



FULL COUNCIL MEETING

Minutes of the Full Council Meeting of Newhaven Town Council
held at Meeching Hall, Fort Road, Newhaven
on **Tuesday January 14th 2024** at **7.15pm**

PRESENT: Councillors: Julie Carr (Chair & Town Mayor)
Lesley Boniface (Chair of Environment & Amenities)
Lindsey Macleod (Chair of Personnel)
Christoph von Kurthy (Chair of Audit)
Pinky McLean-Knight (Chair of Planning & Development)
Sean Macleod (Chair of Regeneration & Strategic Development)
Graham Amy
Steve Saunders
Shaun Boniface
Brian Noon
Krissy Taylor
Mark Wardle
Corina Watts
Jan Woodling

ALSO ATTENDING: Ken Dry, Town Clerk
Maxine Fifield, Deputy Town Clerk
Alison Campbell, Responsible Finance Officer (RFO)
Insp. K. Forrest (Sussex Police)
x2 Representatives of Sussex Police
Rob Baker AECOM/Creative Futures
Alan Gravett AECOM/Creative Futures

C067/24 The Chairman opened the meeting and stated that the meeting was being recorded and that the recording would be made publicly available on the Newhaven Town Council website for 28 days followed by its removal and deletion.

C068/24 The meeting observed 1 minute's reverent silence in respect of the late Dr. Tony Bradbury, former Town Mayor and Councillor and GP to the Town of Newhaven for many years.

C069/24 **APOLOGIES FOR ABSENCE**

Cllr. Bishop.

C070/24 **DECLARATIONS OF INTEREST - DISCLOSURE BY COUNCILLORS OF PERSONAL INTERESTS IN MATTERS ON THE AGENDA, AND WHETHER THE COUNCILLOR REGARDS THEIR INTEREST AS PREJUDICIAL UNDER THE TERMS OF THE CODE OF CONDUCT.**

None declared.

C071/24 TO CONSIDER AND ACCEPT A TEMPORARY LEAVE OF ABSENCE FROM COUNCILLORS LUCAS AND COOK DUE TO HEALTH ISSUES.

Noted and accepted for the next six months.

C072/24 TO CONSIDER WHETHER THE MINUTES OF THE FULL COUNCIL HELD ON TUESDAY 14th NOVEMBER 2023 ARE AN ACCURATE RECORD OF THE MEETING.

RESOLVED:

That these minutes be signed by the Chairman as a true record of the proceedings.

C073/24 PETITIONS AND PUBLIC QUESTIONS.

None received.

C074/24 TO RECEIVE A PRESENTATION FROM INSPECTOR KAYLEY FORREST OF SUSSEX POLICE REGARDING 'OPERATION SPINE'.

Insp Forrest with the aid of two officers on her team updated the meeting regarding Operation 'Spine' and a range of other initiatives and actions, planned for 2024 and currently active in Newhaven and Lewes District.

19:28Hrs Cllr. Von Kurthy joins the meeting.

Insp. Forrest then answered a range of questions from those councillors present.

C075/24 TO RECEIVE A PRESENTATION FROM ROB BAKER REGARDING THE ESTATE & ASSETS STRATEGY DEVELOPED BY CLEAR FUTURES.

Mr. Barker, assisted by Mr. Gravatt presented an overview of the Estates & Assets Strategy to the meeting.

Both then answered a range of questions from those councillors present.

Mr. Barker and Mr Gravatt then left the meeting.

C076/24 TO NOTE THE ACTS AND PROCEEDINGS OF THE FOLLOWING COMMITTEE MEETINGS:

Planning & Development	28th November 2023 19th December 2023
Regeneration & Strategic Development	28th November 2023
Environment & Amenities	19th December 2023
Promotion, Partnership & Finance	12th December 2023
Personnel	4th December 2023

All noted.

C077/24 TO RECEIVE REPORTS FROM DISTRICT AND COUNTY COUNCILLORS.

COUNTY COUNCIL

Cllr S Macleod reported that the Bus Service Improvement Plan has been altered for Newhaven to remove the one way system and traffic lights which is now more acceptable.

DISTRICT COUNCIL

Cllr L Boniface updated the meeting regarding the incorrect council tax bills that have been received across the town. There is due to be an update and press release shortly.

- The Lewes District Council local plan is currently out to consultation to the public until the Thursday 8th February at 9am.
- The refuse bins collection dates are currently delayed, and this is causing confusion due to the website being incorrect. The paper calendars are coming out in February which will sort this out. LDC bins can only be used.
- Final plans for West Beach are coming to the planning meeting soon.

C078/24 REPRESENTATIVES ON OUTSIDE BODIES – TO RECEIVE UPDATES FROM MEMBERS WHO HAVE ATTENDED MEETINGS OF OUTSIDE BODIES AS REPRESENTATIVES OF THE TOWN COUNCIL SINCE THE LAST MEETING OF THE COUNCIL ON 14th NOVEMBER 2023.

Cllr P McLean-Knight reported on behalf of The Hillcrest that the wall is still ongoing, until it is known who is responsible (LDC or The Hillcrest), this work cannot go ahead, £6,000 has been spent already. The Hillcrest needs a trustee from Newhaven Town Council and the CTLA. (A request will be sent to the Town Clerk).

Cllr S Macleod requested that the councillors who are currently not attending have their outside bodies reallocated at the next Full Council meeting in March.

Cllr S Saunders updated the meeting with the CTLA being successful with CIL funding for an electric minibus. They do need more trustees like the Hillcrest. Regarding The Railway Group Cllr Saunders informed the meeting of the need for volunteers to be a Station Partner and an idea would be to ask the Tree Wardens or other individuals or groups to join. Cllr Saunders to go to the next meeting with hopefully some names.

