



# Lewes Town Council

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<b>Committee:</b>	Full Council
<b>Date:</b>	15 February 2024
<b>Time:</b>	19:00
<b>Location:</b>	Council Chamber, Town Hall
<b>Present:</b>	Councillors Baah, Bird (Chair), Blackwell, Campbell, Clarke, Gardiner, Herbert, Livesey, Makepeace, Maples, Morgan, Norris, Tigg, Todd, Vernon and West
<b>Officer Present:</b>	Veronique Poutrel - Town Clerk/RFO
<b>Members of the public:</b>	None

## Minutes

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Reverend Brown shared a few words before the start of the meeting.

### 1. Welcome from the Mayor

The Mayor welcomed all Members.

### 2. Apologies for absence

Apologies were received from Councillor Ross and Councillor Burrows arrived at 19:25.

### 3. Declarations of Interest

Councillors Makepeace, Norris and West declared an interest under Item 11 as they had put nominations in.

**It was resolved that:** As nominations had already been agreed, these three Members would not need to be excluded from the meeting when discussing this item.

### 4. Chair's report

To receive a verbal report from the Chair.

The Chair reminded Members:

- To treat each other respectfully

- To be fully committed when signing up to a Committee
- To make sure to accept or decline meetings

The Chair reported on events that he had been involved with:

- Scouts Democracy on 7 February 2024
- Three Foodbank events

And events coming up:

- White Diamond film screening on 13 March 2024
- Seniors' Tea Party on 20 March 2024
- Glimpses of the Ouse on 27 March 2024
- An event at the All Saints Centre on 6 April 2024 is being considered which could include clothes swap and a battle of the bands

## 5. Confirmation of minutes

**It was resolved that:** The minutes of the Ordinary Meeting of Lewes Town Council held on 18 January 2024 be received and accepted with a revision under item 8 which should have read "Councillor Livesey expressed an interest in the position".

**It was resolved that:** The minutes of the Extraordinary Meeting held on 8 February 2024 be received and accepted.

Proposed: Councillor Maples                      Seconded: Councillor Vernon

## 6. Minutes of Standing Committees

**It was resolved that:** The minutes of the Buildings and Amenities Committee held on 25 January 2024 be received and accepted.

Proposed: Councillor Maples                      Seconded: Councillor Gardiner

**It was resolved that:** The minutes of the Planning Committee held on 30 January 2024 be received and accepted.

Proposed: Councillor West                      Seconded: Councillor Baah

**It was resolved that:** The minutes of the Finance Committee held on 11 January 2024 be received and accepted.

Proposed: Councillor Tigg                      Seconded: Councillor Makepeace

**It was resolved that:** The minutes of the Extraordinary Personnel Meeting held on 6 February 2024 be received and accepted.

Proposed: Councillor Maples                      Seconded: Councillor Blackwell

## 7. To receive written reports from representatives to external bodies

A written report from Councillor Makepeace from the NALC women's group as part of the Lewes District Association of Local Councils was noted and can be found in Annex 1.

Lewes District Association of Local Councils	Councillors Bird and Makepeace
Citizens Advice Bureau	Councillor Baah
Railway Land Wildlife Trust	Councillors Bird and Vernon
Sussex Community Rail Partnership	Councillor Dr Maples
Lewes Priory Trust	Councillors Bird and Vernon
Lewes Priory Trust UNESCO Representative	Councillor Norris
Stanley Turner Advisory Committee	Councillor Burrows
Lewes Conservation Area Advisory Group	Councillors Livesey and Ross
Plastic-free Lewes' Initiative	Councillors Livesey and Gardiner
Low Traffic Town Working Group	Councillor Morgan
Lewes Chamber of Commerce	Councillors Gardiner and Tigg
Sussex Police Community Safety Action Group	Councillor Clarke
Inland Lewes Focus Group	Councillor Clarke
Lewes District Council Planning Service User Group	Councillor Makepeace

## 8. Standing Committees nominations

**It was resolved that:** Councillors Vernon and Campbell will sit on the Planning Committee to ensure full representation as required per Standing Orders.

**It was resolved that:** Councillor Norris will sit on the Personnel Committee to ensure full representation as required per Standing Orders.

## 9. Recruitment

A verbal update from the Town Clerk on recruitment was received by Members.

## 10. Insurance

**It was resolved that:** The insurance contract with the existing provider will be renewed for one year from 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025.

