



Newhaven Town Council

Annual Report 2006-2007



Introduction by the Town Mayor, Councillor Rod Main

It was with some surprise and not a little trepidation that I took on the role of Mayor. Surprise in that I hadn't really considered it until it was suggested I might stand and trepidation because I know several former Mayors and it's a lot to live up to. Nonetheless, it has been a privilege to serve and play my part to the best of my ability.

This year has seen a number of developments. Some were expected, some were good news. Nearly all have had an impact. After 7 years, the expected planning application for a waste incinerator became a reality. The outcome was a forgone conclusion but yet I felt I had to take the argument to the committee at East Sussex County Council. I, along with many others including councillors and members of the Defenders of the Ouse Valley and Estuary, have explored every avenue. On behalf of the town, I've written many letters and submitted our representations. It's not over yet. I shall continue to fight this in whatever capacity I can and I am sure the members of the Town Council are, as they always have been, right behind me.

Still on a contentious note, the Phase Two work on the West Quay has begun and plans for the next phases have been submitted. The developments are necessary for the future of the town and the scale reflects the difficulty of engineering the solutions on the sites. Nonetheless, the design may not be to everyone's taste and we must keep a wary eye on what we would like and what is proposed and make sure our comments are heard. However, things could be improving and I am welcoming that.

On a positive note, the ferry service has been taken over by Louis Dreyfus Armateurs. They are will be running a new service to Le Havre. I believe this to be a really positive development for the town, the port and it bodes well for the future of the ferry service from Newhaven and I am pleased to have been involved with some the discussions.

In fulfilling my official duties, one thing that has stood out is the amount of work put in by local volunteers. Whether it is the St Johns Ambulance, the Lifeboat, Coastwatch or any number of charitable organisations, I have been amazed at the amount of free time people put in for the benefit of others. If you are one of those people, thank you.

I should also like to mention the Newhaven Youth Marching Band which seems to go from strength to strength. I was pleased to be invited to their anniversary celebrations and to their annual bash. Somehow, during this latter event, I got invited to play with a local rock band for a few quick licks. But before anyone asks, no, I shan't be on stage at Fort Rox this year but I will be in the audience.

The Sea Cadets were also on top form throughout the year, not least accompanying everybody on the Dieppe commemorations. They are a real credit to Newhaven and their presence is much appreciated on both side of the Channel.

There are many others, too numerous to mention, who have made my year as Mayor an enjoyable one. But being Mayor is a team effort, so I would like to thank all the other Councillors and the Staff for their commitment, loyalty and plain hard work during the past year.

Thank you.

Councillor Roderick M Main.

Report from the Leader of the Council, Councillor Judith Ost

As a Town Council, we are very proud to be able to bring this municipal year to a close as a Quality Council. The Earl of Lytton will make the official presentation of Quality Council Status to the Town Council at a ceremony to be held at Newhaven Fort on 17th April.

The Quality Town and Parish Council Scheme was launched by the Government in 2003 as one of a number of measures designed to equip parish and town councils to take on a stronger role in their communities. The Government in its scheme document refers to the fact that "... by meeting the requirements of this scheme and receiving Quality Status, a town council is demonstrating that it is a worthy representative of all parts of the community, is effectively and properly managed, articulates the needs and wishes of the community and works with its partners as an effective information point for all local services."

The Town Council had to pass a number of rigorous tests to receive Quality Status. These included:

- Effective communication with the production of newsletters, the What's On in Newhaven leaflet, the new Town Council website, use of noticeboards around the town and holding of monthly Councillors' surgeries.
- The qualifications of the Town Clerk. Ian Everest successfully completed the Certificate in Local Council Administration (CiLCA) during the summer of 2006.
- The publication of an Annual Report.
- The preparation of accounts in line with Accounts and Audit Regulations (1993)
- Partnership working and community links—the Town Council is represented on a number of local organisations, offers financial help to voluntary organisations through grants, and works closely with other organisations, for example in the organisation of special events such as the Maritime Festival or the Christmas Fair at Newhaven Fort.
- The number of Council meetings held and the involvement of the public, who are able to ask questions or submit petitions at the beginning of every Council meeting.
- Electoral mandate requirements—the majority of Town Councillors were elected by local residents at the last Town elections.
- The adoption of a Code of Conduct for Councillors to which all Councillors have adhered.

