



Lewes  
Town  
Council

Committee: **Communication and Engagement Committee**  
Date: **21 August 2024**  
Time: **19:00**  
Location: **Council Chamber, Lewes Town Hall**  
Present: **Councillors Maples (Chair), Blackwell, Burrows, Livesey, Morgan,  
and West**  
Officers Present: **Nisha Vesuwala – Deputy Clerk**  
**Juie Dean – Civic Officer**  
**Victoria Gray – Communications Officer**

## Minutes

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### 1. Apologies for absence

Apologies for absence were received from Councillors Bird and Herbert.

### 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.

No declarations of interest were received.

### 3. Minutes

**It was resolved that:** Minutes of the Communication and Engagement Committee meeting held on 31 July 2024 be approved.

### 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.

No members of the public were present.

## 5. Communications and Events

### 5.1 Bonfire Supper

A verbal update was provided by Councillor Maples (Task and Finish group lead) about the Bonfire Night Supper.

**It was resolved that:** The bonfire supper will go ahead as per the report.

### 5.2 Black History Month: Hut Stories

A verbal report on the Black History Month was received from Councillor Livesey.

**It was resolved that:** the budget of £1000 be approved for the Hut Stories event. Councillors Livesey, Blackwell and Deputy TC to discuss operational matters such as risk, health and safety w/c 26<sup>th</sup> August. Councillor Livesey will investigate other sources for grants and partnership funding collaborations.

The other events that were approved were:

#### **Remembrance Sunday Armistice Day**

### 5.3 Christmas Light Switch On

**It was agreed unanimously that:** the Christmas Light Switch on be held on the same night as Late Night Shopping (5 December), outside the Town Hall to attract shoppers, and to invite a celebrity to push the button. £300 be earmarked for drinks for invited guests. Any surplus from the budget to go towards a possible a Christmas tree trail. A Task and Finish group to be set up to explore a Christmas family event (Councillors Maples, Morgan and Blackwell as T&F Members).

Proposed Councillor Livesey

Seconded by Councillors Burrows

### 5.4 Community Carol Service

**It was agreed unanimously:** to support Reverend Browns initiative to ask Brass Sparks band to perform the carols and for the church to be candlelit, and for £500 to be set aside as a budget for the event.

Proposed Councillor Morgan

Seconded Councillor Livesey

### 5.6 Holocaust Memorial Day

**It was agreed that:** The event will be held in the Town Hall with a free let and a budget of £250 towards refreshments. Julie Dean to speak to HMD organisers on whether there is a wider group they might wish to invite to the launch e.g. the presence of representatives of other faiths (in which case The Revd Ben Brown could be contacted for local connections).

There were 5 councillors for the event and one against.



### **5.7 International Women's Day**

**It was agreed unanimously:** to support an event focused on Lewes women and for the Council to make a contribution to the event, the amount to be decided when the details are formulated at the C & E meeting in December.

Proposed Councillor Morgan

Seconded Councillor Livesey

### **5.8 Annual Town Meeting**

Following the idea of having a 'theme' for the Annual Meeting, the Neighbourhood Plan was suggested as offering an opportunity to engage the public and increase attendance.

### **10. The meeting closed at 21.03**