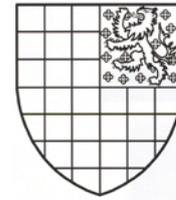


Town Hall  
High Street  
Lewes  
East Sussex  
BN7 2QS

☎ 01273 471469 Fax: 01273 480919

✉ [info@lewes-tc.gov.uk](mailto:info@lewes-tc.gov.uk)  
[www.lewes-tc.gov.uk](http://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 28<sup>th</sup> August 2014**, in the **Council Chamber, Town Hall, Lewes** at **7:30 pm** which you are requested to attend.

S Brigden, Town Clerk  
21<sup>st</sup> August 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 17<sup>th</sup> July 2014.

*(attached page 3)*

### **6. LEWES COMMUNITY BUS SERVICES**

To receive a presentation by Community Transport for the Lewes Area and consider a request for financial support for a local Winter Service schedule. *(background information attached)*

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

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

a) *Commemorations Working party 5<sup>th</sup> August 2014*

*(attached page 8)*

b) *Neighbourhood Plan Steering Group open day 16<sup>th</sup> August 2014*

*(oral report by Cllr S Murray)*

c) *Audit Panel 26<sup>th</sup> August 2014*

*(minutes will be available at the meeting)*

d) *Grants Panel 27<sup>th</sup> August 2014*

*(report will be available at the meeting)*

e) *Sussex Community Rail Partnership*

*(oral report by Cllr Catlin)*

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

*(Oral report by Town Clerk)*

### **9. 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)**



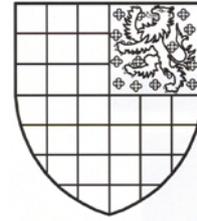
**PUBLIC ATTENDANCE:** Members of the public have the right, and are welcome, to attend meetings of the Council – questions regarding items on this agenda may be heard at the start of each meeting with the Chairman's consent, and subject to time available. Questions or requests to address the Council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



## *MINUTES*

Of the meeting of **Lewes Town Council** held on  
**Thursday 17<sup>th</sup> July 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 E Allsobrook; S Catlin (Wischhusen); M Chartier; J Daly; J Lamb; D Lamport; L F Li (*Deputy Mayor*); J MacCleary; Dr G Mayhew; R Murray; S Murray; R O'Keeffe; A Price; J Stockdale and Dr M Turner (*Mayor*)

*In attendance:* S Brigden (*Town Clerk [TC]*); Mrs F Garth (*Civic Officer and Asst. Town Clerk*) L Symons (*Mace Bearer*); Ms E. Martin (*C'tee Administration*); Canon R Moatt (*Chaplain*)

*Observing:* Mr B Courage (*Town Ranger*); Mrs J Dean (*Customer Services Officer*) and Ms V McLachlan (*Finance Administration Officer*)

Canon Moatt gave a short address in which he acknowledged the pace of technological change in society, noting advances which had altered modern sport and attitudes to sportsmanship, and recognizing that this could be a 'double-edged sword' for human society.

**FC2014/30 QUESTION TIME:** There were none.

**FC2014/31 MEMBERS' DECLARATIONS OF INTEREST:** Cllr Chartier declared an interest *iro* recommendations by the Commemorations Working party, in that he is Chairman of the Sussex Archaeology Society.

**FC2014/32 APOLOGIES FOR ABSENCE:** Apologies had been received from Cllrs Eiloart who was unwell and Cllr Milner who had a family commitment. There had been no word from Cllr Dean.

### **FC2014/33 MAYOR'S ANNOUNCEMENTS:**

- a) The Mayor and Mayoress would present a Concert to mark the centenary of the outbreak of WWI performed by LGB Brass in the Town Hall on Sunday 20<sup>th</sup> July at 3pm.
- b) The Government had announced that parish councils would soon be permitted to send agendas electronically; ending a budgetary burden on councils and enabling them to benefit from 21<sup>st</sup> century technology. Stephen Williams MP, minister for Communities and Local Government (CLG) had said recently "I am pleased to be able to confirm that this Department will soon be introducing secondary legislation that will allow all councils to circulate agendas electronically where the recipient has given permission for this."
- c) Sevenoaks Town Council had submitted a proposal under the Sustainable Communities Act for return of a system to provide a percentage of the Business (Non-Domestic) Rates to Parish Council to be used for the benefit of economic growth in the locality. A decision was due on 11<sup>th</sup> August 2014. They had asked that fellow parishes register their support on the Government's "Barrier Busting" website and so-far over 420 supporters had done so. It was **agreed** that Lewes Town Council would be happy to support the proposal.
- d) The South Downs National Park Authority was committed to maintaining an

