



Lewes  
Town  
Council

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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 A BUILDINGS AND AMENITIES COMMITTEE OF LEWES TOWN  
COUNCIL WILL BE HELD AT LEWES TOWN HALL ON THURSDAY 14<sup>TH</sup> SEPTEMBER,  
6PM

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

**TO ALL MEMBERS OF LEWES TOWN COUNCIL BUILDINGS AND AMENITIES  
COMMITTEE**

**YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE BUILDINGS AND  
AMENITIES COMMITTEE TO BE HELD ON THURSDAY 14<sup>TH</sup> SEPTEMBER, 6PM AT  
LEWES TOWN HALL.**

**Meeting called by:** Karen Crowhurst - Interim Clerk

**Signed:** *K A Crowhurst*

**Date:** 7<sup>th</sup> September 2023

## Agenda

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### **1 APOLOGIES FOR ABSENCE**

To note apologies for absence

### **2 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

### **3 MINUTES**

To accept the minutes of the meeting held on 6<sup>th</sup> July as a true and accurate record of the meeting.

#### **4 PUBLIC QUESTION TIME**

To receive questions regarding items on this agenda. Members of the public are invited to ask questions and raise issues which are relevant and are the concern of this committee. A period of 15 minutes is allocated for this purpose. If possible, notice of intention to address the Committee should be given to the Clerk by noon the day before the meeting.

#### **5 COMMUNITY VENUE REPORT**

To receive a verbal update from the Community Venue Managers on progress relevant to this Committee

#### **6 TOWN RANGER REPORT**

To receive a written report from the Town Ranger and a verbal update on progress relevant to this Committee

#### **7 PRIORY TRUST REQUESTS FOR BIN REPLACEMENTS**

To consider replacement bins to be installed at Priory Ruins.

#### **8 EVENT AT THE PELLIS LEWES ROWING CLUB**

To decide whether to allow the event to take place- subject to appropriate risk assessments, licences and other required documents

#### **9 MEMORIAL TREE AT ALL SAINTS CENTRE**

To consider the planting of a memorial tree at the All Saints Centre

#### **10 CCTV**

To approve the proposal by Sussex Police for the provision of CCTV within Lewes

#### **11 COMMUNITY ASSET IDENTITY**

To agree a strategy, based on Officer report, to create a consistent visual identity for Council assets and services.

#### **12 ASSET CONDITION REPORTS**

To receive asset condition reports for the Town Hall and All Saints

#### **13 MINOR AMENDMENTS TO VENUE TERMS AND CONDITIONS**

To agree minor amendments to the Community Venues, hire terms and conditions

#### **14 BOOKING PRIORITY POLICY**

To look at and agree the new booking priority policy for all three Community Venues

#### **15 LONE WORKERS POLICY**

To agree the Lone Workers policy