## 11. Civic Awards panel

**It was resolved that:** Members agreed the nominations which were:

Peter Masters  
Repair Cafe  
Helen Chiasson  
Mark Perryman  
Louise Mayers

## 12. Business Case

**It was resolved that:** The Business Case Form when considering a motion, project, event or activity be approved and reviewed in 6 months' time.

## 13. Integrated Movement Strategy

**It was resolved that:** Lewes Town Council be agreed to receive funds from Lewes District Council to be transferred to the grant recipient.

## 14. Grants

**It was resolved that:** All recommendations are approved.

*The following projects are approved:*

A-LISTER	£ 975.00
All Saints Playgroup	£1,500.00
Common Cause Co-operative	£2,000.00
East Sussex Community Choir	£1,000.00
Friends of Wallands	£2,000.00
Landport Community Hub	£2,000.00
Lewes Astronomical Society	£1,975.20
Lewes House of Friendship	£ 600.00
Lewes Juniors Football Club	£2,000.00
Lewes Music Group	£1,405.00
Lewes Pétanque Club	£2,000.00
Lewes Textile Design Museum & Workshops	£ 885.00
Lewes, Glynde and Beddingham Brass Band	£2,000.00
Nevill Juvenile Bonfire Society	£2,000.00
New Sussex Opera	£1,500.00
Patina	£2,000.00
Pippa's Group	£1,886.00
Southover Good Neighbours	£ 400.00
Southover PTA	£1,994.38
St Peter & St James Hospice	£2,000.00
Sussex Association for Spina Bifida and Hydrocephalus (SASBAH)	£2,000.00
The Makers Directory	£ 804.24
The Ouse Valley Cycle Network Project	£1,800.00
The Unity Centre	£2,000.00
Well-being Tree	£ 520.00
Culture Shift	£2,000.00

*The following two projects will be part funded:*

Malling Brooks parkrun	£ 200.00
Friends Families and Travellers	£ 500.00

*Further clarifications are being sought:*

Unclouded Moon Productions	£2,000.00
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*The following projects are not approved:*

Abi Saunders Counselling	£1,200.00
The Launchpad Collective C.I.C	£1,600.00
Doctors for Nepal	£ 500.00
Cliffe Bonfire Ltd	£1,500.00
Inroads Productions	£1,950.00
The Hungry Grass Theatre Company	£ 121.75
Glynde & Beddingham Cricket Club	£2,000.00
Glynde and Beddingham Swimming Club	£2,000.00
Kempton house Day centre	£2,000.00
The Marine Training Corps Seaford	£2,000.00

Proposed: Councillor Vernon

Seconded: Councillor Herbert

### **15. Lewes Town Council Fiftieth Anniversary**

Recommendations from the working group were noted.

**It was resolved that:** an update will be provided to Full Council once details are further discussed.

### **16. Town Clerk's report**

A verbal report on the operational activities of the council was received.

- Links with key partners are being developed
- Networking with other Clerks
- Getting ready for Year End

### **17. Exclusion of press and public**

None was present.

### **18. To close the meeting**

The meeting closed at 20:40.

## **Annex 1- Item 7 - Feedback from the NALC women's group on Monday the 29th of January**

This is a this was a zoom for members of the NALC women's group.

Jackie Weaver was the invited guest.

The theme of Mondays zoom was how to manage intimidation and abuse within the council. shockingly many women counsellors are experiencing serious instances of abuse and intimidation often from fellow councillors, sometimes from members of the public and occasionally also from Clerks and staff members. Some women councillors are leaving their post, others described impacts on mental and physical health.

Some of Jackie Weaver's advice was to sign up to the civility and respect pledge. Don't leave it as a signature at the bottom of your emails - be proactive in engaging.

I think we as a Council are doing really well, and we shouldn't take that for granted.

<https://www.nalc.gov.uk/our-work/civility-and-respect-project>

By signing the Pledge, your council is agreeing that the council will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles and that it:

- Has put in place a training programme for councillors and staff
- Has signed up to the Code of Conduct for councillors
- Has good governance arrangements in place including staff contracts and a dignity at work policy
- Will seek professional help at the early stages should civility and respect issues arise
- Will commit to calling out bullying and harassment if and when it happens
- Will continue to learn from best practices in the sector and aspire to be a role model/champion council through for example the local Local Council Award Scheme
- Supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate

To be on the Whatsapp group connect with Sue Baxter 07773326193