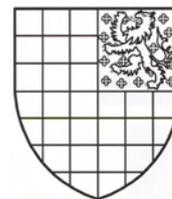


Town Hall
High Street
Lewes
East Sussex
BN7 2QS

☎ 01273 471469 Fax: 01273 480919

✉ info@lewes-tc.gov.uk
🌐 www.lewes-tc.gov.uk



**LEWES
TOWN
COUNCIL**

To All Members of Lewes Town Council

A Meeting of **Lewes Town Council** will be held on **Thursday 17th July 2014**,
in the **Council Chamber, Town Hall, Lewes** at **7:30 pm** which you are requested to attend.

S Brigden, Town Clerk
10th July 2014

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 meeting held on 12th June 2014.

(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 2nd July 2014*

(minutes attached page 11)

b) *Neighbourhood Plan Steering Group 7th July 2014*

(notes will be available at the meeting)

7. ARTWORK CONSERVATION

To consider a project proposal

(NOM007/2014 attached page 15)

8. CARBON OFFSET INITIATIVE

To consider a contribution to a United Nations Association scheme

(NOM008/2014 attached page 16)

9. LOCAL BUS SERVICES

To consider responses to East Sussex County Council consultation

(NOM009/2014 attached page 17)

10. ANNUAL REPORT

To consider a draft annual report for the municipal year 2013/14

(draft will be available at the meeting)

11. UPDATE ON MATTERS IN PROGRESS

(Oral report by Town Clerk)

12. 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



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. General questions can be raised at our offices between 9am-5pm Mons- Thurs; 9am-4pm on Fridays – our staff will be pleased to assist.

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

PAGE INTENTIONALLY BLANK



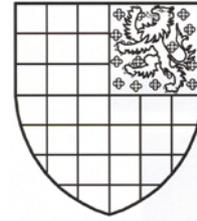
PAGE INTENTIONALLY BLANK

Town Hall
High Street
Lewes
East Sussex
BN7 2QS

☎ 01273 471469 Fax: 01273 480919



info@lewes-tc.gov.uk
www.lewes-tc.gov.uk



**LEWES
TOWN
COUNCIL**

MINUTES

Of the meeting of **Lewes Town Council** held on
Thursday 12th June 2014, in the **Council Chamber, Town Hall**, Lewes at **7:30pm**.

NB if a record of voting was requested, this is shown in a table appended to these Minutes.

PRESENT:

Councillors S Catlin (Wischhusen); M Chartier; A Dean; D Lamport; S Li (*Deputy Mayor*); G Mayhew; M Milner; R Murray; S Murray; R O’Keeffe; A Price; J Stockdale and M Turner (*Mayor*)

In attendance: S Brigden (*Town Clerk [TC]*); Mrs F Garth (*Civic Officer and Asst. Town Clerk*) M Larkin (*Mace Bearer*); Ms E. Martin (*C’tee Administration*) Canon Richard Moatt (*Council’s Chaplain*)

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

Canon Moatt offered a few words reflecting on the priorities of public service.

FC2014/14 QUESTION TIME: No questions were asked.

FC2014/15 MEMBERS’ DECLARATIONS OF INTEREST: There were none.

FC2014/16 APOLOGIES FOR ABSENCE: Apologies had been received from Cllrs E Allsobrook, J Daly and J Lamb who were on holiday and Cllr J MacCleary who was working. No message had been received from Cllr I Eiloart.

FC2014/17 MAYOR’S ANNOUNCEMENTS:

a) Members were informed that Jessie Geer, who had cleaned the Town Hall for 30 years, had lost her husband after a short illness. All present asked that their condolences be forwarded to Mrs Geer.

b) The Mayor read a letter from the Sussex Community Rail Partnership regarding the *Seaford Rail 150* commemoration on Saturday 7th June, thanking the Council for its support for those events.

c) Thanks had been received from the Sussex Archaeological Society regarding the Battle of Lewes commemorations. The Mayor read an extract which described several of the benefits arising from the Council’s general support and direct financial assistance, and offered evidence of the public’s welcome and enjoyment of many programmed events.

d) Thanks had also been received from Lewes Priory Trust for the contribution towards refurbishment of the Battle of Lewes sculpture. The amount needed had been less than the maximum sum agreed by Council.

e) An announcement had been made the previous day that the *Brighton & Lewes Downs Biosphere* initiative was accepted for designation as a World Biosphere site by the United Nations Educational, Scientific and Cultural Organisation (UNESCO). Following six years of effort, this was the first new site in the UK in 40 years. There were 621 sites across 117 countries that made up the World Network of Biosphere Reserves, and the UK now had five sites. The Guardian newspaper had featured an article and there had been recognition on BBC South East television. Council had resolved in June 2012 to lobby for inclusion of the town within the designated area and was one of 40 partner organizations in the initiative.

