

ANNUAL REPORT

2022-2023



Newhaven Town Council
Town Council Offices
18 Fort Road, Newhaven
East Sussex BN9 9QE

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. 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”.

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 & Development 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.

Newhaven Town Council is committed to fair and clear ways of working, from the way it consults with the local community and does business with third parties who help it to deliver services, right through to the way it makes decisions. As part of this way of working, Newhaven Town Council has adopted the following principles that it is committed to:

- Represent and promote the interests of Newhaven and all its people in all forums
- Pay particular attention to the needs of our children and young people
- Actively involve local people in decisions affecting activities in the area
- Promote equality of opportunity and oppose discrimination
- Be open and accountable in all it does
- Support development, which is environmentally, socially, and economically sound and sustainable

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 online there during normal office opening hours. Leaflets and posters are displayed concerning local events, places of interest and other items of general interest. The meeting room is in regular use in hosting various meetings. 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
- 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 together with some play equipment for small children. The Valley Ponds area is 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 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 Transport Memorial and the town's 1st World 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 to mark the anniversary of the Dieppe Raid in 1942. The Town Council also organises 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
- 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 can be used for funeral services
- There are a small number of allotments adjacent to Newhaven Cemetery, which are let to local residents for a nominal annual fee

- The Town Council own and fund the CCTV cameras in the town centre, which are operated and maintained by Sussex Police
- The Christmas lights and Christmas trees in the town centre are funded and managed 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 together with the floral displays in the High Street. The Town Council have also planted bulbs in grass verges in various locations in recent years
- CTLA offer a dial a ride bus service which is partially funded by the Town Council.
- Some of the public seats in the town are owned and maintained by the Town Council.
- There are 9 Town Council noticeboards around the town which are used for the display of Town Council minutes and agendas and a list of Town Councillors together with information on local events

The Town Council are represented on the following outside bodies:

- Access in Seaford & Newhaven Committee
- Citizens Advice Bureau
- Southeast Community Rail Partnership
- CTLA: Steve Saunders
- East Sussex Association of Local Councils x 2
- Egrets Way Committee
- Friends of Riverside Park
- Heat Network Board?
- Newhaven Enterprise Zone
- Joint Action Group
- Lewes District Association of Local Councils x 2
- Newhaven Chamber of Commerce
- Newhaven Vaccination Committee
- Parishes of the Lower Ouse
- Newhaven Historical Society
- Uckfield Railway Parishes Committee
- West Quay Day Centre (formerly Age Concern)

The Responsibilities of Lewes District Council & East Sussex County Council



Lewes District Council

- Abandoned Vehicles
- Anti-social behaviour, noise, and nuisance
- Business rates and Business grants
- Carparks
- Council Tax
- Deceased Animals
- Dog Fouling
- Elections & Electoral Register
- Environmental Health
- Fly Tipping
- Food - business registration and safety
- Flooding
- Housing, including housing benefit
- Licensing, including taxis, alcohol, tattoo, street party etc.
- Litter
- Pest Control
- Pollution
- Recreation Grounds: Fort Road and Avis Road
- Planning & Building Control
- Refuse Collection
- Stray Animals
- Toilets
- Waste & Recycling including food waste, garden waste and bulky item collection

Tel: 01273 471600. Information about all services, including online forms can be found at
www.lewes-eastbourne.gov.uk customerfirst@lewes-eastbourne.gov.uk

East Sussex County Council



- Children's Services
- Education
- Footpaths
- Grass Cutting/Verges
- Highways, including road conditions and street lighting (Tel: 0345 60 80 193)
- Parking Enforcement
- Newhaven Library
- Social Services
- Trading Standards
- Trees & Hedges

Tel: 0345 60 80 190 www.eastsussex.gov.uk

Newhaven Town Mayor & Chair of the Town Council

Cllr. Paul Boswell



I have thoroughly enjoyed my second time around of being Mayor of Newhaven. We all seem to be more or less back to 'business as usual' following Covid and I'm pleased to say that the usual mayoral duties are largely back to normal.

