



Minutes of the meeting of Lewes Town Council held on Thursday 19 January 2023 at 7.30 in the Council Chamber, Lewes Town Hall.

Present:

Councillor Bird
Councillor Burrows
Councillor Catlin
Councillor Clarke
Councillor Handy
Councillor Lamb
Councillor Makepeace
Councillor Dr Maples
Councillor Dr Mayhew
Councillor Milner
Councillor O’Keeffe (arrived 20.02pm)
Councillor Sains (Mayor)
Councillor Waring

In attendance

Town Clerk
Committee Administrator
Communications Officer
Mayor’s Chaplain

92. Filming of council meetings and mobile phones

92.1. The procedures were noted.

93. Apologies for absence

93.1. There were apologies from Councillors Earl and Herbert who both had personal commitments, Councillor Vernon who had a work commitment and Councillor Wood who was unwell. Councillor Baah had indicated that she would be late, however was unable to join the meeting.

94. Members’ declarations of interests

94.1. There were none.

95. Question time

95.1. There were none.

96. Minutes

96.1. Minutes of the meeting held on 15 December 2022 were received and agreed as a true record.

97. Mayor's announcements and urgent items

97.1. The Mayor informed council of the death of past Mayoress, Daphne Pattenden, widow of past Mayor Bob Pattenden. The Mayor had attended the service of thanksgiving on 17 January. Past Mayor Mike Chartier had also attended the service.

97.2. At the request of the Oberburgermeister Dr. Phillip Frank, the Mayor had recorded a New Year message to the people of Waldshut Tinengen of continued friendship. The message had been well received.

97.3. At the meeting of the Planning Committee on 10 January, Human Nature informed the Planning Committee of its intention to submit the first of its plans for the Phoenix Development and invitations would follow shortly for a presentation regarding the planning application.

97.4. Holocaust Memorial Day was on Thursday 26 January. The Mayor would be hosting a reception in the Council Chamber at 17.00.

97.5. The popular Seedy Saturday event would be held at the town hall on Saturday 4 February from 10.00 to 15.00.

97.6. The Mayor informed council that Ms Twitchen had been awarded an MBE in the New Year's Honours List for Voluntary Service. The Mayor had sent a letter of congratulations to Ms Twitchen.

98. Committees, Working parties and outside bodies

98.1. Planning and Conservation Committee 29 November 2022

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

98.1.2. The minutes of the Planning and Conservation meeting held on 29 November 2022 are noted.

98.2. Finance Working Party 5 December 2022

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

98.2.2. The minutes of the Finance Working Party held on 5 December 2022 are noted.

99. Road closure support

99.1. Council considered a notice of motion (NOM 003/2023) that council agrees an in-principle statement of support for day-time road closures for the commemoration of the Battle of Lewes and the spring artists and makers market.

99.2. There was some concern regarding public transport and blue badge parking if the roads were closed during these events, preventing people travelling through the town.

99.3. Lewes District Council will consult with the Police Authority, the bus companies and the town council's planning committee as consultees who will all be able to respond to proposed road closure applications.

99.4. It was resolved that:

99.5. Lewes Town Council agrees an in-principle statement of support for day-time road closures for the commemoration of the Battle of Lewes and the spring artists and makers market.

100. International Women's Day event support.

100.1. Council considered a notice of motion (NOM 004/2023) that council agrees expenditure up to £1,000 towards an event for International Women's Day 8 March 2023 to cover costs such as venue hire, refreshments, and payments of services.

100.2. At the Council meeting in December, Councillor Wood suggested that this event could be linked in with the Girls for Change event, an event that had been organised by Councillor Baah during her mayoral year and invitations could be offered to the original 100 girls who had attended that event.

100.3. Councillor Makepeace was communicating with Lewes Football Club, East Sussex College, Priory School and Diversity Resource International to encourage a 'Comedy Night' event to take place.

100.4. Councillor Mayhew proposed an amendment that Council agree to an expenditure of up to £1,500 in support of the International Women's day event.

100.5. It was resolved that:

100.6. Lewes Town Council agrees expenditure of up to £1,500 from the commemorations earmarked reserve towards an event for International Women's Day 8 March 2023 to cover costs such as venue hire, refreshment, and payments of services.