Continues...

f) The Mayor informed members that on Thursday 19th June the *Coastal Communities 2150* Project would open its Climate Trail. Installation would begin on Friday 13th June and would be completed on Monday 16th June. The trail was part of the *Waking up to tomorrow* vision for the area produced by the local Coastal Futures Group. A copy of that document, and of the graphic information panels denoting the Climate Trail, could be obtained from TC. Although the project had concluded, the Coastal Futures Group continued, and membership of the Group for its new 2-year programme of meetings, supported by the University of Brighton was open to anyone. An introductory evening was scheduled for 7th July at the Hillcrest Centre, Newhaven, between 6 and 8pm.

FC2014/18

MINUTES:

The Minutes of the Council meeting held on 15th May 2014 were received and signed as an accurate record.

FC2014/19

WORKING PARTIES AND OUTSIDE BODIES:

Members were reminded that anyone who may have attended a meeting of any recognized outside body which had covered issues that deserved attention by the Council, should ensure that TC was aware of this before the meeting, and preferably before the agenda deadline. Reports on all activities of the organization were not expected.

a) *Building repairs Working Party 6th May 2014:* The Minutes of this meeting (*copy in minute book*) were received, and **it was resolved that:**

FC2014/19.1 The Minutes of the Building repairs Working Party held on 6th May 2014 be noted.

b) *Neighbourhood Plan Steering Group 8th May & 2nd June 2014:* Cllr S Murray reported that there would be a Neighbourhood Plan (NP) open day at the Town Hall on 16th August 2014. A logo had been designed to promote the NP, carrying the slogan “Lewes for All”, and this would be used for advertising and promoting the day. The intention was to reinvigorate the community’s engagement with the plan process and attract more organizations to delegate members to join the Steering Group. The Plan continued to slowly develop, with significant research work on topic areas being carried-out in the background.

It was resolved that:

FC2014/19.2 The reports of the Lewes Neighbourhood Plan Steering Group meetings held on 8th May & 2 June 2014 (*copies in Minute Book*) be noted.

c) *Grants Panel Recommendations 21st May 2014:* Members considered report FC001/2014 (*copy in minute book*) which contained the panellists’ recommendations and **it was resolved that:**

FC2014/19.3 The grant payments recommended in column E of report FC001/2014 be approved.

d) *Battle of Lewes Action Group (BLAG):* Cllr M Chartier reported that BLAG now ceased to exist but it was expected that there would be future opportunities to recognize the Battle of Lewes. The next Commemorations Working party would look into opportunities to capitalize on the initiative, and link to planned national commemorations of Magna Carta (2015) and the Battle of Hastings (2016).

It was resolved:

FC2014/19.4 Lewes Town Council records thanks to Councillor Michael Chartier and to the Battle of Lewes Action Group, and a letter shall be sent to the Group offering thanks and congratulations on the success of the recent Battle of Lewes celebrations, which the Council was proud to support.

e) *White Ribbon initiative:* Cllr Price reminded colleagues that he was nominated as the Town Council's “Domestic Abuse Champion” (the title had since been changed to

“Anti-Domestic Abuse Ambassador”) to sit on the Community Safety Partnership (CSP) to raise awareness of Domestic Abuse (DA) and promote the White Ribbon Campaign. He reported that in 2013, Sussex Police were the first force in the country to receive White Ribbon status for their work dealing with reported DA. The publicity around this – including White Ribbon Day in November – had gone some way towards increasing awareness of abuse as well as increasing the number of reported incidences. The Lewes District Commander wished to do more for DA victims, and it was intended to produce a comprehensive information pack with details of whom to contact *etc* and, potentially, a ‘pop-up’ advice service. Domestic violence was expected to increase during major sporting events such as the football World Cup. Violence was not necessarily alcohol related and there was a need to raise awareness of this. A general debate took place, and thanks were recorded to Cllr Price, with recognition that all Members could share the burden of helping to deal with domestic abuse.

It was resolved that:

FC2014/19.5 Cllr Price’s report on his work as Anti-Domestic Abuse Ambassador be noted.

f] *Seaford Rail 150 commemoration:* Cllr Catlin reported on the success of the recent commemoration day on 7th June. The Mayor had unveiled a timeline feature at Lewes station and had travelled on the VIP train with Norman Baker MP and the Chairman of East Sussex County Council. All proceeds from the day would go to the Railway Children Charity who rescue runaway children found at rail stations around the Country.

It was resolved that:

FC2014/19.6 The oral report on the Seaford Rail 150 commemoration be noted.

FC2014/20

ANNUAL RETURN & DRAFT ACCOUNTS Year ended 31st March 2014:

Members considered report FC002/2014; the draft annual accounts statements; the statutory annual return to the Audit Commission; and the final report for the year by the internal auditor (*copies of these are included in the Minute book*). Various questions arose and were answered by TC. There was some misunderstanding as to the status of reserves and the mechanism of contribution to these from revenue received. It was noted that the internal auditor had been complimentary on the Council’s continued prudent and intelligent planning of reserves, and TC took the opportunity to outline current thinking within the Parish sector nationally, regarding potential future central government regulation. Investment of reserves *eg* while commencement of projects was awaited or until a planned amount was achieved, had the effect of reducing (by attracting interest) the requirement for precept to be raised from taxpayers. If projects were instead serviced by loans, the opposite would be true, in that even modest interest rates payable would be an additional charge upon the community. A recorded vote was requested (*copy appended to these minutes*). Consequently, **it was resolved that:**

FC2014/20.1 Lewes Town Council approves the statutory annual return and supporting documentation as required for the year 1st April 2013 to 31st March 2014, for submission to the Audit Commission’s appointed external auditor (*a copy is included in the Minute book*).