The Deputy Mayor, Cllr. Pinky McLean-Knight and myself undertook the responsibility of representing Newhaven in France when we both attended The Dieppe Raid 80th anniversary commemoration. I also had the privilege to visit London with the President of Newhaven Chamber of Commerce to meet one of the top Ministers visiting from Vietnam.

There have been numerous other official duties to perform, some very low-key, others very high profile, such as the Platinum Jubilee Beacon Lighting, all too soon followed by the Proclamation of King Charles III last year.

There continues to be a lot of interest in Newhaven and a lot of big plans for our town going forwards – I do hope we see the town develop and prosper for the better over the next few years.

We have local elections very soon and I am sure that whilst some of our councillors will stay on, there will also be new faces to represent Newhaven. I wish my successor all the very best as Mayor for next year, it has been an honour and a privilege to serve the town.

Former Councillor Paul Boswell, Mayor of Newhaven 2022 - 2023



Environment & Amenities Committee

Chair: Cllr. Lesley Boniface



This year was my first year as Chair of the Environment & Amenities Committee, having taken over from Cllr. Graham Amy in May last year.

TREE WORKS

We continue with our monitoring programme of existing trees to ensure they remain healthy. Sadly disease continued to necessitate removal of some over the last year. It's never a decision taken lightly by the Council's nominated contractor and is always done as sensitively as possible. We also have a tree replacement programme running alongside to ensure we do not lose habitat.

Our Tree Wardens have throughout the year planted a number of species on Riverside Park and Lewes Road recreation field and play area. They've also planted a number of Dutch Elm resistant trees on the A259 as well as a number of smaller planting sessions around the town as well as some "Front Garden Scheme" trees for local residents.

If you're interested in becoming part of the Newhaven Tree Warden volunteers or would like to find out more about the Front Garden Scheme, please contact the Council officers who will put you in touch with the group.

CEMETERY

We are continuing to review the service provided by the Council and the grounds maintenance; improving the grass cutting regime and the natural habitats to encourage wildlife.

LOCAL BLUE PLAQUE SCHEME

A call for residents to provide names for the blue plaque scheme has recently been made in Newhaven Matters in conjunction with the Newhaven Historical Society and we look forward to the project progressing over the coming months.

VALLEY AND RIVERSIDE PARK PONDS

Reed clearance and tree works management continue during the season at Valley Ponds. It's really important that we create the right habitat for the wildlife, and it has been lovely to see the Heron sitting in the large pond watching for food, as well as a stray Cormorant and Little Egrets which have strayed across from the river. There are plans to introduce toads to the Riverside Park ponds. Whilst surveys showed improved species including evidence of newts unfortunately the local toad population haven't made an appearance. Toads and spawn will be brought in to be added at the right time.

HIGHWAYS VERGES

We continue to work with the County Council contractor on reviewing how we can improve our local verges and hopefully reduce the number of cuts for some verges each year. It's a contentious issue and we will hopefully be able to consult with residents later in the year. This year a number of verges have already been trialled with "meadow cuts" and the coming year will see some verges only being cut 6 times during the growing season instead of 8. It would be great to be able to encourage wildflowers to improve pollination possibilities across the town.

DEVOLUTION OF GREENSPACES

A number of open and green spaces are soon to be transferred to the management by Newhaven Town Council. It's an exciting time to have such wonderful areas for us to manage including Riverside Park, Lewes Road rec and the Ouse Valley Nature Reserve. Transfer documents are currently with the legal departments of the three Councils and negotiations are well underway to ensure a good handover.

TOWN CENTRE CHRISTMAS LIGHTS

The Committee were delighted to see the successful switch on of the new Christmas lights and power supply in December. Thank you to everyone who gave feedback, it was great to hear they were appreciated, especially the beautiful "tree" on the Memorial Green. We are already putting in place an earlier installation and switch on next December as we did recognise that it was later than anticipated.

