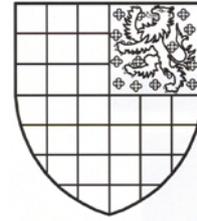


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**LEWES
TOWN
COUNCIL**

MINUTES

Of the meeting of **Lewes Town Council** held on
Thursday 27th February 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; J Daly; I Eiloart; J Lamb; D Lamport; L F Li; M Milner; R Murray; S Murray; R O’Keeffe (*Mayor*); A Price; J Stockdale and Dr M Turner (*Deputy 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*)

Observing: Ms J Dean (*Customer Services Officer*); Mr B Courage (*Town Ranger*)

FC2013/100

QUESTION TIME: There were six members of the public present. Mrs Amy Prifti asked a question that had been submitted earlier (*copy appended to these minutes*) regarding the lack of designated drop-off and pick-up areas outside South Malling School, where parents and school governors were seeking a short-term solution. Cllr Milner proposed that a meeting of the Traffic Working Party, to be convened shortly, would look at this matter.

East Sussex County Councillor Ros St.Pierre reported that there would be a County Council Match Funding meeting in March, in Uckfield, and suggested that this may be of interest to Lewes Town Council. Cllr St Pierre also drew attention to a consultation by East Sussex County Council (ESCC) regarding school transport which was closing on 5th April 2014; this was available on the ESCC website.

FC2013/101

MEMBERS’ DECLARATIONS OF INTEREST: Cllr R O’Keeffe declared an interest *in* agenda item 6a, Grant Panel recommendations, in that she was involved with several of the applicant bodies.

FC2013/102

APOLOGIES FOR ABSENCE: Apologies had been received from Cllr Allsobrook, who had a Town Twinning commitment, and Cllr MacCleary; who had a work commitment. There had been no message from Cllr Dean.

FC2013/103

MAYOR’S ANNOUNCEMENTS:

a) The Mayor welcomed Brian Courage, the new Town Ranger, who had started in his role on 3rd February.

b) The next Members’ drop-in surgery would be on Saturday 1st March in the Yarrow Room from 12pm – 2 pm. Cllr Daly volunteered to attend.

b) January 31st had been the deadline for nominations for the Lewes Civic Awards. Four awards (in the categories Sports; Arts; Heritage, and Community) would be presented on 24th April 2014. No award had been made in the category of Environment.

FC2013/104

MINUTES:

The Minutes of the Council meeting held on 23rd January 2014 were received and signed as an accurate record.

The Minutes of the additional Council meeting held on 20th February 2014 were received and signed as an accurate record.

Continues...

MATTERS ARISING:

Arising from the meeting on 20th February was a deferred decision regarding the appropriation of £42,000 from the agreed 2014/15 precept on Council Tax. Members had taken the additional time to carefully consider the matter, and were now provided with an updated statement of the current status of earmarked reserves and project funds. There was no further debate, and consequently, **it was resolved that:**

FC2013/105.1 The sum of £42,000 be appropriated from the agreed 2014/15 precept on Council Tax to supplement the earmarked reserve in respect of planned major refurbishment of Malling Community Centre (*shown as R10 in the Council's accounts*).

WORKING PARTIES AND OUTSIDE BODIES:

Members are 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 is aware of this before the meeting, and preferably before the agenda deadline. Reports on all activities of the organization are not expected.

a) *Grants Panel 5th February 2014:* Members considered report FC010/2013 (*copy in minute book*) which contained the panellists' recommendations.

It was resolved that:

FC2013/106.1 That the grant payments recommended in report FC010/2013 (*copy in minute book*) be approved, with the sum of £5,749 in excess of the agreed budget for miscellaneous grants being drawn from the General Fund.

b) *Commemorations Working Party 5th February 2014:* The Minutes of this meeting were received. Cllr Stockdale declared an interest as he was a personal friend of the musical composer mentioned. There was some discussion regarding a recommendation to contribute towards the cost of restoration of the Battle of Lewes sculpture sited within the Lewes Priory grounds and the sum recommended was increased.

It was resolved that:

FC2013/106.2 Minutes of the meeting of the Commemorations Working Party held on 5th February 2014 (*copy in Minute Book*) are noted.

