



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 92) [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, in the Council Chamber on Thursday 28 November at 19:00.

Members of the public have the right to attend unless a specific decision has been taken to  
exclude them.

**To the Member Councillors of the Buildings and Amenities Committee,**  
**Lewes Town Council**

**You are hereby summoned to attend a meeting of the Buildings and Amenities  
Committee meeting of Lewes Town Council on Thursday 28 November 2024 at 19:00  
at Lewes Town Hall, in the Council Chamber**

**Meeting called by:** Veronique Poutrel - Town Clerk/RFO

**Signed:** V Poutrel

**Date:** 28 November 2024

## **Agenda**

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### **1. Apologies for absence**

To receive 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 approve minutes of 26 September 2024.

### **4. Public Questions**

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 Venues Reports**

- a) To receive an update from the Venue Managers
- b) To receive an update on bookings and usage for the venues
- c) To receive an update on maintenance schedule for all sites

## **6. Town Ranger's Report**

To receive an update from the Town Ranger on progress relevant to this Committee.

## **7. Building & Amenities Sub-Committee**

To receive an update and note the main points from the Building & Amenities Sub-Committee.

## **8. Town Hall Building Audit**

To receive an update on the general Town Hall building audit and agree related actions.

## **9. Town Hall Kitchen**

To receive an update from the Town Hall Kitchen Task & Finish Group.

## **10. Landport Bottom Management**

- a) To receive an update from the Landport Bottom Management Plan Task and Finish Group.
- b) To consider and approve the trial of pony grazing.

## **11. Pells Pool Contract**

To note the Town Brook Trust agreed to delegate authority to the Town Clerk to finalise legal matters for the PPCA lease. Contract has been sent to the Task and Finish Group, no comments were made.

## **12. Grass Verge Cutting**

To consider and approve the Grass verge cutting options for 2025.

## **13. Digital Display Totem**

To note ESCC's proposal for a digital display totem (showing bus & train times, local community information, advertising etc) in the precinct.

#### **14. Carbon Action Plan**

To reinitiate the Carbon Reduction Strategy and Action Plan task and finish group and agree related actions.

#### **15. 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.

#### **16. Malling Community Centre's Café (Confidential)**

To receive an update on the cafe and agree related actions.

#### **17. To close the meeting**