Cllr Lesley Boniface, Chair of Environment & Amenities Committee

Members of the Environment & Amenities Committee:

Cllr. Lesley Boniface

Cllr. Graham Amy

Cllr. Kim Bishop

Cllr. Sean Macleod

Cllr. Pinky McLean-Knight

Cllr. Steve Saunders

Cllr Angela Simmons



Planning & Development Committee

Chair: Cllr. Steve Saunders



It has been another busy year for our Planning Committee, with some large applications coming forward for consultation. The biggest of these was the plans for the Marina site. We had some good dialogue with the architects ahead of the final designs coming forward and many of our concerns and suggestions were encompassed within the scheme. When it came before the District Committee, my Newhaven Colleagues and I were able to confidently support the proposals and we are looking forward to the plans becoming a reality. It will bring some valuable tourism and visitors to our town.

We have had increasing success in our objective comments around several applications in the past year, as well as with others where we have supported proposals, or asked for conditions to be attached which lessen the impact on neighbouring properties, of noise, overshadowing and over-looking. Our own Neighbourhood plan has assisted us greatly in consultations with developers and in giving our comments weight with the District Council officers.

Previously approved developments are nearing completion at the former Parker Pen site, Augustfields and Clifton Road. However, our committee remain extremely concerned about the impacts on our increasingly over-burdened traffic infrastructure and are closely monitoring the other impacts upon our community - such as school and community provision. The Community Infrastructure Funding (CIL) that is available to us from all this development, will provide the Town Council with some welcome money, to enable us to bring forward some innovative projects of our own. So whilst we do appear to be suffering from more than our fair share of development, we are profiting as a result in other ways.

There are more applications in the pipeline for Newhaven, with final designs for grant-funded schemes at the former Coop in Newhaven Square, the building above the Library in the High Street and The Seafood Restaurant at the West Beach Promenade, among several that should be coming along soon.

Members of our Committee are often asked to support residents with planning issues by residents and we are supported by both our own staff and those in the District Planning Department. Government reforms to the planning system are still being worked up and future changes are no doubt going to impact on the whole of our town and district.

As we approach the end of another council term of office, I'd like to recognise the commitment of our hard-working officers and the support they have given me and my colleagues, over the last 4 years.

I'd also like to thank my fellow members on Planning. We are the committee that meets most frequently throughout the year and without the support of my Deputy Chair, Graham Amy and the other loyal members that give their valuable time each and every month, we would not be able to function properly and ensure that the views of Newhaven residents are fed through to the decision-making authority at Lewes.

Whatever happens in the next few months in the run up to and after the next local election, I am sure that our new our Planning Committee will continue to press hard for a good deal for Newhaven and that we are all properly represented and consulted with, on all the major planning issues that impact our town. In May, we will no doubt have a raft of new councillors and I hope that they share the knowledge and enthusiasm that has been shown by this year's committee.

Finally, I'd like to thank all those members of the public that have emailed and written to me and my colleagues, and those that have taken the time to attend via our on-line facility or to come along to meetings and speak in person. I hope that those residents have appreciated the work we all do and the open and transparent way we try and do it.

Councillor Steve Saunders, Chair of the Planning & Development Committee

Members of the Planning & Development Committee

Cllr. Steve Saunders

Cllr. Graham Amy

Cllr. Kim Bishop

Cllr. Bill Giles

Cllr. Sean Macleod

Cllr. Pinky McLean-Knight

Cllr. Angela Simmons



Promotion, Partnership & Finance Committee

Chair: Angela Simmons



The Promotion, Partnership & Finance Committee oversees the Council finances, details of which are given in the Financial Summary at the end of this Annual Report. The committee helps to promote Newhaven and supports local partnerships. Grants are given to help town events and are also given to groups and voluntary organisations.

August 19th 2022, was the 80th Anniversary of Operation Jubilee, the Dieppe Raid. Families of veterans attended, and the occasion was marked on Sunday August 14th with a Service of Remembrance and the laying of wreaths. Representatives of Canadian and American armed forces attended with many associated organisations represented. There was plenty of time for memories to be exchanged over an excellent lunch at the Bowls Club on Denton Island.