open and regular dialogue with the Parish Councils in the National Park. They wished to share information, update on key opportunities and highlight particular issues which may require a collaborative approach to resolve. The Park Authority had recently published a Partnership Management Plan and had begun work on developing a single Local Plan for the South Downs. This would be an ideal opportunity for LTC to meet to discuss these important documents and any other matters which may require our attention. Past meetings had been held at the Town Hall, however with their recent move to the new South Downs Centre the SDNPA would be pleased to host the meeting on this occasion to give everyone the opportunity to see the new facilities at Midhurst. However, given recognized transport problems; they would be happy to hold the meeting at the Town Hall if preferred. Whilst there was interest in seeing the SDNPA headquarters, it was **agreed** that on this occasion they be asked to meet in Lewes Town Hall.

e) The Lewes Branch of the British Legion had invited the Town Council to participate in a wreath laying ceremony and service at the war memorial on Sunday 3<sup>rd</sup> August between 10.30 and 11.30am, to commemorate the fallen of WWI. The Mayor would lay a wreath on behalf of the Council. This would be a ceremonial event- robes and hats would be worn- and it was hoped that as many Members as possible would attend on behalf of the Community.

f) The Mayor announced that long-serving member of the Council's staff, Emma Martin, would become Mrs Tingley when she married Dave, her partner of over 20 years, on 29<sup>th</sup> August. Daughters Saskia and Hannah would be bridesmaids. Members gave a round of applause and wished her, and her husband-to-be, future happiness.

FC2014/34

#### **MINUTES:**

The Minutes of the Council meeting held on 12<sup>th</sup> June 2014 were received and signed as an accurate record.

FC2014/35

#### **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) *Commemorations Working Party 2<sup>nd</sup> July 2014:* The Minutes of this meeting (*copy in minute book*) were received and Ms Edwina Livesey attended, representing Sussex Archaeological Society, to answer questions and elaborate upon the item related to the 'Skeleton 180' project. Cllr Turner also described some proposals related to the 40<sup>th</sup> anniversary of twinning with Waldshut-Tiengen (W-T) including an exhibition by well-known Lewes artist, Peter Messer, who had been invited to display his work in Tiengen. It was intended that transport and accommodation costs be supported jointly by the Lewes and W-T administrations.

#### **It was resolved that:**

**FC2014/35.1** Minutes of the meeting of the Commemorations Working Party held on 2<sup>nd</sup> July 2014 (*copy in minute book*) are noted.

**FC2014/35.2** The recommendations of the Commemorations Working Party held on 2<sup>nd</sup> July 2014 (*copy in minute book*) are agreed as:

Council agree to support an extended party of representatives to attend the *Chilbi* festival in Waldshut-Tiengen between 15<sup>th</sup> and 19<sup>th</sup> August 2014, and share costs of an exhibition in Tiengen by Lewes artist Peter Messer.

That a budget of £4000 be approved for the Commemorations Working Party to arrange events to commemorate the outbreak of the 1<sup>st</sup> World War in 1914, drawn

from the Commemorations Reserve.

That a contribution of up to £3000 be made towards the 'Skeleton 180' project involving further investigation of skeletal human remains held by Sussex Archaeological Society.

b) *Neighbourhood Plan Steering Group 7<sup>th</sup> July 2014*: Cllr S Murray presented the notes of this meeting and reminded Council that there would be an open day on 16<sup>th</sup> August 2014 to offer further opportunities for engagement with the process, by representatives of community groups.

**It was resolved that:**

**FC2014/35.3** The notes of the Lewes Neighbourhood Plan Steering group meeting held on 7<sup>th</sup> July 2014 (*copy in Minute Book*) are acknowledged.

FC2014/36

**ARTWORK CONSERVATION:**

Council considered a Motion (*NOM 007/2014 – copy in Minute Book*) that 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. Further, it was suggested that the potential be 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, were traced and their links recorded by some permanent means. Cllr O'Keeffe registered a potential interest in that her partner was a potential contractor for parts of the proposed work.

If the model used for the well-received *Civic Insignia & Plate* booklet were to be followed, a high quality publication on the subject of the major paintings should be possible for approximately £2,000, and would continue a long tradition of such informative publications by the Council since its earliest incarnation as a Borough. This entailed close-up photographs 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 was obviously sensible to ensure that the paintings were presented well, and any cleaning or repair had been undertaken before photography. Consequently; an initial survey of thirteen significant paintings, had been carried out by specialist paintings conservators, and results suggested that several required repair of some sort, and most were dirty and should be cleaned. Assessment ranged 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 4<sup>th</sup>* hanging in the Assembly Room, needed re-lining and several repairs and was very vulnerable to further damage if the surface was not consolidated. Should a project be agreed, more detailed assessments would 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 had been 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 might attract grant of up to 90%. This could entail the Council funding less than

£9,000 to produce an enduring addition to Lewes's local cultural resource.

