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**LEWES
TOWN
COUNCIL**

To: Cllrs R Burrows; Catlin (S Wischhusen); M Chartier; M Milner; R Murray; S Murray; C Renton

A Meeting of the **All Saints Steering Group** will be held on **Tuesday 19th March 2019**, in the **Yarrow Room, Town Hall, Lewes** at **3:00pm** which you are requested to attend.

S Brigden, Town Clerk
11th March 2019

AGENDA

1. QUESTION TIME

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

2. APOLOGIES FOR ABSENCE:

To receive apologies from members of the Steering Group who are unable to attend.

3. MEMBER'S DECLARATIONS OF INTEREST:

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

4. MINUTES

To agree the minutes of the meeting held on 25th October 2018

(overleaf)

5. BUSINESS OF THE MEETING

To consider various matters related to the Centre

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 of business on the agenda may be heard at the start of each meeting with the Chairman's consent, 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. For more information on how to ask questions, please contact the Town Clerk.

General questions about the work of the Council can be raised at our offices between 9am-5pm Mons- Thurs 9am- 4pm on Fridays – when our staff will be pleased to assist.

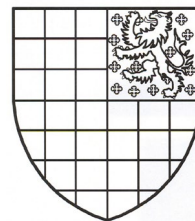
Distribution: Cllrs R Burrows; Catlin (S Wischhusen); M Chartier; M Milner; R Murray; S Murray; C Renton

Copies for information: All councillors

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**LEWES
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MINUTES

of the meeting of the **All Saints Centre (ASC) Steering Group** held on **Thursday 25th October 2018**, in the **Council Chamber, Town Hall, Lewes at 3:00pm.**

PRESENT Cllrs Catlin (Wischhusen) (*Chairman*); Chartier; Murray (R); Murray (S).

In attendance: S Brigden (*Town Clerk [TC]*); Ms L Zeyfert (*Manager ASC*).

ASCSG2018/01 **ELECTION of CHAIRMAN:** Cllr Catlin was elected as Chairman of the Working Party for 2018/19.

ASCSG2018/02 **QUESTIONS:** There were none.

ASCSG2018/03 **APOLOGIES for ABSENCE:** Apologies had been received from Cllr Burrows, who was on holiday; Cllr Milner (working), and Cllr Renton (visiting Norfolk).

ASCSG2018/04 **DECLARATIONS OF INTEREST:** There were none

ASCSG2018/05 **MINUTES:** The minutes of the meeting held on 14th February 2018 were received and signed as a correct record.

ASCSG2018/06 **BUSINESS OF THE MEETING:**

The meeting noted a recent event in Lewes when performance spaces and community facilities in the town had been discussed. It was understood that some theatre-oriented groups and individuals considered there was a dearth of facilities in the town offering dressing-room space or availability for daytime rehearsals. Members thought that the Centre could promote the facilities that it offered for stage performance. It was acknowledged that the church had given the building to the Council with a covenant that it be used as a broad community; arts and youth centre, which would preclude dedication or over-emphasis on theatre/stage use, although it was agreed that attention could be paid to introducing, from time to time, stage performance events promoted by the Council. This had been done three or four times in the past, with some success, and industry circulars and individual artistes' flyers were received from time to time; any one might be booked provided there was sufficient advance notice, likely to be nearly a year ahead.

It was agreed that an open-day would be arranged and publicized, when all the facilities would be freely-available for prospective hirers to investigate. The earliest that the Centre could accommodate this would be in February or March 2019.

General matters: Members reviewed an updated analysis of all operating and hired hours dating from the Council's first employment of staff for the Centre. This showed the increase in hired hours across 12 years, and the effect of key events. There followed a lengthy discussion regarding the theoretical maximum hours that might be taken by hirers (with intervening periods for cleaning, set-up and arrangement of seating/equipment *etc*), and it was acknowledged that there were only a few short 'gaps' in any week which could, practically, be promoted.

ASCSG2018/07 **RECOMMENDATIONS/CONCLUSIONS:**

Council would be asked to approve the approach taken by the Steering Group as described above, regarding an open day and occasional performances.

ASCSG2018/08 There being no other business, the Chairman declared the meeting closed and

thanked everyone for their contribution.

The meeting closed at 3:55pm

Signed

dated