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**LEWES
TOWN
COUNCIL**

MINUTES

Of the meeting of **Lewes Town Council** held on
Thursday 28th February 2013, 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 (*Mayor*); J Daly; A Dean; M Kent; D Lamport; L F Li; M. Milner; R Murray; S Murray; R O'Keeffe (*Deputy Mayor*); A Price; J Stockdale and M Turner.

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

Observing: Ms J Dean (*Customer Services Officer*) and Ms V McLachlan (*Finance Administration Officer*)

FC2012/121 QUESTION TIME: No members of the press or public were present.

FC2012/122 MEMBERS' DECLARATIONS OF INTEREST:

Cllr S Murray declared an interest *iro* item 6c as she submitted the grant application for the Landport Residents Association (Lewes Food Bank)

Cllr M Chartier (Mayor) declared an interest *iro* item 6d in that he is a Trustee of the Sussex Archaeological Society.

Cllr R O'Keeffe declared an interest *iro* item 6e in that she is a Friend of the Anne of Cleves House.

Cllr M Kent declared an interest *iro* item 8 in that he is a member of the Malling Community Association.

FC2012/123 APOLOGIES FOR ABSENCE:

Apologies were received from Cllr I Eiloart who was unwell; Cllr P Kingham who had a family commitment; Cllr J MacCleary who had a work commitment and Cllr R Rudkin, who had a study commitment.

FC2012/124 MAYOR'S ANNOUNCEMENTS:

a) Congratulations were offered to Lee Symons on becoming a Grandfather with the birth of Freddie Lee to his daughter Katie and partner Nick.

b) Cllr Chartier offered some background regarding the recent announcement by the music group *Mumford and Sons* regarding their planned event on 19th and 20th July. The band's management had initially approached Lewes District Council (LDC) in November 2012, and were then introduced to the Mayor and Town Clerk in the context of any assistance the Town Council might be able to offer, and to advise them of a "launch concert" agreed with Harvey's Brewery for a small audience of music industry people. This was commercially sensitive as internationally-renowned acts were yet to be put under contract, so absolute confidentiality was demanded and agreed. That launch concert was deferred several times until early February, when there was notification that it had been cancelled and that the band would "announce next month" their summer concert. Without further notice, the band announced the July dates later that same week and began ticket sales immediately. At that point it was understood that no formal application had been made to LDC for use of land, although talks had started with landowners and relevant District officers. Detailed proposals were being drafted by the band's event management contractor for the use

Continues...

of Priory School Fields for camping; the Convent Field for the concerts; and Lewes Priory land for access for some of the audience (plus a local produce/food festival). The Town Clerk had been asked to attend officer-team meetings being arranged by LDC. The Mayor suggested that the Council registered its full support for this unique opportunity for Lewes, and its willingness to engage with the planning surrounding the weekend. This was agreed.

c) The next scheduled Members “drop-in” surgery would be on 2nd March from 12 – 2pm in the Yarrow Room. Cllrs R Murray and R O’Keeffe volunteered to attend.

d) An Everyman Choir concert would be held in the Assembly Room on 23rd March in aid of the Mayor’s Charities.

e) Beating of the Bounds – a traditional walk around the Parish boundary - would be on 23rd March. All entries to be returned to Fiona by 11th March.

FC2012/125

MINUTES:

The minutes of the Council meeting held on 24th January 2013 were received and signed as an accurate record.

FC2012/126

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) *Seaford – Brighton Community Rail Partnership:* Line improvements were expected soon. Signalling changes at Moulsecomb would ease congestion and an extension to the Falmer platform would allow longer trains. It was also understood that a key to the potential re-opening of a Lewes to Uckfield Rail link was resolution of problems at East Croydon station. Some interesting statistics were introduced and it was noted that the opening of the new Youth Hostel nearby was expected to lead to more use of the halt at Southease.

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

FC2012/126.1. The report be noted.

b) *Lewes Town Partnership:* A “hop on – hop off” bus in Lewes was a step nearer to fruition with proposals being drafted by local charity, Community Transport for the Lewes Area (CTLA). A tourist route would run from the C7 with Monks House, Anne of Cleves House and Lewes Castle being included. An invitation was extended to Members to travel some of the route on Tuesday 5th March at 10am, starting from the Phoenix Car Park.

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

FC/2012/126.2 The report be noted.

c) *Neighbourhood Planning launch event 16th February 2013:* Members heard that after a successful launch day, a follow-up afternoon/evening session was planned. Over 120 people in total had attended the sessions held every hour throughout the Saturday, and much useful feedback had been gleaned. Thanks were proposed to all those who had helped to make the day a success.

After some questions and answers **it was resolved that:**

FC/2012/126.3 The report be noted and thanks recorded to Cllr Susan Murray, the officers of the South Downs National Park Authority and those Lewes Town Council Members and staff who had attended or assisted in making a successful “launch” event for the Lewes Neighbourhood Plan process.

d) *Christmas Events Proposals:* Members considered NOM019/2012 (*copy in minute book*). It was reported that following a meeting with the Chamber of Commerce (CoC) both proposals for an ice rink and a children’s lantern parade had been met

with enthusiasm and the CoC welcomed the Town Council's support for the Christmas festivities and for encouraging activity at the Western end of the High Street. The ice rink opening times would probably be altered from 2pm – 10pm (as shown in the NOM) to 12 – 8pm in consideration for residents.