Newhaven Town Council has always worked hard to represent all parts of the community and to work in partnership with other bodies for the good of the town. We are delighted that this has now been officially recognised in the granting of Quality Status.

One such partnership project last summer was the installation of a new sculpture on the former war memorial site at the junction of Chapel Street and Fort Road. This site had been left looking a little forlorn following the removal of the war memorial the previous summer to the War Memorial Gardens in South Way. Following a successful Lottery Funding bid, a competition for young people was held by the Town Council working together with the Coastal Area Partnership Development Worker. Local youngsters were invited to submit designs for a new sculpture on a maritime theme and a series of workshops were held to offer help and inspiration. The competition was won by Tideway student Darren Woodley with his design "The Lookout". Darren and his friend Craig Marsom helped local firm G W Ironworks to turn his striking design into reality, constructed in heavy gauge steel. The new sculpture was officially unveiled by the Mayor as part of a special festival for young people held on 1st July.

Another very important way in which the Town Council can work in partnership with other organisations is through offering them funding to enable them to carry out projects which will benefit local residents. This year financial support has been given to (amongst many others)

- NIPPERS for their special family fun day held on 2nd August 2006 and towards the annual summer playscheme
- NCDA for a debt and money advice event held on 31st March 2007
- The Fish Festival held on 27th May 2006
- The Christmas Fair at the Fort held on 16th December 2006
- Partial funding of the Physical Activity worker employed by NCDA to increase physical activity and wellbeing amongst local residents
- Partial funding of the Newhaven Strategic Network Development Manager, employed by the Network to push forward the regeneration of the town
- Matched funding for Newhaven Fort to carry out restoration works to the Lunette Battery (providing their bid for Lottery funding is successful)
- The ABC Fund towards the provision of Christmas hampers for needy families in Newhaven
- Crossover for the setting up of a free furniture collection and delivery service to those in need in Newhaven
- DISS towards the running costs of their drop-in and advice service for the disabled held at the Hillcrest Community Centre
- The Seahaven Amateur Boxing Club towards the purchase of new competition equipment
- The NFRPA towards the costs of outings and lunches organised for local senior citizens
- Newhaven Historical Society towards the provision of storage facilities at Newhaven Museum
- The Sea Cadets towards the training of staff and senior cadets as fire marshals
- The Newhaven Youth Marching Band towards instruments and uniforms
- Vista towards outings for blind and partially sighted residents of Newhaven

Additionally, I am pleased to be able to report that it has been agreed to put £3,000 aside out of the budget for the next financial year as funding towards the Denton and South Heighton Junior Football Club's project to improve their pitch and changing rooms at The Hollow, South Heighton. This money will be released to the Club on the successful outcome of their forthcoming funding bid to the Football Association. Also from next year's budget, money will be made available to Victim Support, Home Start South Downs and Mediation + towards the funding of training for new volunteers.

The long cherished wish of many local people to see the names of Newhaven residents who died as a result of the Second World War recorded on the town's war memorial was granted this spring. This was the final culmination of a long project carried out by the Town Council, with the assistance of Newhaven Historical Society and the Commonwealth War Graves Commission, to research the names of the casualties. As an interim measure, a Book of Remembrance was produced in 2005 to commemorate the 60th anniversary of VE Day. Since the Book was published, the details of two further casualties were discovered. It is now hoped that the list of names is complete and they have been added to the lower panels of the memorial in equal honour with their comrades from the First World War. There will still be space for one or two further names if any more come to light in the future.

The Town Council's website went live in May 2006 and continues to provide lots of useful information about Newhaven Town Council, and the town in general, both to local residents and the wider world. Agendas and Minutes from Town Council meetings are posted on the site, as well as details of local events, newsletters, a section on the history of the town, local tourist attractions and links to other websites that might be useful to local residents. The address is www.newhaventowncouncil.gov.uk

Many local residents will be aware of an unfortunate incident which occurred at the Valley Ponds before Christmas, when raw sewage entered the two ponds closest to Lewes Road through a waste water pipe installed by a contractor working for the Highway Authority to drain standing water away from the road. The Ponds are managed by the Town Council and as soon as we became aware of the incident, Town Council staff made contact with Southern Water, who arrived at the Ponds without delay to investigate and take action. The pipe which was causing the problem was removed and the sewer pipe below it sealed to prevent further leakage. As much sewage as possible was pumped out of the two ponds and the water was treated to try and improve oxygen levels for local wildlife. Unfortunately, a substantial number of fish died as a result of the incident, although Town Council and Southern Water staff worked hard to rescue as many as possible and put them into the ponds upstream from the incident. Southern Water have continued to monitor the water and have reported that it is returning to normal. Luckily this has been in time for the annual spawning of frogs and toads at the ponds, most of whom were safely hibernating on land at the time of the pollution. Ducks and other waterfowl have also now returned to the two affected ponds.

