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**Lewes Town Council made a declaration of corporate objectives at its meeting of 2<sup>nd</sup> April 2009.**

*Minute extract – Lewes Town Council Minute reference FC2008/120*

That the following values be declared, where and when appropriate within Council documents, policies and statements:

“We, Lewes Town Council, strive to:

- > represent and promote the interests and needs of Lewes residents;
- > prudently manage our resources to a high standard and ensure their use for the benefit of the local community;
- > support initiatives that contribute to the economic vitality of the town, especially through the use of local suppliers and producers;
- > work with others to maintain, and improve where possible, good environmental quality and promote the sustainable use of local resources;
- > achieve and maintain the standards of a Quality Parish; and
- > maintain the traditions of the ancient County Town.”

*Lewes Town Council April 2009*

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**With particular reference to engagement with the local, and wider, community; Lewes Town Council states its policy as:**

**AIMS AND OBJECTIVES**

- > To effectively represent and promote the interests of Lewes in all forums.
- > Pay particular attention to the needs of the young, the elderly, the less able, and disadvantaged people.
- > Actively involve local people in decisions affecting activities in their area.
- > Be open and accountable in all we do.
- > Improved communication with the local community.
- > A better understanding within the community of the role of the Town Council and of its Councillors.
- > Local people recognize that they are involved in decision making.
- > Satisfaction with Council services.

**In order to achieve these goals, the Council will**

- > work with residents; businesses; voluntary organizations and community groups;
- > ensure that through a range of approaches to public involvement and community engagement, we actively encourage the involvement of all sections of the community, to capture views and learn of concerns, to more effectively integrate this understanding in the decision-making process;
- > ensure that residents have opportunities to be heard at every stage of a process.

**DEFINING THE COMMUNITY**

The Council considers the community of Lewes to consist of:

- > All residents of the town
- > All users of the Town Council’s services
- > All those who work within the town or who own businesses within the town
- > All young people who live and/or go to school within the town
- > All local voluntary organizations; clubs and societies; groups or organizations representing any sections of the community
- > Additionally, the Council recognises that there are certain bodies that are crucial to the quality of life in Lewes and aims to maintain excellent working relationships with these. They include the Police; other arms of local government; Lewes Town Partnership; Friends of Lewes; South Downs National Park Authority, and others. Other “interested persons” may be people or bodies who appear to the council to have an interest in matters relating to the economic, social and environmental well-being of its area.



## PROVISION OF INFORMATION AND OPPORTUNITIES FOR COMMUNITY INVOLVEMENT

Information is provided by the Town Council to the community in a number of ways, including

- > The Town Council offices at the Town Hall are open Mondays to Thursdays 09:00 to 17:00 and 09:00 to 16:00 on Fridays, where we provide a wide range of information both on Council services and other Lewes activities and issues.
- > The Town Council's website – [www.lewes-tc.gov.uk](http://www.lewes-tc.gov.uk) - provides information on the work of the Town Council and on other services, the history of the town, local events, local groups and organizations. The public can contact the Town Council through the website. All meeting agenda papers and minutes are available on the website to read or download.
- > Noticeboards at the Town Hall display agendas for Council meetings as well as other information of interest to the local community. Additionally, the Town Hall foyer and public reception area provide space which can be used to promote local events and organizations.
- > Councillors' surgeries are held regularly at the Town Hall.
- > The Town Council's Newsletter is published approximately quarterly and is available from the Town Hall; All Saints Centre; offices of other councils and from the local library. It is available on the website to read or download, and can be requested for automatic distribution by e-mail subscription.
- > The Council's annual report is available each year with an edition of the newsletter; and also from the Town Council offices, on the website, and from the local library.
- > All meetings of the Town Council and its committees and working-parties are open to the public and a period is set aside at the beginning of each meeting for public questions.

### Opportunities for Formal Representations to the Council

Formal representations to the Council may be made at any time in writing to the Town Clerk.

A period for questions or address by members of the public is set aside at the beginning of every meeting.

### WORKING IN PARTNERSHIP

The Town Council will work whenever appropriate in partnership with other organizations such as the District Council, the Lewes Town Partnership, the Friends of Lewes, and East Sussex County Council. It is represented on the Lewes Town Partnership and also has representatives on the following local organizations:

- > Lewes District Association of Local Councils
- > Lewes Fair Trade Steering Group
- > Citizens Advice Bureau
- > DeMontfort Project
- > Lewes Railway Land Wildlife Trust
- > Malling Community Association
- > Age Concern Lewes
- > Lewes Volunteer Bureau
- > Landport Bottom joint Management Committee
- > Lewes Town Partnership
- > Lewes-Uckfield Line Parishes Group/ULREG
- > Lewes Priory Trust

### Contact Lewes Town Council

<i>by post, or in person, at:</i>	Lewes Town Council, Town Hall, High Street, Lewes, East Sussex BN7 2QS
<i>by telephone:</i>	+44 (0)1273 471469
<i>by fax:</i>	+44 (0)1273 480919
<i>by e-mail:</i>	<a href="mailto:info@lewes-tc.gov.uk">info@lewes-tc.gov.uk</a>
<i>via the website (e-mail link)</i>	<a href="http://www.lewes-tc.gov.uk">www.lewes-tc.gov.uk</a>