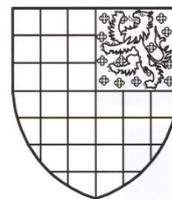


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**LEWES  
TOWN  
COUNCIL**

### **To All Members of Lewes Town Council**

A Meeting of **Lewes Town Council** will be held on **Thursday 12<sup>th</sup> November 2015**,  
in the **Council Chamber, Town Hall, Lewes** at **7:30 pm** which you are summoned to attend.

S Brigden, Town Clerk  
3<sup>rd</sup> November 2015

## ***AGENDA***

### **1. QUESTION TIME**

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

### **2. MEMBERS' DECLARATIONS OF INTERESTS**

To note any declarations of personal or prejudicial interest in items to be considered at this meeting.

### **3. APOLOGIES FOR ABSENCE**

To consider apologies tendered by Members unable to attend the meeting.

### **4. MAYOR'S ANNOUNCEMENTS**

To receive any announcements from the Mayor.

### **5. MINUTES**

To agree Minutes of the Council's meeting held on 1<sup>st</sup> October 2015.

*(attached page 3)*

### **6. WORKING PARTIES & OUTSIDE BODIES**

To consider matters arising from working parties; members serving on outside bodies *etc.*

*a) Commemorations Working Party meeting 28<sup>th</sup> October 2015*

*(Minutes attached page 11)*

*b) Neighbourhood Plan Steering Group event (8<sup>th</sup> & 9<sup>th</sup> October 2015)*

*(Oral report by Cllr S Murray)*

*also see [www.lewes4all.uk](http://www.lewes4all.uk)*

*Example feedback gleaned from workshop event attached page 14*

### **7. UPDATE ON MATTERS IN PROGRESS**

*(Oral report by Town Clerk)*

### **8. NOTICE of ITEMS IN PROSPECT**

*(Oral report by Town Clerk)*

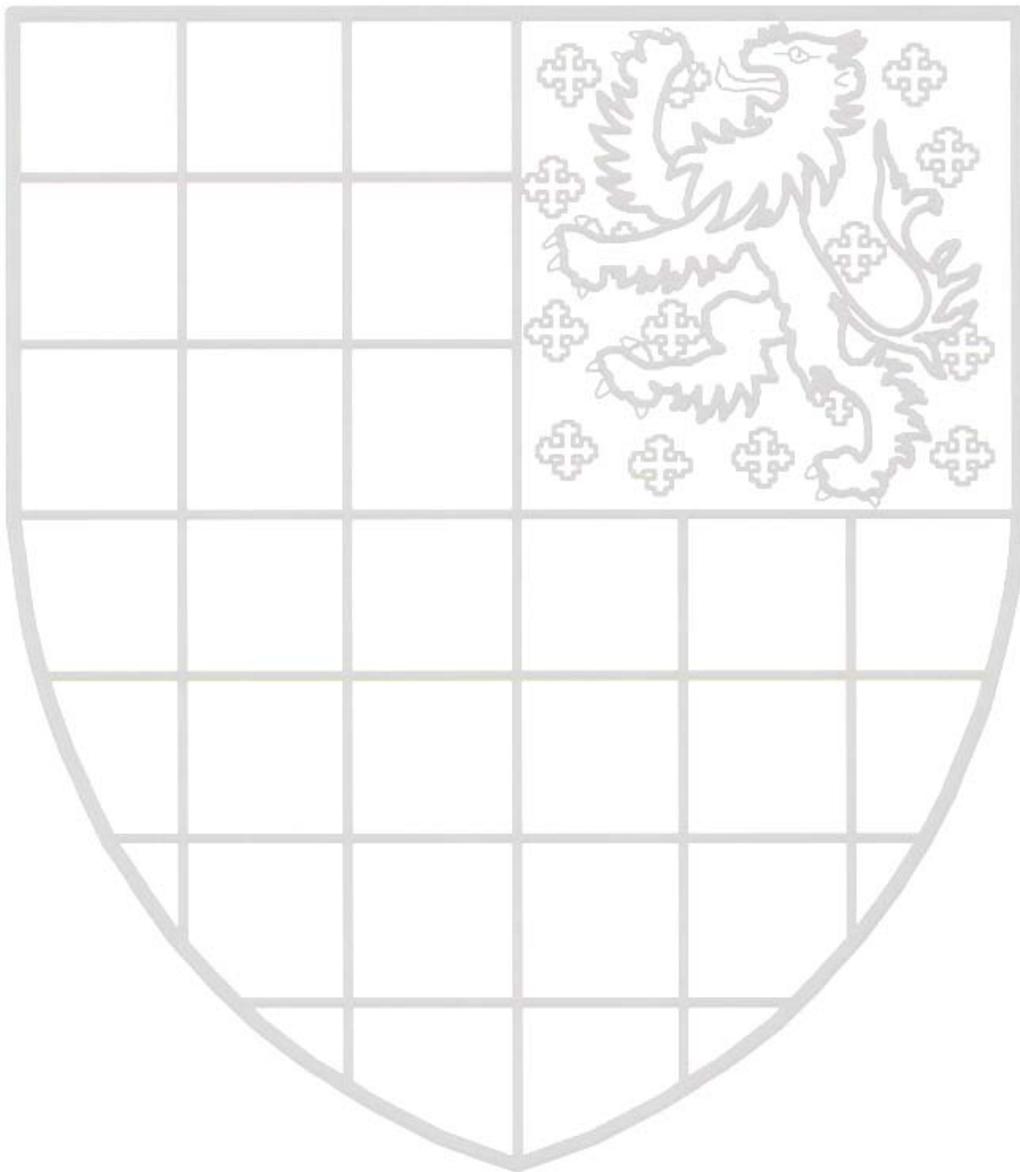
***For further information about items on this agenda please contact the Town Clerk at the above address***

**This agenda and supporting papers can be downloaded from [www.lewes-tc.gov.uk](http://www.lewes-tc.gov.uk)**

**PUBLIC ATTENDANCE:** Members of the public have the right, and are welcome, to attend meetings of the Council and to ask questions regarding items on this agenda. Questions are heard at the start of each meeting with the Chairman's consent, subject to time available. Questions or other requests to address 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-5pm Mons- Thurs 9am- 4pm on Fridays – our staff will be pleased to assist.*

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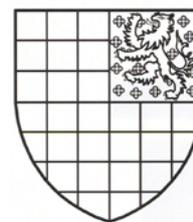
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**LEWES  
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## **MINUTES**

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

held on **Thursday 1<sup>st</sup> October 2015**, in the **Council Chamber, Town Hall, Lewes** at **7:30pm**.

**PRESENT** Councillors A Ashby; A Barker; Dr A Bolt; R Burrows; M Chartier; D Cooper; W Elliott; J Lamb; I Makepeace (*Deputy Mayor*); Dr G Mayhew; M Milner; R Murray; S Murray (*Mayor*); R O’Keeffe; T Rowell.

*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*); Miss L Zeyfert (*All Saints Centre Manager*)

**FC2015/53 QUESTION TIME:** Two questions had been received from Mr J Stockdale: one related to council payments, and another regarding access to the council’s website. The questions and written answers given are appended to these minutes.  
East Sussex County Councillor R St Pierre raised a question regarding a pedestrian crossing at Church Lane, Lewes. This was related to a project that Council had postponed in 2013 and was to be considered at the next Traffic Working Party meeting. There were 13 members of the public present.

**FC2015/54 MEMBERS’ DECLARATIONS OF INTERESTS:** Cllrs R O’Keeffe and R Murray declared an interest *in* Agenda item 7d) – Recommendations of the Grants Panel – in that they both were closely associated with applicant organisations: Cllr O’Keeffe – Pippa’s Group, Oyster Project Charity and East Sussex Radio Society, Cllr R Murray – Youth Focus for Lewes.