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

Following consideration **it was resolved that:**

**FC/2014/36.1** Lewes Town Council supports the Motion (*NOM 007/2014 – copy in Minute Book*) that:

a) Lewes Town Council will initiate 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, and;

b) 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.

**FC2014/37**

#### **CARBON OFFSET INITIATIVE:**

Council considered a Motion (*NOM 008/2014 – copy in Minute book*) proposing that Lewes Town Council make a financial contribution to the Eastbourne United Nations Association initiative to offset Carbon emissions by providing tree saplings and wood-burning stoves to rural schools in Eastern Uganda.

Following a discussion in which a range of views were expressed it was generally agreed that Council should not do this as an organization, but that Members, if they so wished, could make a personal contribution. Put to the vote, **it was resolved that:**

**FC2014/37.1** The proposal (*NOM 008/2014 – copy in Minute book*) that Lewes Town Council make a financial contribution to the Eastbourne United Nations Association initiative to offset Carbon emissions be NOT agreed.

**FC2014/38**

#### **LOCAL BUS SERVICES:**

Council considered a Motion (*NOM 009/2014*) regarding proposed changes to bus services used by Lewes residents. It was proposed that a councillor be nominated to co-ordinate a town council response to the consultation which was currently on-line. There was a general discussion of the issues raised and **it was resolved that:**

**FC2014/38.1** Lewes Town Council expresses 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.

**FC2014/38.2** Cllr Susan Murray be nominated to co-ordinate a town council response to the East Sussex County Council consultation on bus services; currently on-line.

**FC2014/39**

#### **ANNUAL REPORT**

Members considered a draft Annual Report on the activities of the Council in the 2013/2014 year (*a copy of which is included in the Minute book*). **It was resolved that:**

**FC2014/39.1** Publication of the Annual Report on the Council's activities during the 2013/2014 year, as presented to the Council meeting of 17<sup>th</sup> July 2014, be approved (*copy in Minute book*).

**UPDATE ON MATTERS IN PROGRESS:**

- a) *North Street Quarter/Pells* - Members were advised that Santon, the developer, had held further meetings with local residents and defined preferred options for flood defence structures adjacent Pelham Terrace. They would include in their imminent planning application proposals for low 'Dutch Dam' wall-within-wall structures. The planning application was unlikely to be submitted before Autumn as Santon and their partners, Lewes District Council, had paused to allow recently-emerged groups to discuss ideas for aspects such as cultural/creative work space and affordable housing.
- b) *Devolution*. - Clerks of the five towns in Lewes District had met with the District Council recently to establish the current value of costs of ground maintenance *etc* and to discuss mechanisms for any transfers of ownership.
- c) *Building repairs* – Specialist consultants planned to conduct detailed surveys shortly, involving close inspection of Town Hall window frames and the precise constitution of mortar joints *etc*. A site visit of Malling Community Centre would be arranged when various individuals returned from summer holidays.
- d) *New legislation* – TC introduced several items of recent legislation that would impact upon the Council. He summarized key elements such as :  
 Local Government Transparency Code 2014 – increased requirements for publication of accounting detail and routine 'public interest' items.  
 Queen's speech items: Infrastructure Bill - possible implications for Landport Bottom – Planning law amendments; Land Registry requirements; Energy [Fracking])  
 Governance of National Parks Bill (potentially direct elections for Parish representatives, and miscellaneous relaxations)  
 Electronic agenda publication, as mentioned earlier.  
 Local Audit & Accountability Act 2014 – access to meetings; recording and broadcasting etc – these were draft Regulations, and no implementation date was known. Councils must follow the statutory guidance (the 'Practitioner's guide') which was updated and detailed several new requirements *eg* more detail required to be countersigned, such as routine bank reconciliations.

