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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 **Thursday 31st May 2012**, in the **Yarrow Room, Town Hall**, Lewes at **11:00am** which you are requested to attend.

S Brigden, Town Clerk
21st May 2012

AGENDA

1. ELECTION of CHAIRMAN

To elect a chairman for the working-party

2. APOLOGIES FOR ABSENCE:

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

3. MEMBER'S DECLARATIONS OF INTEREST:

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

4. QUESTION TIME

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

5. MINUTES

To agree minutes of the meeting held on 11th April 2012

(attached page 3)

6. 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 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).

7. BUSINESS OF THE MEETING

Update on status of agreed projects.

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



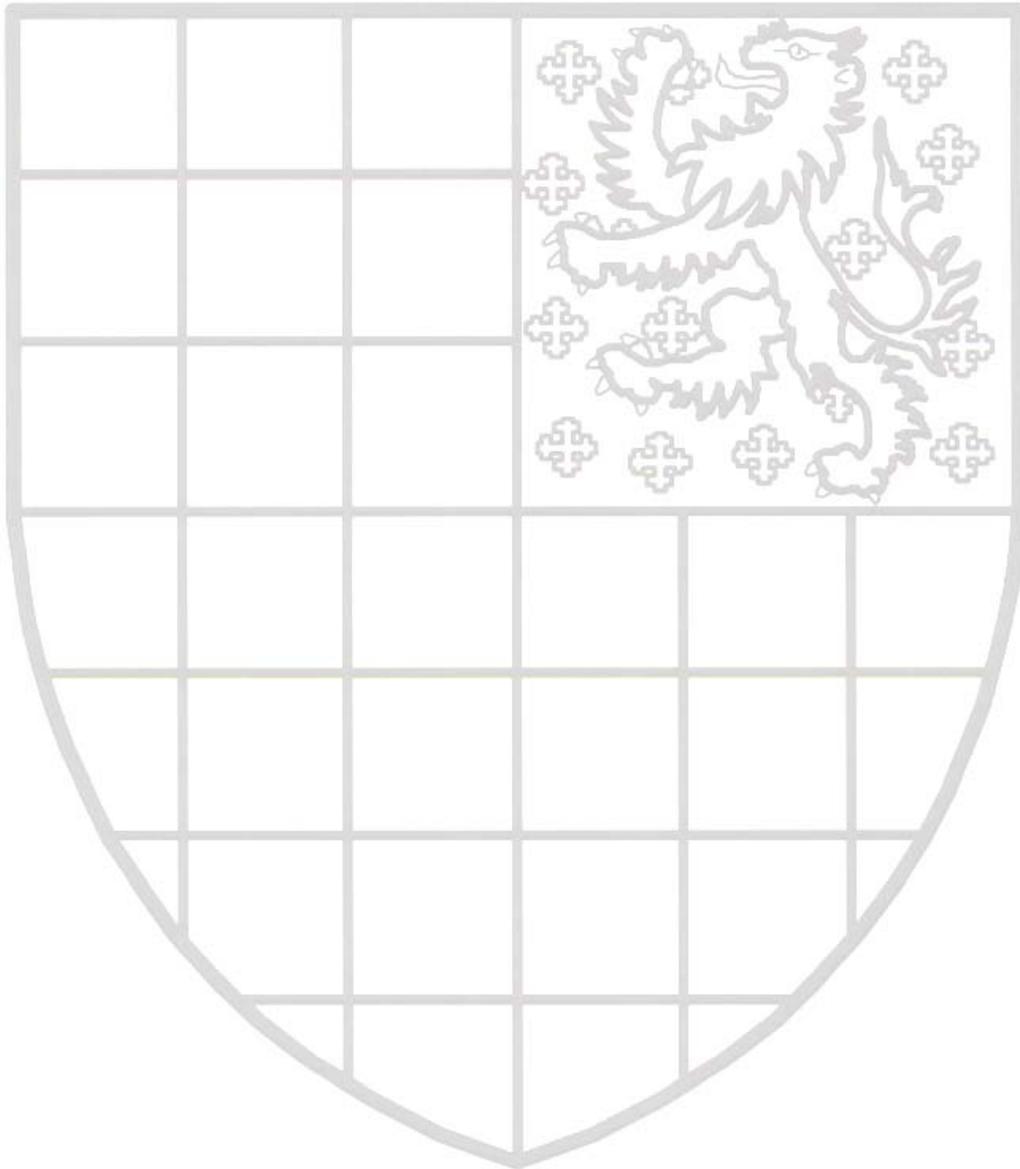
PUBLIC ATTENDANCE: Members of the public have the right, and are welcome, to attend meetings of the Council – questions regarding items on this agenda may be heard at the start of each meeting with the Chairman's consent, and subject to time available. Questions or requests to address the Council should, 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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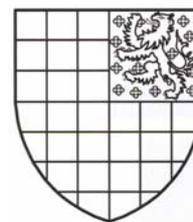
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**LEWES
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MINUTES