**FC2015/55 APOLOGIES FOR ABSENCE:** Apologies had been received from Cllrs F Addecott and E Watts who were on holiday and Cllr S Catlin who had a personal commitment. It was **resolved that:**  
**FC2015/55.1** Reasons submitted for absence from this meeting are accepted.

**FC2015/56 MAYOR’S ANNOUNCEMENTS:**  
The Mayor thanked Councillor Chartier for his work on Heritage Open Day showing the Town Hall to interested residents of Lewes and visitors to the town. Thanks were also given to Philip Pople and Ashley Price who assisted on the day.  
Thanks were extended to Councillor Catlin for all his work on the ‘Remembering 1915’ Films@All Saints screenings on Sunday 27<sup>th</sup> September. The Mayor also recorded thanks to Dr Mike Turner and LGB Brass.  
Members were reminded of the Local Government Boundary Commission review of County and Districts which had a deadline of 30<sup>th</sup> November. TC had emailed members on the 24<sup>th</sup> September but could provide a printed version on request.  
The Mayor noted recent press reports regarding a child who fell on the staircase during a wedding ceremony at the Town Hall. Members who wished to learn the facts should contact the Town Clerk or the Town Hall Manager.  
A children’s calendar titled “A special place in Lewes” organised by the Friends of Lewes was available at £6.99. This featured drawings by Lewes young people aged 4 – 18.

**FC2015/57 MINUTES:** the minutes of the meeting held on 27<sup>th</sup> August 2015 were received and signed as an accurate record.

**COMPLAINT:** A letter of complaint (*copy in the Minute book*) had been received from the Lewes branch of the Royal British Legion (LRBL) regarding the Deputy Mayor's actions in laying a wreath of white poppies during their VJ Day commemorative parade on 16<sup>th</sup> August. The Chairman of the LRBL, Mr Jack Neil, presented the complaint on behalf of his members, several of whom accompanied him. Mr Neil elaborated upon the detail in his letter; on the feelings expressed by Legion members and members of affiliated organizations; protocol for RBL events; and local press reports on the issue. The Mayor responded initially, in particular offering condolences to Mr Neil following his reference to close colleagues lost during the Falklands campaign.

The Deputy Mayor then replied to the complaint, in the following terms:

*"I want to thank Jack for the opportunity to remind him once again of my respect and admiration for fallen service personnel. I share the grief of their families.*

*The British Legion Service for Remembrance protocol states that there are three essential elements; these are the Exhortation, Placing The Wreath, The Silence. Also that '...the spirit of Remembrance is more important than the format'*

*On 16th August, I stood with veterans at the War Memorial and listened to The Exhortation, I laid (both) wreaths and observed the Silence until the end of the Ceremony.*

*I believe that I fully observed the spirit of Remembrance, and that some of the upset is from people who do not understand that although the White Poppy Wreath was an unexpected addition, it did not take anything away from the Ceremony.*

*However, I understand that now is not the time or place to debate the symbolism and so I apologise for the way I introduced the White Poppy Wreath, and I also apologise to my fellow Councillors if my actions caused them embarrassment."*

Several members then spoke; highlighting their respect and admiration for the British Legion and the work that it does leading the nation in formal remembrance, and their concern that such distress had been caused. The manner of handling the complaint was noted, with some members unhappy with the process and proposing a review. Others considered that it was being handled in the most appropriate way. It was also submitted that the complaints procedure should be reviewed; a suggestion opposed by those who considered the recent (March 2015) review to have been appropriately comprehensive. These arguments were postponed while the Mayor offered, on behalf of the Town Council, a sincere apology for the distress and any embarrassment caused over these events. Mr Neil accepted this on behalf of his members, but asked for an assurance that no such action would be repeated in future by a representative of the Council. This was willingly given by the Mayor. Following the exit from the Chamber of the LRBL members, the question of the process by which the complaint had been handled was revisited. There were, broadly, two views – one that the complaint should have been dealt-with by reference to either the Council's complaints procedure or the Code of Conduct for Members, and the other that it was most appropriate to allow the "cathartic" open submissions in the way that had just been concluded. Both positions were expounded by their respective advocates, and TC gave his professional view. This debate culminated in a formal proposal: that the Audit & Governance Panel review the manner of handling this complaint compared against the Council's complaints code of practice, and review the code itself. This was put to a vote and it was **resolved FC2015/58.1** that the proposal is **not** supported.

## **WORKING PARTIES AND OUTSIDE BODIES:**

*Members were 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] *Allotments Review Working Party meeting 10<sup>th</sup> September 2015:* Cllr Barker presented the minutes of this meeting (*copy in Minute book*) and described the site visit to inspect the Haredean allotment site, which had preceded it. The Working Party had discussed

issues concerning termination of tenancies, uncultivated allotment plots, renewal dates for tenancies and a refundable deposit from new tenants.

Members had been interested to learn of the current management practices. Staff regularly attended regional seminars organized by the National Society of Allotment and Leisure Gardeners, and had done-so for some years. This gave access to a widespread information network comprising many other Councils and private Allotment Associations. All indications from such experience indicated that the Council's management approach and general documentation was in line with what is generally-accepted best-practice. A compassionate approach was taken where valid reasons were given for non-cultivation; such situations were monitored closely; and a system existed to give reasonable warnings before a tenancy was ended. There were still some plots which offered scope for further division in size, and this was promoted at all opportunities.

It had been suggested that the situation whereby poorly-maintained sheds, fencing, cold-frames *etc* might incur cost for the Council when a new tenant wished these to be removed, was unacceptable. Although this was an extremely rare event, it was nonetheless proposed that a deposit might be levied, against this prospective cost. There was considerable debate as to the reasonability of this, and whether it should apply to all tenants upon renewal, or only new tenancies. Further; there was some discussion as to the appropriateness of 'means-testing' to allow dispensations for some tenants.

The legislative background to restrictions on rental increases was explained. The Council could not increase allotment rents by a higher factor than other fees and charges. Like most Councils, the convention for many years had been to increase charges by an overall percentage close to prevailing headline inflation rates. The Working Party suggested that the Finance Working Party this year be prompted to consider an increase in charges for 2016/17 by a value greater than inflation. The ramifications of this were considered, recognizing the important role played in the community by the organizations who formed the greater part of the Council's customer base, and who would be hardest-hit by increases.

After a rounded debate, **it was resolved that**

**FC2015/59.1** The minutes of the meeting of the Allotments Review Working Party on 10<sup>th</sup> September 2015 (*copy in Minute book*) are noted, but the recommendations of the Working party are not supported, but referred-back to the working party for reconsideration.

b] *All Saints Steering Group meeting 16<sup>th</sup> September 2015*: Cllr S Murray presented the minutes of this meeting (*copy in Minute book*). Performance statistics for the Council-operated community cinema, *Film@AllSaints*, had been reviewed for the full season - September 2014 to July 2015. This had been the third season, and sixty-nine films had been shown over 111 screenings with average audience numbers continuing to rise. The operation overall was showing a financial surplus from film tickets and kiosk sales and the season had yielded an operating surplus of £3,589. There followed some discussion as to the anticipated effects of the proposed Depot Cinema, now understood to be opening in mid-2017. Members were interested to learn whether Lewes Film Club intended to relocate: it was understood that there were no plans. It was believed that the Depot intended to address a different market, and may not directly compete for All Saints audiences, although there were some indications that it might also offer more generalized community facilities such as meeting-rooms for hire.

Members who had been engaged since inception with the *Film@AllSaints* community cinema proposed that there was now a case for the installation of Digital Cinema Projection equipment (DCP); a project which had been deferred while the service 'settled' and external factors became clearer. The benefits had been considered and it was estimated that appropriate equipment would cost around £27,000; with Lewes Film Club offering to contribute their savings of £10,000 towards this sum. There was some

counter-argument, suggesting that a cost to the Council of £17,000 was not appropriate, with a competing cinema in prospect in around two years' time. Supporters of DCP installation argued that the life expectancy of the equipment was far in excess of two years, and that this was a natural evolutionary step continuing the gradual improvement of the facilities offered at All Saints and the funds were available from existing earmarked Reserves. It was also by no means certain that The Depot would negatively affect the operation at All Saints, and there were no plans to cease the cinema operation at the Centre, which should continue to offer an additional dimension to film in Lewes. It was proposed that Council be asked to approve the expenditure of *up to* £17,000 to match the contribution of £10,000 from Lewes Film Club to purchase and install suitable DCP equipment, thereby recognizing that the actual amount would be lower should any grants be forthcoming.