C079/24 TO CONSIDER THE FINDINGS OF THE ESTATES & ASSETS STRATEGY REPORT BY CLEAR FUTURES – REPORT BY THE TOWN CLERK.

The Clerk summarised his report. Following discussion, it was,

RESOLVED unanimously that,

The Town Clerk seek a further quotation from Clear Futures to carry out the following additional research with a view to conducting a workshop regarding the same involving all Town Councillors as soon as possible.

- Indicative costs and any attendant implications in converting the Mortuary Chapel to that of a residence from which the council could derive landlord income,
- Valuation of Meeching Hall on the basis of a potential sale and any implications surrounding the same, and how the resultant capital receipt could be used to (part?)/fund the reprovision of Eastside Social Hall on its existing footprint,
- Indicative costs and feasibility of the re-location of the Town Council Offices (18 Fort Road) and staff to the Marine Workshops, with either its commercial lease of those offices or conversion of the same to residential in order that the council can derive landlord income,
- Indicative/estimated costs and any attendant implications to achieve a medium refurbishment of both Denton & Mount Pleasant Hall and Lewes Road Hut, and

- Indicative/estimated costs and any attendant implications surrounding the refurbishment of the southern side of Newhaven Cemetery Chapel as a space for reflection and the provision of cremated remains commemorative niches within the same.

C080/24 TO CONSIDER AND AUTHORISE THE SUBMISSION OF AN ‘EXPRESSION OF INTEREST’ REGARDING OFFICE SPACE WITHIN THE MARINE WORKSHOP – REPORT BY THE TOWN CLERK.

The Town Clerk summarised his report and following discussion,

It was unanimously,

RESOLVED that the Town Clerk submit an Expression of Interest to Lewes District Council in this regard at an appropriate financial level.

C081/24 TO RE-CONSIDER AND AUTHORISE THE COMMISSIONING OF A ‘RE-VISIONING EXERCISE’ (DEFERRED DECISION) – REPORT BY THE TOWN CLERK.

The Town Clerk summarised his report and following discussion,

It was unanimously,

RESOLVED that further consideration of this matter be deferred until work on the Estates & Assets Strategy had progressed sufficiently.

C082/24 TO CONSIDER AND ADOPT THE TOWN COUNCIL BUDGET & PRECEPT FOR 2024-25 – REPORT BY THE TOWN CLERK.

The Town Clerk summarised his report, and following discussion, Cllr. S. Macleod,

PROPOSED that that the proposed Town Council Budget of **£672,340** be adopted for the Financial Year 2024/25 resulting in an annual Newhaven Town Council Band D Council Tax Precept of £169.77 for the same,

SECONDED by Cllr. L. Boniface, and following a majority vote of those councillors present, it was,

RESOLVED that the proposed Town Council Budget of **£672,340** be adopted for the Financial Year 2024/25 resulting in an annual Newhaven Town Council Band D Council Tax Precept of £169.77 for the same.

Cllr. Carr expressed the council’s sincere thanks to Alison Campbel (RFO), Maxine Fifield (Dep. Town Clerk) and Ken Dry (Town Clerk) for their work in delivering this budget.

C083/24 TO CONSIDER AND AUTHORISE A BID TO THE LDC CIL FUND IN RESPECT OF DENTON PLAYGROUND – REPORT BY THE TOWN CLERK.

The Town Clerk summarised his report.

Cllrs S. Macleod, L. Macleod and Watts indicated their support for this potential project and explained their work to date on the project. Following discussion, it was

PROPOSED by Cllr. Wardle, that the council authorises a Formal CIL Bid for £75K to the LDC bidding process and allocates £75K of existing NTC ‘Neighbourhood CIL’ monies to match the same and fund this project,

SECONDED by Cllr. Taylor, and after a vote by those present it was unanimously,

RESOLVED that the council authorises a Formal CIL Bid for £75K to the LDC bidding process and allocates £75K of existing NTC 'Neighbourhood CIL' monies to match the same and fund this project.

C084/24 TO RATIFY THE HIGHWAYS VERGES CONTRACT FOR 2024-25 – REPORT BY THE TOWN CLERK.

The Town Clerk summarised his report, and Cllr. L. Boniface explained the support of both her and the Environment & Amenities Committee for the recommendations at hand. Following this

Cllr. S. Boniface,

PROPOSED that the council ratifies the E&A Committee recommendation to extend the current Highways Verges contract with Countrymans for a further 12 months at a cost of £15,377.

SECONDED by Cllr Saunders

RESOLVED unanimously by all those present in the meeting, that,

The council ratifies the E&A Committee recommendation to extend the current Highways Verges contract with Countrymans for a further 12 months at a cost of **£15,377**.

C085/24 TO CONSIDER AND NOTE AUDIT REPORTS – REPORT BY THE TOWN CLERK.

The Town Clerk summarised his report. During discussion, Cllr. McLean-Knight commented on how good it was to see an Internal Audit Report which highlighted that all key processes were in place and that there were no discrepancies and thanked Alison Campbell (RFO) for her ongoing work.

Following discussion, it was unanimously,

RESOLVED to note the contents of both reports.

C086/24 FINANCIAL REPORTS

- Bank Reconciliation for 1st November to 31st December 2023
- Lists of Payments made for 1st November to 31st December 2023
- List of NTC Credit Card transactions for 1st November to 31st December 2023
- Income and expenditure by committee headings up to 31st December 2023

All noted.

There being no further business, the Meeting closed at 21:05Hrs.

Date:

Town Mayor