**NOTICE of ITEMS IN PROSPECT:**

- a) The next Members surgery would be held on Tuesday 5<sup>th</sup> August in the Corn Exchange from 10am – 12noon. Cllrs Turner, R Murray and S Murray volunteered to attend.
- b) The next Planning Committee Meetings would be on Tuesday 22<sup>nd</sup> July and Tuesday 12<sup>th</sup> August at 7pm in the Yarrow Room.
- c) The deadline for Grant applications for the next cycle was Friday 15<sup>th</sup> August, with the assessment Panel meeting on 27<sup>th</sup> August and recommendations being considered by Council on 28<sup>th</sup> August.
- d) The next Council Meeting would be on Thursday 28<sup>th</sup> August at 7.30pm with the deadline for submissions to the Town Clerk of proposed items for the agenda being 12 noon on Monday 18<sup>th</sup> August.
- e) Dates would be confirmed for meetings of various Working Parties and liaison groups.
- f) Newsletter articles would be gratefully received, as soon as possible.

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 9:05pm*

Signed: .....

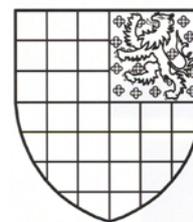
Date: .....

Town Hall  
High Street  
Lewes  
East Sussex  
BN7 2QS

☎ 01273 471469 Fax: 01273 480919

✉ [info@lewes-tc.gov.uk](mailto:info@lewes-tc.gov.uk)

🌐 [www.lewes-tc.gov.uk](http://www.lewes-tc.gov.uk)



**LEWES  
TOWN  
COUNCIL**

## **MINUTES**

of the meeting of the **Working Party** formed to consider commemoration of significant events, held on **Tuesday 5<sup>th</sup> August 2014**, in the **Yarrow Room, Town Hall, Lewes** at **11:00am**.

**PRESENT** Cllrs E Allsobrook; S Catlin (Wischhusen); M Chartier (*Chairman*); R Murray; Cllr Dr M Turner

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

**CmemsWP2014/09 APOLOGIES FOR ABSENCE:** Apologies were received and accepted from Cllr O’Keeffe, who was attending to a domestic plumbing problem.

**CmemsWP2014/10 DECLARATIONS OF INTEREST:** There were none

**CmemsWP2014/11 QUESTIONS:** There were none. (No members of the public present.)

**CmemsWP2014/12 MINUTES:**

Minutes of the meeting held on 2<sup>nd</sup> July 2014 were received and signed as an accurate record, following a debate as to the importance of a discussion on a proposed screening of WW1 films at All Saints, which was not recorded in the minutes.

**CmemsWP2014/13 BUSINESS OF THE MEETING:**

1 *100yrs since commencement of 1<sup>st</sup> World War:*

a) Ms Helen Glavin, and John Hancorn were coordinating an event on behalf of the Council, to commemorate the centenary of WW1 to be held at the All Saints Centre on 26<sup>th</sup> October. Mr Hancorn had reported good progress in obtaining agreement from various musicians; singers; and other performers.

b) There was some discussion as to the screening of themed films at All Saints and it was agreed that this would be pursued at various appropriate points during the four-year commemorative span. Cllr Catlin undertook to liaise with Lewes Film Club to coordinate available dates and suitable titles in 2015. Cllr Turner suggested that he may be able to put on a reading of David Haig’s *My Boy Jack* and this was welcomed.

c) A recently-received programme of intended actions across 2014-18 by East Sussex County Council was distributed, along with a national guidance booklet for commemorations during the period; published by the government.

d) The proposed Peace Garden project would be discussed in detail at the next liaison meeting with Friends of Lewes – scheduled for 26<sup>th</sup> September.

e) Further to informal discussions in 2013 with the Chairman of Lewes Brach, Royal British Legion, regarding omissions from the town’s War Memorial, a project was proposed. It was known that in 1920-21, when the community was asked to provide names to be commemorated on the memorial; more than 20 families’ requests were not included. Further; it had been noted that three brothers from one family, who had all been killed in action, were commemorated elsewhere. As part of the current national programme to install engraved paving stones to the memory of recipients of the Victoria Cross, one of these brothers was to have a stone placed in Lewes in 2015 – being coordinated by Lewes District Council with assistance from Mrs Garth. It was generally accepted that any additions to a memorial should be properly researched, and reasonable attempts made to contact surviving family to ascertain their wishes. Cllr Dr

Mayhew, an academic historian by profession, had conducted such research over forty years ago which resulted in the addition of the names of those fallen in the Second World War, and he had offered to extend that work to establish the position regarding the WW1 omissions. This, it was suggested, would be appropriately conducted at a measured pace with a view to any additions being made in 2018, to mark the end of WW1, on a suitably high-quality (*eg* stone or bronze) plaque. This was warmly welcomed, and it was agreed that the project should be recommended to Council, with an undertaking to support reasonable costs of research and attempts to contact families. The Chairman of the RBL had been advised of this proposal.