Cllr Milner had agreed to assist in surveying the centre and drafting a specification for potential improvements to stage lighting, applying his professional expertise, but time had not yet been available for this. It was agreed that the research into technical options and possible phasing of this prospective major project should continue, with further details to be considered at a future meeting.

There had followed a general discussion, including the usage levels of the Centre and the type of activities currently seen. Members acknowledged that All Saints represented, as an average, roughly 10% of the Council's overall nett expenditure and provided a very well-regarded facility for a very wide range of users. **It was resolved that:**

**FC2015/59.2** The minutes of the meeting of the All Saints Steering Group on 16<sup>th</sup> September 2015 (*copy in Minute book*) are noted, but the recommendation to purchase Digital Cinema Projection equipment at this time is not supported. The matter is referred back to the Steering Group for review at a future meeting.

c] *Personnel Panel meeting 17<sup>th</sup> September 2015:* Cllr Barker presented the minutes of this meeting (*copy in Minute book*). Council had agreed the Panel's earlier recommendation to adopt the Living Wage Foundation Living Wage (LW) for all staff. Those affected were now receiving the higher rate of pay. This left unresolved the issues of eroded demarcation/differentials between higher-paid posts that had been reviewed using the national job evaluation system, and the future prospects for divergent rates of annual increase. The recently-announced national pay negotiation document contained much useful information and helpful insights into this context. It was recognized that although an increasing number of Councils had begun to pay the LW, none had as yet defined how they would address the attendant imbalances. It was identified that local government was by far the lowest-paid within the public sector, and real earnings had dropped by over 20% in the past five years. Lower-paid classes of worker were paid significantly less than counterparts in the National Health Service, and all categories were notably underpaid. It was understood that this was a major dilemma nationally, and that no 'tidy' resolutions presented themselves. It was recognized that many Councils who had announced that they would pay a minimum of the LW did not actually employ any lower-paid staff, as many services were contracted-out and they were relatively unaffected. Locally; it was proposed that Lewes Town Council should commission a new job-evaluation review by an independent specialist to re-establish differential grades. It was suggested that there may be scope to review job content and the staff structure, but this was felt to be most appropriate at points of significant change to the Council as the posts were matched to services provided. The Council's expenditure on salaries and overhead was proportionately low in relation to overall expenditure, and this was a result of conscious restraint in the development of the organizational structure in the past decade. As an interim measure, it was agreed that a professional review should be immediately commissioned, of the established NJC-graded posts in the current structure (to re-establish 'relativities' disrupted by the pay increase for lower grades), and that the Panel should meet annually to take a view on structure and job design, in light of

evolving service provision; devolution/acquisition of assets *etc.*

With regard to the imposition of a contractual obligation upon contractors to pay the LW, a comprehensive legal opinion on this prospect had been obtained which concluded that it was not open to the Council to impose wages clauses on its contractors. That did not prevent a Council from encouraging its contractors to adopt LW but that cannot influence the selection of tenderers or the awarding *etc.* of contracts. There were understood to be a few Councils currently requiring third-parties to pay LW. It was recognized by all across the local government professions that this situation was precarious and likely to give rise to judicial review at some point, and it had to be accepted that the Town Council could not afford the risk of becoming such a test case. General advice in the sector indicated that a practical approach would be to introduce contract performance criteria, rather than impose limitations on those eligible to tender. This could require payment of the LW to staff directly employed in the fulfilment of a contract, but would not conflict with other policies individual to the contractor, and would not preclude any company from submitting tenders. It was agreed by the Panel that it would be acceptable to encourage Town Council contractors/suppliers to adopt LW, but not to attempt compulsion.

Questions had been added, as agreed, to the Council's financial grant application form to elicit information on those applicants who employed staff. This would provide data over the remaining three grant cycles of the current year allowing an assessment of that item of the Panel's brief, following the final tranche. Subsequently, **it was resolved that:**

**FC2015/59.3** The Minutes of the Personnel Panel of 17<sup>th</sup> September 2015 (*copy in minute book*) are noted.

**FC2015/59.3.1** The recommendations of the Personnel Panel of 17<sup>th</sup> September 2015 (*copy in minute book*) are agreed, as

1. Lewes Town Council will immediately commission an independent professional review of the established NJC-graded posts in the current structure (to re-establish 'relativities' disrupted by the Living Wage increase for lower grades), and ask the Personnel Panel to meet annually to take a view on structure and job design, in light of evolving service provision; devolution/acquisitions of assets *etc.* Cllr Barker is asked to work with the Town Clerk to engage an appropriately qualified and experienced consultant.
2. Contractors/suppliers to the Council shall be exhorted to adopt the Living Wage as promoted by the Living Wage Foundation.

d] *Grants Panel meeting 30<sup>th</sup> September 2015*: Members considered Report FC008/2015 (*Copy in minute book*) containing the Panel's recommendations for payment of grants for the second (of four) cycle for the year. **It was resolved that:**

**FC2015/59.4** Grants payments recommended in Column G of the appendix to Report FC008/2015 (*copy in minute book*) be approved.

## **FC2015/60 RENEWABLE ENERGY RESERVE:**

Council considered a proposal (*NOM013/2015 – copy in Minute book*) to establish an earmarked Reserve for renewable energy, with an initial contribution level of £10,000 per year. Since 2013 The Council and its partner, the Pells Pool Community Association, had considered developments at the swimming pool, including the possibility of an array of photo-voltaic cells on the Northern edge of the site. It was proposed that the Council earmarked a renewable energy fund, while the Energy Efficiency Working Party carried-out research to determine the most effective use of funds in respect of providing energy/money savings/CO2 savings. In this way the Council would be in a position to grasp opportunities occurring in the next three to four years. After brief discussion **it was resolved that:**

**FC2015/60.1** Lewes Town Council will establish an earmarked Reserve for renewable

energy, with an initial contribution level of £10,000 per year.

#### **FC2015/61 REFUGEES/ASYLUM SEEKERS:**

A motion (*NOM014/2015 – copy in Minute book*) proposed that the Council declare its concern, in common with many residents, about the desperate plight of asylum seekers fleeing war and persecution and seeking a safe refuge in Europe. It was recognised that this was a huge issue that required international action, but it was also believed that many Lewes people felt that the town should live up to the best of its humanitarian instincts and do more to help locally. More than 1,000 people were understood to have signed a petition and a number of organised activities were already taking place, including fundraisers and a rally. Many Lewes people, it was suggested, would like to offer accommodation or other practical and financial support to refugees coming to Lewes. Coordination would require central organisation, and Lewes District Council would be asked to lend its support. Other bodies – such as the Lewes group in Support of Refugees and Asylum Seekers – would also need to be involved. The Council should offer whatever practical support it could as refugees arrived in Lewes. Members believed that Saxonbury House could be made available as a temporary shelter now that it was being emptied of local families. **It was resolved that**

**FC2015/61.1** Lewes Town Council stands ready to lend whatever practical support it can as refugees begin to arrive in Lewes.

**FC2015/61.2** The Council commits itself to being part of the solution to the greatest humanitarian crisis of our times. The Council will write to both Lewes District Council and East Sussex County Council urging them to recognise the petitions stating that refugees are welcome and to help with setting up the necessary infrastructure to bring together refugees, people willing to offer space and offers of help in other forms. Lewes Town Council believes that the anticipated number of 40 people per year is insufficient and will write to the County Council and urge it to agree to take more refugees. The Town Council will also urge the County Council to be pro-active in approaching central government with offers to help and to accept refugees.

