



Lewes Town Council

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Minutes of the meeting of Lewes Town Council held on Thursday 28 July 2022 at 7.30pm in the Council Chamber, Lewes Town Hall.

Present:

Councillor Baah
Councillor Bird (Deputy Mayor)
Councillor Burrows (arrived at 8.24)
Councillor Catlin
Councillor Clarke
Councillor Earl
Councillor Herbert
Councillor Lamb
Councillor Makepeace
Councillor Maples
Councillor Mayhew
Councillor O'Keeffe
Councillor Sains (Mayor)
Councillor Vernon (arrived at 7.55)
Councillor Wood

In attendance

Town Clerk
Committee Administrator

37. Filming of council meetings and mobile phones

37.1. The procedures were noted.

38. Apologies for absence

38.1. There were apologies from Councillors Handy, Milner and Waring who were all on holiday.

39. Members' declarations of interests

39.1. There were none

40. Question time

40.1. There were four members of the public present. A question was asked regarding the Council's continued commitment, including financial, to support civic Twinning Activities between the three towns of Lewes, Blois and Waldshut-Tiengen.

40.2. The Mayor responded:

Lewes Town Council remains committed to encouraging and supporting activities which strengthen the relationships between the twin towns.

The Council must be mindful of its need to manage public resources prudently, particularly given the current economic climate and the financial status of the Council and the context in which its budget was set, as well as its commitment in its policy statement on climate emergency.

Examples of its continued commitment include the Mayor's ceremonial role with the Association and attendance at major twinning events as well as offering the twinning association free hire of rooms for their meetings and free use of the venue for major events which costs in excess of £1,500 for each use.

40.3. A supplementary question was asked whether as part of that commitment, would Councillors of Lewes Town Council try to take an active part in the three twin town anniversary celebrations to be held in Blois in 2023.

40.4 The Mayor responded that the answer to the supplementary question was set out in paragraph one in the response given to the first question.

41. Minutes

41.1. Minutes of the meeting held on 23 June 2022 were received and agreed as a true record and signed by the Mayor.

42. Mayor's announcements and urgent items

42.1. The Mayor reminded Councillors of the planning training session arranged on Thursday 11 August 2022 from 6 to 8pm and the strategic planning workshop arranged on 18 August 2022 at 7pm. Both sessions to be held at the Town Hall.

42.2. The Mayor informed Councillors of the success of the Platinum Jubilee celebrations in the town. £3,500 was raised which will be divided between the seven bonfire societies to donate to a charity of their choice.

42.3. The Mayor recounted her recent visit to Schwyzertag, Germany where she met the Oberbürgermeister, Dr Philipp Frank. Dr Frank was eager to keep up the association of the twin towns and sent his best wishes to Lewes.

43. Committees, Working parties and outside bodies

43.1. Allotments Working Party

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

The minutes of the Allotments Working Party are noted.

43.2. Malling Community Centre Steering Group

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

The minutes of the Malling Community Centre Steering Group are noted.

43.3. Planning Committee

43.4 Council received the minutes of this meeting and the Committees appointment of a task and finish group to examine elements of the North Street Quarter development and to consider appointing further councillors to the group.

43.5 As this was a large and multifaceted development, the task and finish group would examine all aspects of the development of this strategic site, giving an opportunity for all town councillors to feed into the planning committee.

43.6 The task and finish group would determine its terms of reference at a meeting to be held on 1 August 2022 in the Council Chamber. Any decisions would be made through the Planning Committee.

43.4. Councillors Catlin, Clarke, Lamb and Makepeace had been appointed to the task and finish group by the Planning Committee at their meeting on 19 July 2022.

43.5. The Town Clerk reminded Councillors that any Councillors due to attend Human Nature workshops should do so in a private capacity. **It was resolved that:**

- 1 The minutes of the Planning Committee and the Committees appointment of a task and finish group to examine elements of the North Street Quarter development are noted.
- 2 Councillors Vernon and Wood be appointed to the task and finish group.

44. Animal welfare, safety and responsibility

44.1. Council considered a notice of motion NOM001 that Lewes Town Council adopts an overarching policy on Animal Welfare, Safety and Responsibility.

44.2. The purpose of the proposal was to make clear to the Town Council, residents and visitors, what is expected of people and their animals and the Council's commitment to improving animal welfare, safety and responsibility, including enhancing habitat particularly for endangered species.

