



Committee:	Full Council
Date:	21 March 2024
Time:	19:00
Location:	Council Chamber, Town Hall
Present:	Councillors Bird (Chair), Blackwell, Burrows, Campbell, Clarke, Gardiner, Livesey, Makepeace, Maples, Morgan, Norris, Ross, Tigg, Vernon and West
Officer Present:	Veronique Poutrel - Town Clerk/RFO
Members of the public:	Four

Minutes

Prior to the commencement of the meeting, two questions were received from members of the public:

Question 1 – Member of the public outlined issues presented at the Swan roundabout and her concerns that more accidents will happen, as it did for her father.

Question 2 – Member of the public reiterated these issues and asked whether the Town Council would be willing to investigate a project on traffic calming.

As both questions were related, they were answered together. The Mayor shared his concerns with members of the public and said that he had spoken to residents last year with Councillor Maples. Other areas in Lewes have similar issues, including Nevill Road where different councillors are trying to make changes and to find ways to better engage.

Councillor Makepeace suggested that the Transport Working Group would be a good platform to share concerns and that the next meeting was at 2pm on 4 April 2024 at the Climate Hub.

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 Councillors Baah, Herbert and Todd.

3. Declarations of Interest

To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) regarding items 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.

Councillor Maples declared a non-pecuniary interest under Item 14, as she had some conversations with the interim Town Crier.

4. Chair's report

To receive a verbal report from the Chair.

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

- Gaming Fundraiser for East Sussex College, involving Care for the Carers
- Short Matt Bowls event at Malling Community Centre involving staff and councillors where unfortunately one of the members had a bad fall. The Mayor was pleased to report that she was doing well.
- Waterloo Bonfire dinner
- Lewes Beer Mile Launch
- White Diamond film screening fundraiser where a significant amount was raised for the food bank
- Annual Town meeting, which was preceded with information evening which was well attended. Thanks were expressed to staff that had organised the day.
- Glimpses of the Ouse, coming up on 27 March has sold out.
- Table Top Fundraiser from 11am til 3pm on 6 April 2024
- Easter Egg Hunt, taking place during Easter week-end. Due to late opportunity being presented, a business case was drafted but timing meant it didn't come to committee.

The Mayor reflected on Lee leaving after 29 years at the Town Council and how greatly he will be missed.

The Vice-Chair attended:

- Seniors Tea party attended by almost 100 residents
- Alice at Priory School

Councillor Burrows expressed his concerns at poor attendance at the Annual Town Meeting, the Mayor highlighted that this may have been as residents were able to have their questions answered during the information part of the evening.

It was resolved that: The Mayor confirmed that future format would be considered.

5. Confirmation of minutes

It was resolved that: The minutes of the Ordinary Meeting of Lewes Town Council held on 15 February 2024 be received and accepted.

Proposed: Councillor Morgan

Seconded: Councillor Vernon

6. Minutes of Standing Committees

It was resolved that: The minutes of the Finance Committee held on 7 March 2024 be received and accepted.

Proposed: Councillor Norris

Seconded: Councillor Tigg

7. Outside bodies

A written report was received from Councillor Maples and can be found in Annex 1.

Councillor Clarke reported back from the Inland Lewes Focus Group and said that no meeting had been held since November. She will find out when the next one is and report back when possible.

Councillor Clarke also mentioned an upcoming meeting for the Sussex Police Community safety Action Group on 28 April.

It was resolved that: Members share any issues that they would like Councillor Clarke to put forward.

Councillor Campbell confirmed conversations with Sussex Police regarding acoustic cameras.

8. Corporate Risk Management Strategy

It was resolved that: The Corporate Risk Management Strategy was approved with the last sentence regarding Whistleblowing Policy being removed and review to be set to one year.

Proposed: Councillor Maples

Seconded: Councillor Makepeace

9. Whistleblowing Policy

It was resolved that: Delegation will be given to Personnel Committee to finalise the Policy.

All Members in favour.

10. External Audit Report

It was resolved that: Members noted completion of the external audit process.