**FC2015/61.3** The Mayor will write to her counterparts in Blois and Waldshut-Tiengen to offer support for any of their initiatives supporting refugees that arrive there.

**FC2015/61.4** Lewes Town Council will revisit this issue in light of future developments.

#### **FC2015/62 INTERIM PLANNING POLICY:**

Council considered a proposed (*NOM015/2015 – copy in minute book*) interim policy on affordable housing development, as a precursor to the drafting of the Lewes Neighbourhood Plan and with the intention that its principles would be included in the eventual schedule of Neighbourhood Plan Policies, subject to obtaining necessary support from the community. This step was prompted by consensus of the Council's own Planning Applications Committee, who were aware of recent legal precedents which established that an emerging Neighbourhood Plan and component policies that had reached a sufficiently-advanced stage of development (albeit not yet fully publicly-tested or formalized) may – and should – be taken into account by Planning Authorities in respect of certain planning applications. **It was resolved that**

**FC2015/62.1** The following statement be adopted as an interim policy on planning applications: “Lewes Town Council supports the building of truly affordable housing within the town to be rented out at social rents. This would include building on suitable infill sites and on sites which do not detract from the amenities and facilities of the town for existing residents. The Council wishes to enable and encourage young people who have grown up here to be able to settle and continue to contribute to the unique nature of our town rather than having to move elsewhere because there is no truly affordable housing available to them. The Council acknowledges the need for one bedroom properties for younger people, and sheltered smaller properties for older people, as well

as the need for family sized dwellings. The Council wishes to promote sustainable development, which includes careful choice of sites to avoid putting residents at future risk of flooding as well as housing that conserves energy and uses where possible renewable energy sources.

Lewes Town Council supports the creation of, and maintenance of access, to affordable workplace space for both manufacturing and creative industries within the town. This would include provision of new spaces, both live/work and purely work, and the conservation of existing spaces rather than allowing them to become retail or housing; and encourage employers to locate/relocate in Lewes, wherever possible. The Council recognises the need both for small starter premises and some larger ones for businesses that have had initial success and need to grow and develop over time”

**FC2015/63 UPDATE ON MATTERS IN PROGRESS:**

- a) *Devolution of Parks and open spaces* – TC recounted the latest position on the devolution of Malling Recreation Ground and Landport Bottom. He was to meet the next day with LDC legal officers and the Council’s retained solicitor to review the drafting of “overage” clauses in LDC’s preferred transfer agreements which, as presently worded, would impose unacceptable burdens upon the Town Council.
- b) *2015/16 plan update* – A sheet noting the status of each element in the council’s approved annual plan had been distributed to Members at the meeting.
- c) The external audit (by PKF Littlejohn on behalf of the Audit Commission) had been completed and there were no items of note, the completed certificate was available to view on the website.
- d) *Training* – A seminar, tailored to the profile of this Council and presented by the county association, would be arranged for Councillors when advisers were available. It was likely to be arranged for a Saturday, as in the past.

**FC2015/64 NOTICE of ITEMS IN PROSPECT:**

- a) The next Councillors’ Surgery was scheduled for Tuesday 6<sup>th</sup> October between 10:00 and 12:00 in the Corn Exchange. Cllrs Chartier and Rowell volunteered to attend.
- b) Neighbourhood Plan Steering Group future events were scheduled for the 8 & 9<sup>th</sup> October (Draft policy themes) and 19<sup>th</sup> & 20<sup>th</sup> November (Reg14 draft Plan event).
- c) The next Planning Committee meetings were scheduled for: Tuesday 20<sup>th</sup> October and Tuesday 10<sup>th</sup> November at 7:00pm
- d) The next deadline for grant applications was Fri 6<sup>th</sup> November – with the assessment Panel meeting on Wednesday 18<sup>th</sup> November and its recommendations being considered by Council on 17<sup>th</sup> December.
- e) The next meeting of Council would be on Thursday 12<sup>th</sup> November – 7:30pm – giving a deadline for agenda items to be submitted to TC of noon on Monday 2<sup>nd</sup> November.
- f) Meetings of the Audit Panel, Finance Working Party and Traffic 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 10:10pm*

Signed:

Date:



**QUESTION RECEIVED:**

I understand that for a period after the Election in May and the Council's Annual Meeting that the Council's payments were authorised on at least 10 occasions by a person or persons who were no longer councillors. Can the Lead Member for Finance report how this came about; what advice, if any, the Council sought from the Council's auditors, the District Solicitor, the District Council's Section 151 officer or others; how many former councillors were approached to act and, if so, whether any declined to do so; which current councillors were consulted; and why the whole Council was not informed before I got to hear about it in the checkout queue in Tesco?

*John Stockdale*

**ANSWER:**

I believe this matter was addressed in answer to an earlier enquiry made by Mr Stockdale under the Freedom of Information Act, but am happy to provide the following answer:

Only two signatories "survived" the elections and a combination of errors by the bank and their rejection of some verification documents caused significant delay with a replacement signature Mandate. Both signatories were not always available during that period when critical payments fell due. As Chair of Audit & Governance Panel I discussed and agreed a suggestion made by the Town Clerk as an expedient solution. I understand that the Council's internal auditor had indicated no problem with this, and there is no relevance to the District Council as the Town Council is an autonomous local council with its own s151 officer. I am happy that there was no loss of integrity to our payments authorization system. The existing registered signatories who were approached were Jim Daly, a former Councillor of over 25 years' standing and four-times past Mayor; Dr Mike Turner, former Councillor of eight years' standing and past Mayor twice, and former Councillor Professor Derek Lamport.

I consider this an operational matter, and the detail of signature processing and the new online banking process is due to be considered at the next Audit & Governance Panel meeting, in the normal course of business, and will thereby be reported to Council by way of the Minutes of that meeting.

The **original** legislation which required signature by two Councillors was the Local Government Act 1972 s150 (5), which was **Repealed** in March 2014 by The Legislative Reform (Payments by Parish Councils, Community Councils and Charter Trustees) Order 2014 (SI2014/580).

The explanatory note to this Statutory Instrument states:

*"This Order removes the requirement for every cheque or other order for the payment of money by a parish or community council to be signed by two members of the council.*

s2 of the Order states: *"Omit subsection (5) of section 150 of the Local Government Act 1972"*

*Cllr M Milner*

*Chair of Audit & Governance Panel*

**QUESTION RECEIVED:**

I have been unable to access the Council's website for several weeks. Can the Clerk advise when and why this service became unavailable, what steps he has taken to restore it and when this is likely to come to pass?

*John Stockdale*

**ANSWER:**

We are unaware of any problem with our website, which is being used by Members and Officers with no reported problems. You do not say what checks you may have made to your home installation, internet browser settings *etc.* so I am unable to offer an informed opinion. If you would care to contact me with details, I will assist if I can.

*Steve Brigden*

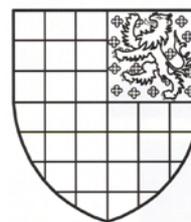
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**LEWES  
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## **MINUTES**

of the meeting of the **Working Party** formed to consider commemoration of significant events, held on **Wednesday 28<sup>th</sup> October 2015**, in the **Council Chamber, Town Hall**, Lewes at **4:00pm**.