The procession and service were blessed with good weather. Operation

Jubilee is commemorated on August 19th in Dieppe and was attended by representatives of Newhaven. As usual there was a service and wreath laying at Memorial Green to mark Remembrance Sunday in November.

Most regular events in the town were resumed after restrictions of Covid were lifted. Denton Community Challenge was enjoyed by many with young people taking part in varied sporting events and appropriately rewarded. The SCDA run Newhaven 'Jubilee' Fish Festival took place on Huggetts Green, supported, as usual, by Newhaven Town Council and was a great success. Lewes District Council ran the highly successful Brewhaven at Newhaven Fort over two days last April. Supported by the Town Council was another great success, which will take place again at the end of April 2023. Newhaven Festival (funded in part by the Town Council) continued its annual array of events which included talks, art exhibitions, music, poetry, and dance. The Town Council's Bar at the Bandstand was well received, however 2023 will see it evolve to become Sussex Day at the Bandstand.

Newhaven Matters keeps the residents informed of local news and events from organisations across the town. This is now delivered to all Newhaven, Denton, and South Highton residents by Royal Mail to ensure that every household receives a copy.

The annual 'Best of Newhaven' photographic competition was held in September. The entries were of an incredible high standard and the competition attracted more entries than we have had in the past. The winning photographs were used in the Mayor's Charity 2023 Calendar.

The Mayor's Christmas Carol Service at St Michael's Church helped mark the beginning of Christmas celebrations and as usual was a joyful occasion.

The SCDA Christmas Extravaganza benefitted from excellent Christmas Lights as did the Bandstand and Memorial Green, where the 'Cone of Light' Christmas Tree a new innovation was well received.

2022 saw the celebration of the Queen's Platinum Jubilee. To mark this, the Town Council took part in Lighting Up the Nation with contributions from local choir Haven Harmonies, our Town Crier Jason Ede, Newhaven's Bugler Heidi Watkins, Piper Will Gaston, and the Deputy Lieutenant of East Sussex lighting a beacon, the event was well-attended and was filmed by BBC South East. In addition to the town event there were street parties and other gatherings taking place across Newhaven. Ten special Jubilee events were given grants by Newhaven Town Council to help finance these happy events. Grants were also given out as part of the Council's Grant Aid Scheme – as listed in the Financial Summary.

I, and the Committee wish to thank the excellent staff of Newhaven Town Council. They ensure that the valuable work of the council is fulfilled. Thank you all.

Former Councillor Angela Simmons, Chair of the Promotion, Partnership and Finance Committee

Members of the Promotion, Partnership and Finance Committee

Cllr. Angela Simmons
Cllr. Sean Macleod
Cllr. Paul Boswell
Cllr. Lesley Boniface
Cllr. Bill Giles
Cllr. Pinky McLean-Knight
Cllr. Christophe Von Kurthy



Strategic & Regeneration Committee

Chair: Cllr. Paul Boswell



I'm sure by now, everyone will be aware of the work ongoing at the old Co-op building. It has been a mammoth task to push forwards, but we're told that our new health & wellbeing hub is moving forwards nicely.

There will be exciting social events again this year including a summer event at the bandstand – so do keep checking in for the latest news.

Very recently a rumour started to spread that your town council was going to sell off Meeching Hall. I can reassure you all that this is not anything the council is likely to be doing in the foreseeable future. The hall is in regular use by local groups and is where we hold our regular council meetings.

Yes, the hall is in need of updating, however the steep rise in building materials and so on, means the goalposts keep moving and are holding back our desire to get the hall fit for the 21st century.

Lewes District Council continue to push forward their plans to devolve certain areas of Newhaven from their control and ownership over to us and the office staff are busy gearing up for when we take on of these areas – numerous other issues are being discussed, highlighting questions such as:

- How can we improve them?
- How involved will the maintenance and upkeep be?
- What would be in the best interests of our population?

