



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 31 October 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 31 October 2024**  
**at 19:00 at Lewes Town Hall in the Council Chamber**

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

**Signed:** *v Poutrel*

**Date:** 25 October 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 Ordinary Meeting of Lewes Town Council held on 19 September 2024

#### 5. Minutes of Standing Committees

- a) To note minutes from Standing Committees

##### Communication and Engagement

Meeting held on 21 August 2024

##### Personnel

Meeting held on 17 September 2024

##### Planning

Meetings held on 10 September and 15 October 2024

#### 6. Chair's report

- a) To receive a report from the Chair

#### 7. Outside Bodies

- a) To receive reports from representatives of Outside Bodies

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
Climate Hub	Councillor Morgan
Pells Pool Community Association	Councillor Vernon
Lewes Football Foundation	Councillor Todd
Lewes Twinning Association	Councillor Bird
Lewes Football Club	Councillors Makepeace and Todd

- b) To elect a representative on the Lewes Exhibition Fund

## **8. Tasks and Finish Groups**

- a) To receive written updates from Tasks and Finish Groups

## **9. Common Seal for Pells pool**

- a) To agree the use of the common seal for the new contract with Pells Pool

## **10. Update from East Sussex County Council/Lewes District Council and James McCleary MP**

- a) To receive updates from representatives from East Sussex County Council, Lewes District Council and James McCleary MP

## **11. Lewes Football Foundation**

- a) To receive a presentation from Peter Bull

## **12. Re-usable cups**

- a) To receive an update on re-usable cups
- b) To agree to use £2,200 from 2023 grants underspend
- c) To approve any future surplus to be allocated to the Mayor's Charity
- d) To set up a Task and Finish group to explore the future of the cups and future operating model to run the scheme

## **13. Motion – Councillor Campbell - Road Surface Noise**

- a) To agree to delegate authority to the Town Clerk to write to East Sussex County Council to highlight the issue.

## **14. Motion – Councillor Makepeace - Signpost to Services**

- a) To agree to allocate £1,500 to a short public Information film showing young people talking about their experiences of mental health.

## **15. ESCC Consultation on Phoenix Centre**

- a) To set up a Task and Finish Group to provide a response to East Sussex County Council's [consultation](#) about the proposal to stop providing the day service at the Phoenix Centre.
- b) To delegate authority to the Town Clerk to submit the Town Council's response by 28 November 2024.

## **16. Enabling remote attendance and proxy voting at Council meetings**

- a) To set up a Task and Finish Group to provide a response on the [Enabling remote attendance and proxy voting at Council meetings consultation](#)
- b) To delegate authority to the Town Clerk to submit the Town Council's response by 19 December 2024.

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

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

## **18. 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.

## **19. To close the meeting**