**PRESENT** Cllrs S Catlin (Wischhusen); M Chartier (*Chairman*); I Makepeace; Dr G Mayhew; R Murray, and R O'Keeffe

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

**CmemsWP2015/01 ELECTION OF CHAIRMAN:** Cllr Chartier was elected Chairman of the Working party for the 2015/16 municipal year

**CmemsWP2015/02 APOLOGIES FOR ABSENCE:** There were none. No message had been received from Cllr Cooper.

**CmemsWP2015/03 DECLARATIONS OF INTEREST:** There were none

**CmemsWP2015/04 QUESTIONS:** Two members of the public were present. A question was asked as to when it may be appropriate to lay white poppies on Remembrance Sunday as a symbol of remembrance for those fallen in war. It was explained that the Council did not control Remembrance events, which were the province of the Royal British Legion (RBL); the Mayor and a civic party were traditionally invited to lead the public service at the War memorial, but the event was organized by the RBL. The RBL was the United Kingdom's accepted lead organization in this regard, and their protocol was that only red poppies should feature during their ceremonies, but they recognized both white and purple poppies as symbols in their own right. The Town Council owned the war memorial, but considered itself to hold this in trust for the community, and had no prescription for forms of remembrance. Many separate events were held at the memorial, and wreaths etc were removed if/when they had deteriorated due to the passage of time, provided always that there was no offence to commonly-held standards of taste and decency.

A further question asked if the Council could envisage negotiation with the RBL to consider "a more 21<sup>st</sup> century mode of remembrance". Members recognized that the nature of the annual event had gradually evolved over time, and noted the increasing number of survivors from more recent, and continuing, conflicts. It was not considered appropriate for the Council to intrude in this or attempt to accelerate the process, which was reflective of national moods and trends. It was understood that local branches of the Legion did not have autonomy, but that a national committee determined the format of events and policies surrounding them, with suggested changes submitted to the monarch in accordance with the principles of Royal patronage. It was anticipated that any major step-change would be unlikely whilst there remained living survivors of the 2<sup>nd</sup> World War; recognizing the sensitivity of the issue.

Cllr Makepeace asked for, and received, confirmation that the Council had no objection to white poppy wreaths on occasions other than British Legion events. She also asked for a guarantee that such would not be removed but it was explained that the Council had no control over the actions of third-parties. The Council would only remove memorials for the reasons given earlier, or for practical reasons such as impending Bonfire celebrations or bad weather, but could not prevent removal by others. It was recommended that the laying of

white poppies should only take place when a RBL event was over, and all those attending had left the area. It was advised that; should any organized event of significant 'size' be envisaged it would be necessary, at the least, to arrange road-closures and attendant signage, and marshalling for the closure points. It was recommended that Sussex Police be consulted at an early stage. Members repeated the Council's respect for, and sensitivity toward, any form of memorial and they hoped that others would respect this position.

#### **CmemsWP2015/05 MINUTES:**

Minutes of the meeting held on 17<sup>th</sup> February 2015 were received and signed as an accurate record. Thanks were extended to Cllr O'Keeffe for her specially-written orchestral piece, which had been performed by LGB Brass, the town band, at the recent 'Remembering 1915' event at the All Saints Centre.

#### **CmemsWP2015/06 BUSINESS OF THE MEETING:**

It was 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.

*100yrs since commencement of 1<sup>st</sup> World War:* There was general discussion on anticipated events considered worthy of some form of support. There was extensive discussion and a list of prospects agreed for further development or investigation. 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.
- 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.

A publication by the British Council entitled 'Remember the World as well as the War!'" was mentioned, with possible reference to links with University of the Third Age; Workers' Educational Association, Sussex Downs College and similar. There was a brief discussion regarding the research Dr Mayhew was conducting 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:* Mrs Garth reported that 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 suggested 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. Members considered this proposal should be recommended to Council.

*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 proposed that Council now recognize the event and include it in the agreed list of civic events. A Member raised a question regarding the educational context, and was reassured that schools were closely involved and education was a primary consideration.

*Update on projects:* There was some discussion on the programme to date, and Cllr Dr Mayhew updated everyone on his research work regarding names on the War Memorial. He was considering the extension of this to produce a short biography, possibly with photographs, of all those featured. This would largely depend upon the archive material available. It was recognized that the "missing names" provided by the RBL would almost certainly prove to have been omitted originally for a particular reason; and lack of space, plus the recent upgrade to the heritage listing status (to 2\*) may prove an obstacle to additional names. A suggestion was made that the Working party should be renamed to highlight the context of celebration, and this was discussed at some length but not supported. Members recognized the success of the recent Lewes Lights project and also offered congratulations to those responsible for the 'magical' Lewes Priory by Candlelight event.

**CmemsWP2015/07**

**CONCLUSIONS/RECOMMENDATIONS TO COUNCIL:**

Council is to be asked to agree the following recommendations:

To extend the mandate of the Working Party to 2019 and;

To agree in-principle support for the prospective events and ideas described (subject to further detail and cost implications).

**CmemsWP2015/08**

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

*The meeting closed at 5:15pm*

Signed.....

Date .....

## **123 LEWES 8<sup>th</sup> & 9<sup>th</sup> October Event Results**

### **Policy 01 – Streets & Spaces**

#### **1.1 Streets & Lanes**

- High Street – music on the bridge!
- Nevill Road – redesign to slow traffic and allow cycle/walking space.
- Hospital – improve entrance.
- Make speed control safe for cycles and keep pavements for pedestrians and vehicle free!
- Make pedestrian paths wide enough for pedestrians – i.e. enough room for a young family to walk safely down the street (with pushchairs and young children walking beside).
- End 'vehicle priority' in Lewes.
- Cycle-friendly road systems e.g. advanced stop boxes at traffic lights and counter-flow cycle lanes on one-way streets.
- Delivery trucks – time limits in the town centre to make better living/breathing space!
- More buses and better timetables.
- Discourage increased car parking – promote better public transport/car share/homes without parking.
- Cycle paths through the railway land.

#### **1.2 Social & Civic Spaces**

- South Malling – currently open play space/dog walking/falcon flying/bonfire.
- Phoenix – wonderful area of creativity currently with affordable rents – important to not lose this creative park.
- Priory Remains – amazing, free, historic site – need more like this and a great new play park for children. Improving other play parks would be great.
- Landport/Chalkpit area – quiet and tranquil place; star gazing.
- Train Station – better civic space.
- (south east of) A27/Kingston Road – vital dog walking space.
- Hospital – needs to be more relevant to the needs of the local people.
- Nevill – need better social space e.g. trees and raised beds near shops and at other intersections.
- Investigate compulsory purchase of land to provide facilities for the public which are currently blocked by estates controlled by the few.
- Need a REAL market space, not just a farmer's market!
- Not sycamore trees!
- Use local artists/crafts people to design and create street furniture.
- Bus station - redevelop area and keep bus facilities at street level.
- Bus station – knock it down and replace with a French-inspired town square (fountains/trees/sculptures etc).
- Need affordable space & studios for the creative industries that give our town its soul!

- Cliffe precinct – poor architecture and dull shops. It could be redeveloped with bars and cafes to foster social interaction and not just Costa!
- No development on any green areas remaining in Lewes – this would remove the breathing spaces that Lewes is unique for.
- Do not breach twitten walls – the sense of enclosed space is crucial to the distinctive and historic character of the twittens

### **1.3 River Corridor Strategy**

- Transport by river to neighbouring areas.
- Cycle and disabled route along river.
- New foot and cycle bridges further north and south of the river, better connecting the wider area.
- River Corridor Strategy – should include communication and co-ordination with other communities along the river – the river by nature is dynamic and does not respect the neighbourhood boundary plan.
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### **1.4 Active River Frontage**

- Railway Nature Reserve – educational/forest school with links to the River Ouse.
- South Malling (north of) – Waterside Picnic?
- Argos car park – acquire for communal green space.
- Argos – evict from town centre! Use river space for café and building space for crafts shops.
- Swimming platform on river like Piddinghoe!
- River – social element of the town.
- High density, affordable riverside housing to fund riverside cycle route with creative space nearby.
- Don't turn the river front into Camden.