f) Cllr Allsobrook had obtained more detail from the Royal Sussex Regimental Association regarding their project to raise £50,000 to build and install a new memorial to the Regiment, which was to be unveiled on 10th September this year at Priez, France, 100 years to the day the Regiment took its first casualties. The memorial was being built by master stonemason Simon Buchanan in his workshop in South West London. Any funds received would go towards this and the installation and the ceremony of unveiling. Any surplus money would be ring-fenced by the association for upkeep and maintenance for the future, as being a private memorial the Commonwealth War Graves Commission was not responsible for that. The Association was not requesting any specific amounts from any persons or organisations - it was the fact those involved were recognising the Regiment and the legacy which was considered important. Contributions had been received from Burwash Parish Council; Eastbourne Borough Council; Lewes District Council; Sussex Masonic Charities and others. Members agreed to recommend that Council should make contribution of £500. The Mayor had already been invited to attend the unveiling in September. The Regiment had also been trying to locate relatives of the 22 men killed in this first engagement – and had 3 families planning attendance in Priez .

2 *40<sup>th</sup> anniversary of Twinning with Waldshut-Tiengen (W-T):* The primary celebration between Twinning associations would be marked in August at the annual *Chilbi* festival in Waldshut-Tiengen. A civic party would attend and the Mayor would join the Mayors of Blois and W-T on stage at a feature. It was planned to mount an exhibition by well-known Lewes artist, Peter Messer, who had been invited to display his work in Tiengen. It was proposed that reasonable transport and accommodation costs for Mr Messer and his paintings be supported jointly by the Lewes and W-T administrations, and members agreed to recommend this to Council.

3 *Cycle Tour of Britain 2014:* As discussed at earlier meetings, Stage 7 of the Cycle Tour of Britain would pass through Lewes in the early afternoon of Saturday 13<sup>th</sup> September. 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 offering the most interest for audiences. 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 although this had not, so far, been realized. *Cycle Lewes* were planning an event at the old Harvey's Depot, adjacent to the route, and several organizations had agreed to participate in this. Members agreed to recommend that council should offer a contribution to the costs of this event of up to £400, and if any volunteer Marshals came forward, to support costs of their lunch and other refreshments.

4 *National Heritage Open Day 14<sup>th</sup> September 2014:* Mrs Garth reported plans for the opening of the Town Hall and All Saints Centre for NHOD, and noted that Cllr Chartier would be hosting guided tours of the Town Hall. Any Members who could assist as general attendants would be welcomed, and should let Mrs Garth know of their availability.

5 *Membership of the Working Party:* Cllr Dr Mayhew had expressed a desire to join the Working Party, and Members welcomed this and agreed to recommend his appointment by Council.

6 *Commonwealth Day:* Mrs Garth advised of a national initiative to fly a commonwealth flag on Commonwealth Day each year – the second Monday in March – and details of a promotion by the Commonwealth Secretariat. In 2015, this will fall on 9<sup>th</sup> March, and an official flag was being offered for a special price of £58. This was to be flown between 10:00am and 10:00pm on Commonwealth Day. Members agreed to recommend participation by Council.

**CmemsWP2014/14**

**CONCLUSIONS/RECOMMENDATIONS TO COUNCIL:**

Council is to be asked to agree the following recommendations:

*(ref 1e) above)* To support the project to research names omitted from Lewes War Memorial, undertaking to support reasonable costs of research and attempts to contact families, with a view to producing a suitably high-quality additional plaque for the memorial in 2018.

*(ref 1f) above)* To support the Royal Sussex Regimental Association project to install a memorial stone at Priez, France, with a contribution of £500.

*(ref 2 above)* To support reasonable transport and accommodation costs for an exhibition by Lewes artist Peter Messer in Tiengen, Germany, 15<sup>th</sup>–30<sup>th</sup> November 2014 (jointly with W-T administration)

*(ref 3 above)* To support the *Cycle Lewes* event at Harvey's Depot on 13<sup>th</sup> September 2014 with a contribution of up to £400

*(ref 5 above)* To appoint Cllr Dr G Mayhew to serve on the Commemorations Working Party.

*(ref 6 above)* To support Commonwealth Day by flying an official flag each year, and purchase of one flag at a cost of £58.

**CmemsWP2014/15**

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

*The meeting closed at 12:15pm*

Signed.....

Date .....