of the meeting of the **Working Party** formed to consider commemoration of significant events in 2012, held on **Wednesday 11th April 2012**, in the **Yarrow Room, Town Hall, Lewes** at **3:30pm**.

PRESENT Cllrs Catlin (Wischhusen); Chartier; R Murray; O'Keefe; Turner

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

CmemsWP2011/09 APOLOGIES FOR ABSENCE: There were none.

CmemsWP2011/10 DECLARATIONS OF INTEREST: There were none.

CmemsWP2011/11 QUESTIONS: There were none. (No members of the public present.)

CmemsWP2011/12 MINUTES:

The minutes of the meeting held on 21st February 2012 were received and signed as an accurate record.

CmemsWP2011/13 REMIT of the WORKING PARTY:

Members noted 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 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).

CmemsWP2011/14 BUSINESS OF THE MEETING:

Members proceeded to develop the various ideas that had been promoted:

The joint project, with Lewes District Council (LDC), to host a strawberry cream tea in the Town Hall on Saturday 2nd June was developing well. It was announced that the musical group "Swingtime Sweethearts" had been engaged to perform. Alongside the tea was a competition for schools to produce portraits and an exhibition of entries would be displayed in the Corn Exchange over that weekend. Exhibitors would each receive a badge and certificate, and there would be a ballot-box in the room for visitors to vote for their favourite portrait. Members had suggested that souvenirs might be provided for guests at the tea, but costs for worthwhile items had been researched and were prohibitive. It was agreed to decorate tables with flowers.

There was some crossover between jubilee events and the later Olympic Torch Relay, and it had been agreed that Red, White, and Blue/Union flag bunting and hand-flags would be purchased, and offered to businesses on the route of the torch relay as an incentive to "dress" their premises. The Mayor-elect had agreed to host a reception in the Council Chamber when the relay had passed, and it was

agreed that the three winners of a “best-dressed premises” contest would be invited, alongside many of those who had helped behind-the-scenes to make the event a success.

Council had also agreed to enter the national scheme for beacon fires, and Nevill Juvenile Bonfire Society had agreed to organize a bonfire on Landport Bottom.

Other ideas that were considered worthy of further research were:

- Creation of a book of photographs, with one from each of the 60 years of the Queen’s reign. Cllr O’Keeffe had consulted a well-known local publisher and was discussing costs for a small number of suitable booklets.
- Celebratory ringing of “Gabriel”, the historic bell in the Market Tower. It was agreed that the District Council, as owners of the Tower, should be asked to arrange this.
- Request to the local church authorities for a co-ordinated peal of bells across the town – this would be communicated to the local clergy representatives.
- A photographic exhibition in the Town Hall foyer, contrasting the Diamond jubilee of Queen Victoria in 1897 with the present celebration. It was agreed that some portraits should be purchased from the Reeves archive, and others found from local sources if possible.

On other matters, it was agreed that an official Armed Forces Day flag should be purchased and flown on the day – 30th June – and members were alerted to a visit by a large (around 200) group of cyclists on August Bank Holiday (27th) who would be en-route to London on the last leg of a marathon charity ride from Beijing, via Paris. The annual sponsored ride between China and France had been extended in this Olympic year, and the group was due to arrive in London to coincide with the Paralympics. The Mayor-elect had agreed to host a light buffet lunch for these riders, several of whom were disabled and would ride specialized cycles.

CmemsWP2011/15 There being no other business, the Chairman declared the meeting closed, and thanked everyone for their attendance and contributions.

The meeting closed at 4:45pm

Signed.....

Date