



**Minutes** of the meeting of Lewes Town Council held on Thursday 10 November 2022 at 7.30 in the Council Chamber, Lewes Town Hall.

**Present:**

Councillor Burrows  
Councillor Clarke  
Councillor Handy  
Councillor Lamb  
Councillor Makepeace  
Councillor Maples  
Councillor Milner  
Councillor Sains (Mayor)  
Councillor Vernon  
Councillor Waring

**In attendance**

Town Clerk  
Deputy Town Clerk  
Committee Administrator  
Mayor's Chaplain

**75. Filming of council meetings and mobile phones**

75.1. The procedures were noted.

**76. Apologies for absence**

76.1. There were apologies from Councillors Baah, Bird, Catlin, Earl, Herbert and Wood who were all unwell and Councillor Mayhew who had a prior commitment.

**77. Members' declarations of interests**

77.1. There were none.

**78. Question time**

78.1. There were none. There was one member of the public present.

**79. Minutes**

79.1. Minutes of the meeting held on 6 October 2022 were received and agreed as a true record.

**80. Mayor's announcements and urgent items**

80.1. The Mayor recounted her recent visit to Blois to attend the Twinning Summit and was made very welcome by the Mayor of Blois, Marc Gricourt and spoke about the positive relations between Lewes and Blois. The Mayor informed Council that Waldshut-Tiengen would be hosting the sixtieth anniversary celebration of Twinning

in 2023. In response to a question from a councillor, the Mayor confirmed she had travelled to and from Blois by car and ferry.

80.2. The closing event for Black History Month held at the town hall on 30 October had been a great success.

80.3. On 4 November the Mayor welcomed the Waldshut-Fager Band who held a concert in the town hall and then joined Commercial Square bonfire society in the bonfire processions on the 5 November.

80.4. Council were reminded about Armistice and Remembrance days on the 11 and 13 November. Full details for both days were available from the Mayoral and Admin Officer.

80.5. The Civic Carol Service would be held on Monday 19 December 2022 at 7pm at St Anne's Church.

80.6. The Mayor will host a staff and councillors Christmas party on Wednesday 21 December 2022.

80.7. The short mat bowls match arranged for Friday 18 November 2022 had been cancelled.

## **81. Committees, Working parties and outside bodies**

81.1. Planning and Conservation Committee 23 September 2022

81.1.1. Council received the minutes of this meeting and it was resolved that:

81.1.2. The minutes of the Planning and Conservation meeting on 23 September 2022 are noted.

81.2. Audit and Governance Panel 28 September 2022

81.2.1. Council received the minutes of this meeting and it was resolved that:

81.2.2. The minutes of the Audit and Governance meeting on 23 September 2022 are noted.

81.3. Lewes District Council Planning Service User Group Minutes 3 October 2022

81.3.1. Council received the minutes of this meeting and it was resolved that:

81.3.2. The minutes of the Lewes District Planning Service Group 3 October 2022 are noted.

## **82. Requirement for an access officer**

82.1. Council considered a notice of motion that Lewes Town Council contacts Lewes District Council and East Sussex County Council to explore working towards the provision of an Access Officer.

82.2. Given that Lewes is about to undergo two large areas of development within the town, potentially causing significant pressure on infrastructure and access, Lewes Town Council believes that now is the time to address the lack of an Access Officer for this area.

82.3. Lewes Town Council believes that collaboration across the three tiers of Local Government would achieve a successful joined up approach to access across highways and pavements, housing and benches amongst other Local Authority

responsibilities and provide best value for residents whilst mitigating the financial pressure on any one tier of local authority. It was resolved that:

- 1 Lewes Town Council agree to contact Lewes District Council and East Sussex County Council to explore working towards the provision of an Access Officer.

### **83. East Sussex County Council Enhanced Partnership Plan and Scheme: Stakeholder Consultation**

83.1. East Sussex County Council (ESCC) had written to all key stakeholders notifying them that an Enhanced Partnership Plan and Scheme had now been prepared.

83.2. Council considered the stakeholder consultation and recommendations from the Planning Committee following their meeting on the 8 November.

83.3. There was concern regarding council offering a response on the overall project and whether the assumptions and expenditures proposed in the plan should be challenged and whether council could offer suggestions where money should be spent in Lewes.

83.4. Councillor Maples had produced a presentation on the Enhanced Partnership Plan that had been circulated to all councillors and had prepared a draft response to the consultation based on that presentation.

83.5. Councillors felt that the Plan had a lack of vision and that it should reflect the vision and objectives set out in the Lewes Neighbourhood Plan and ask ESCC to focus on sustainable transport options with the emphasis on urban active travel schemes and investment in bus transport and any other projects that create extra capacity for private vehicles should be avoided.

83.6. Councillors Maples, Clarke, Makepeace and Lamb offered to consider and finalise the draft response before submitting it to the town clerk to compile the final response. It was resolved that:

- 1 Council agreed that delegated authority be given to the Town Clerk to compile the final response to the stakeholder consultation to include points raised in Councillor Maples report and to include the points raised in 83.5 above.
- 2 Agree the recommendations from the Planning Committee.

### **84. East Sussex County Council Local Transport Plan 4: Consultation**

84.1. East Sussex County Council had launched the review of their fourth Local Transport Plan.

84.2. The review of the plan would be in two stages, stage one being the scoping phase and stage two being strategy development.

84.3. Council considered the consultation and the recommendations by the Planning Committee following their meeting held on 8 November.

84.4. Councillors were apprised with the 'Plan Themes' and additional themes that the planning committee had considered at their meeting. Council considered the issues and opportunities proposed as a response from the Planning Committee.

84.5. Council agreed that all of the themes in the plan were important and that the following themes be added in Council's response to the consultation:

- 1 Mobility as a human right.
- 2 Integration of mobility of transport infrastructures.
- 3 Culture Change (to drive use of active travel and public transport)
- 4 Safety, health, well-being and impacts to include air quality and noise reduction.
- 5 Housing and transport, planning and infrastructure.
- 6 Cost benefit analysis, accountability and key performance indicators.

84.6. Councillors Maples, Clarke, Makepeace and Lamb offered to consider and finalise the draft response before submitting it to the town clerk to compile the final response. It was resolved that: delegated authority be given to the Town Clerk to compile the final response to the East Sussex Local Transport Plan.

## **85. Officer's reports**

85.1. Civility and Respect project

85.2. Council considered report FC021/2022 requesting to sign up to the Civility and Respect pledge developed by the National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC) and One Voice Wales (OVW).

85.3. Council were asked to endorse councillors and staff undertaking the civility and respect focused training. It was resolved that:

- 1 Council agree to sign up to the Civility and Respect pledge developed by the National Association of Local Councils (NALC) the Society of Local Council Clerks (SLCC) and One Voice Wales (OVW).
- 2 Agree a supplementary estimate from the General Fund for expenditure on the civility and respect focused training costing up to £1,580 for access to two of the modules for all councillors and staff.

85.4. Council received an oral report from the Town Clerk regarding staff matters.

85.5. The All Saints Centre Assistant Manager has now returned to work full time.

85.6. Maternity cover recruitment for the Communication Officer had been unsuccessful. The post would be re-advertised on social media sites and Councillors were encouraged to share the job information.

The meeting closed at 20:35pm.

Signed..... Dated.....