

**How to contact us**

Write to: Town Hall, High Street

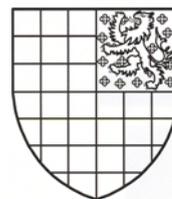
Lewes, East Sussex

BN7 2QS

Email: [townclerk@lewes-tc.gov.uk](mailto:townclerk@lewes-tc.gov.uk)

Call: 01273 471469

Find us online: [www.lewes-tc.gov.uk](http://www.lewes-tc.gov.uk)



**LEWES  
TOWN  
COUNCIL**

**Minutes of the Meeting of Lewes Town Council held on Thursday 20<sup>th</sup> January 2022 at 7.30pm in the Council Chamber, Lewes Town Hall**

**Present:**

Councillor M Bird  
Councillor R Burrows  
Councillor S Catlin (Mayor)  
Councillor G Earl  
Councillor R Handy  
Councillor J Herbert  
Councillor J Lamb  
Councillor I Makepeace  
Councillor Dr W Maples  
Councillor Dr G Mayhew  
Councillor M Milner  
Councillor R O’Keeffe (joined at 19.40)  
Councillor S Sains (Deputy Mayor)  
Councillor J Vernon  
Councillor R Waring  
Councillor K Wood

**In attendance:**

Town Clerk  
Committee Administrator

**89. Filming of Council Meetings Use of Social Media and Mobile Phones**

The procedures were noted.

**90. Apologies for absence**

There was an apology from Councillor Baah who was unwell.

**91. Members’ declarations of interest**

Councillor Waring declared an interest in item 9.1 (Historic England Consultation) in that he is a Member of the South Downs National Park Authority (SDNPA).

**92. Question time**

There were none.

**93. Minutes**

Minutes of the Council meeting held on 16<sup>th</sup> December 2021 were received and agreed as a true record and signed by the Mayor.

**94. Mayoral Announcements**

- 94.1** The Mayor requested that Members keep comments succinct when debating items on the agenda during the meeting.

**95. Committees, Working Parties & Outside Bodies**

**95.1 Buildings Working Party 10<sup>th</sup> January 2022**

Council received the Minutes of this meeting, and **it was resolved that:**

**The Minutes of the Buildings Working party are noted.**

**95.2 Finance Working Party 12<sup>th</sup> January 2022**

Council received the Minutes of this meeting, and **it was resolved that:**

**The Minutes of the Finance Working party are noted.**

**96. Ban of use of Leaf Blowers**

- 96.1** Members considered a notice of motion (NOM012/2022) that Council promote banning the use of leaf blowers by operatives maintaining the Lewes public realm areas and to ask Lewes District Council (LDC) and East Sussex County Council (ESCC) to ban the use of all leaf blowers when new maintenance contracts were specified and local authorities focus on using environmentally friendly tools, procedures, equipment and methods that don't produce noise and pollution to clean or clear surface. A ban could not be officiated on members of the public.

- 96.2** LDC was already researching the use of leaf blowers and their contract review process was imminent. It was suggested that eradicating leaf blowers altogether would not be practical for larger Local Authorities, such as LDC and ESCC. In certain areas leaves needed to be moved for Health and Safety reasons, however in other areas, for biodiversity reasons, it was better that leaves were left in place for wildlife.

- 96.3 It was resolved that:**

**The Town Council write to LDC and ESCC welcoming their review and requesting that they reduce their use of all leaf blowers in the Lewes Public Realm when renewing their Grounds Maintenance Contracts and that Local Authorities focus on using environmentally friendly tools, procedures, equipment and methods that don't produce noise pollution to clean or clear surfaces.**

**97. Officers Repots**

**97.1 Historic England Consultation**

Members considered report FC018/2022, which summarised the consultation from Historic England (HE) regarding the application for a Certificate of Immunity for the Bus Station and Bus Garage which had been considered by the Planning Committee on Tuesday 11<sup>th</sup> January.