Proposed: Councillor Maples

Seconded: Councillor Morgan

11. Finance reports and actions

It was resolved that: the following were received and approved:

- List of Payments and Receipts for January/February 2024
- Bank Reconciliation for January/February 2024

Proposed: Councillor Makepeace

Seconded: Councillor Norris

It was resolved that: The cost centre summary was noted as being the council's position regarding the budget on 29 February 2024.

Proposed: Councillor Tigg

Seconded: Councillor Clarke

12. SDNP/23/02973/FUL - Former Bus Station Eastgate Street Lewes

It was resolved that: A response to be sent on 22 March was agreed.

Proposed: Councillor Clarke

Seconded: Councillor Maples

13. Sussex Local Nature Recovery Strategy and Landport Bottom Management Plan

It was resolved that: A working group to discuss the Town Council's input will be set up. It will include Councillors Morgan, Blackwell, Tigg, Livesey, West and Bird.

It was resolved that: A review of the Landport Bottom Management Plan will begin shortly and will be covered through Buildings and Amenities Committee.

14. Town Crier

It was resolved that: Terms of Conditions with the current Town Crier would be agreed.

15 Councillors voted in favour, Councillors Bird and Vernon abstained and Councillor Makepeace voted against.

It was resolved that: £17.50 would be paid towards the Crier's membership of the Ancient and Honourable Guild of Town Criers

16 Councillors voted in favour, Councillor West abstained and Councillor Makepeace voted against.

It was resolved that: The best effort would be made to have an annual presentation of locally sourced gifts to the Town Crier to recognise their contribution.

14 Councillors voted in favour, Councillor Livesey abstained and Councillors Bird and Ross vote against.

It was resolved: To defer to further group's proposal.

Proposed: Councillor Morgan

Seconded: Councillor Campbell

15. Hut Stories

The Chair welcome the Arts and Tourism Officer from Lewes District Council, present as a member of the public, which confirmed that she was confident that funding would be secured.

Councillor Gardiner declared a non-pecuniary interest as he had some conversations with developers.

It was resolved that: Support from our Events and Communication Officers and the use of relevant equipment as outlined in the Business Case Form was agreed, subject to availability and in consultation with the Town Clerk.

17 Councillors voted in favour, Councillor Gardiner abstained.

16. Clerk's report

A verbal report on the operational activities of the council was received which covered recruitment, year-end work, reviewing some of our policies, looking at staff appraisals and continuing to get to know our residents, local groups and key stakeholders.

17. Exclusion of press and public

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.

18. To close the meeting

The meeting closed at 20:55.

Annex 1 – Item 7 - South Downs Rail Community Partnership AGM

23 Feb 2024

Cllr Maples' report for Lewes Town Council – 21 March 2024

Since my last report, SDRCP has had its AGM, so these are my notes from that, plus one addendum re an award for the Heritage Tour to Anne of Cleves House!

*I have put the points that I think are of greatest interest to LTC/Lewes residents **in bold**.*

The AGM was lively with lots of attendees from the various stakeholder groups and good activity/progress on issues raised at previous meetings.

Update from Feb meeting:

- a. **Housing development at Lewes Railway Car Park: no applications, so no update**
- b. **Lewes Railway Cycle Hub – new signs re how to lock your bike. But noted there still more improvements to be considered, but there is no budget at the moment for this.**
- c. University – encouraged to charge for car parking. University says no. Unizone tickets also no change
- d. **Bookcase – Men's shed has the paint; awaiting completion.**
- e. **Victoria to Lewes/Seaford and Eastbourne – holding connecting train request. There is no policy, and it will generally be declined by operators, apart from last train. It is intended to ask staff at Lewes re making suitable announcements whether the train is being held or not.**
- f. Environment team is looking at Climate change adaptation (Rob Whitehead)
- g. There is a proposal to include Berwick, Glynde, Cooksbridge and Plumpton in the South Downs Community Rail partnership. At the moment, GTR doesn't want to fund any additional community lines, but possible to add in some of the existing active groups (e.g. wildflower group at Berwick). Conversation on this to continue. NB. There are advantages as this
- h. Local Transport Plan – Response to SCRP response not yet received. SCRP has emphasised that active and rail seem to be secondary to roads/cars
- i. Passenger numbers are going up on all stations, except Southease, slightly down.
- j. **Lift at Lewes – Network Rail asset. It has been fixed.**
- k. **High Wall at Lewes needs clearing – Network Rail know it looks unsightly, but 'not doing harm' (from sycamores, apple trees, brambles).**
- l. Re flexi-bus connections. This was not updated, but there is going to be an effort at coordinating better with ESCC re Flexi-bus provision (and other bus operators).

