



Lewes  
Town  
Council

Town Hall, High Street  
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IN ACCORDANCE WITH THE STATUTORY REQUIREMENTS OF THE LOCAL  
GOVERNMENT ACT 1972 SCHEDULE 12 PARAGRAPH 26(2) [A] (ADMISSIONS TO  
MEETINGS) SECTION 1(4)

NOTICE IS GIVEN THAT THE ANNUAL MEETING OF LEWES TOWN COUNCIL WILL BE  
HELD IN THE COUNCIL CHAMBER AT LEWES TOWN HALL ON  
THURSDAY 18<sup>TH</sup> MAY AT 7 PM

MEMBERS OF THE PUBLIC HAVE THE RIGHT TO ATTEND UNLESS A SPECIFIC  
DECISION HAS BEEN TAKEN TO EXCLUDE THEM

**TO THE CHAIR AND COUNCILLORS**  
**LEWES TOWN COUNCIL**

**YOU ARE HEREBY SUMMONED TO ATTEND  
THE ANNUAL MEETING OF LEWES TOWN COUNCIL ON  
THURSDAY 18 MAY 2023**

## Agenda

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### **1 ELECTION OF CHAIR (MAYOR)**

To elect the Chair of the Town Council and Mayor of Lewes for 2023-24

### **2 ACCEPTANCE OF OFFICE AND WELCOME ADDRESS**

The Clerk to receive the Declaration of Acceptance of Office from the Chair

### **3 APOLOGIES FOR ABSENCE**

To note apologies for absence

### **4 DECLARATIONS OF INTEREST**

To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) on the agenda under Lewes Town Council's Code of Conduct issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464.

## **5 ELECTION OF VICE-CHAIR (DEPUTY MAYOR)**

To elect the Vice-Chair of the Town Council and Deputy Mayor of Lewes for 2023-24

## **6 ACCEPTANCE OF OFFICE**

The Clerk to receive the Declaration of Acceptance of Office from the Vice-Chair

## **7 VOTE OF THANKS**

To record a vote of thanks and appreciation to Shirley-Anne Sains for her service to the Council and Town of Lewes in the Office of Mayor for the past year

## **8 PRESENTATIONS**

To present gifts in appreciation of service

## **9 CONFIRMATION OF MINUTES**

To receive and approve:-

Minutes of the Extra-Ordinary Meeting of Lewes Town Council held on 18 April 2023

## **10 STANDING ORDERS**

To approve the Standing Orders of Lewes Town Council

## **11 FINANCIAL REGULATIONS**

To approve the Financial Regulations of Lewes Town Council

## **12 SCHEME OF DELEGATION**

To approve the Scheme of Delegation for Lewes Town Council

## **13 MEMBER/OFFICER PROTOCOL**

To approve the Member/Officer Protocol

## **14 STANDING COMMITTEES**

To appoint Members to the following Committees:-

**14.1 FINANCE COMMITTEE**

To appoint members to the Finance Committee

**14.2 PLANNING COMMITTEE**

To appoint members to the Planning Committee

**14.3 BUILDINGS AND AMENITIES COMMITTEE**

To appoint members to the Buildings and Amenities Committee

**14.4 PERSONNEL COMMITTEE**

To appoint members to the Personnel Committee

**15 OUTSIDE BODIES**

To appoint Members as representatives to outside bodies

*Francesca Pridding*

**Francesca Pridding PSLCC  
Interim Town Clerk**