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- Architecture style - benefits from blocks of buildings with strong street frontage on the primary roads that pass them, gradually dissolving into lower walls and twittens and odd side of house views as you come off the main drag. The effect is a strong variety of space from the corridor feel of the high street to the less formal, more exploratory topography of back roads where people live, create and socialise in their communities. The blocks themselves support a variety of garden sizes and also small businesses nestled in their communities that allow expansion or reduction of units – something to reflect the architecture and form of the tighter language of the high street. Lewes also benefits from many different style over many different time periods. Don't put Lewes in aspic – let's have high quality modern design in the mix as well. Modern vernacular with a scale that is sympathetic and provides delicate detailing as seen in historic architecture.
  - Give wild animals and plants their space too.

- North Street – retain 450 ‘real’ jobs, historic buildings and places for children/adolescents to learn/play.
- Prison – needs better integration into town.
- No large-scale housing/land developments or redevelopments by commercial companies. Small-scale only and land sold in smaller parcels to individuals.
- Large number of new homes but built in small parcels not all on one estate.
- Containment of Lewes boundary – no encroaching onto green areas.
- Need more sheltered but independent accommodation for the elderly.
- Permeable surfaces/areas to allow for nature to grow through and Sustainable Urban Drainage Systems.
- Views to the South Downs are distinctive and characteristic of Lewes.
- Emphasise active street fronts in Lewes and the importance of the skyline (the last metre of the building is crucial) and the first metre is equally important – on the human scale.

### **1.1 Streets & Lanes**

Lewes is a vibrant town with a range of different outdoor activities and events happening at any one time. It is therefore important for the town to maintain and enhance its current livelihood. Pedestrian paths need to be improved both in accessibility and safety. Any new development should encourage this and make footpaths wide enough for groups of people to safely walk along. Limiting the times for delivery trucks to enter the town centre will result in better public space. Vehicular paths also need to make room for cycle-friendly road systems e.g. introducing cycle lanes, counter-flow lanes in one-way streets and advanced stop boxes at junctions. These cycle paths should then lead to rural open spaces where the bicycle can continue to be used along the river side and surrounding landscape.

### **1.2 Social & Civic Spaces**

Lewes has a good collection of social and civic spaces currently and as new development takes place, there should be provision for more. Open spaces that may also be replaced by any development should be re-sited in an equally suitable location for its purpose. Areas of green space that lie on the outskirts of the current built up areas are regularly used for recreational means and should not be lost. Equally, the green spaces that are enclosed in the centre of Lewes are vital 'breathing spaces' for the town and unique to the character of Lewes. For the civic spaces throughout Lewes, introducing more environments that encourage socialisation could vastly improve the areas. Encouraging the local artists and crafts people to design and create street furniture could be a way for new design to have as positive and meaningful purpose to the town. For those commuting in and out of Lewes, the transport hubs such as the bus and rail stations need to become more engaging and enjoyable public spaces, fostering activities and events.

### **1.3 River Corridor Strategy**

The river by nature is dynamic and is not constrained by the neighbourhood boundary plan. Therefore, any river corridor strategy needs to include communication and co-ordination with other neighbouring communities along the river. Implementing new foot and cycle bridges further north and south of the river would allow for better connections to the wider areas and not just from one destination to the next. There should be access for all abilities and modes of recreational transport along the river; such as for bicycles, walkers and the boating communities. The possibility to introduce public transport via the river should also be considered.

### **1.4 Active River Frontage**

To encourage an active river frontage, the existing railway land and its nature reserve could provide educational opportunities and activities, linking with the River Ouse. Much of the river frontage to the south end of Lewes is currently lined with car parks and industrial space. There is great potential for this all to be redeveloped and used by cafes and crafts workshops for the public to interact with and enjoy. The river plays a

large part in the history of Lewes and could be positively exploited much further as the social element of the town. Introducing housing and interactive working spaces along the river could help to fund the river corridor strategy.

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### **Policy 02 – Access & Movement**

#### **2.1 Active Travel Networks**

- Lewes should aim to be as car-free as possible. Park & Ride services, excellent bus services, bike routes and pedestrian crossings. Good links to rail.
- Level riverside areas should contain all facilities/shopping/working/living/play.
- Advanced stop for cycles at traffic lights, one-way street counter flows.
- Co-ordinate transport – we currently have separate train and bus stations.
- Give priority to pedestrians and not cars.
- Egrets Way link from Newhaven via Lewes to Uckfield – see Shane Snow & DoFT presentation
- Need pedestrian/cycle route crossing – we live North Malling, link to Hamsey.
- Cycle routes a must!
- Wide cycle route from north to south would be lovely.
- Ensure that the Egrets Way creates access to the countryside for Lewesians of all ages and ability – especially to the historic villages and lower Ouse valley.
- Better access to local rural areas that are farmed with consideration to wildlife and welcome to visitors.
- There is no pedestrian crossing between the one at The Elephant & Castle and the one on East Street. On East Street, pedestrians often have to wait for 20 cars to go by, and then only have a few seconds to cross once the green man shows; not enough time for the less able.
- Expand 20mph zones across whole of town; ensure this by forcing drivers to brake and change gear. Rumble strips avoid writing on roads.
- Line roads on at least one side with pavement/cycle paths for safety and encouragement to venture into countryside.
- Balance historic cobbled streets with the needs of the users.
- More seating near bus stops/outside of shops/surgery.
- Widen the path to the Malling Down Reserve – access is currently difficult from the Lewes side and only encouraged from the Ringmer Road.
- Old ford across the river between Old Malling and Landport; reinstate bridge over river?
- Make connections between Malling and Landport when developing North Street/Malling area to ensure that the whole town benefits from development investment.
- Ensure the cross-Lewes cycle route is developed in line with the Sustrans network requirements & is well signposted!

#### **2.2 Way-Finding Systems**

- Cycling infrastructure needed.
- Look at how Chichester does parking – good signage to and from car parks into the town.
- Enable people to access other parts of Lewes without having to go into the centre of Lewes and back out again.

- Cycle path should continue on from the Ringmer one.
- Do not overspend on technological solutions until low-value/low-intervention/small-scale signage has been installed throughout Lewes in an integrated way.
- Ensure signage is at eye-level and not 20ft high on a post (e.g. signposting on Brook Street).

### **2.3 Public Transport Strategy**

- More buses throughout the day and evening – link Lewes with the surrounding area.
- Uckfield [railway?] line should be reinstated.
- Smaller, regular buses to transport people around town and for visitors who could park on provided space just outside of the town.
- Keep Compass Buses.
- Free/cheap buses so that we use the town to shop – most of the shops are at the bottom of the hill!
- Santander Bike Scheme?
- Car share incentives.
- Bicycle parking spaces.
- River path at 2 levels?
- Funicular to run up School Hill instead of cars and buses.
- Electric buggies for hire in the Precinct?
- Consider 'Norwegian-style' bike lifts on the steeper hills in Lewes.
- Free local transport via small 'hopper' type electric buses – serve villages too. Paid for out of car-parking charges?
- Plan for a park and ride in the future. Try closing the town to private traffic for the day – see what happens?
- Night-time economy of the future and 24hr needs.

## 2.4 Car Parking Strategy

- Small multi-storey at Tesco beside Causeway Bridge? – 3 levels, 400 cars and charging points for electrical vehicles.
- Reduce, consider – plan Park and Ride using existing buses.
- Air pollution needs addressing – move towards electric houses/hybrids/small 'hoppers'.
- Shame on Lewes for having no electric car charging points. These are common place in mainland Europe. EDF provides free charging points.
- Deck the station with a car park?
- Include Phoenix Rising!
- There is room for a cycle route/pavement along Offham Road. Makes access in and out (especially for children) safer.
- Could make 2 parking places at the St. Pancras end and make it easier to cross the road.
- Parking fees should contribute to the town and not private pockets.
- Town centre parking should not be free – unless electric vehicles – discourage parking.
- Lewes is either like a race track, or totally gridlocked.
- Argos car park and other car parks near to rail station – build over them.
- Charge the same for parking in car parks as on roads. It is currently cheaper to park on the road.
- Don't lose surface car parks – build over them!
- Ensure residents along roads in the town centre are provided with adequate parking spaces: currently, visitors in the Pells area have a majority of spaces.