Other news, as per Agenda:

1. Norman and Lucy re-elected as Chair and Vice-Chair
2. GTR presentations by

Paul Whiteman: South Downs Line

- a. Passenger numbers: 86% of pre-Covid, with 'our' stations regularly improving
- b. Newhaven Harbour has hourly off-peak (as well as ½ hourly peak)
- c. **Last train from Brighton is now the 23.52, which also calls at Glynde and Berwick**

Rob Whitehead (community engagement for Southern and Gatwick Express)

- d. There is a **Your Station, Your Community Improvement programme** – though it has a reduced budget. Various groups supported last year, including Band of Brothers, AFK Disability Access, AudioActive (B'ton), Missing People. We've missed the deadline for YSYCIP24/25. **Deadline is Dec 2024 for 25/26.**
- e. GTR will now be attending JAG meetings.
- f. ASB – New GTR strategy to bring together all partners, e.g. REOs and trespass teams, British Transport Police and Sussex Police. Notes importance of providing support for victims (e.g. modern slavery, county lines, etc.)
- g. **Abandoned bikes: 1650 bikes 'rescued' and working with Sustrans to ID areas of deprivation/organisations where free bikes would be useful.**
- h. **Rail Social Value Tool – framework for reporting and evidencing initiatives (monetised and non-monetised indicators). Is opening up to other organisations to measure their social value**

Corporate Social Responsibility – Charlotte [last name??] NB. Charlotte replacing Jim Crawford at Lewes Stn.

- i. 4 focus areas: Mental health/well-being; Diversity and Inclusion; Employability and Confidence; Environmental Sustainability
- j. Various initiatives, e.g. the bike refurb scheme, football academy, Brew Monday – Samaritans campaign...
- k. Hoping to have partnership with B&H Albion (also Luton, Stevenage) and **I have asked re partnering with LEWES FC (there was interest: we will see if this 'pans' out ;)**).
- l. **Gardens and bug homes at Stations, including Green Network**
- m. Brighton Fringe Station Tours are available and often sell out.

3. Presentation by Emily Summers-Mileman, SDNPA Interpretation and Place Officer (interp, signage, waymarking)
 - a. Proposal for new signage from Falmer to Stanmer Park. NB. 10 min walk Station to Park entrance
 - b. **Possible to consider other signage initiatives, e.g. for Lewes Stn to have 'Gateway to SDNP' signage and maps?**

4. Station Partners and community groups update
Community Rail Partnership Grant: for small funds up to £2K needs application by end of March.

5. Line Action Plan (April 24- March 25)
Suggested better connection with smaller events (attracting niche groups to train travel); Connecting with Lewes FC (equality); There was a 'Line Guide', which could be updated/revised and adding in more on board announcements arriving at Lewes 'home of Lewes FC club, Home of Anne of Cleves, etc.'; publish in e.g. Lewesian.

'Go Jauntly' and 'Rail Walks' are new national groups that CSM (rail) are working with.

SCRIP ongoing partnerships/activities: Working with Culture Shift and Community 21 Team at Brighton: meeting at Station, going to e.g. Anne of Cleves/Heritage Venues. **NB. SCRIP recently won an award for the Heritage outing programme to Anne of Cleves!**

LASTLY: Asking for ideas for celebrating the Railway being 200 years old in 2025?