Whatever your opinion on all the new homes being built, one of the benefits is that a large amount of CIL (Community Infrastructure Levy) money should be coming our way. If there is some aspect of our town that you'd like to see improved through these funds, please don't hesitate to contact the council, we're always keen to hear the views of our residents.

Former Councillor Paul Boswell, Chair of the Strategy & Regeneration Committee

Members of the Strategic and Regeneration Committee

Cllr. Paul Boswell
Cllr. Sean Macleod
Cllr. Lesley Boniface
Cllr. Julie Carr
Cllr. Bill Giles
Cllr. Pinky McLean-Knight
Cllr. Angela Simmons



Financial Summary 2022-2023

The Town Council's full accounts for the year 2022/2023 will be available later in the year for public inspection.

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.

2022/2023

Precept (Council Tax)	£ 579,241.00
Interest	£ 3,108.00
Income (Actual)	£ 125,131.00
	£ 704,561.00

Expenditure

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

For the year 2022/2023 the actual figures were:

Administration/Office	£ 77,184.00
Staff and Training	£ 176,451.00
Building and Grounds Maintenance	£ 137,714.00
Community Services/Engagement & Promotion/Partnership/Support, Regeneration & Strategy (includes CCTV Cameras, Christmas Lights, Grants, Play Areas)	£ 197,212.00
Use of Reserves	£ 31,845.00
	£ 620,406.00

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 2022/2023, the following expenditure has been made from the Earmarked Reserves:

East Side Project	£ 23,063.00
First Floor Library	£ 2,083.00
Fireworks	£ 6,699.00

During the year 2022/2023, the following grants were awarded by the Town Council:

Rotary Club of Newhaven	£ 300.00
1 st Newhaven Brownies	£ 500.00
Bumps & Babies	£ 466.00
Dentons Women's Fellowship	£ 200.00
Newhaven & Lewes District Mencap	£ 1,381.00
Newhaven Cricket Club	£ 290.00
Newhaven Green Centre CIC	£ 1,171.00
Affinity Rowing Club	£ 991.00
Denton Cricket Club	£ 595.00

Haven's Community Cars CIO	£ 1,261.00
Haven's Community Hub CIC	£ 1,441.00
Hillcrest Community Centre	£ 1,388.00
Newhaven Baptist Church	£ 3,062.00
Newhaven Uniform Bank/Families Forum	£ 991.00
Newhaven Youth for Christ	£ 760.00
Newhaven Day Club	£ 1,081.00
Newhaven Art Club	£ 500.00
Singing Mamas Choir CIC	£ 2,974.00
Family Support Work	£ 1,000.00
Newhaven Bowling Club	£ 3,000.00
	£23,280.00

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 2003/553).

The accounts for the year 2022/2023 have been duly audited and certified by the external auditor.

The table below sets out the CIL receipts received.
From 1st April 2022 to 31st March 2023.

Regulation 62A Reference	Description	Amount
2(a)	total CIL receipts for the reported year	£7,421.00
2(b)	total CIL expenditure for the reported year	None
2 (c)	summary of CIL expenditure during the reported year including— (i) the items to which CIL has been applied; and (ii) the amount of CIL expenditure on each item	None None
2(d)	details of any notices received in accordance with regulation 59E, including— (i) the total value of CIL receipts subject to notices served in accordance with regulation 59E during the reported year; (ii) the total value of CIL receipts subject to a notice served in accordance with regulation 59E in any year that has not been paid to the relevant charging authority by the end of the reported year	None None
	the total amount of— (i) CIL receipts for the reported year retained at the end of the reported year; and (ii) CIL receipts from previous years retained at the end of the reported year	£ 7,421.00 £145,563.00

Newhaven Town Council Office

Town Council Staff

Town Clerk
Deputy Town Clerk
Responsible Finance Officer
Administrator & Finance Officer
Events & Communications Officer
Amenities Officer

Ken Dry
Maxine Fifield
Alison Campbell
Sarah Edwards
Steph Georgalakis
Kevin Lewry



Newhaven Town Council
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