



Lewes Town Council

Town Hall, High Street
Lewes, East Sussex
BN7 2QS

lewes-tc.gov.uk

Call: 01273 471469

Email: townclerk@lewes-tc.gov.uk

Committee: Buildings and Amenities Sub Committee
Date: 08 November.2023
Time: 12.00pm
Location: The All-Saints Centre
Present: Councillors Bird and Gardiner
Officers Present: Karen Crowhurst (Interim Town Clerk)
Brian Courage (Town Ranger)
Hannah Roxx (Malling Centre Manager)
Lizzie Zeyfert (All Saints Centre Manager)

Members of the Public: One

MINUTES

The commencement of business took place after a tour of the building was carried out.

1 ELECTION OF CHAIR

To elect a Chair for the Buildings and Amenities Sub-Committee for 2023-24

It was agreed that Cllr Gardiner be appointed as Chair to the Building and Amenities Sub-Committee for the remaining of the municipal year.

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 APOLOGIES FOR ABSENCE

To note apologies for absence

No apologies were received.

4 TERMS OF REFERENCE

After some agreed amendments it was agreed to accept the Terms of Reference.

5 COMMUNITY VENUES MAINTENANCE REPORTS

- a) All Saints – Assets Condition Report previously circulated.

The All Saints Centre Manager pointed out 4 priority areas needing substantial work and explained what needs to be done.

- b) Malling Community Centre

The Malling Community Centre Manager advised that access to the office is not appropriate and needs to have its own access to minimise disruption for Centre users.

- c) Lewes Town Hall

The Town Hall Manager reported about the elevations at the Town Hall on Fisher Street.

Members noted and received the verbal reports.

6 TO PRIORITISE ANY URGENT MAINTENANCE

To prioritise and create a schedule of urgent maintenance for each venue.

It was agreed to use the Forward Plan priority list to determine the urgency of any work required for all 3 buildings in an excel spreadsheet to make the process easier to agree any imminent work to be carried out.

7 EXTERNAL FUNDING

To agree whether external funding could be sought and who to apply.

It was agreed that two of the Council owned buildings may be eligible for Heritage Funding as well as other sources of funding.

It was agreed to contact the current Funding Officer at East Sussex County Council to seek advice and perhaps assistance.

8 CIL FUND

To establish and agree the use of CIL funding held by the Town Council for maintenance work.

Members agreed to establish how much CIL funds can be made available.

9. TO CLOSE THE MEETING

There being no further business, the meeting closed at 1.37pm.