FC2014/20.2 Lewes Town Council approves the financial accounts statements for the year 1st April 2013 to 31st March 2014, as provided with report FC002/2014 and subject to audit (*a copy is included in the Minute book*).

FC2014/21

CORPORATE RISK ASSESSMENT 2014/15:

Members considered report FC003/2014, on the assessment of risks associated with

the operations and functions of the Council for the forthcoming municipal year (*a copy is included in the Minute book*). There followed a short discussion on the principles of the assessment and the concepts of tangible risk (*eg* physical risks associated with a swimming pool) and intangible risk (*eg* risks associated with publications) and consequently **it was resolved that:**

FC2014/21.1 Lewes Town Council notes the Corporate Risk Assessment report, reference FC003/2014 (*a copy is included in the Minute book*) and the summary table of assessed risks appended to it.

FC2014/22

RETENTION of INTERNAL AUDITOR:

Members considered report FC004/2014 (*copy in minute book*) that Mr Mark Mulberry, the present Internal Auditor, be retained for the 2014/15 financial year.

Following consideration **it was resolved that:**

FC2014/22.1 Mr Mark Mulberry, of Mulberry & Co, 62 Hurst Lane, East Molesey, Surrey, KT8 9DZ be retained as Internal Auditor to Lewes Town Council for the 2014/15 financial year.

FC2014/23

PERIODIC REVIEW OF GOVERNANCE:

Members considered report FC005/2014 (*copy in minute book*) that a Working Party be asked to review current Standing Orders, Financial Regulations and other adopted governance policies, bringing to Council any recommendations for amendment. It was noted that in the last year of an administration it was helpful to review existing governance policies and to update them if required; to assist successors. Relevant current policies were defined as:

- Standing Orders
- Financial Regulations
- Anti- fraud & corruption policy (*inc* 'whistleblowers charter')
- Investments and Reserves policy
- Freedom of Information Act publication scheme
- Code of Conduct for Members
- Communications policy
- Complaints policy
- Dignity at Work policy (*staff discipline; grievance, etc*)

It was suggested that operational policies (*eg* letting of premises) were best reviewed when necessary by Council or by relevant working groups and these were not listed in the report. TC explained that the role of the Audit & Governance Panel was primarily in a monitoring capacity, and he recommended that a separate group conduct any such policy review. Following some discussion **it was resolved that:**

FC2014/23.1 A working party comprising Cllrs M Chartier; Dr G Mayhew, S Murray, R O'Keeffe and Dr M Turner be asked to review current Standing Orders, Financial Regulations and other adopted governance policies, bringing to Council any recommendations for amendment.

FC2014/24

PAYMENTS SYSTEM:

Members considered report FC006/2014 (*copy in minute book*) that recommended amendments to the Council's process for authorization of payments, following the repeal of s150 Local Government Act 1972, which would enable internet functions of the Council's current bank account to be operated. After many years of delay, the government had recently removed the requirement for every cheque or other order

for the payment of money by a parish council to be personally signed by two members. This was designed to facilitate the use of modern electronic means of payment. To take advantage of this relaxation, a Council must formally put in place effective systems and arrangements compliant with “proper practices” as they were outlined in the statutory practitioners’ guide. A straightforward amendment to existing regulations which satisfied that requirement was detailed in the report. It was noted that there was no imperative to abandon existing controls, or to cease the use of cheques for payment, and this was NOT proposed for Lewes Town Council. Cheques would continue to form a useful part of the payments system for the foreseeable future, and the existing system for countersignature would be retained. The amendments outlined extended this system, and would be used where internet banking facilities were most advantageous, *eg* regular monthly salary payments and payments to larger corporate entities; or where speed was important. It was envisaged that payments would be prepared and scrutinized by signatories in batches in exactly the same way as cheques; only the final form of transfer would be different.

Following due consideration **it was resolved that:**

FC2014/24.1 That amendments to Lewes Town Council’s system for authorization of payments, and formalities to enable internet function of the Council’s current bank account, as described in report FC006/2014 (*copy in minute book*), are approved.

FC2014/25

FLOOD DEFENCE WORKS:

Council considered a motion (*NOM006/2014 copy in minute book*) regarding improved flood defences adjacent to the Landport area. It was stated that: Landport flooded in 2000 to a depth of more than a metre, damaging many properties in Landport Road and other roads. Landport residents had been understandably apprehensive whenever they had heard flood warnings concerning the lower Ouse. Residents were greatly relieved when, in the Autumn of 2013 the Environment Agency and Lewes District Council built a very well-designed flood defence system in clay, which both fits into the landscape extremely well and has proved to be very effective. The defences had their official opening on 10 December 2013, and by Boxing Day the flood waters were at the top of the bund, demonstrating the timeliness of the operation.