There have been a number of improvements made to sites managed or owned by the Town Council this year:

- New safety surfacing at the Lewes Road Recreation Ground play area
- New safety surfacing at the Denton Recreation Ground play area
- New metal bow top fencing at the Denton Recreation Ground play area
- A new suspended ceiling and lighting at the East Side Social Centre (greatly improving the warmth and comfort for users of the Railway Nursery)

Finally, it is an important part of our role as a Town Council to represent local opinions and lobby other bodies where necessary. One subject which a number of local people feel very strongly about is the continuing conversion of many of our small, terraced houses into flats. This is having a profound effect on the character of the town because of the loss of affordable family housing and the cumulative effect on parking in our already badly overcongested streets. The Town Council is lobbying the local Planning Authority hard on this issue and hopes to be able to get a policy restricting these sorts of conversions included in the emerging Local Development Framework. Another issue which affects many local residents is the long delay in the official adoption of a number of roads in new housing developments, which gives rise to all sorts of problems, such as a lack of gritting in icy weather, or sub standard surfacing. Here again, town councillors are working to help local residents, speaking to developers on their behalf and talking to the Highway Authority and the Planning Authority to see what could be done to prevent similar problems from arising in the future.

Councillor Judith Ost
Leader of the Town Council

THE ROLE OF NEWHAVEN TOWN COUNCIL

There are three tiers of local government with areas of responsibility in Newhaven - East Sussex County Council, Lewes District Council and Newhaven Town Council.

East Sussex County Council's responsibilities include:

Highways, including roads, footpaths, pavements, alleyways, street lighting, the cutting of grass verges, etc

Education - schools, adult education, etc.

Social services, including the provision of care homes, etc

Waste sites, such as the tip in Lewes Road

Lewes District Council's responsibilities include:

Housing

Deciding planning applications

Rubbish collection from premises in the town; provision of recycling facilities

Street cleansing

Environmental health

Provision of leisure and sports facilities, such as the Seahaven Pool, recreation grounds

Collection of Council Tax on behalf of all three tiers of local government

Licensing of taxis

Newhaven Town Council is the equivalent of a village parish council. It receives annually a small percentage of the money raised by Council Tax, known as "the Precept". This money can be spent on the provision of various things that are of particular benefit to the local community and which the Town Council feel are not adequately provided by the other two tiers.

Eighteen local people serve as Councillors on the Town Council. They are all volunteers and receive no pay for the work they do on behalf of the town. Elections are held every four years.

There are full meetings of the Town Council about every six weeks throughout the year, which take place at Meeching Hall, in Fort Road. All meetings of the Council are open to the public and there is a short period at the beginning of each meeting put aside for questions from the public and for the receipt of petitions.

An important part of the role of the Town Council is to represent the views of the town in response to various public consultations.

On a regular basis our Planning Applications Committee meet to look at planning applications received by the Planning Authority and to pass on to them our comments. The Town Council always try to represent the views put forward by local people in this regard, although sometimes this can prove difficult when an application is controversial and has both vocal support and opposition amongst local residents. Nevertheless, members of the Planning Applications Committee take a vigilant approach in representing the local viewpoint, and encourage objectors/supporters of planning applications to attend meetings and put forward their views.

At the present time, Newhaven Town Council provides the following for the local community:

The Town Council **offices** in Fort Road act as an information point for local residents. The offices were the subject of a major refurbishment in 2003-4 and are now much more people

friendly, with easy public access from street level. Internally there is now a lift for the less agile or parents with buggies and the interior is light, modern and convenient. The building also has a private interview room and a small meeting room. Current planning applications may be viewed there during normal office opening hours. Leaflets and posters are displayed concerning local events, places of interest and other items of general interest. A Planning Officer from the District Council visits the offices to hold a Planning Surgery twice a month. The Registrar visits the offices once a week to allow local residents to register births and deaths. The meeting room is in regular use in hosting meetings connected with the Newhaven Strategic Network, Anti-Social Behaviour, Tourism Group, West Beach Improvement Group and the Local Area Transport Strategy. The offices are owned by the Town Council.

