



Lewes  
Town  
Council

Town Hall, High Street  
Lewes, East Sussex  
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In accordance with the statutory requirements of the Local Government Act 1972  
Schedule 12 Paragraph 26 (2) [A] (Admissions to meetings) Section 1 (4)

Notice is given that an ordinary meeting of Lewes Town Council will be held in  
the Council Chamber of Lewes Town Hall  
on Thursday 20 June 2024 at 19:00

Members of the public have the right to attend unless a specific decision has been taken to  
exclude them

### **Public session**

For 15 minutes prior to the commencement of the meeting, members of the public are invited  
to question the council on local issues etc. Questions will be answered by the Chair or Town  
Clerk. These persons will reserve the right to postpone making an answer until the following  
meeting in order to take advice or undertake research. During this time, outstanding answers  
from previous meetings will be delivered.

**To the Chair and Councillors of Lewes Town Council**  
**You are hereby summoned to attend the ordinary meeting of**  
**Lewes Town Council on Thursday 20 June 2024**  
**at 19:00 at Lewes Town Hall**

**Meeting called by Veronique Poutrel - Town Clerk/RFO**

**Signed:** *V Poutrel*

**Date: 14 June 2024**

## **Agenda**

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### **1. Welcome from the Mayor**

### **2. Apologies for absence**

a) To note any apologies for absence.

### **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.

#### **4. Confirmation of minutes**

- a) To receive and approve minutes of the Annual Meeting of Lewes Town Council held on 9 May 2024

#### **5. Minutes of Standing Committees**

- a) To receive minutes from Standing Committees

##### Buildings and Amenities Committee

Meeting held on 28 March 2024.

##### Buildings and Amenities Sub Committee

Meeting held on 17 April 2024.

##### Personnel

Meeting held on 25 April 2024.

##### Planning

Meeting held on 23 April, 7 May and 28 May 2024.

#### **6. Scheme of Delegation**

- a) To update the number of Members on the Communication and Engagement Committee from 7 to 9

#### **7. Standing Committees**

- a) To elect members to vacant seats of Standing Committees

#### **8. Chair's report**

- a) To receive a verbal report from the Chair.

#### **9. Outside Bodies**

- a) To receive reports from representatives of Outside Bodies

- b) To elect a representative on Pells Pool Community Association's Committee
- c) To approve Councillor Norris to the position of Honorary Secretary to Lewes Priory Trust

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

## **10. Tasks and Finish Groups**

- a) To receive a verbal update from Tasks and Finish Groups

## **11. Sussex Local Nature Recovery Strategy**

- a) To delegate authority to the Town Clerk to submit the survey as agreed by the Task and Finish Group

## **12. Deliberate excess vehicle noise**

- a) To receive a verbal update on progress
- b) To set up a Task and Finish group to identify best options to address deliberate excess vehicle noise

## **13. Phoenix Quarter – Planning Agreement under Section 106**

- a) To note the briefing paper
- b) To authorise the Town Clerk to use the Common Seal

#### **14. CIL**

- a) To agree on the schemes to be funded under Lewes Town Council's allocation of CIL funding expiring in October 2024 and April 2025

#### **15. Lewes Integrated Movement Strategy**

- a) To receive an update

#### **16. Annual Governance and Accountability Return**

- a) To receive the report from the Internal Auditor for 2023-24
- b) To consider and agree the accounting statement figures
- c) To note the dates of the Exercise of Public Rights as Monday 24 June to Friday 2 August 2024

#### **17. Clerk's report**

- a) To receive a verbal report on the operational activities of the council.

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