It was resolved that:

FC2014/25.1 Lewes Town Council expresses its appreciation of the efforts of Lewes District Council and the Environment Agency in producing improved flood defences adjacent to the Landport area, and notes the leading role of Mr Tim Bartlett in this project.

FC2014/26

ANNUAL PLAN:

Members considered a statement showing the current status of elements of the Council’s annual plan for major works and initiatives, which were intended to be initiated and/or completed (where possible and practical), in the year 1st April 2014 to 31st March 2015. These were in addition to various projects and initiatives itemised in the Council’s budgets and accounts, and represented larger-scale activities deserving special attention. There were one or two questions, and subsequently **it was resolved that:**

FC2014/26.1 The status report on the Council Plan 2014/15, dated 3rd June 2014, be noted.

FC2014/27

UPDATE ON MATTERS IN PROGRESS:

a) *North Street Quarter/Pells* – TC updated Members on the latest position regarding

the Santon Group proposals for developments at North Street. Lewes District Council (LDC) had formally agreed a joint-venture with Santon for the area and would adhere as closely as possible to their published policies on the proportion of 'affordable' housing to be included. Santon aspired to a submission (to the SDNPA) of the outline plan for planning consent before the school holiday period, although this was likely to be affected by matters still awaiting agreement in-principle, such as some design concepts and the extent of 'shared-space' highway layouts. Recent public demands for creative workspace at low cost had not gone unnoticed, and discussions were ongoing between interested parties – it was acknowledged by the developers, who might accommodate such space but other aspects of the development would necessarily be sacrificed. The community would ultimately be able to comment upon such priorities through the formal planning application process. Santon and LDC were discussing options with adjoining landowners to investigate the potential for a unified approach to their respective plans.

b) *Devolution* - TC described the latest position with regard to Lewes District Council's contract for grounds maintenance, and the effects upon proposed devolution of some sites. Various technical aspects of the proposals were to be clarified as soon as LDC officers were available, and then a meeting of the Town Council's devolution group would be arranged. The process had been complicated by earlier delays in clarification by the government as to its policy on parish financing, and by LDC's decisions over the re-tendering for contracted services. Reference was made to a recent letter from Lewes Sports Club regarding Trusteeship of the Stanley Turner Recreation Ground, and more would be known following an imminent meeting of the District Council's joint advisory body for the site.

c) *Employment Tribunal Claim* - As previously reported: the preliminary hearing of the claim brought against the Council by Iana Jacobson had been held on 24th February and judgement reserved. Judgement had been announced on 31st March and was not in the complainant's favour. The main hearing had been scheduled for 9th & 10th April, but as the essence of the claim had been destroyed with the preliminary judgement, it had been withdrawn. Whereas this would conventionally be accompanied by a formal agreement to end a dispute, the claimant had refused to sign such a statement. The formal record by the judge was, therefore, that it has been "dismissed upon withdrawal". The claim could not now be pursued through the Employment Tribunal system and, despite the refusal to formally end any dispute, would have a very remote chance of any success in a civil court due to the weight of evidence already submitted and the detail and context of the recorded judgement.

d) *Seating at Lewes bus station* – In answer to a question regarding progress on this item, it was noted that the bus station owner had suggested they were reluctant to accept siting of the four benches agreed by Council, if they were not accompanied by litter bins. This had formed the original proposal, with the bins representing a cost of approximately £500. Although these had not originally been agreed, Members briefly reconsidered the point before agreeing, without dissent, to extend their offer to include the installation (but not emptying) of bins.

FC2014/28

NOTICE of ITEMS IN PROSPECT:

a) Members were advised that Stage 7 of the Cycle Tour of Britain would pass through Lewes on Saturday 13th September. There were 8 stages to the Tour and Sussex would host the penultimate stage before the final in London the following day. Stage 7 would also be the longest stage, covering 226 km, and potentially offer the most interest for audiences; also containing popular elements such as 'King of the Mountain' contests. TC reported on a recent meeting of stakeholders who were interested in the tour. East and West Sussex County Councils; and Brighton & Hove City Council were each contributing £30,000 to stage the Tour through parts of their areas, with support from the South Downs National Park Authority. There would be

3 hours live television coverage that day (understood to be ITV4, with international syndication) with highlights reaching a potential audience of over 200 million viewers; the majority of that covering the time in East Sussex, and Lewes District would probably benefit from much of this viewing time. Stage 7 would take the riders through Chailey; Piltdown; Uckfield; Framfield; Blackboys; Waldron; Horam; Horsebridge; Hailsham; Stone Cross; Langney; Eastbourne; Beachy Head (King of the Mountain stage); Birling Gap; East Dean; Seaford Esplanade; Bishopstone; Newhaven; and then, approaching via the C7, Lewes (Southover High St, Station St, High St); Offham; Plumpton; Westmeston (Underhill Lane); Ditchling Beacon (King of the Mountain stage) and Brighton, finishing on Madeira Drive. There would be rolling road closures of about 15-20 minutes as the Tour passed through the County. Seaford and Newhaven Town Councils were beginning to plan events to mark the passage of the Tour, and it was proposed and agreed that Lewes Town Council's Commemorations and Events Working party be delegated to consider the matter and bring forward any recommendations.