Several Members expressed their pleasure that such an idea was being supported, although concern was raised over the cost of a session on the ice rink, which was thought by many to be high. There were also questions regarding the Lantern Parade being held at a busy time for schools. In answer, it was stated that the lantern parade would not involve schools, as it was aimed at children working with their parents/grandparents. The ice rink contractor had provided costs and these were believed to be typical.

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

FC/2012/126.4 Lewes Town Council will underwrite the hire, by Sussex Archaeological Society, of an artificial ice rink in the Gun Garden 5th-8th December 2013 as set out in the proposal described in NOM019/2012 – submitted to council on 28th February 2013 – and estimated to cost a maximum of £6,240.

FC/2012/126.4.1. Lewes Town Council will sponsor the PATINA organization to arrange a children's lantern procession through the Town on the evening of 5th December at an inclusive cost of £875.

e] *Grants Panel 5th February 2013:* Members considered Report FC013/12 (*Copy in minute book*) containing the recommendations for payment of grants for the fourth (and last of four) cycle of the year.

It was resolved that:

FC/2012.126.5 Grant payments recommended and shown at column E in the appendix to Report FC013/2012 be approved, with the sum of £577 in excess of the agreed grants budget to be drawn from the General Fund.

f] *Commemorations Working Party 5th February 2013:* Members considered the minutes of this meeting (*copy in minute book*) and **it was resolved that:**

FC/2012.126.6 The Minutes of the Commemorations Working Party meeting held on 5th February 2013 be noted, and recommendations arising with regard to tripartite Twinning celebrations planned in Blois in June 2013*, and a contribution to the *WT-pur/Lewes* cultural project with Waldshut-Tiengen (as described in the minutes), be agreed.

* - Members were asked to confirm to the Civic Officer by 15th March their intention to travel with the Council party.

g] *Pells Pool Community Association liaison 19th February 2013:* Members considered the minutes of this meeting (*copy in minute book*) and **it was resolved that:**

FC/2012.126.7 The Minutes of the Pells Pool Community Association liaison meeting held on 19th February 2013 be noted.

h] *Traffic Issues Working Party 21st February 2013:* The minutes of the Traffic Working Party held on 21st February 2013 (*copy in minute book*) were received

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

FC/2012.126.8 The Minutes of the Traffic Issues Working Party meeting on 21st February 2013 be noted.

i] *Audit Panel 26th February 2013:* Members considered the Minutes of this Audit Panel meeting (*copy in minute book*), which contained a recommendation to adopt the draft Investment and Reserves Policy shown in an appendix.

A debate ensued, during which an amendment was proposed which had failed to find favour with the Audit Panel itself earlier that week. A vote was taken and the amendment was not carried. **It was resolved that:**

FC/2012/126.9.2 The Minutes of the Audit Panel held on 26th February 2013 be received and noted, and the Investment and Reserves Policy shown appended to

those minutes (*copy in minute book*) be adopted.

FC2012/127

MUNICIPAL CALENDAR 2013/2014 MUNICIPAL YEAR:

Members noted and accepted the calendar for the 2013/14 municipal year.

FC2012/128

UPDATE ON MATTERS IN PROGRESS:

a) *Malling Community Centre*: A liaison meeting would take place shortly to progress the plan to refurbish the building. The lease to East Sussex County Council of the redundant social club area had been concluded, and the new management agreement with Malling Community Association for the remaining community facilities would start on the 1st April. Further ground works and spreading of grass seed in the adjoining area would start when weather conditions allowed.

b) *Computer network installation at Town Council Offices*: This was scheduled to take place during the week commencing 4th March with the new telephone system installation the following week. Minimum disruption was anticipated, but Members were asked to make appropriate allowances for any unusual delays in answering telephone calls or emails during these periods.

FC2012/129

NOTICE of ITEMS IN PROSPECT:

a) The next Planning Committee would be on Tuesday 12th March.

b) A Malling Community Association Liaison Panel meeting would be held on Wednesday 27th March at 4.30pm.

c) An open afternoon/evening re: Neighbourhood Planning was to be arranged, similar to the recent “launch event”, to continue the public engagement process.

d) The next Council Meeting was scheduled for Thursday 4th April at 7.30pm with the deadline for submissions to the Town Clerk of proposed items for the agenda being 12 noon on Monday 25th March.

e) Thanks were offered to all contributors of items for the Newsletter, which would be published the following week. The next copy deadline would be Friday May 10th for the June newsletter.

Items for information:

TC informed Members of the resignation of Iana Jacobson, All Saints Centre Assistant Manager.

Members were informed that the John Findlay OBE, Chief Executive of the National association of Local Council (NALC) was to retire at the end of the month. Members joined with colleagues across the country in wishing him a long and happy retirement.

A questionnaire had been received from the Sussex Association of Local Councils (SALC) seeking opinions on the relationship with the national association, NALC. Cllrs Turner and Chartier were asked to liaise with TC to complete this on behalf of the Council.

FC2012/130

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 9:20pm

Signed:

Date: