



REGENERATION AND STRATEGIC DEVELOPMENT COMMITTEE

Minutes of a Meeting of the Regeneration & Strategic Development Committee
held at Meeching Hall, Fort Road, Newhaven
on **Tuesday 28th November 2023** at **8:15pm**.

PRESENT: Councillors: Shaun Boniface (Vice Chair)
Lesley Boniface
Mark Wardle
Linda Thomas
Krissy Taylor (Sub for Cllr S. Macleod)
Brian Noon (Sub for Cllr Cook)
Jan Woodling

ALSO ATTENDING: Ken Dry, Town Clerk
Maxine Fifield, Deputy Town Clerk
X1 Member of the Public (online)
Guy McQueen (LDC)

RSD0011/23 The Chair stated that this meeting will be recorded and then made publicly available on the Newhaven Town Council Website for 28 days, followed by its removal and deletion.

RSD0012/23 **APOLOGIES FOR ABSENCE**

Cllrs S Macleod (Chair) & M Cook

RSD0013/23 **TO CONSIDER WHETHER THE MINUTES OF THE MEETING OF THE REGENERATION AND STRATEGIC DEVELOPMENT COMMITTEE HELD ON TUESDAY 29th AUGUST 2023 ARE AN ACCURATE RECORD OF THE MEETING.**

The Minutes of the Meeting held on Tuesday 29th August 2023 were considered.

RESOLVED:

That the Minutes be signed by the Chair to be a true record of the proceedings.

RSD0014/23 **DECLARATIONS OF INTEREST**

None declared.

RSD0015/23 PETITIONS/PUBLIC QUESTIONS

None received

RSD0016/23 TO RECEIVE A PRESENTATION BY MR GUY MCQUEEN REGARDING THE WAYFINDING AND PUBLIC REALM IMPROVEMENT SCHEME.

Mr McQueen shared his presentation which the committee received with thanks.

RSD0017/23 TOWNS DEAL PROJECT UPDATE – ORAL REPORT BY THE TOWN CLERK.

On the matter of the **Eastside Recreation Ground (Towns Deal) Project** the Town Clerk indicated that not much had progressed since the last update, officers have contacted three more companies for their methodologies for handling the Great Crested Newts to determine what is required and cost.

Ultimately the council will need to discuss the financial viability of the project once this is determined.

Councillors will need to decide whether to make a further financial contribution to the works. This is recommended by the Town Clerk as the work to the allotments and the upgrade to the park will be necessary as a minimum.

RESOLVED

That the committee,

Noted the progress to date.

RSD0018/23 DISCUSSION ITEM – PROCUREMENT OF A TOWN VAN

The Town Clerk outlined a number of options and background information/costs regarding the introduction of a Council Van. Following discussion it was unanimously,

RESOLVED

- That officers further investigate the procurement of an electric van on a lease basis to include servicing and maintenance costs with potential upfront lease costs of up to 12 months in advance.
- That officers further investigate costs surrounding the revamp of the parking area at the rear of the council offices be fitted with an electric vehicle charging point.

RSD0019/23 HIGH STREET AUDIT – REPORT BY THE TOWN CLERK

To discuss a request from Lewes District Council regeneration team for a contribution of £5,000 in order for them to conduct a high street audit in Newhaven.

Following discussion, it was unanimously

RESOLVED

That no contribution be made as the majority of this work is already being undertaken by Guy McQueen with the Public Realm Improvement Scheme.

RSD0020/23 BUDGET SUGGESTIONS FOR FY 2024/25 – DISCUSSION ITEM

No suggestions were made.

RSD0021/23 INCOME & EXPENDITURE REPORT TO NOVEMBER 22ND 2023

Noted.

There being no further business, the meeting closed at 9:36pm.

Date:
.....
Chairman



NEWHAVEN TOWN COUNCIL

Maxine Fifield
Deputy Town Clerk

TOWN COUNCIL OFFICES
18 FORT ROAD
NEWHAVEN
EAST SUSSEX
BN9 9QE

Tel: (01273) 516100
Email: admin@newhaventowncouncil.gov.uk

To: Strategy & Regeneration Committee **Agenda Item 7.**

Date: 30 January 2024

Report Contact: Deputy Town Clerk

Subject: **Yard Resurfacing Works – 18 Fort Road Newhaven**

1. The purpose of this report is to ask members to authorise payment for resurfacing works and a new gate to the yard at the back of 18 Fort Road for Newhaven Town Council to park a new electric van.
2. The works consist of removal of the paving slabs, creating a concrete ramp and kerbside stones. Also, a new lockable gate widened to replace the existing one as it is in a poor condition.
3. Officers have received three quotes:
 - Don Burtenshaw in Uckfield £2,440 plus VAT (Appendix A)
 - Complete Properties in Newhaven £9,525 plus VAT (Appendix B)
 - Stoneway Construction in Denton £4,380 (awaiting a revision to include a pair of gates)(Appendix C)
4. The monies for these works are to come out of the New Year 2024/25 budget.
5. Of the three quotations received, the cheapest has been provided by Don Burtenshaw who has previously conducted similar works for the council to a good standard.