### Sundays and Public Holidays until 28 September 2014

| Route number                        | 131<br>am | 131<br>pm | 131<br>pm | 131<br>pm |
|-------------------------------------|-----------|-----------|-----------|-----------|
| 5 Lewes Bus Station                 | 10.27     | 12.27     | 2.57      | 4.57      |
| L Landport Estate, Waldshut Rd      | 10.34     | 12.34     | 3.04      | 5.04      |
| Lewes, Tesco                        | 10.41     | 12.41     | 3.11      | 5.11      |
| 5 Lewes Bus Station                 | 10.45     | 12.45     | 3.15      | 5.15      |
| Lewes Post Office for Lewes Castle  | 10.47     | 12.47     | 3.17      | 5.17      |
| 4 Offham, Blacksmiths Arms          | 10.55     | 12.55     | 3.25      | 5.25      |
| 3 Plumpton, Half Moon               | 11.05     | 1.05      | 3.35      | 5.35      |
| 2 Ditchling Museum                  | 11.12     | 1.12      | 3.42      | 5.42      |
| 1 Hassocks, Station                 | 11.17     | 1.17      | 3.47      | 5.47      |
| Hassocks, South Downs Garden Centre | 11.20     | 1.20      | 3.50      | 5.50      |

### Sundays and Public Holidays until 28 September 2014

| Route number                          | 131<br>am | 131<br>pm | 131<br>pm | 131<br>pm |
|---------------------------------------|-----------|-----------|-----------|-----------|
| 1 Hassocks, South Downs Garden Centre | 11.30     | 1.30      | 4.00      | 6.00      |
| Hassocks Railway Station              | 11.35     | 1.35      | 4.05      | 6.05      |
| 2 Ditchling Museum                    | 11.42     | 1.42      | 4.12      | 6.12      |
| 3 Plumpton, Half Moon                 | 11.47     | 1.47      | 4.17      | 6.17      |
| 4 Offham, Blacksmiths Arms            | 11.57     | 1.57      | 4.27      | 6.27      |
| 5 Lewes, Law Courts for Lewes Castle  | 12.05     | 2.05      | 4.35      | 6.35      |
| 5 Lewes Bus Station                   | 12.10     | 2.10      | 4.40      | 6.37      |
| M Malling, Lambert Place              | 12.17     | 2.17      | 4.47      |           |
| 5 Lewes Bus Station                   | 12.24     | 2.24      | 4.54      |           |

### Sundays and Public Holidays until 28 September 2014

| Route number                               | 131<br>am | 132<br>am | 132<br>pm | 132<br>pm |
|--|-----------|-----------|-----------|-----------|
| 9 Newhaven Station                         |           | 11.35     |           |           |
| Newhaven Fort, Car Park                    |           | 11.40     | 1.40      | 3.40      |
| Newhaven, Lower Place                      |           | 11.45     | 1.45      | 3.45      |
| 9/9 Newhaven, opp Rail Station             | 9.35      | 11.47     | 1.47      | 3.47      |
| 8/8 Denton Corner, lay-by                  | 9.37      | 11.49     | 1.49      | 3.49      |
| 7/7 Southease, A26 for Station, YHA & Café | 9.43      | 11.55     | 1.55      | 3.55      |
| 6/6 Firle Beacon, Car Park                 | 9.58      | 12.10     | 2.10      | 4.10      |
| 5/5 Lewes, Tesco                           | 10.13     | 12.23     | 2.23      | 4.23      |
| 5/5 Lewes Bus Station                      | 10.15     | 12.25     | 2.25      | 4.25      |
| Lewes Rail Station                         | 10.17     | 12.27     | 2.27      | 4.27      |
| Southover, opp Anne of Cleves House        | 10.19     | 12.29     | 2.29      | 4.29      |
| Lewes, Law Courts for Lewes Castle         | 10.22     | 12.32     | 2.32      | 4.32      |
| 5/5 Lewes Bus Station                      | 10.25     | 12.35     | 2.35      | 4.35      |

### Sundays and Public Holidays until 28 September 2014

| Route number                               | 132<br>pm | 132<br>pm | 132<br>pm | 131<br>pm |
|--|-----------|-----------|-----------|-----------|
| 5/5 Southover, opp Anne of Cleves House    | 12.29     | 2.29      | 4.29      |           |
| Lewes, Law Courts for Lewes Castle         | 12.32     | 2.32      | 4.32      |           |
| 5/5 Lewes, Bus Station                     | 12.37     | 2.37      | 4.37      | 6.40      |
| Lewes, Tesco                               | 12.39     | 2.39      | 4.39      | 6.42      |
| 6/6 Firle Beacon, Car Park                 | 12.52     | 2.52      | 4.52      | 6.55      |
| 7/7 Southease, A26 for Station, YHA & Café | 1.07      | 3.07      | 5.07      | 7.10      |
| 8/8 Denton Corner, lay-by                  | 1.13      | 3.13      | 5.13      | 7.16      |
| 9/9 Newhaven Rail Station                  | 1.14      | 3.14      | 5.14      | 7.17      |
| Newhaven, South Way                        | 1.15      | 3.15      | 5.15      | 7.18      |
| Newhaven Fort, Car Park                    | 1.20      | 3.20      |           |           |

## Explorer tickets

Buy a day Explorer ticket on the bus. With this you can get on and off the bus as much as you like.

