



# Lewes Town Council

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

[lewes-tc.gov.uk](http://lewes-tc.gov.uk)

Call: 01273 471469

Email: [townclerk@lewes-tc.gov.uk](mailto:townclerk@lewes-tc.gov.uk)

Date: **21<sup>st</sup> September 2023**  
Time: **19:00**  
Location: **Council Chamber Town Hall**  
Present: **Councillors Norris, Gardiner, Blackwell, Maples, Baah, Morgan, Livesey, Makepeace, Tigg, Clarke, Todd, West and Burrows**

Officer Present: **Karen Crowhurst (Interim Town Clerk)**

Also in attendance: **Brian Courage Town Ranger and Jasmine Chance-Ramsay**

Members of the public

## MINUTES

---

The Deputy Mayor announced that the meeting is being recorded.

Ref: 049 **WELCOME FROM THE MAYOR**  
19.09.23

As Cllr Bird sent his apologies the Deputy Mayor welcomed all to the meeting.

Ref: 050 **APOLOGIES FOR ABSENCE**  
19.09.23

To note any apologies for absence

Apologies were received from Cllr's Bird, Clarke, Hervert and Vernon.

Ref: 051 **DECLARATIONS OF INTEREST**  
19.09.23

Cllr Norris declared an interest regarding item 10 on the agenda. Cllr Norris advised that he leaves the meeting whilst the item is discussed,

Ref: 052 **CHAIR'S REPORT**  
19.09.23

The Deputy Mayor/Chair reported on her attendance at Paris Lawns in Ringmer. Afternoon with The High Sheriff, there were also other Lewes Community representatives in attendance.

**19.03** Cllr Livesey joined the meeting.

Ref: 053 **CONFIRMATION OF MINUTES**  
19.09.23

To receive and approve:-

Minutes of the Ordinary Meeting of Lewes Town Council held on 20 July 2023

**RESOLVED that:**

The minutes of the Ordinary Meeting of Lewes Town Council held on 20 July be received and accepted as a true and accurate record of the meeting.

All were in favour.

**19.04** Cllr Burrows joined the meeting.

Ref: 054 **MINUTES OF STANDING COMMITTEES**  
19.09.23

To receive and approve:-

Planning Committee

Meeting held on the 1<sup>st</sup> August 2023

Meeting held on the 22<sup>nd</sup> August 2023

**RESOLVED that:**

The above minutes of the Planning Committee held on the 1<sup>st</sup> and 22<sup>nd</sup> August be received and accepted as true and accurate records of the meetings. Proposed Cllr Maples, seconded by Cllr Morgan.

Personnel Committee

Extraordinary Meeting held on the 16<sup>th</sup> of August 2023

Meeting held on the 31<sup>st</sup> of August 2023

Extraordinary Meeting held on the 7<sup>th</sup> of September 2023

**RESOLVED that:**

The above minutes of the Extraordinary Personnel Committee meeting held on 16<sup>th</sup> August 2023, the minutes of the Ordinary Personnel Committee meeting held on 31<sup>st</sup> August and the Extraordinary Personnel Committee meeting be received and accepted as true and accurate records of the meetings. Proposed Cllr Maples, seconded by Cllr Morgan.

Ref: 055 **INTERIM CLERK**  
19.09.23

To appoint Karen Crowhurst as Clerk/RFO and Proper Officer to Lewes Town Council

**RESOLVED that:** Karen Crowhurst be appointed as Clerk/RFO and Proper Officer to Lewes Town Council until a permanent Clerk has been appointed and assumes the above role. Proposed Cllr Makepeace, seconded Cllr West.

Ref: 056 **FINANCE REPORTS AND ACTIONS**  
19.09.23

To receive and approve:-

- List of Payments and Receipts for June and July 2023

**Resolved that:** The list of payments and Receipts for June and July be accepted.

Bank Reconciliation for June and July 2023

**Resolved that:** The Bank reconciliation(s) for June and July be accepted.

- To add the Interim Clerk to bank mandates.

This item was not discussed.

