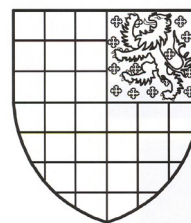


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**LEWES  
TOWN  
COUNCIL**

## **MINUTES**

of the meeting of the **Commemorations & events Committee**, held on **Wednesday 2<sup>nd</sup> October 2019** in the **Yarrow Room, Town Hall**, Lewes at **3:00pm**.

**PRESENT** Cllrs S Catlin; G Earl; Dr W Maples; Dr G Mayhew(*Chairman*); J Vernon and K Wood

**In attendance:** S Brigden (*Town Clerk [TC]*).

**Presenting:** Ms Brigitte Lardinois (*LightBox project*); Ms Peta King and Kevin Scott (*Lewes High Street Traders Association [HSTA]*) and Graham Festenstein (*Lewes Light Festival*).

**Commems2019/10** **APOLOGIES FOR ABSENCE:** Apologies had been received from Cllr O’Keeffe, who had a work commitment. Cllr Burrows had stepped-down from the Committee. Cllr Makepeace was attending family illness.

**Commems2019/11** **DECLARATIONS OF INTEREST:** There were none

**Commems2019/12** **QUESTIONS:** There were none

**Commems2019/13** **MINUTES: It was resolved that:**

**Commems2019/13.1** Minutes of the meeting held on 27<sup>th</sup> August 2019 are received and signed as an accurate record.

**Commems2019/14** **BUSINESS OF THE MEETING:**

1 The meeting welcomed Ms Brigitte Lardinois, primary organizer of the *LightBox* project. Ms Lardinois explained that the current exhibition of lightboxes was the sixth. Each had been supported by the Council financially and practically, and were publicized with the Council; the Reeves Archive project and the University of the Arts, London (UAL) identified as key partners. The project had been hailed as a great success, with universally positive feedback from host premises and significant national media coverage. Funding had been obtained from several sources, but hitherto each event had been arranged separately. For practicality, as there was a wealth of material available to support events for at least another five years, it was now hoped that partners would agree to commit funds and remove the burden of multiple grant applications each time. There followed a brief discussion on the cycle of exhibitions and prospective themes. Members were interested to learn that there were 45 unpaid volunteers associated with the Lightbox initiative and a further 25 working on the Reeves photographic archive project itself, which held glass plates dating from between 1855 and 1974. UAL had already agreed a five-year commitment and the Town Council was now asked for £3,000 for each of the five years 2020 to 2024. Members were unanimous in supporting this and would recommend it to Council. The Chairman thanked Ms Lardinois for her interesting and informative presentation.

2 Ms King and Mr Scott were welcomed and recounted the most recent developments in the HSTA’s project to provide festive lighting in the town. East Sussex County Council had verbally committed to an agreement for mounting to street lighting fixtures and use of the power supply, and written confirmation had been received from Lewes District Council of a commitment of £10,000 for each of three years 2019 to 2021. The District Conservation Officer’s comments were awaited regarding the fixing of attachment points to some High Street properties, but several were already agreed. Imminent building work on The Crown public house prevented the erection, this year, of the proposed canopy of lights across

the streets above the War Memorial. The total cost of the project for this year was now £37,000 and HSTA members had so far pledged £8,344 with an additional £600 raised through crowdfunding. Mr Scott explained that a Community Interest Company was being set-up and contributions would be ring-fenced for the light project across its three-year initial term. Members were interested in points of detail, and it was noted that the lights would likely be in place and lit until 15<sup>th</sup> January. HSTA were encouraged to adopt the description of “festive” lighting to avoid direct connection to the religious celebration of Christmas. Committee members agreed that they would recommend to Council that the £10,000 contribution provisionally agreed at its last meeting should now be released.

3 Members welcomed Graham Festenstein, Director of the *Lewes Light* festival, who presented a detailed project budget for the proposed festival in February 2020. This showed that the £8,000 contribution sought from the Town Council would be applied, as in previous years, to ‘core’ cost elements that inevitably increased each year but were not attractive to primary funders such as the Arts Council. It was noted that the cash budget of just under £40,000 took no account of the very significant support also received in-kind from industry suppliers and volunteers. Planning for future years would include approaches to major funders for more long-term agreements, and more robust crowdfunding presentation and on-site collections. Some innovations were under consideration, such as collecting boxes incorporated into the illuminated interpretation panel for an artwork, or payment-operated elements to some installations. The request to the Council was similar to previous years, in that the sum requested was the maximum anticipated cost and the actual amount would be drawn down on the basis of paid receipts after the event. Members were agreed that Council should be recommended to approve release of the provisionally agreed payment of up to £8,000.

**Commems2019/15**

**CONCLUSIONS/RECOMMENDATIONS:**

Council would be asked to agree recommendations of the Working Party, as:

1. The Council will be recommended to provide funding of £3,000 to the *Lewes Lightbox* project in each of the five financial years 2020/21 to 2024/25.
2. The Council will be recommended to provide funding of £10,000 to the *Lewes High Street Traders Association festive lighting project* in each of the three financial years 2019/20\* to 2021/22.
3. The Council will be recommended to provide funding of up to £8,000 to the *Lewes Light Festival 2020\**, to be paid on presentation of receipts.

\*If agreed, these costs would fall to the General Fund in the current year but provision would be made in future budgets.

**Commems2019/16**

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

*The meeting closed at 3:50pm*

Signed.....

Date .....