



Committee: **Extraordinary Communication and Engagement Committee**  
Date: **10 July 2024**  
Time: **19:00**  
Location: **Yarrow Room, Lewes Town Hall**  
Present: **Councillors Bird, Blackwell, Burrows, Herbert, Livesey, Maples,  
and West**  
Officers Present: **Veronique Poutrel (Town Clerk/RFO), Nisha Vesuwala (Deputy  
Town Clerk), James Gander (Business Development Officer),**

## Minutes

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### 1. Election of Chair and Vice-Chair

**It was resolved that:** Councillor Maples was elected as Chair.

Proposed: Councillor Herbert

Seconded: Councillor West

**It was resolved that:** Councillor Livesey was elected as Vice-Chair.

Proposed: Councillor Maples

Seconded: Councillor Bird

### 2. Apologies for absence

Apologies were received from Councillors Clarke and Morgan.

### 3. 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.

No declarations of interest were received.

#### 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 Town Clerk by noon the day before the meeting.

There was no public question time.

#### 5. Events Policy

Members received an update from the Task and Finish Group and a revised version of the Events Policy and list of events prior to the meeting.

**It was resolved that:** Further comments raised during the meeting be taken on board with a final version being put for approval for the next meeting.

#### 6. Events

**It was resolved that:** The Town Council be involved in **Lewes Heritage Open Days** and open from 11am til 4pm on Sunday 15 September. Authority is given to the Town Clerk to finalise details and ensure that relevant people are involved in the organisation.

Proposed: Councillor Blackwell

Seconded: Councillor Bird

**It was resolved that:** The Town Council organises an **Allotment Show** at the Town Hall, details of which will be defined by a Task and Finish Group to include Councillors Burrows (Lead), West, Maples, Herbert and the Town Ranger and Civic Officer.

Proposed: Councillor Livesey

Seconded: Councillor West

**It was resolved that:** Details of the 50<sup>th</sup> Anniversary be added to the next meeting's agenda.

#### 7. The meeting closed at 20:21.