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- Make both ends of Grange Road narrower to facilitate children crossing.
  - Wider pavements in the bottle-neck.
  - Route bus to Depot Cinema.
  - Try to prevent rat-runs. The Santon development is likely to produce rat-runs through the Pells area to reach northern exit points in Lewes town.
  - Restore 50,000m<sup>2</sup> of saltmarsh south of the town for wetlands, eco-tourism - natural 'sponge' for floods.
  - Encourage return to shopping in Lewes rather than internet – so get rid of white van chaos!
  - Late night venues – where can people in Lewes go dancing and to see the world-class music? Zu has hosted many spectacular shows and club nights – if it closes what can replace it? Where can people dance?
  - Any new development should enhance the good that our surroundings currently do for us e.g. access to nature is a health benefactor, so improve it! Housing developments can decrease run off into waterways if porous surfaces and green roofs are being used.
  - Recognise that we can and must reach net zero climate gas emissions by 2030 in the UK, and that Lewes will have to fit with this.
  - A Lewes wind turbine? Support for housing to get solar panels installed.

- Do we have to wait until someone is maimed trying to cross the road between Waitrose and the bus station? This section of road needs to be made pedestrian priority or shared use.
- More litter bins.

## **2.1 Active Travel Networks**

There is strong support to encourage Lewes to be as car-free as possible, whilst maintaining and improving the current public transport services that are available. Public footpaths and crossings should be greatly enhanced, and clearer cycle routes should be implemented throughout the centre of the town. The town should begin to move towards prioritising pedestrians and cyclists, and lessening the impact of cars in the area. Better foot connections should be made between the neighbourhoods in Lewes, such as the potential links that the Landport area and Malling require. Encroaching developments such as the Phoenix Rising proposal should aim to encourage these links and help to better connect the town to its wider vicinity. Introducing more seating throughout the town and achieving the correct balance between historic street surfaces and accessibility needs will help residents and visitors to further enjoy the different aspects that Lewes has to offer. Enhancing the river side cycle and footpath route to allow connection throughout the town and to neighbouring towns is a necessity and it needs to ensure that those of all abilities can enjoy this travel network.

## **2.2 Way-Finding Systems**

To encourage successful way-finding systems within Lewes, signage, access and infrastructure will need improving. The system could begin with small-scale intervention through integrated signage that is easily found and understood. This would enable cyclists and walkers to find their way around and across Lewes without necessarily having to travel through the centre of the town and back out. Cycle and footpaths should link to others in the surrounding areas such as the Ringmer pathway. Good signage to and from car-parks will also encourage greater use of the surrounding landscape.

## **2.3 Public Transport Strategy**

For Lewes to improve and encourage the use of public transport, the town needs to look to future needs. The changing economy and enhanced technology has resulted in a change in when and where people work and socialise. Public transport should cater to this and look to provide greater choice and ease of access as the town develops. Car-share incentives and bicycle schemes could help with the change in movement, alongside improved bus and rail services. These improvements could be implemented through a greater choice of destination, night-time availability and encouragement of park and ride schemes. Lewes could move to a more sustainable environment by encouraging electric hop-on/hop-off buses that run throughout the town and to the wider areas. The town could also implement cycle schemes that assist cyclists whilst they move around the town i.e. providing bicycle parking spaces and lifts on steeper hills.

## **2.4 Car Parking Strategy**

There is strong consensus for Lewes to become much less car orientated. Whilst there should still be provision for personal vehicles, the electric vehicle or alternate methods of movement should be encouraged. There are suggestions to introduce car parks over service buildings or to retain and build over existing car parks. The town needs to

provide parking for visitors but the location of these car parks need to be carefully considered. Air pollution in certain areas of Lewes needs to be addressed and the safety of pedestrians on pavements should be prioritised over the location of road-side car parking.

## **123 LEWES 8<sup>th</sup> & 9<sup>th</sup> October Event Results**

### **Policy 03 – Good Places For Living**

#### **3.1 Site Selection Criteria**

- Leave Malling Brooks – one of few tranquil noise-free areas; good pedestrian access into Countryside without use of car.
- Build large housing in already spoiled places – e.g. north of Houndean area/along the access road to A27 from Prison.
- For development in Lewes to be realistic and sustainable, the development will rely on the surrounding environment to be healthy. The NP needs to construct policies that recognise this.
- 'No' to Old Malling Farm housing!
- Open up sites for self-build, cooperative housing – get younger families involved so they can afford and learn.
- Diverse mix of housing areas – flexible space to allow for adaptation – less strict zoning.
- Local affordable workshop spaces
- Local housing for local people, not just new-comers.
- Affordable housing – 40% of market rate not 80-90%!
- Affordable housing for all – out with private lettings
- Village links
- Need amenities: doctors, surgeries, local shops, parks, allotment areas, schools – needs to be integral and not an add-on.
- Access and freedom of movement for the infirm in a town of hills needs to be considered. The riverside is ideal for this and needs to be available for non-car owners.
- Remember that Lewes is the county town and hub for surrounding villages – should offer good services for residents and local Non-residents.
- Field between Baxters Filed and Paddock is not currently used.

#### **3.2 Infill Site Policy**

- Thank the Victorians for the parks because we haven't had any given since!
- West of Old Malling – disused railway and trees.
- Wide verges could have wildflower corridors?
- North of Houndean – good south facing site but needs limiting so as not to encroach on horse-riding space.
- Council offices – limit access but introduce small amount of affordable housing?
  - This is a community transfer and not designated for housing (other persons view)
- North point of river (still in the boundary) is the last tranquil point of the river valley adjacent to the town. West end of Lewes would be better to develop as there is already noise pollution here.
- East St. car park (originally housing) could be used for housing if station car park is double decked.

- If allotments are built on – need re-siting.
- West and south of Houndean (north of A27) – not tranquil countryside – houses need sound-proofing.
- Fuel station/small store off A27 roundabout on the west end of the borough.
- Could the prison be a site for housing?
- Patch of land encompassed by The Priory, railway line and A27 – possible land development?
- Re-build recycling centre and provide access to A27.
- Encourage re-use of vacant/derelict buildings.

### **3.3 Greenfield Site Policy**

- Owner not willing to sell land north of Landport – used for horses/developing biodiversity and flood plain.
- Increase biodiversity south of The Priory/A27.
- Return the land south of the A27 to saltmarsh.
- Preserve access to Landport Bottom from Baxter's Field
- Greenfield should be a last resort but must serve housing need.
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### **3.4 Architecture & Design**

- Stop glass and metal designs.
- Use local materials
- River boat houses
- Affordable houses
- Houses should have front doors on to the street, not gated or hidden.
- Create 'pattern language' – see Christopher Alexander. Choice of materials/design features should complement heritage with modern builds.
- Design can be innovative without 'costing the earth' – Making Lewes has made valuable contribution here.
- Provide excellent rental/owned accommodation for all age groups including older people.
  - Free up family homes
  - Allows older people to be less stressed/isolated and to live in easy-to-maintain homes.
- Community space provision.
- Planning bodies must be better informed about design and include educated representation of the area in question.
- North Street development: Encourage LDC to collaborate with Lewes Phoenix Rising for a positive outcome. Buildings last a very long time!
- Zero carbon development and even a net producer.
- Local builders and craftspeople involved.
- Smaller, cheaper houses not for rich landowners.
- All new development should have energy alternatives built in.
- More community space to meet – villages often have wonderful village halls!
- Developers must be held to the materials of their original planning consent and not allowed to impoverish the environment on cost grounds.

