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**LEWES  
TOWN  
COUNCIL**

**To: Cllrs Chartier; Catlin (Wischhusen); Murray (R); O'Keeffe; Turner**

A Meeting of the Working party formed to consider Commemoration of significant events will be held on **Tuesday 5<sup>th</sup> February 2013**, in the **Yarrow Room, Town Hall**, Lewes at **3:00pm** which you are requested to attend.

S Brigden, Town Clerk  
24<sup>th</sup> January 2013

## AGENDA

1. APOLOGIES FOR ABSENCE:

To receive apologies from members of the working-party who are unable to attend.

2. MEMBER'S DECLARATIONS OF INTEREST:

To note declarations of any personal or prejudicial interests in matters on this agenda.

3. QUESTION TIME

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

4. MINUTES

To agree minutes of the meeting held on 30<sup>th</sup> July 2012

*(attached page 3)*

5. REMIT of the WORKING-PARTY

To note the remit of the Working party, as set by Council on 15<sup>th</sup> December 2011:

*(Council resolution Minute FC/2011/94.5 of 15<sup>th</sup> December 2011 refers)* A Commemorations Working Party be set up to look, in the first instance, at ways of celebrating significant events in 2012, with the possibility of continuing the remit through 2013 and 2014; to be reviewed annually.

*EXTENSION TO REMIT* by Council resolution at its meeting on 30<sup>th</sup> August 2012 *(minute reference FC2012/56.3)*: "The Commemorations Working Party is mandated to continue its work in respect of 2013 and 2014." *See also full resolution overleaf*

6. BUSINESS OF THE MEETING

Contemplation of prospective events in 2013.

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



**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. **PLEASE NOTE:** As space is limited we would appreciate advanced warning if you plan to attend in a group; perhaps with neighbours, or to bring a party of student observers. We may be able to arrange for the meeting to be held in an alternative room. General questions can be raised at our offices between 9am-5pm Mons- Thurs; 9am-4pm on Fridays – our staff will be pleased to assist.

**Distribution: Cllrs Chartier; Catlin (Wischhusen); Murray (R); O'Keeffe; Turner**

*Copies for information:*

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

## Minute extract: Lewes Town Council meeting 30<sup>th</sup> August 2012

*Commemorations Working Party 30<sup>th</sup> July 2012 .*

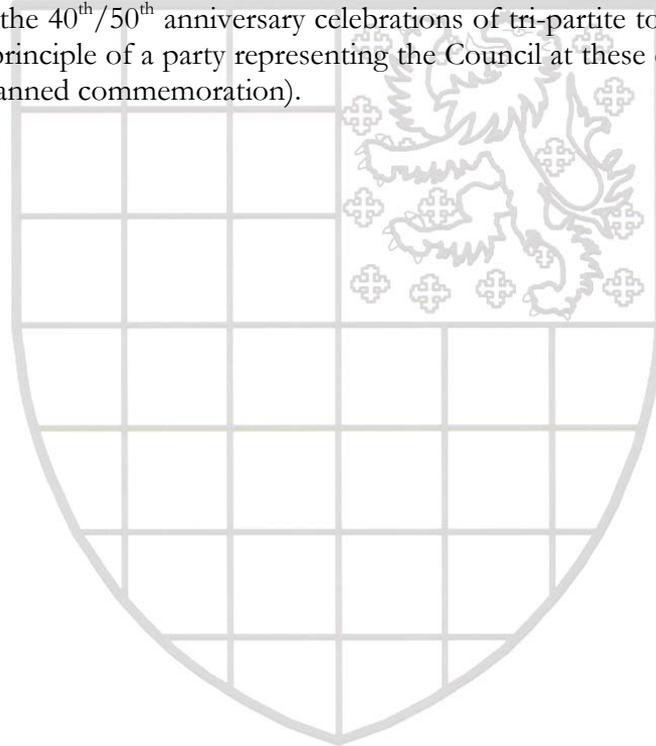
The Minutes of this meeting were received and briefly discussed. A question was asked, as to how the proposed initial working budget of £5,000 would be funded. The Mayor referred to the approved Commemorations Reserve, shown in the Council's accounts as R7, and explained how this came about in anticipation of future significant events. After some general discussion **it was resolved that:**

**FC2012/56.2** Minutes of the Commemorations Working Party meeting of 30<sup>th</sup> July 2012 (*copy in minute book*) are noted (a minor revision was proposed and agreed), and;

**FC2012/56.3** The Commemorations Working Party is mandated to continue its work in respect of 2013 and 2014, and;

**FC2012/56.4** An initial budget of £5,000 is agreed, (to be drawn from the financial Reserve approved for such purposes and shown in the Council's accounts as R7) for the commissioning and overseeing by the Commemorations Working Party, of a suitable piece of music to mark the 2014 Battle of Lewes commemorations, and;

**FC2012/56.5** Thursday 23<sup>rd</sup> May 2013 is agreed as the date for the next Mayormaking ceremony, in order to integrate with the 40<sup>th</sup>/50<sup>th</sup> anniversary celebrations of tri-partite town twinning being held in Blois, France, and the principle of a party representing the Council at these events is agreed (subject to further details of the planned commemoration).