b) The next Members' surgery would be held on Tuesday 1st July in the Corn Exchange from 10am – 12noon. Cllrs A Price and R Murray volunteered to attend.

c) The next Planning Committee meeting would be on Tuesday 1st July at 7pm in the Yarrow Room.

d) The next Commemorations Working Party would be held on Wednesday 2nd July at 11am. This meeting would be asked to consider a request, received recently from the Sussex Archaeological Society, to engage with a project to conduct further scientific tests on human skeletal remains discovered during a routine excavation of the former Western Rd School site in 1994. 'Skeleton 180' was one of 103 buried together and, from all available archaeological and archive evidence, appeared to date from a time no earlier than the 13th century. Because of both the nature of the wounds the individual had suffered and the location of the cemetery, close to the epicentre of the fiercest fighting of the Battle of Lewes, the possibility existed that this man had fallen at that time. The bones had been sent for further analysis to battlefield experts at the University of York. The skeleton proved even more significant than previously imagined, in that it was dated to the time of the Norman Conquest. Carbon dating techniques indicated a date of 1064 ±26 years. There were no other known violently-killed individuals dating from this period. There had been enormous media interest - it had been covered internationally and there was interest from television production companies. It was noted that 2016 would be the 950th anniversary of the Norman Conquest.

e) The next deadline for Grants applications was Friday 15th August with the assessment Panel meeting on 27th August and recommendations being considered by Council on 28th August 2014.

f) The next Council Meeting would be on Thursday 17th July at 7.30pm with the deadline for submissions to the Town Clerk of proposed items for the agenda being 12 noon on Monday 7th July.

g) Dates would be confirmed for meetings of other current working parties *etc.*

h) Newsletter articles would be gratefully received, as soon as possible.

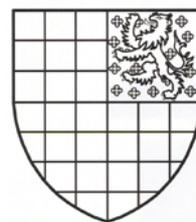
FC2014/29

There being no further business the Mayor declared the meeting closed, and invited those present to join him in the Parlour for refreshments.

The meeting ended at 9:30pm

Signed:

Date:



MINUTES

of the meeting of the **Working Party** formed to consider commemoration of significant events, held on **Wednesday 2nd July 2014**, in the **Yarrow Room, Town Hall, Lewes at 11:00am**.

PRESENT Cllrs S Catlin (Wischhusen); M Chartier (*Chairman*); R Murray; Cllr R O’Keeffe

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

CmemsWP2014/01 ELECTION of CHAIRMAN: Cllr Chartier was elected chairman for the 2014/15 municipal year, without dissent

CmemsWP2014/02 APOLOGIES FOR ABSENCE: Apologies were received and accepted from Cllr E Allsobrook, who was on a Twinning Association visit and Dr M Turner who was on holiday.

CmemsWP2014/03 DECLARATIONS OF INTEREST: Cllr Chartier noted, with reference to agenda items 6c)&d), that he was now Chairman of the Sussex Archaeological Society.

CmemsWP2014/04 QUESTIONS: There were none. (No members of the public present.)

CmemsWP2014/05 MINUTES:

The minutes of the meeting held on 5th February 2014 were received and signed as an accurate record.

CmemsWP2014/06 BUSINESS OF THE MEETING:

1 The meeting welcomed Ms Helen Glavin, and John Hancorn, who had collaborated on the performance of the ‘*Sword of Freedom*’ event at the Town Hall that marked the start of the festival commemorating the Battle of Lewes 750th anniversary, and who had offered to coordinate a programme for the commemoration of the outbreak of the First World War. Thanks were offered for a “thrilling” evening when the ‘*Sword of Freedom*’ was first performed, and it was noted that every comment received had been high praise.

2 *150th anniversary of the Seaford – Lewes rail link:* The commemorative events of Saturday 7th June 2014, had gone well, and thanks had been received from the Community Rail Partnership for the Council’s support and contribution. Thanks were recorded to Cllr Catlin for his dedicated and enthusiastic work on this initiative.

3 *40th anniversary of Twinning with Waldshut-Tiengen:* It was understood that the primary celebration between Twinning associations would be marked in August at the annual *Chilbi* festival although many Lewes representatives were presently in Tiengen, where the annual *Schnyzertag* festival was designated as ‘England Week’ this year. The Mayor was due to attend and would join the Chairman of the Twinning Association on stage at a feature event and would be interviewed for local media. Several ancillary events were referred-to, such as the very successful return visits by the Ouse Valley Collective young musicians following their original Council-sponsored performance during the ‘*WTPur*’ project in 2012. Members **agreed** that any support by Council would be more limited than the previous year’s 50th anniversary tri-partite commemorations in Blois, but Council should be asked if it wished to support an extended party to visit *Chilbi* in August, if this could be practically arranged.