Adult £6.20, Child £3.10  
Family (up to 2 Adults & 3 under 14s) £10.50

*Other companies Explorer ticket prices may vary.*

These are valid on all bus companies services all day long on day of issue.

Other tickets accepted on all parts of the route are: Downlander tickets; Lewes, Newhaven and Seaford Plus Bus tickets; ESCC Freedom Tickets. Also English National Concessionary Bus Passes.

On sections of the route that run parallel to other bus routes other Operators' tickets can be used, including Compass weekly tickets.

Supported by



In addition to services 131 and 132 CTLA currently offers the following in fully accessible vehicles

- Dial – A – Ride and Community Bus Services
- Group Outings / Bookings and hire with volunteer Driver to eligible Community Groups
- A Travel Club for day trips etc.

Contact: info@ctla.org.uk Tel: 01273 517332

[www.ctla.org.uk](http://www.ctla.org.uk)

Registered Company N° 04409570 Registered Charity N° 1110215

VAT N° 730 1030 06

May 2014

Bus 131

Bus 132

# Towns & Downs Wanderer



Hassocks • Ditchling  
Plumpton • Offham • Lewes  
Firle • Southease • Denton  
Newhaven



working  
with



From 25 May to 28 September



**1 HASSOCKS Bus 131** ☕ 🍺 🚌 ➡️

Visit Jack & Jill Windmills, South Downs Nurseries & Heritage Centre



**2 DITCHLING Bus 131** ☕ 🍺

Visit Ditchling Museum of Arts & Crafts, walk on Ditchling Common or join the Sussex Border Path



**3 PLUMPTON Bus 131** 🍺

For downland walks, Plumpton College



**4 OFFHAM Bus 131** 🍺



**LEWES Bus 131 & 132** 🚌 ➡️ ☕ 🍺

Visit: Lewes Castle, Southover Grange, Lewes Priory ruins, Anne of Cleves House  
Walks: Sussex Ouse Valley Way, Lewes Railway Land Nature Reserve, Mount Caburn Nature Reserve



L

M

**5**



**6 FIRLE Bus 131 & 132**

Visit: Firle Beacon  
Walk: South Downs Way



**6**



**7 SOUTHEASE Bus 131 & 132**

Walks: South Downs Way, Egrets Way



**8 DENTON Bus 131 & 132** ☕ 🍺 🚌

**9 NEWHAVEN Bus 131 & 132** 🚌 ➡️ ☕ 🍺

Coastal Bus connection to Brighton and Eastbourne  
Visit Castle Hill Nature Reserve, Newhaven Fort, Paradise Park & Gardens, Newhaven Local & Maritime Museum. Walks: Vanguard Way, Sussex Ouse Valley Way



**9**

# Towns & Downs Wanderer

## Key

➡️ Rail connection

🚌 Bus connection

☕ Café

🍺 Public House

▲ yha Youth Hostel

L Landport Loop

M Malling Loop

Thank you to The Firle Estate in permitting access to their land to provide bus turning facilities at Firle Beacon.

### Get around Lewes on the bus to visit the sites

Fully accessible bus; ♿ two bikes may also be carried subject to space



Community Transport for the Lewes Area has been serving our local community since 1997 and exists to provide an accessible transport service to people in need and to reduce feelings of loneliness and isolation in vulnerable service users. CTLA champions independence and improving quality of life for all and has the added environmental benefit of reducing pollution and parking problems. CTLA is a Registered Charity number 1110215 and a Company Limited by Guarantee number 04409570.

Working closely with local government and bidding for contracts we produce earned income that accounts for the major part of our turnover and this generates surplus income for our charitable aims and activities. With austerity measures hitting all councils, the need to change and diversify became apparent, and CTLA proactively undertook a review and produced a business plan in 2013 which included a staff restructure at zero cost, progressing staff into identified areas of development and growth and obtaining a grant to fund two specialist part-time members of staff to help facilitate and continue the change and improvements.

CTLA operates seven 'demand responsive' door to door services and four scheduled bus services helping users reach many destinations including doctor or hospital appointments, banks and day centres.

In addition our acclaimed travel club offers friendship and travel to help prevent and reduce social exclusion.