- Increase council housing stock.
- No large scale developments by commercially driven companies – results in modern ‘Tesco’ style buildings lacking aesthetic value, modern materials and full of fake styling where cost is the overriding consideration.
- Local companies combined with local labour and supply.
- In the historic core – should match medieval scale and style.
- Quality – needs parameters to adhere to – expansion on the word.
- Houses should have minimum internal areas to reverse trends towards ugly, small living spaces.
- It’s depressing to see good quality material used to make ugly, unimaginative houses.
- Good massing – detailed 1<sup>st</sup> and last metres – street and skyline.
- Avoid bulky boxes built in good quality materials.
- The transitioned spaces between public and private are critical
- Replace the bridges that have been taken down at the south end of the railway land.
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- The ONS calculated a 25% increase in population by 2060. At 2 people per household, Lewes needs to cater for 2000 new homes.
  - No car parking, just car clubs and electric vehicles
  - Plan to respond to 21<sup>st</sup> century issues in 21<sup>st</sup> century ways, not 20<sup>th</sup> century ways.
    - Future-proof job creation – reflecting existing concentration of creative industries, home-workers, new media.
    - Balance attracting workers and residents of Lewes.
    - Reduce trends towards commuter town status.
    - Provide affordable living for those that keep Lewes alive – key workers – health service/rubbish services etc.
  - Lewes should aim to create own energy and sell back to grid through energy schemes.
  - Cater for full social spectrum
  - Don’t expand the town outside current boundaries – especially south of the railway line or north west towards Offham.
  - Make business rates relate to income.
  - Essential food shops need to be throughout the town and not just at the bottom.
  - Discourage parking in town, but not cars.
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  - There was a good brick-laying course at Sussex Downs College – now curtailed due to lack of bricks – reinstate this sort of approach!

#### **4.1 Site Selection Criteria**

The criteria for site selection should be based upon location, relation to neighbouring areas within Lewes and accessibility. For new development to be sustainably viable and a positive addition to the town, it needs to be integrated fully with the immediate surrounding areas. Any new development should enhance the lives of new and existing residents and should ensure that local services, amenities and infrastructure are readily available. Introducing much more affordable housing into Lewes is crucial and should be spread evenly throughout the town. There should also be room for workshop spaces close by to development that is aiming to provide for the working resident. For the less infirm, it is vital for access and freedom of movement to be incorporated into the site selection criteria. The flatter areas of the river side are considered to be a good example of choice for housing for those less able to negotiate a hillside topography. Lewes is a county town and needs to ensure that it provides good opportunity and services for the surrounding villages too.

#### **4.2 Infill Site Policy**

For infill development to provide positive outcomes to areas of Lewes, the access to and scales of proposed developments need to be carefully considered. Access should be limited and not impede on the quality of the existing area, whilst the size and scale of buildings should be of suitable proportion and in-keeping with the surrounding area. If enclosed green spaces or allotment land is built upon, suitably alternate spaces should be sought to re-site these. The option to develop on land that is currently not well used or considered to be of poor quality i.e. air/sound pollution should be explored first, before encroaching upon the more valuable and tranquil areas within Lewes. The redevelopment or reuse of vacant and derelict buildings should also be encouraged; such as the council offices, prison land and also car-parks.

#### **4.3 Greenfield Site Policy**

There is support for the protection of Greenfield sites and for development on these sites to be discouraged where it is not essential. The open land to the north west of the built area of Lewes has been suggested as viable development area, however it is integral to maintain the green link running from the central of Lewes via Baxter's Field. The areas to the extremities of neighbourhood plan boundary could be further enhanced as natural space through an increase in the biodiversity of the land.

#### **4.4 Architecture & Design**

Lewes needs to promote good architecture through better definition of what is considered to be good quality design. The transitional spaces between private and public space are critical and parameters need to be set in place for development to adhere to. There should be considered massing of buildings, with detailed design continuing from the street and eye level through to the skyline. Local designers and construction companies should combine with local labour and material supply. This will provide positive ecological and economic impacts and help locals to have a greater input into the future of the town. Smaller, more affordable homes need to be introduced and energy alternatives should be introduced at design stage. It is important

for new developments to incorporate the historic and unique values that have built Lewes whilst still looking to the future through modern design.

## **123 LEWES 8<sup>th</sup> & 9<sup>th</sup> October Event Results**

### **Policy 04 – Heritage & Community**

#### **4.1 Protection of Existing Community Services & Facilities**

- Viability to be determined by locals not developers
- Protect the open space surrounding the east of the town
- Western Road toilets must be retained
- Protect St Mary's
- Retain recycling centre – always busy
- The Phoenix area is an example of a community – it must be protected and preserved.
- Ensure that valuable public green spaces such as Southover Gardens are maintained.

#### **4.2 Implementation of New Community Services & Facilities**

- Develop St Anne's site for 2/3 halls/meeting rooms/hub café (consult with community)
- Refurb bus depot and services – introduce shelters to the outlying areas
- A cable car for Lewes to get up the hill!
- As well as houses we need dentists, car making, tyre replacement, artist structures, concert venues etc all in Phoenix.
- Support local community food shop not just Friday market.
- Chamonix has a beautiful, free multi-storey car park – keeps cars off street and encourages shoppers – could have that in North Street.
- Regenerate the top of the town. St Anne's area – to make it more vibrant.
- Ensure there is provision for the start of life (nursery/play group etc)

#### **4.3 Protection & Enhancements of Heritage Assets**

- Key views to heritage assets in the town.
- Ironworks building – heritage in what they are and what they house.
- Avoid universal chains which will deter from a unique Lewes.
- Positively foster and encourage use of Priory gardens for open air events/concerts etc
- Ensure Victoria Hospital is maintained and expanded – growing population.
- PR should be seen as a prized jewel. Don't destroy it.
- Tourism – signage/accommodation/coach parks/infrastructure – don't move office from perfect central location
- River – how can it be used? River bus? Public slipway?

#### **4.4 The Working & Making Town**

- Let's adopt the Phoenix Rising plan.
- Keep PR small scale, affordable, prioritise existing businesses
- No more expensive housing on prime sites.
- Vale our creative community – affordable space for work – culture and community of Lewes.

- The real talent and activity is now in the arts
  - Don't allow Lewes to become a clone historic visitor town
  - Affordable/flexible/time limited start-up business space for micro businesses.
  - Create space for 21<sup>st</sup> century economy – business world is changing fast.
  - Need more post offices – an essential resource for small/online/making businesses.
- 

- Lewes is top heavy – everything happens at the bottom.
- Parking has to be considered for any new development

#### **4.1 Protection of Existing Community Services & Facilities**

There is emphasis on the viability of community services to be determined by the locals and not developers. Green space that is currently valuable to the community, such as Southover Gardens and the land encompassing the east of Lewes should be protected and maintained. Residents urge for places of community service such as St. Mary's, Western Road public toilets and the Recycling Centre to be retained where possible and if removed, there should be a suitable alternate.

#### **4.2 Implementation of New Community Services & Facilities**

The site of St. Anne's could be a new alternate to existing community facilities, providing several halls, meeting rooms and a hub café for wider, social integration. To ensure that the spaces would cater for all, the community should be consulted at design stage if this were to be implemented. The public transport services could be improved through redevelopment of the bus depot and improved bus shelters on the outskirts of the town. There should be a greater emphasis on an expanding local economy with local food shops, health services, creative services and concert venues introduced to the Phoenix Rising area.

#### **4.3 Protection & Enhancements of Heritage Assets**

It is vital that key views into the town and its heritage assets are maintained and enhanced through good design. Buildings such as the Ironworks and sites such as The Priory gardens provide links to Lewes's industrial and historic past and should be positively exploited. The River Ouse is a topographical asset and there should be careful thought to how it can be used in the future.

#### **4.4 The Working & Making Town**

Phoenix Rising is considered a prized jewel and a prime example of one of the many unique attributes to Lewes. Small and affordable development would suit this area and there should be priority for existing businesses. The creative community is highly valued and this needs to be reflected in the design of any development here. There is strong support for Lewes to maintain its distinctive identity and for the town to avoid becoming a clone of many other historic towns across the nation. Lewes should create spaces for the future economy and lead the way in encouraging new and existing businesses of all scales.