4 *100yrs since commencement of 1st World War:* There was some discussion as to

the plans of the Lewes branch of the Royal British Legion for Sunday 3rd August and whether Council would join with any ceremony at the War Memorial as it does each November, or a less-formal recognition might be agreed on the 4th; the date war was declared. The Civic Officer would discuss these issues with representatives of the RBL. The All Saints Centre was available on certain dates for prospective events, and it was agreed that a programme should be prepared for 26th October; to include choral and musical groups, film, and student participation if possible. Ms Glavin and Mr Hancorn were confident that they could attract the Baroque Collective, and the Everyman Choir, and Ms Glavin had several ideas regarding an evening event centred upon the poem *The Winter of the World* by Wilfred Owen. It was suggested that some form of commemoration might be arranged for the fabled 'Christmas Truce' football match between protagonists on the front-line in 2014, and this could be pursued with local sports clubs or schools. Members **agreed** that there were sufficient ideas already extant to justify a request to Council for a mandate to manage a budget of £4,000, drawn from the earmarked reserve.

A request had been received indirectly regarding a proposed memorial at the headquarters of the Royal Sussex Regimental Association. It was agreed that more detail was required on this, and that it should be referred for consideration by Council.

Members agreed that suggestions regarding a joint project with the Friends of Lewes to investigate potential for a Peace Garden should be considered in the context of the end of war commemorations in 2018.

5 'Skeleton 180 project': - A request had been received recently from the Sussex Archaeological Society (SAS), to engage with a project to conduct further scientific tests on human skeletal remains discovered during a routine excavation of the former Western Rd School site in 1994. 'Skeleton 180' was one of 103 buried together and, from all available archaeological and archive evidence, appeared to date from a time no earlier than the 13th century. Because of both the nature of the wounds the individual had suffered and the location of the cemetery, close to the epicentre of the fiercest fighting of the Battle of Lewes, the possibility existed that this man had fallen at that time. The bones were sent for further analysis to battlefield experts at the University of York. The skeleton was even more significant than previously imagined, in that it does in fact date to the time of the Norman Conquest. Carbon dating shows it dates to 1064 ±26 years. There were no other known violently-killed individuals dating from this period. There had been enormous media interest - it had been covered internationally and there was interest from television production companies. It was noted that 2016 would be the 950th anniversary of the Norman Conquest. Whilst this was exciting on one level, on another there was a need to carefully and methodically gather more information about this cemetery. The implications for a better understanding of Lewes history were broad. A Saxon cemetery could mean, for example, the possibility of a sophisticated Saxon Priory. As the wounding was apparently caused by two attackers with swords, it could lead to a new understanding of the aftermath of the Norman Conquest. The challenge from an historical/ archaeological perspective was said to be that there was not enough information to make proper judgement. More testing was needed to get a proper picture of what happened in the cemetery and who these individuals are. This may be an isolated individual or there may be others dating from this period. County Archaeologists Casper Johnson and Greg Chuter, SAS Research Officer Luke Barber (who co-directed the original investigation) and Malin Holst and Tim Sutherland from the University of York had agreed that the right way forward at this stage was to select a further 11 skeletons from different parts of the cemetery, some also with violent wounding, and to submit these for Carbon14 dating. The skeletons had been carefully selected already by these

experts to give the best chance of reinterpreting the cemetery accurately. At that stage, the community could then decide what to do with the information.

The SAS would like to raise a fund of £4-5,000. South Downs National Park Authority had agreed to fund £2000 of this sum. Other partners (non £) would include the SAS (admin and project management), ESCC (officer time) and a TV company who had already filmed the presentations made at the Castle (producing without charge) and who wish to produce an episode of the Mediaeval Dead (for Channel 4) about this skeleton.

The money raised would be used to fund further carbon dating (£3,355), and extraction and administration of samples (£200). The remaining sum would be used to fund administration and an exhibition about the cemetery and skeleton. A minimum of £4,000 was required and the larger sum of £5,000 would fund a higher quality exhibition and more extensive public information. SAS were therefore asking Lewes Town Council to contribute a maximum of £3,000 towards this partnership. Members **agreed** that this should be recommended to Council.

This discussion was set in the context of what was known to be in prospect for future national commemoration of Magna Carta (2015) and the Battle of Hastings (2016). Members were interested to ensure that Council remained open to suggestions as they arose, in this regard.