FC2013/106.3 The recommendations of the Commemorations Working Party of 5th February 2014 (*copy in Minute Book*) are agreed as:

A sum of £300 be granted to the Battle of Lewes commemoration project being created by Sussex Downs College students, drawn from the Commemorations Reserve (*shown as R7 in the Council's accounts*).

A contribution of up to £3,885 be made towards the restoration of the Battle of Lewes sculpture sited within the Lewes Priory grounds.

c) *Friends of Lewes liaison meeting 12th February 2014:* The notes of this meeting, (*copy in Minute Book*) which described and recommended various projects of mutual interest, were received and noted, and **it was resolved that:**

FC2013/106.4 The recommendations arising from the liaison meeting with the Friends of Lewes, held on 12th February 2014 are agreed, being;

A schedule for additional commemorative building plaques for 2014.

A project to create a replacement for the Lion figurine from White Lion Square be supported.

A proposal to create a Peace-Garden be supported in prospect of Armistice commemorations in 2018.

d) *Neighbourhood Plan Steering Group 24th February 2014:* Cllr S Murray reported on this meeting. There was concern that not enough public were involved with the Plan and

that more information should be promoted. It was hoped that when more proposals were put forward there would be more interest shown. There would be a need for administrative support, and the South Downs National Park Authority offered a financial grant for this. The Council's part-time Customer Services Officer, Emma Martin, had agreed to work additional hours to assist the project; which was welcomed by all. Councillors welcomed the input from Kirsten Firth of Transition Town Lewes, as a model for the work of other thematic working groups.

It was resolved that:

FC2013/106.5 The oral report on progress towards a Neighbourhood Plan be noted.

e] *Battle of Lewes Action Group* (BLAG): Cllr Chartier reported that the next meeting of BLAG would be held on 5th March 2014. The group had gone "live" on social media, and various projects were approaching fruition. It was asked if the Borough flag could be flown from the Town Hall flagpole on 14th May and during the week of celebrations and this was agreed. It was suggested and agreed that Lewes District Council should be asked to arrange for Gabriel, the ancient Market Tower bell, to chime on 14th May and at 1:00pm each day during that week. Should the District Council have any problem with staff availability, Cllr Stockdale volunteered to assist.

It was resolved that:

FC2013/106.6 The update on activities of the Battle of Lewes Action Group be noted.

f] *Lewes Town Partnership* (LTP): Cllr Catlin presented a brief report (*Agenda item 6f - copy in Minute Book*) describing the results of a survey of LTP members. The survey had established their views with regard to LTP's aims and objectives, and future priorities. It was reported that these were now clearer. A suggestion had arisen that LTP should act as a "public scrutineer" for the North Street Quarter redevelopment, but this had not been favoured, as statutory bodies were already in-place.

It was resolved that:

FC2013/106.7 The report on the meeting of Lewes Town Partnership on 30th January (*copy in Minute Book*) be noted.

FC2013/107

DEPUTY MAYORALTY 2014/15:

Two proposals were made for nominees to the role of Deputy Mayor for the 2014/2015 municipal year. A vote was called and **it was resolved that:**

FC2013/107.1 Cllr Li Leung Fuk be nominated as Deputy Mayor-Elect for the 2014/2015 municipal year.

FC2013/108

MUNICIPAL CALENDAR 2014/2015:

Members considered the proposed municipal calendar for scheduled meetings in 2014/2015 and the matter of public "drop-in" surgeries; which had for some time been held on the first Saturday of each month, attracting extremely low numbers.

After a brief discussion, **it was resolved that:**

FC2013/108.1 The proposed calendar for the 2014/2015 municipal year (*copy in Minute Book*) be agreed.

FC2013/108.2 Lewes Town Council's public "drop-in" surgeries be held (from May 2014) on the first Tuesday of each month, from 10am – 12pm in the Corn Exchange, when the weekly Market is operating.

FC2013/109

LEWES BUS STATION:

Members considered a proposal *NOM 010/2013 (copy in minute book)* to provide four seats and two litter bins outside Lewes Bus Station. This followed the efforts of Cllr. Catlin and the recent Traffic Working Party meeting at which a 25-year vision for

Lewes' transport had been discussed. It was felt that the bus station was an asset that needed to be kept as attractive and useable as possible while its ultimate fate was decided. Following a meeting with the owners, they had stated that would be happy for the Town Council to provide and fit new exterior passenger seating. This seating would be reusable elsewhere in town if the station were to be demolished or redeveloped. Simple, attractive and robust designs were available at approximately £500 for purchase and installation. Four benches would be required; two each side of the station. At weekends and evenings litter was an issue, and additional bins were also desirable.

