

Members noted the remit of the Working party, as set by Council:

(Council resolution Minute FC/2011/94.5 of 15th December 2011 refers) A Commemorations Working Party be set up to look, in the first instance, at ways of celebrating significant events in 2012, with the possibility of continuing the remit through 2013 and 2014; to be reviewed annually.

EXTENSION TO REMIT by Council resolution at its meeting on 29th March 2012 (*minute reference pending*): “That the W/pty be authorized to proceed with the implementation of projects to commemorate the QE2 jubilee and Olympic torch relay, developing those projects that it considers appropriate from the list noted at Council minute FC2011/117, to a maximum aggregate cost of £5,000; to be funded from the existing finance reserve earmarked for Commemorations (shown in the accounts as R7).

CmemsWP2012/07 BUSINESS OF THE MEETING:

Members proceeded to discuss progress on the projects agreed:

The joint project, with Lewes District Council (LDC), to host a strawberry cream tea in the Town Hall on Saturday 2nd June was imminent, and 300 guests were registered to attend. “Swingtime Sweethearts” would perform, and a trumpeter from the Royal British Legion had been retained. The schools portraits exhibition would be displayed in the Corn Exchange over that weekend, and nearly 1,600 entries were to be shown.

Nevill Juvenile Bonfire Society had agreed to organize a bonfire on Landport Bottom, and had registered this with Buckingham Palace as part of the national scheme. The society had estimated the cost of a suitable firework “finale” to the evening at around £2,850, and Members agreed to contribute £1825.

Mrs Garth had personally visited businesses with frontage on the High Street and Western Road, along the route of the Olympic Torch Relay and over 60 had asked to be provided with bunting and flags with which to decorate their premises, both for the Queens’ jubilee weekend and the day of the relay. Suitable

materials had been purchased for £1,640, and Mrs Garth had distributed nearly all of this already, and would complete deliveries in time for the Jubilee weekend. Several hundred small Union hand-flags were held for distribution amongst the spectators during the relay.

A book of photographs, with one from each of the 60 years of the Queen's reign, was being developed for later in the year by Cllr O'Keeffe. She reported that third-party funding was agreed and she had acquired nearly half the number of photographs needed. It was considered appropriate to aim for publication in time for National Heritage Open Day in September.

The District Council had agreed to arrange a celebratory ringing of "Gabriel", the historic bell in the Market Tower, at noon on the Jubilee holiday

Local church authorities had been asked for a co-ordinated peal of bells across the town – this was believed to be in-hand.

A photographic exhibition was to be mounted for National Heritage Open Day in the Town Hall foyer, contrasting the Diamond jubilee of Queen Victoria in 1897 with the present celebration. Some portraits would be purchased from the Reeves archive, and others found from local sources. The Council owned only a small number of very old and dilapidated display-boards, and it was agreed that suitable replacements should be purchased, as they would serve usefully for many years

On the day of the Olympic Torch Relay, the Mayor had agreed to hold a reception, and this would include a presentation to the winner of a competition being run in local schools by Fireworks Pottery, to design and fire a commemorative mug.

As previously agreed, an official Armed Forces Day flag had been purchased and would be flown on the day – 30th June.

Cllr Chartier reminded colleagues of his earlier suggestion for the commissioning of a piece of music to celebrate the Battle of Lewes, and he would bring the matter forward for discussion at the next meeting, which would be on 30th July 2012, at 11:00am.

CmemsWP2012/08

There being no other business, the Chairman declared the meeting closed, and thanked everyone for their attendance and contributions.

The meeting closed at 12:05pm

Signed.....

Date