44.3. The policy should be read in conjunction with other council policies, statements and guides which can be found on the Town Council website. **It was resolved that:**

- 1 Lewes Town Council agrees to adopt an overarching policy on Animal Welfare Safety and Responsibility, subject to an amendment in paragraph 6.3.5 as set out in 2 below.
- 2 When Lewes Town Council's Planning Committee considers planning applications it will consider the implications any potential development will have on habitat.

45. Exempt business

The Mayor proposed, and **it was resolved that:**

45.1. The Public and accredited representatives of the Press be excluded from the meeting under section 100 Local Government Act 1972 due to the confidential nature of the business to be conducted.

These items are confidential for member of the Council only in accordance with Paragraph 3 of Part 1 of schedule 12A of the Local Government Act 1972, being information relating to individuals and the financial and business affairs of any particular person and Paragraph 4 of Part 1 of schedule 12a of the Local Government Act 1972, being information relating to any consultations or

negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority and employees of, of office holders under, the authority.

46. Officers' reports

46.1. Christmas lights major funding report

46.2. The Town Clerk gave an oral report reminding councillors of funding that had been provided to the Lewes High Street Traders (LHST) for festive lights in the town for the financial years 2019/2020, 2020/2021 and 2021/22.

46.3. Lewes Town Council and Lewes District Council had jointly contributed to the festive lights project in 2019 by way of a grant to LHST.

46.4. LHST association dissolved following the Covid Pandemic.

46.5. A three-year contract had been signed between Gala Lighting and LHST in 2019 for Gala to supply festive lights in the town for the three-year period.

46.6. A new contract had been signed between Gala Lighting and LHST in 2020 so clarification was sought from Gala to clarify when the three-year contract would end.

46.7. Council was asked to consider what provision should be given towards the festive light project in the town for 2022.

Councillor Catlin proposed a motion **and it was resolved that:**

1. The oral report by the town clerk is noted.
2. Delegated authority be given to the town clerk to meet with Gala Lighting to clarify when the three-year contract with them for festive lights ends and whether the festive lighting used in previous years or a reduced lighting scheme could be used for the 2022 festive period.
3. Lewes Town Council pay up to £12,682 from the General Fund for the provision of festive lights.
4. The Town Clerk to liaise with LHST for the reimbursement of £6,392 grant funding remaining.
5. Continue to liaise with Lewes District Council as to whether they will contribute 50% towards the provision of festive lights for this year.
6. Council to consider the provision of festive lights for 2023 when considering the Council budget in Autumn 2022.
7. Council will communicate and support local schools to promote festive fundraising initiatives.

46.8. Lewes Bus Station

46.9. The Town Clerk apprised Councillors of a recent meeting with Generator Group to consider potential ideas for the future of the bus station.

46.10. The Town Clerk had requested a meeting with South Downs National Park Authority (SDNPA) Officers to consider other options for a transport hub in the town.

46.11. The SDNPA were waiting for East Sussex County Council to respond to the Generator Group before such a meeting could take place. **It was resolved that:**

- 1 The oral report by the Town Clerk on the Bus Station is noted.

46.12. **Malling Community Centre**

46.13. Councillors had previously received the minutes of the Malling Community Steering Group held on 11 July 2022.

46.14. One proposal had been received in relation of the provision of a café at Malling Community Centre. The steering group had felt the proposal was positive and ambitious and should progress to a business interview with the proposer.

46.15. The Town Clerk, Councillor Lamb and a representative from Oakley's had met with two representatives from the company at Malling Community Centre to discuss their proposal.

46.16. The proposal would provide a café during the day and bar in the evening providing food, alcoholic and non-alcoholic beverages using local suppliers.

46.17. The meeting had discussed sustainability and affordability and that first and foremost the community centre was for the local community.

46.18. Outside areas were discussed such as lighting, canopies and fencing which would be addressed as part of the final phases of the development. **It was resolved that:**

- 1 The oral report by the Town Clerk on Malling Community Centre is noted.

47. **Staffing Update**

47.1. The Town Clerk gave an oral report on upcoming temporary changes in staffing that would have no budgetary change. **It was resolved that:**

- 1 The oral report by the Town Clerk on staff matters is noted.

The meeting finished at 10.09pm

Town Mayor