6 *Cycle Tour of Britain:* Stage 7 of the Cycle Tour of Britain would pass through Lewes on Saturday 13th September. There are 8 stages to the Tour and Sussex would host the penultimate stage before the final in London the following day. Stage 7 would also be the longest stage, covering 226 km, and potentially offer the most interest for audiences; also containing popular elements such as 'King of the hill' contests. TC reported on a recent meeting of stakeholders who were interested in the tour. East and West Sussex County Councils; and Brighton & Hove City Council were each contributing £30,000 to stage the Tour through parts of their areas, with support from the South Downs National Park Authority. There would be 3 hours live television coverage that day (understood to be ITV4, with international syndication) with highlights reaching a potential audience of over 200 million viewers; the majority of that covering the time spent in East Sussex. Lewes District would probably benefit from much of this viewing time. Stage 7 would take the riders through Chailey; Piltdown; Uckfield; Framfield; Blackboys; Waldron; Horam; Horsebridge; Hailsham; Stone Cross; Langney; Eastbourne; Beachy Head (King of the Mountain stage); Birling Gap; East Dean; Seaford Esplanade; Bishopstone; Newhaven; and then, approaching via the C7, Lewes (Southover High St, Station St, High St); Offham; Plumpton; Westmeston (Underhill Lane); Ditchling Beacon (King of the Mountain stage) and Brighton, finishing on Madeira Drive. There would be rolling road closures of about 15-20 minutes as the Tour passed through the County. Seaford and Newhaven Town Councils were beginning to plan events to mark the passage of the Tour, and Council had asked the Working party to consider the matter and bring forward any recommendations.

It had been suggested that Lewes bonfire societies might be interested to provide volunteer Marshals to augment the relatively few officials employed by the organizer. Wave Leisure had expressed interest in holding, or assisting with, cycling-related events, and some local businesses were already engaged. Lewes District Council's Tourist Information Office window would display bicycles and related paraphernalia. These ideas would be investigated further at the next meeting, which should be held before mid-August.

CmemsWP2014/07

CONCLUSIONS/RECOMMENDATIONS TO COUNCIL:

Council is to be asked to agree the following recommendations:

That Council considers supporting an extended party of representatives to

attend the *Chilbi* festival in Waldshut-Tiengen between 15th and 19th August 2014.

That a budget of £4,000 be approved for the Commemorations Working Party to arrange events to commemorate the outbreak of the 1st World War in 1914, drawn from the Commemorations Reserve.

That a contribution of up to £3,000 be made towards the 'Skeleton 180' project involving further investigation of skeletal human remains held by Sussex Archaeological Society.

CmemsWP2014/08

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

The meeting closed at 12:25pm

Signed.....

Date

Draft

NOTICE OF MOTIONS PROPOSED

Notice has been received, as described below, of motions which are proposed for consideration by Council at its meeting on Thursday 17th July 2014

NOM 007/2014 – received from Cllr Dr M Turner on 23rd June 2014, in the following terms

It is proposed that:

1 Lewes Town Council initiates a project to produce an appropriate booklet devoted to the significant artworks (oil and watercolour paintings) held by the Council, similar to the *Civic Insignia & Plate* booklet published in 2011.

2 The potential is investigated for an extended project involving specialist conservation works to major paintings held by the Council, and improved public interpretation material and access to view, plus a 'legacy project' where descendants of individuals depicted in the paintings, who have a Lewes connection, are traced and their links recorded by some permanent means.

Supporting Information provided by Cllr Turner

If the model used for the well-received 2011 *Civic Insignia & Plate* booklet is followed, a high quality publication on the subject of the major paintings should be possible for approximately £2,000, and will continue a long tradition of such informative publications by the Council since its earliest incarnation as a Borough. This entailed close-up photographs by Reeves Photographic and printing on premium quality paper stock with all research and copy preparation being carried out by Councillors and staff, with specialist assistance where necessary.

Should this be contemplated, it is obviously sensible to ensure that the paintings are presented well, and any cleaning or repair has been undertaken before photography.

An initial survey of thirteen significant paintings, by specialist paintings conservators, suggests that several require repair of some sort, and most are dirty and should be cleaned. Assessment ranges from a relatively straightforward cleaning process for some; to skilled replacement of missing sections where paint has been lost from some oil canvasses. One; the very large *Visit of King William 4th* hanging in the Assembly Room, needs re-lining and several repairs and is very vulnerable to further damage if the surface is not consolidated. Should a project be agreed, more detailed assessments will be needed. Two programmes were suggested for each painting: one for the minimum recommended work, and one for all recognized defects to be rectified. Costs were, in aggregate, £30,700 and £46,900 respectively but with the caveats that specialist handling and transport would be required in addition, and further defects may be found on deeper scrutiny.

An informal approach was made to the Heritage Lottery Fund, who indicated that such a project may be eligible for grant, especially if the works were followed by extended interpretation and public access. It was suggested that where links could be established between living descendants and individuals appearing in the paintings, this could be the basis for a very interesting cultural project, and this elicited much interest. As an initial 'guesstimate', based upon the sums already estimated with some clarity, a complete project could be mounted for between £80,000 and £90,000 and this may well attract grant of 90%. This would entail the Council funding less than £9,000 to produce an enduring addition to the local cultural scene.

Councillors Chartier, Mayhew and Turner are willing to provide historical research expertise and assist in coordinating such a project.

Cllr Dr M Turner
23rd June 2014

It is proposed that:

Lewes Town Council makes a contribution of £20 to the United Nations Association initiative to offset Carbon emissions by providing tree saplings and wood-burning stoves to rural schools in Eastern Uganda.

Supporting Information provided by Cllr Murray

Participation in a Carbon Offset Scheme of the United Nations Association of Eastbourne:

I don't agree with Carbon Offset Schemes, but this is another scheme disguising itself as a Carbon Offset Scheme.

