



Lewes Town Council

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Meeting: Extraordinary Buildings and Amenities Committee
Date: **05.10.2023**
Time: **18:30**
Location: **The Yarrow Room, Lewes Town Hall**
Present: **Councillors Bird, Maples, Gardiner, Livesey, Makepeace, Todd,
and Vernon**
Officers Present: **Karen Crowhurst, Lizzie Zeyfert, Hannah Roxx and Brian Courage**
In Attendance:

1 APOLOGIES FOR ABSENCE

To receive apologies for absence

Apologies were received from Lee Symons. Apologies for lateness were received from Cllr Makepeace for lateness.

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

There were no declarations of Members interests.

3 ADOPTION OF EAST SUSSEX COUNTY COUNCIL BUS SHELTERS – Appendix 1

- a) To consider the adoptions of bus shelters proposed by East Sussex County Council.

After a short discussion it was **RESOLVED that:**

The four bus shelters proposed at the following locations Pheonix Causeway, Waitrose, the top of the High Street outside the Law Courts, be adopted.

- b) To agree any cleaning maintenance on costs

RESOLVED that:

The cleaning contractor @ £35 per clean on a twice-yearly basis be accepted as well as staff costs for occasional inspections, graffiti removal etc replacing broken glass or Perspex and insurance cost also be accepted.

4 CHRISTMAS LIGHTS AND A TREE TRAIL PROPOSAL – Appendix 2 and Appendix 2.1

2 Proposals were discussed. After agreeing the type of lighting and establishing that the proposal was within budget it was **RESOLVED that:** the new scheme proposed from company A being Ultralight be accepted. It was further **RESOLVED that:** delegated authority by granted to the Town Ranger to oversee the project in its entirety.

19.07 Cllr Makepeace joined the meeting.

A tree trail proposal was discussed after some discussion and considering time constraints it was **Resolved** that 2 additional trees be purchased to be located at the All-Saints Centre and Malling Centre.

5 LANDPORT BOTTOM GRASS CUTTING – Appendix 3

To consider whether Lewes Town Council should assume responsibility for the grass cutting of the Bonfire Societies area at Landport Bottom

It was reported that this matter has resolved itself and the grass cutting will be carried out by the Bonfire Societies.

19.16 Cllr Livesey left the meeting.

6 MAINTENANCE WORK AT PELL'S POND – Appendix 4

- a) To consider appointing a arboriculturist to carry out a safety condition inspection of all our trees every 3-4 years

The recommendation on the horse Chestnut it to reduce the overall canopy by 2m which would reduce the loading on the damaged areas of the tree. The tree would require careful monitoring going forward and might require further significant work after assessing any recovery in 2 years was noted.

- b) To carry out any necessary work to trees and possible re-routing of the path

It was agreed for the above to be investigated further and the findings be reported back to the Committee for discussion and decision.

7 TO AGREE A PROPOSAL TO SET UP A SUBCOMMITTEE; BUILDINGS; SCHEDULE OF WORKS

This subcommittee will focus entirely on prioritising and monitoring the Schedule of Works for all Council Buildings. There is currently an existing Schedule of works which will form the basis for the Committee.

- a) To agree the number of Membership

19.28 Cllr Vernon left the meeting.

It was agreed that the membership will be four. It was further agreed that the Sub-Committee should meet monthly. Members of staff involved in the schedule of work will be in attendance.

- b) To appoint Members to the Sub-Committee

Resolved that: the following Members be appointed to the Sub-Committee: Cllrs Bird, Gardiner, Livesey and West,

- c) To agree to work on a Terms of Reference for the Committee

19.33. Cllr Vernon rejoined the meeting.

The Chair advised that the Interim Clerk has started a draft version of the Terms of Reference.

8 EXCLUSION OF PRESS AND PUBLIC

That pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted

There was no exclusion of press and public.

9 TO CONSIDER A CONTRACTOR TO OVERSEE THE RENOVATION WORKS AT ALL SAINTS CENTRE – Appendix 5 (More information to follow.)

This item was not discussed.

10 TO CLOSE THE MEETING

There being no further business, the meeting closed at 19.51.