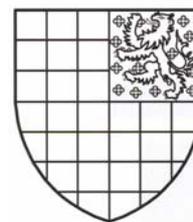


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**LEWES  
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## **MINUTES**

of the meeting of the **Working Party** formed to consider commemoration of significant events, held on **Monday 30<sup>th</sup> July 2012**, in the **Council Chamber, Town Hall**, Lewes at **11:00am**.

**PRESENT** Cllrs Catlin (Wischhusen); Chartier (*Chairman*); R Murray; O'Keeffe; Turner  
*In attendance:* S Brigden (*Town Clerk [TC]*); Mrs F Garth (*Civic Officer/ Asst TC*).

**CmemsWP2012/09 APOLOGIES FOR ABSENCE:** There were none.

**CmemsWP2012/10 DECLARATIONS OF INTEREST:** There were none.

**CmemsWP2012/11 QUESTIONS:** There were none. (No members of the public present.)

**CmemsWP2012/12 MINUTES:**

The minutes of the meeting held on 31<sup>st</sup> May 2012 were received and signed as an accurate record.

**CmemsWP2012/13 REMIT of the WORKING PARTY:**

Members noted the remit of the Working party, as set by Council:

*(Council resolution Minute FC/2011/94.5 of 15<sup>th</sup> December 2011 refers)* A Commemorations Working Party be set up to look, in the first instance, at ways of celebrating significant events in 2012, with the possibility of continuing the remit through 2013 and 2014; to be reviewed annually.

*EXTENSION TO REMIT* by Council resolution at its meeting on 29<sup>th</sup> March 2012 (*minute reference pending*): "That the W/pty be authorized to proceed with the implementation of projects to commemorate the QE2 jubilee and Olympic torch relay, developing those projects that it considers appropriate from the list noted at Council minute FC2011/117, to a maximum aggregate cost of £5,000; to be funded from the existing finance reserve earmarked for Commemorations (shown in the accounts as R7).

**CmemsWP2012/14 BUSINESS OF THE MEETING:**

It was considered that all projects related to the Queen's Jubilee weekend and the Olympic Torch Relay had gone extremely well. Thanks were recorded to Mrs Garth, who had personally visited businesses with frontage on the High Street and Western Road, along the route of the Olympic Torch Relay and persuaded over 60 to accept bunting and flags with which to decorate their premises, for the jubilee weekend and the day of the relay. Further; she had personally delivered the items to the businesses and organized the very popular "best-dressed business" competition which had been judged by the Mayor, the Chairman of Lewes District Council, and Norman Baker MP.

A book of photographs, with one from each of the 60 years of the Queen's reign, was being developed by Cllr O'Keeffe for publication around the end of the year. She noted nothing to report since the last update on progress.

Cllr Chartier reminded colleagues of his earlier suggestion for the commissioning of a piece of music to celebrate the Battle of Lewes in 2014, as a focal-point and as a lasting legacy for the town. Discussion ensued as to possible involvement by various local musical organizations, and it was suggested that a 20minute piece might be suitable, for performance at the Town Hall and other locations during the celebrations. Initial discussions with a notable local composer had suggested a

budget of £5,000 would be appropriate, and it was agreed that Council should be asked to sanction this. It was also noted that a play; “Witnesses to the Battle” would be available for performance across the town and could be staged for modest cost (largely representing costume-hire). It was anticipated that other organizations in town would begin to refine plans for their own involvement shortly, and there would be opportunities for partnership.

Lewes Twinning Association was to confirm details of the proposed anniversary celebrations in Blois on 18<sup>th</sup> and 19<sup>th</sup> May 2013. This would commemorate the 40<sup>th</sup> year of twinning between Lewes and Waldshut-Tiengen (W-T) and 50<sup>th</sup> year between Lewes and Blois, whilst Blois and W-T celebrated 50 years of their cultural link. In 2003, the 30<sup>th</sup>/40<sup>th</sup> anniversary event had seen a large party of Lewes Town Councillors and staff attend for the ceremonial re-signing of pledges, travelling to Blois in a minibus driven by TC, and two private cars. It was suggested that something similar should be arranged for 2013. The tripartite Twinning Association summit meeting in Blois on 27<sup>th</sup> October would discuss arrangements, and TC had been asked to attend along with officers from W-T.

**CmemsWP2012/15 RECOMMENDATIONS TO COUNCIL:**

Members agreed that Council should be asked to mandate the Working Party to continue its work in respect of 2013 and 2014, as planning for many events by third-parties was already underway. Council should be asked to sanction an initial budget of £5,000 for commissioning and overseeing by the Working Party, of a suitable piece of music to mark the 2014 Battle of Lewes commemorations. Further; to agree a date of 23<sup>rd</sup> May 2013 for the next Mayormaking ceremony (this was agreed by the present Deputy Mayor), in order to integrate with the 40<sup>th</sup>/50<sup>th</sup> anniversary celebrations of town twinning being held in Blois, and to agree the principle of a party representing the Council at the events.

**CmemsWP2012/16** There being no other business, the Chairman declared the meeting closed, and thanked everyone for their attendance and contributions.

*The meeting closed at 12:05pm*

Signed.....

Date .....