It is a scheme to help schools in Eastern Uganda to:

Install improved cooking stoves (reducing Carbon emissions, the demand for fuel-wood and deforestation)

In this way funds will be released to provide: vital school meals, adequate sanitation and teaching resources.

Details are available on the internet at:

<http://www.unacastbourne.org.uk/co2-offset-scheme/details.pdf>

How does it work?

- 1) Delivery of tree seedlings, once a site has been prepared and a maintenance schedule is in place.
- 2) Construction of improved wood-burning stoves following a successful inspection confirming good maintenance of saplings (minimum 3 months)

All rural schools in this part of Uganda have 0.5 - 2.0 acres (or more) for tree planting.

Why is it called a Carbon Offset Scheme?

Because the 'one off' contribution requested is assessed on the amount of carbon we put into the atmosphere by the electricity we use.

The best guesstimate I can make is that the Town Hall and All Saints Centre put 31tonnes of carbon into the atmosphere each year which translates into the figure being requested of us at £11.50

It is easy to work out how many trees that would supply as the average cost of a sapling supplied, delivered and planted is 37p.

Nearly all schools in Eastbourne are on this scheme and our name would be added to the list if we agreed.

I PROPOSE that Lewes Town Council takes part in the scheme and that we round up our contribution to £20.

Cllr R Murray
7th July 2014

It is proposed that:

Lewes Town Council resolves

1 To express its concern about proposed changes to bus services used by Lewes residents. It believes that the reduction in services and the proposed increase in prices will cause social, economic and environmental damage. Cuts to bus services inevitably lead to greater isolation for those who rely on them. Twenty percent of households in Lewes District do not have access to a car. Forcing those that have cars to use them will only lead to increased traffic and all that brings with it: pollution, traffic danger, travel delays and pressure on car parking. Local shops and services such as libraries are likely to suffer.

2 To appoint a councillor to co-ordinate a town council response to the consultation which is currently on-line at:

<https://consultation.eastsussex.gov.uk/economy-transport-environment/organisationsbuschanges>

Supporting Information provided by Cllr Murray

***Further information from Travel Log Lewes:-
30% price hike and service frequency slashed.***

People can shop on line instead of using local shops, says council

Walkers wanting to walk in rural East Sussex face a huge cut in bus services, making many walks difficult to do.

Commercial services run by Brighton Buses and Stagecoach will not be affected. But almost every other bus service will be cut.

Fares Hike

Lewes based sustainable travel expert Chris Smith says:

“Fares on remaining services will face a huge hike, making them unaffordable for many. ***Increases will approach 30% across the board!*** This will lead to even less use of what buses remain.

For example, the current fare from Lewes to Newhaven and return (about 8 miles) is currently £4.80. A 30% increase takes that to £6.24. This is almost double the current train fare and makes the car, if you have one, a cheaper option.

Subsidy cut

In 2012/3 the councils supported bus services to the tune of just over £2.9 million a year. It wants to reduce this support to under £700 thousand by April 2015. (The council has recently spent about £56 million of its (our) money on the Bexhill Hastings link road on top of the money paid by the government)

Service cuts

The council will keep many bus services which are used for people to get to and from work and also most journeys that enable students to get to school. (But there may be fewer services than there are now even in the peaks)

All evening and Sunday services subsidised by the council will be withdrawn. The council is not clear what will happen on Saturdays on routes which will still have a daily service Monday to Friday.

Off peak services in the day will be drastically cut. Here is how bus services in the Lewes area would fare outside of normal school and work rush hours:

Lewes area

Town services reduced by half to one an hour

Services to Newhaven, Chailey and Newick will be reduced from one an hour to every two hours

Services to Plumpton, Ditchling, Barcombe Haisham and Alfriston would run on two days a week

A number of public services serving Ringmer, Uplands and Heathfield colleges will become school only services, which will mean an increase in travel costs of £5.50 per week per student.

There are similar cuts right across the county.

Businesses dependent on tourism will suffer.

The policies take no account of environmental concerns and take no account of the extra costs of more traffic, pollution or social isolation. It is absurd that, at a time when the National Park is trying to get more people out of their cars when visiting the national park East Sussex County Council is trying to put them back in!

Around 1 in 5 households in the county do not have access to a car. Even in those households that have a car, household members may be stranded at home if one member must take the car, for example to get to work.

The council has the power to use revenues from car parking schemes to subsidise bus services, but has not promised to do so.

What COULD the County council do?

It could commit itself to not wasting money on road schemes

It could actually publicise the bus services to ensure more people use them instead of keeping them secret.

It could generate more money from parking schemes and use this to pay for buses.

It could adopt the system used in London and being tried out in Newcastle, where companies have to tender to run the profitable and the unprofitable services as a package. At the moment the commercial companies trouser the profit on the profitable routes and the taxpayer subsidises the others. Under the alternative system the profitable routes help subsidise the loss making ones.

When would the cuts happen?

These cuts would happen in April 2015- just 8 months away

*Cllr S Murray
7th July 2014*