After a brief discussion, during which it was agreed that bins should *not* be provided, **it was resolved that:**

FC2013/109.1 The Town Council will provide four new external bench seats at Lewes bus station to improve the facilities and appearance of this valuable town asset. These will be funded to a maximum of £2000 to be drawn from the financial reserve earmarked for Environment Enhancements (*shown as R8 in the Council's published accounts*).

FC2013/110

FLORAL DECORATION OF LEWES TOWN COUNCIL:

Members considered a report *FC011/2013 (copy in minute book)* apprising them of a reduction in service previously provided by Lewes District Council (LDC) and a proposal that the Town Council assumes responsibility.

Lewes District Council had advised that hanging flower baskets traditionally provided each year, would be discontinued unless funded by a third-party.

Twenty four "half-baskets" had hitherto been hung from twelve street lighting columns in the town centre; in the pedestrian precinct, and at Castle Gate.

LDC had offered to provide the actual baskets free of charge. The baskets would cost £950 to stock with plants and hang. The maintenance cost was estimated for 2014/15 at £2160 for the full season. This gave a total cost for the year of £3110. If Council decided to go ahead, then orders must be placed in early March.

It was recognized that these decorations were enormously beneficial to the town and were considered essential to help promote tourism.

After a discussion, **it was resolved that:**

FC2013/110.1 Lewes Town Council will fund 24 decorative seasonal floral baskets, to be hung from twelve lighting columns in the pedestrian precinct and at Castle Gate, as described in report *FC011/2013 (copy in minute book)*, in the sum of £3,110 to be drawn from the financial reserve earmarked for Environment Enhancements (*shown as R8 in the Council's published accounts*).

FC2013/111

UPDATE ON MATTERS IN PROGRESS:

- a) A Meeting had been held on-site with professional surveyors, regarding the proposed Malling Community Centre refurbishment. Preliminary cost estimates were being prepared, free of charge, and Council would be advised in due course.
- b) A meeting of stakeholders to discuss the North Street Quarter/Pells urban realm proposals was imminent. Details would be advised shortly. The North Street Quarter Project Board would next meet on 28th February 2014.
- c) A preliminary hearing of the Employment Tribunal (*in* one technical legal context) had been heard on 24th February 2014. The judgement had been reserved and was not expected to be handed-down for several weeks. The full hearing was scheduled for 9th and 10th April. Cllr Dr Turner was nominated to liaise with TC on this matter.
- d) The *Film@All Saints* programme for the current season had, so far, shown 24 film titles; with 35 screenings over 13 weekends, and stood at a modest surplus of £620. Average audience numbers had grown, despite ongoing problems with publicity

material being defaced or removed.

FC2013/112

NOTICE of ITEMS IN PROSPECT:

- a) The next meeting of the Planning Committee would be on Tuesday 18th March at 7pm in the Yarrow Room.
- b) The next deadline for Grants applications was Friday 9th May with the Panel meeting on 21st May and making recommendations to Council on 12th June 2014.
- c) The next Council Meeting was scheduled for Thursday 3rd April at 7.30pm with the deadline for submissions to the Town Clerk of proposed items for the agenda being 12 noon on Monday 24th March.
- d) The next Members surgery would be held on Saturday 1st March in the Yarrow Room from 10am – 12pm. Cllr Daly would attend.
- e) Dates would shortly be advised for imminent meetings of the Town Hall Repairs Working Party; All Saints Steering Group, and Audit Panel.

FC2013/113

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

The meeting ended at 9:10pm

Signed:

Date:



QUESTION RECEIVED:

Presented by Mrs Amy Prifti

'Given that money was set aside by Lewes Town Council for a second zebra crossing on the junction on Barn Road and Church Road, and that this proposal was rescinded by the Traffic Working Party, citing concerns of jeopardising the employment of a school lollipop warden, will the Council now commit money towards the design and implementation of a road painted parking bay on Church Road to improve the currently non-existent drop off and pick up facilities outside of South Malling School.'