Four **social centres** are owned, maintained and run by the Town Council. They are available for hire by local organisations and individuals. They are Denton Social Centre, East Side Social Centre, Lewes Road Social Centre and Meeching Hall.

Some of the town's **recreation grounds** are maintained by the Town Council. These are the Denton Recreation Ground and Children's Play Area, the Valley Road Play Area, and the Lewes Road Recreation Ground and Children's Play Area. Other local recreation grounds and play areas are the responsibility of Lewes District Council.

Three **amenity areas** in the town are maintained by the Town Council. The Bay Vue Amenity Area in Bay Vue Road is owned by the Town Council and maintained as a grassed area with public seating. The Valley Ponds area is leased from Lewes District Council and looked after by the Town Council as a wildlife conservation area and amenity area for local residents. The strip of land known as the Rose Walk Amenity area (behind Southdown School, linking Church Hill and Rose Walk) is leased from East Sussex County Council and maintained as a grassed area by the Town Council.

The town's **war memorials** are looked after by the Town Council. All three memorials – the Canadian Memorial, the Mercantile Marine Memorial (also known as the Transport Memorial) and the town's War Memorial – now stand together in the Memorial Gardens in South Way. Each year in August, the Town Council host a commemoration service at the Canadian Memorial on the anniversary of the Dieppe Raid in 1942. The Town Council also work in partnership with the Royal British legion to organize the annual service of remembrance during November

The Town Council has produced a Book of Remembrance containing the names of the people of Newhaven who died as a result of the Second World War. This book was published to mark the 60th Anniversary of the end of the Second World War in the summer of 2005. Copies of it can be seen at the Town Council offices and at the Newhaven Local and Maritime Museum. This year the names of the Second World War casualties have also been added to the town's War Memorial.

Newhaven Cemetery is owned by the Town Council, which acts as the local burial authority. The Cemetery includes burial plots, a garden of remembrance for ashes interments, and a chapel which is used for some funerals.

There are a small number of **allotments** at Newhaven Cemetery, which are let to local residents for a nominal annual fee. The allotments at East Side are owned and controlled by Lewes District Council.

The Town Council own and fund the **CCTV cameras** in the town centre, which are operated and maintained by Sussex Police.

The **Christmas Lights** in the town centre are owned and put up each year by the Town Council. A number of local businesses allow the Town Council use of their electricity supply for this purpose.

The **floral boat** at the junction of Bridge Street and South Way is owned and maintained by the Town Council. The Town Council have also planted bulbs in grass verges in various locations in recent years. Additionally, support is given by the Town Council to Newhaven in Bloom, who provide many of the floral displays in the Town in the summer.

A twice weekly free **mini bus service** to the Town Centre shops is provided by the Town Council for senior citizens living in outlying areas of the town, in partnership with the local Lions Club.

The Town Council funds the provision of vouchers for local senior citizens giving a reduction in the purchase price of **senior citizen railcards**.

Some of the **public seats** in the town are owned and maintained by the Town Council.

There are 5 Town Council **noticeboards** around the town which are used for the display of Town Council minutes and agendas and a list of Town Councillors.

The Town Council are also consulted on wider matters, such as the Local Area Transport Strategy and the Local Development Framework plan. Issues raised by the Town Council include highlighting the importance of the breakwater in terms of sea defence for the harbour and Seaford Bay, and requesting that the Environment Agency should contribute towards its maintenance and repairs. The Council is also supporting the initiative for the town to have a much improved railway station and provision of a taxi rank, car parking and an interchange with buses.

The Town Council are represented on the following outside bodies:

Access in Seaford and Newhaven Committee
Acquisitive Crime Action Group
Age Concern Day Club
Citizens Advice Bureau
Community Transport for the Lewes Area (CTLA)
District Association of Local and Parish Councils
INPACT
Meridian Coast & Downs Mature Citizens Community Forum
Newhaven Children & Young People's Initiative
Newhaven in Bloom
Newhaven, Peacehaven & Lewes Volunteer Bureau
Newhaven Strategic Network
Newhaven Transport Strategy Steering Group
Open Spaces Group
Parishes of the Lower Ouse (POLO)
Pubwatch
Seahaven and Lewes Victim Support
Shakespeare Hall
Turning the Tide