101. South East Water Consultation

101.1. Council, at their meeting on 15 December had agreed it would like to respond to the above consultation that was running until 20 February 2023. Council were being asked to view the consultation and agree a response.

101.2. At Council's December meeting a Task and Finish group consisting of Councillors Bird, Burrows, Lamb, Vernon, Waring and Wood had been appointed to identify areas in the consultation that Lewes would want to respond to and formulate a draft response.

101.3. Councillors had been apprised with the draft response by the Task and Finish Group and were asked to consider and agree the response.

101.4. It was proposed that in addition to the draft response South East Water should educate and encourage behavioural changes to customers encouraging good practices like rain water harvesting.

101.5. It was resolved that:

101.6. The South East Water Consultation is agreed with the addition as set out in minute 101.4.

102. Southern Water Consultation

102.1. Council, at their meeting on 15 December had agreed it would like to respond to the above consultation that was running until 20 February 2023. Council were being asked to view the consultation and agree a response.

102.2. At Council's December meeting a Task and Finish group consisting of Councillors Bird, Burrows, Lamb, Vernon, Waring and Wood had been appointed to identify areas in the consultation that Lewes would want to respond to and formulate a draft response.

102.3. With no draft to consider it was suggested that the response agreed for the South East Water Consultation be submitted for the Southern Water Consultation.

102.4. It was resolved that:

102.5. The response to the Southern Water consultation be the same as that for South East Water as set out in minute 101.6.

103. Officer's reports

103.1. Civic Award draft policy and procedure

103.2. Council considered report FC027 2023 Civic Awards Review that proposed a new policy and procedure with an updated application form. The Civic and Administration Officer was thanked for her work on the policy and procedure.

103.3. It was resolved that:

103.4. The Civic Awards Policy be agreed subject to:

103.5. Paragraph 2 reading that "Nominations can be made for individuals or groups who have provided long term service to Lewes residents or to individuals or groups who have created a recent but highly innovative or demonstrably impactful service".

103.6. Paragraph 4.3.4 be removed from the policy.

103.7. The existing five categories be reduced from five to one, with the aim of attracting more nominations.

103.8. Recipients will be awarded a trophy rather than a £100.

103.9. Awards will be presented to a maximum of five recipients per year.

103.10. It was agreed that four Councillors will form a selection panel along with the Mayor.

103.11. It was agreed that Councillors Catlin, Clarke, Makepeace and Milner will form a selection panel with the Mayor to select the 2023 civic awards.

103.12. Draft Budget

103.13. Council considered report FC028 draft budget 2023 to 2024 that was presented in a revised format developed by the Town Clerk and the locum Responsible Finance Officer through a series of workshops with councillors with the aim of making the budget clear and easy to understand. The budget presented had been considered in detail and recommended to Council by the Finance Working Party.

103.14. The Full Council budget had been prepared to reflect 5.45% increase in Band D for 2023 to 2024.

103.15. Council were also being asked to consider the earmarked reserves as set out in appendix 2.

103.16. It was noted that £4387.50 of Community Infrastructure Levy money would expire in May 2023. This money had previously been agreed to support the Cycle Route 90 or to improve the surface on a section of the Ouse Valley Way from Lewes to Offham or to install a road crossing on the Offham Road (A2029) near the piggy steps up from Blois Road. The Town Clerk informed Council that this money would need to be spent on infrastructure. The Finance Working Party had recommended that this money should be spent on replacing playground equipment at the Pells that has been removed over the years but not replaced.

103.17. The Town Clerk clarified that £15,000 had been earmarked for environmental audits that had been identified in the 2019 'Visioning' exercise carried out by the council.

103.18. The Councillor and staff Christmas meal had been removed from the Mayoral budget, however a modest corporate budget had been retained.

103.19. It was resolved that:

103.20. The budget for 2023 to 2024 setting a Precept of £1,363.742 be approved.

103.21. Council agreed the review for the earmarked reserves set out in the report.

103.22. Agree 4.11 in the report that the earmarked reserves for 'Neighbourhood salt bins grant' which is granted to residents' associations/groups for the purchase of the bin only, be redefined to include funding requests for refilling.

The meeting closed at 9.15pm

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