



# 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)

**Meeting:** Buildings and Amenities Committee

**Date:** 28 March 2024

**Time:** 19:00

**Location:** Yarrow Room, Lewes Town Hall

**Present:** Councillors Bird (Chair), Gardiner, Livesey, Maples, West, Vernon and Makepeace.

**Officers present:** Brian Courage and Lizzie Zeyfert

**Public present:** None

## Minutes

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### 1 Apologies for absence

Apologies were received from Veronique Poutrel and Hannah Roxx.

Councillor Makepeace stated she needed to leave by 20:00.

### 2 Declarations of Interest

No declarations of interest were received.

### 3 Public questions

No questions were received.

### 4 Community Venues reports

- a. Reports were received by the All Saints Centre and Town Hall Manager.
- b. **It was resolved that:** The occupancy interactive chart will be shared with all Councillors on Sharepoint.

**It was resolved that:** A Town Council Safeguarding Policy put in place, to be discussed at Personnel.

- c. **It was resolved that:** Lizzie will contact surveyor about the Town Hall report and report back to the subcommittee with a more detailed plan.
- d. **It was resolved that:** To circulate the funding option report, put together by the business development and events manager.

## 5 Town Hall

- a. **It was resolved that:** A task and finish group will be set up to look at the Town Hall Kitchen.

Proposed: Councillor Livesey

Seconded: Councillor Maples

People who have expressed an interest in the task and finish group include Councillors Gardiner, Makepeace, Todd and Clarke.

- b. **It was resolved that:** Lizzie will work with the Business Development Officer to look at what we would like the chamber used as before we spend money redecorating.

Lizzie will report back at the next meeting with a progress plan.

Lizzie will also report back in six months with what the Chamber could look like and the cost.

Proposed: Councillor West

Seconded: Councillor Makepeace

All in favour.

20:00 – Councillor Makepeace left the meeting.

## 6 Pells Pool

- a. The Town Ranger gave a verbal report.
- b. To set up a task and finish group to review the contract.

Proposed: Councillor Maples

Seconded: Councillor Gardiner

People who have expressed an interest in the task and finish group include Councillors West, Vernon, Gardiner and Maples.

## 7 Landport Bottom

- a. The Town Ranger gave a verbal report.

**It was resolved that:** A small task and finish group to include friends of Landport Bottom and other interested parties be set up as agreed at the last Full Council meeting. The date of this meeting needs to be arranged.

## **8 Flag Flying Policy**

- a. **It was resolved that:** The policy be approved without adding the additional flags agreed in 2022 and to review how we display flags, different causes and celebrate our community in the future.

Proposed: Councillor Maples

Seconded: Councillor Livesey

## **9 Booking priority policy**

- a. **It was resolved that:** The policy be approved with amendments made at the meeting and to review it in one year, after the corporate envisioning review.

Proposed: Councillor Gardiner

Seconded: Councillor Maples

All in favour.

## **10 Bus shelter**

- a. **It was resolved that:** Brian will go back and ask for a green roof and to see if another colour could be considered.

## **11 Festive lights**

- a. **It was resolved that:** the Town Council will go with the same company who we used last year and to add additional lampposts as suggested.

Proposed: Councillor Vernon

Seconded: Councillor West

## **12 Bollard**

- a. **It was resolved that:** the Town Ranger will research if a cheaper option is available and investigate how we can charge the people using the electricity who use the socket in the bollard, without consent.

### **13 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 at 20:15.

### **14 To close the meeting**

The meeting closed at 21:04.