Dozens of community and voluntary organisations, which currently include the East Sussex Association for the Blind, U3A Groups, Scout and Guide Groups, Mencap and many more, make cost effective group bookings or take advantage of a 'volunteer driver' scheme.

The effective day to day running of a fleet of eighteen minibuses, which undertake over seventy thousand passenger journeys a year, relies on a strong team of administrators and drivers, many of whom also give many voluntary hours to the organisation on top of their paid duties. Our low staff turnover is indicative of the 'family' feel of the team as a whole and fundraising events are well supported by 44 full and part-time staff members, volunteers and their families and friends.

Wherever possible, CTLA uses local suppliers and businesses in the Lewes area e.g. repairs, maintenance, printing and office supplies.

We support, using volunteer drivers, a number of charitable events, for example, Hike For Hospices, Rotary Club Seniors Christmas Lunch and are in regular communication with a broad range of community organisations to help promote and facilitate travel to events such as the Seahaven Para Games, Silver Surfer Computer Lessons and Age UK 'healthy in older life' exercise classes.

CTLA have forged strong links with ESSA (East Sussex Seniors Association), FSI (Foundation for Social Improvement) and are a driving force within local and national community transport operators groups.

National campaign weeks help to highlight and demonstrate our impact and we take part in community events including 'Community Transport Week', 'Small Charities Week', 'Volunteers Week', 'Older People's Day' and more.

A renewed focus on training planned for 2014 will support the operation across the board including governance and trustee board development, fundraising, marketing and communications strategy and 'hands on training' including first aid, MIDAS and customer service courses (and renewals where necessary). Regular staff meetings consider and adopt items arising from positive feedback.

We are introducing an innovative new part-grant funded bus service that will start on May 25<sup>th</sup> 2014. The grant to CTLA has been provided by East Sussex County Council as part of the Local Sustainable Transport Fund 2014/15. Funds were available to improve weekend bus services and provide services that link attractions and destinations in the Park.

The new service is anticipated to include Firle Beacon, the Youth Hostel and café at Southease Rail Station, Anne of Cleves House, Lewes Castle & Ditchling Museum. In addition a Lewes Town service will be provided for residents of Landport and Malling Estates to access the Town Centre.

**Comments we have received from our users include:**

"Life without CTLA would be absolutely hopeless"

"I was so worried that my independence would go that I actually cried when my car was taken away"

"I have not been with you for long, but you are a life line - from someone with no family and limited mobility. Thank you for all your hard work"

"Honestly I don't know what I would do without CTLA"

"Our ladies have asked me to write our thanks to you for the attention and kindness shown to them on the Community Bus service for their outing. The ladies are of an age and were appreciative of the help and attention they were given by the driver, nothing was too much trouble and they spoke of how clean and comfortable the bus was. On a personal note I would like to add my thanks to the office staff who take the booking, they are always helpful. We have used your service twice now and always will in the future"



# **CTLA** Charity Champions

The Charity Champions scheme is an innovative and responsive approach that heavily involves service users and community contacts and is shaped by their needs to help bring about real change.

CTLA is looking for enthusiastic volunteers to raise community awareness of our services, recruit new members, help fundraise or recruit fundraising supporters, feedback on current services and have an input into the development of new services and ideas.

We know from national and local evidence that using a community engagement approach is cost effective and leads to improved health and well-being because it:

- Uses local people's experiential knowledge to design or improve services, leading to more appropriate, effective, cost-effective and sustainable services.
- Empowers people by giving them opportunities to co-produce services.
- Increases confidence and self-esteem and gives people an increased sense of control over decisions affecting their lives.
- Builds trust by improving accountability.
- Encourages health-enhancing attitudes and behaviour in the community.

## **What would a CTLA Charity Champion be expected to do?**

A CTLA Charity Champion would 'champion' our cause at every opportunity; support our charitable goals and ethos, give feedback and have input to focus our positive changes and improvements.

An introduction into the work of CTLA would be followed up by quarterly meetings and regular updates and communication.

## **Who could be a CTLA Charity Champion?**

Service users, staff, volunteers, Trustees, Councillors, transport enthusiasts, community supporters – in fact ANYONE who is willing to give time and enthusiasm to promoting our work and goals.

## **How do I apply to become a CTLA Charity Champion?**

Email : [info@ctla.org.uk](mailto:info@ctla.org.uk)

Write to : CTLA, Hillcrest Centre, Hillcrest Road, Newhaven, East Sussex, BN9 9EA

Telephone : (01273) 517332.

You can support our charity by donating online at : [www.localgiving.com/commtrans](http://www.localgiving.com/commtrans)