- 97.2** The Town Clerk clarified that Members were being asked to consider whether the Town Council should respond to the HE consultation.

- 97.3** The HE consultation is on the proposed certificate of immunity from Listing and whether a certificate of immunity should be given to the Generator Group for a) the Bus Station, and b) the Bus Garage.

**97.4** The Lewes Neighbourhood Plan reflects the SDNPA decision which accepts that the site is allocated for development.

**97.5** TC advised Members to consider potential consequences of HE listing and to decide whether to respond to the HE Consultation and if a response is given, what the response will be for the bus garage and the bus station.

**97.6** **It was resolved that:**

**Council agreed to respond to the consultation in support of a Certificate of Immunity for the bus garages.**

**97.7** **It was resolved that:**

**Council agreed to respond to the consultation objecting to a Certificate of Immunity for the bus station and concur with the reasons given by The Twentieth Century Society as to why the bus station should be listed.**

## **98. Town Hall Heating and Project Maintenance**

**98.1** Members considered report FC019/2022 the Town Hall Heating Project and Maintenance, following a review by the Buildings Working Party at its meeting on 10<sup>th</sup> January. The Town Clerk summarised the report which recommended a way forward for the project in two phases.

**98.2** **It was resolved that:**

- 1. The load monitoring work on the existing power supply is instructed immediately at a cost of £2,750**
- 2. Phase 1 urgent installation of replacement gas boilers is undertaken at an estimate of £132,000, plus an estimate of unknown associated costs of £33,000, an element of Contract Administrator work estimated at £5,000 and an element of the Mechanical and Electrical Consultant costs estimated at £8,000.**
- 3. Thermostatic Radiator Valves and flushing through all radiators as part of phase 1 at an estimate of £8,000 be fitted.**
- 4. An initial energy audit of the Town Hall will be undertaken by nominated Councillors with Officers, reporting back to the Buildings Working Party with a specification for a more comprehensive energy audit.**
- 5. The investigation of the Air Source Heat Pump as part of a hybrid heating system is deferred until energy audits and building surveys are completed.**
- 6. Exploration of Photovoltaic Panels is deferred until the energy audit and building survey is undertaken.**
- 7. A building survey is undertaken of the whole building to inform a long-term proactive maintenance program.**
- 8. The financial implications as outlined in the report had been noted.**

## **99. Draft Budget Report 2022 to 2023**

**99.1** Members considered report FC020/2022 the proposed Full Council budget for 2022 to 2023 which the Town Clerk summarised.

**99.2** The budget that was presented had been considered in detail by the Finance Working Party who agreed to recommend the draft budget to Council with a 3.79% increase in Band D.

- 99.3** Since the Finance Working Party meeting, Lewes District Council informed the Town council of a reduction in the Council Tax Base, which effects the Band D Council Tax figure. This had been factored into the draft budget resulting in a 4.28% increase in Band D which equates to £8.55 per annum or 16 pence per week. Council therefore would need to consider the draft budget and the precept.
- 99.4** The budget was looking to deliver proposed projects and aspirations of Council as well as continued support for local community services.
- 99.5** Having looked at the budget in detail, the principal deliberations were recognising the financial hardship being faced by residents, the Districts Council Tax reduction scheme to support households with lower incomes and the rising rate of inflation now confirmed at 5.5%, which would impact the Council as well as residents.
- 99.6** Council would incur increased utility bills and the General Fund would have to be used to meet those increases as only a 2% increase had been provided for in the budget. In agreeing this budget Council tried to balance calling upon the General Fund and keeping the increased Precept below the rate of inflation.
- 99.7** It was noted that the public do not know about the wide range of services delivered by Lewes Town Council for residents and wanted to ensure a robust communication plan around budget setting.
- 99.8 It was resolved that:**

**The budget for 2022 to 2023 setting a Precept of £1,259,778 be approved.**

The meeting closed at 8:50pm.

---

**TOWN MAYOR**