

Town Hall
High Street
Lewes
East Sussex
BN7 2QS

☎ 01273 471469 Fax: 01273 480919

✉ info@lewes-tc.gov.uk

🌐 www.lewes-tc.gov.uk



**LEWES
TOWN
COUNCIL**

Lewes Town Council - Meetings 2017/18

Below is a calendar of our meetings for the 2017/18 municipal year which we trust you will find useful

This calendar will be followed as far as possible, although sometimes it may be necessary to change or cancel dates as the year progresses. We will give as much notice as possible in such cases. Meetings are confirmed only when formally notified by summons attached to an agenda, copies of which are displayed on the Town Hall public notice board and published on our website: www.lewes-tc.gov.uk.

Council Agenda are usually despatched to Councillors and made available to the public on the Thursday of the week preceding a meeting.

Planning Committee Agenda may be available on the Wednesday of the preceding week.

PUBLIC ATTENDANCE

PLANNING COMMITTEE

A full agenda is available at the Town Hall reception desk, between 9:00am - 5:00pm Mon to Thurs, and 9:00am - 4:00pm on Fridays. Individual application details are available online at

www.southdowns.gov.uk/planning/planning-applications/

Members of the public have the right, and are welcome, to attend meetings of the Committee – representations on specific applications may be heard at the start of each meeting with the Chairman's consent, and subject to time available. Correspondence or requests to address the Committee should, whenever possible, be notified to the Town Clerk at least 24 hours in advance. Whenever possible, it is most helpful if information for Council can be provided electronically. (We can scan letters and other third-party documents if necessary, but legibility may suffer) **PLEASE NOTE:** the Town Council is not empowered to decide planning matters although the Planning Authority (South Downs National Park Authority) is required by law to consider our comments on local applications and to give them due recognition in reaching its final decision.

COUNCIL and Working Parties

A full agenda and copies of reports and supporting documents are available on our website and at the Town Hall reception desk, between 9:00am - 5:00pm Mon to Thurs, and 9:00am - 4:00pm on Fridays. Members of the public have the right, and are welcome, to attend meetings of the Council – questions may be heard at the start of each meeting with the Chairman's consent, and subject to time available. Correspondence or requests to address the Council should, whenever possible, be notified to the Town Clerk at least 24 hours in advance.

Whenever possible, it is most helpful if information for Council can be provided electronically. (We can scan letters and other third-party documents if necessary, but legibility may suffer).

GENERAL QUESTIONS can be raised at our offices between 9am and 5pm Mons- Thurs; 9am and 4pm on Fridays – our staff will be pleased to assist.

Drop-in "surgeries" will be held on the first Tuesday of each month, when Councillors are available for discussion in the cafeteria area of the weekly Town Hall Market between 10am and 12pm.

PLEASE NOTE: As our meeting rooms are relatively small, we would appreciate advanced warning if you plan to attend in a group; perhaps with neighbours, or to bring a party of student observers. We may be able to arrange to hold the meeting in an alternative room.