NEWHAVEN TOWN COUNCIL STRUCTURE 2006-2007

Town Council Members

Denton and Meeching Ward

Graham Amy	71 Court Farm Road, Newhaven (<i>Lead Member for Partnership & Promotion</i>)
Carla Butler	6 Southdown Close, Newhaven
Julie Carr	73 Iveagh Crescent, South Heighton
David Fitton	Moonrakers, Church Hill, Newhaven
Pat Fitton	Moonrakers, Church Hill, Newhaven
Don Lewry	15 Cantercrow Hill, Denton
Jo Lewry	15 Cantercrow Hill, Denton
Robert Robertson	28 Western Road, Newhaven
David Rogers	74 Fort Road, Newhaven
Angela Simmons	Cedars House, 1 Heighton Road, Denton (<i>Lead Member for Community Services</i>)
Vacancy	

Valley Ward

Richard Honeyman	36 Lawes Avenue, Newhaven
Cynthia Kennedy	70 Elphick Road, Newhaven (<i>Lead Member for Children and Young People</i>)
Roderick Main	5 Avis Parade Flats, Avis Road, Newhaven (<i>Mayor and Lead Member for Planning</i>)
Judith Ost	Mary Ann's Cottage, Lewes Road, Newhaven (<i>Leader of the Council</i>)
Pat Ost	Mary Ann's Cottage, Lewes Road, Newhaven
Peter Wilson	Minstrels, 11 Piddinghoe Mead, Newhaven
Vacancy	

Staff

Town Clerk	Ian Everest
Administration Manager	Sue Boyle
Administration Assistant (Part-time)	Jacky Cole
Works Manager	Simon Innis
Grounds Staff	Robin Deakin, Peter Shew, Tony Skinner
Caretaker (Part-time)	John Seymour

FINANCIAL SUMMARY

The Town Council's full accounts for the year 2006/07 will be available later in the year for public inspection.

For the purposes of the Annual Report, the following information gives a summary of the accounts.

Income

The Town Council's budget is comprised of the amount paid by residents of the town (via the Council Tax) and the amount raised by income from rentals, lettings, bank interest and other fees and charges.

2006/07

Precept (Council Tax)	£271078.00
Income (budgeted)	<u>£67350.00</u>
Total	£338428.00

Expenditure

The Town Council's expenditure is controlled by a budgeting and monitoring process which categorises expenditure into separate headings.

For the year 2006/07 the budgeted figures were

Administration/Office	£44200.00
Staff and Training	£171450.00
Buildings and Grounds Maintenance	£36795.00
Community Services	<u>£42350.00</u>
(CCTV Cameras, Christmas lights, grants, play areas, Citizens Advice Bureau, Newhaven in Bloom)	
	£294795.00

The Town Council also has an Earmarked Reserves Budget. This is used for projects for which it may be necessary to accumulate funding over a number of years or for special one-off funding demands.

During the year 2006/07, the following expenditure has been made from the Earmarked Reserves:

Halls refurbishment	£6467.00
Play Areas	£4000.00
Partnership Contributions	£5000.00
War Memorials	£1500.00
Tree Works	£4000.00

During the year 2006/07, the following grants were awarded by the Town Council:

Access in Seaford & Newhaven Committee	£250
ABC Fund	£250
Castle Hill Group	£300
Crossover	£200
DISS	£200
Friends of Fairholme Road	£150
Friends of Newhaven Library	£200
Friends of West Quay	£100
Hillcrest Amateur Boxing Club	£400
Meridian Coast & Downs Mature Citizens Community Forum	£300
NFRPA	£170
NIPPERS	£150
Newhaven Branch of ESDA (Bluebird Club)	£100
Newhaven Cricket Club (Youth Section)	£110
Newhaven District Guides	£300
Newhaven Historical Society Local & Maritime Museum	£400
Newhaven & Peacehaven U3A	£100
Newhaven Sea Cadets	£150
Newhaven Youth Marching Band	£300
Shakespeare Hall	£100
Start Art and Smart Art	£150
Vista for the Blind & Partially Sighted	£300
Volunteer Centre Sussex Downs	£90
West Beach Improvement Group	£30

Note:

The accounts of Newhaven Town Council are audited each year in compliance with the Audit Commission Act 1993 – Accounts and Audit Regulations 2003 (SI 2003/533).

The accounts for the year 2005/06 have been duly audited and certified by the external auditor.