Ref: 057  
19.09.23 **GRANTS THAT COULD NOT BE HELD OVER UNTIL THE NEXT ROUND**

Southover Good Neighbours request £400.00

**RESOLVED that:** Southover Good Neighbours be awarded the amount of £400.00.

Ref: 058  
19.09.23 **CLERK'S REPORT**

To receive a verbal report on the operational activities of the Council  
The Clerk reported on:

- Carbon Base Line reduction in Council buildings and advised a report will be made available in due course.
- The Buildings and Amenities Committee seeking to appoint a Sub Committee to establish the work required at the All-Saints Centre Malling Community Centre, and the Town Hall.
- The Clerk drew attention to the overspends already created in the budget.

Ref: 059  
19.09.23 **OUTSIDE BODIES**

**19.18** Cllr Dr Norris left the meeting.

Request from Lewes Priory Trust to appoint an already appointed representative or additional representative to act as the Town Council representative on the UNESCO Project Committee. (Correspondence previously circulated).

After considering existing representations and considering the workload that the UNESCO project may produce. It was **RESOLVED that;** Cllr Dr Norris will act as the Council representative in this instance. This will be subject to his resignation as a Trustee to the Lewes Priory Trust.

**19.23** Cllr Dr Norris rejoined the meeting.

Ref: 060  
19.09.23 **MOTIONS**

### **Motion 1 – Appendix 1**

**Motion** from Cllr Dirk – Motorbikes and cars with noisy engines are stressful for many in the town. Everyone on the Council is I imagine affected by this problem to some degree and it should be part of our responsibility as Councillors to address it. I would like to form a committee on this which I would be happy to chair.

An amendment to the motion which was discussed in depth. After a short while Cllr Dirk withdrew the motion. It was however agreed for Town Council Members to meet Sussex Police to see if noise reduction could be reduced.

## **Motion: 2 – Appendix 2**

Lewes Town Council to write to East Sussex County Council requesting the provision of a shelter at the bus stop on the south side of Phoenix Causeway.

**Proposed:** Cllr Adrian Ross

**Seconded:** Cllr Dinah Morgan

After hearing from the Town Ranger that there is currently a plan to install a bus shelter at this site, Cllr Ross withdrew the motion.

## **Motion: 3- Appendix 3**

Lewes Town Council writes to Fairview New Homes requesting a meeting with executives to discuss the town's objections/concerns about plans for the demolition of Lewes bus station.

**Proposed:** Cllr Adrian Ross

**Seconded:** Cllr Dirk Campbell

After a short discussion it was **RESOLVED that:** A letter should be sent to Fairview New Homes. It was further **Resolved** to delegate authority to Cllr Ross to work alongside the Town Clerk to draft the letter for sending.

All were in favour.

## **Motion: 4 – Appendix 4**

Cllr Ross proposed, Cllr Tigg seconded.

We propose that:

- Lewes Town Council approves up to £7000 from General Funds for the purchase of reusable cups. These would be hired out to pubs at Lewes Bonfire to reduce plastic waste in support of a Green United request, and could also be hired out to other events.

- A small task-and-finish group is formed to work on the detailed arrangements for the scheme, with an objective of ensuring that it is self-financing.

After much debate and considering the Town Clerks advice and receiving correspondence from one of the public houses. The meeting moved to considering the motion.

**RESOLVED that:** Lewes Town Council approves up to £7,000 from General Funds to purchase the reusable cups which will be distributed on a not-for-profit basis.

**20.23** Cllr Baah left the meeting.

**20.25** Cllr Baah rejoined the meeting.

Cllr Baah did not take part in voting.

It was also **Resolved** to appoint Cllr's Gardiner, Livesey, Maples, Mogan, Ross, Tigg, to the Task and Finish Group.

A vote was taken by a show of hands 8 Members were for the motion, 5 Members were against

Ref: 061 **CORRESPONDENCE**  
19.09.23

Invitation to comment on the Royal Oak being added to Lewes District Council Assets of community value list,

Members agreed to support the Royal Oak Public House Barcombe to be added to the District Council's list of assets.

Ref: 062 **13. EXCLUSION OF PRESS AND PUBLIC**  
19.09.23

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.

This was not required.

The meeting was declared closed at 20.42pm