Recommendations:

That the committee goes ahead with Don Burtenshaw to carry out the works to the rear of 18 Fort Road.

Ken Dry

Subject: FW: Quotation for concrete ramp

Total £2,440 plus VAT

From: burtenshaw17 <burtenshaw17@btinternet.com>

Sent: Sunday, November 5, 2023 4:04 PM

To: Ken Dry <Ken.Dry@newhaventowncouncil.gov.uk>; Newhaven Town Council <admin@newhaventowncouncil.gov.uk>

Subject: Fwd: Quotation for concrete ramp

Hi Ken,

Please find below quotation sent at the beginning of September as requested by Kev.

As an extra to the quote below, to supply and erect concrete kerbs to stop vehicles reversing into knee rail, kerbs concreted into the ground.

Complete £390.00

Above price plus VAT.

Regards,

Don.

Hi Ken,

Further to Kev's enquiry, I have pleasure in quoting you as follows:-

To dig out and concrete ramp for new van.

To lay a base of type 1 and concrete ramp.

Complete £1,170.00


As an extra, to supply and erect a new pair of field gates, 7' wide each leaf (14' total width) hung on new posts concreted into the ground and new fittings.

Complete £880.00

Above prices plus V.A.T.

If you have any queries, please don't hesitate to contact me.

Regards,



Don Burtenshaw.



QUOTE

Newhaven Town Council
Newhaven Town Council
18 Fort Road
Newhaven
East Sussex
BN9 9QE
GBR

Date
27 Nov 2023

Expiry
27 Dec 2023

Quote Number
SQ-2021

Reference
External Works

VAT Number
197089946

Complete Property
Solutions (SUSSEX) Ltd
5 Newhaven Workshops
Beach Close
NEWHAVEN
East Sussex
BN9 0BY
GBR

External works in preparation for Electric Van

Concreting works

Description	Quantity	Unit Price	VAT	Amount GBP
Lift paving slabs and dispose of in skip. Dig out area in preparation for concrete. Dispose of spoils in skip.	4.00	300.00	20%	1,200.00
Supply and install Concrete edging kerb stones. Tor rear and both sides. (approximately 25 linear metres).	1.00	950.00	20%	950.00
Lay type 1 mot to area and compress down. (approx 50sqm) 200mm thickness	1.00	2,200.00	20%	2,200.00
Supply and install ROM Concrete Reinforcement mesh to area to be concreted.	1.00	1,600.00	20%	1,600.00
Mix up and pour concrete (9 metres cubed) Tamp down and smooth off.	1.00	2,250.00	20%	2,250.00
Skip hire (To be kept on site, off road)	1.00	350.00	20%	350.00
Remove and dispose of gates. Breakout fence posts. Remove all concrete. Supply and install 2no 6x6 fence posts. Supply and install 2 new field gates with associated furniture. Adjust as necessary and dispose of all waste.	1.00	975.00	20%	975.00
			Subtotal	9,525.00
			TOTAL VAT 20%	1,905.00
			TOTAL GBP	11,430.00



QUOTE

Newhaven Town Council
Newhaven Town Council
18 Fort Road
Newhaven
East Sussex
BN9 9QE
GBR

Date
24 Jan 2024

Quote Number
QU-0053

Reference
18 Fort Road, Newhaven

Stoneway Construction Ltd
info@stonewayconstruction.co.uk
01273 569 331

Description	Quantity	Unit Price	Amount GBP
Concrete parking area 5.4m x 8.3m	1.00	4,380.00	4,380.00

Lift up existing slabs and excavate ground level to suit new concrete levels.
Construct timber shuttering to perimeter including expansion joints as required.
Prepare and lay sub base to 150mm thickness.
Install C30 concrete to a tamped finish.
Cart away all rubbish and leave site clean and tidy.

Power and water to be supplied by the client, free of charge to ourselves.
No allowance has been made for any works to the timber barriers or gates. If any works are required to these then a separate quote will be provided.

Subtotal	4,380.00
TOTAL NO VAT	0.00
TOTAL GBP	4,380.00

Detailed Income & Expenditure by Budget Heading 24/01/2024

Month No: 10

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Regeneration & Strategic Dev</u>								
1013 Bar @ Bandstand Ticket Sales	0	0	2,700	2,700			0.0%	
Regeneration & Strategic Dev :- Income	<u>0</u>	<u>0</u>	<u>2,700</u>	<u>2,700</u>			<u>0.0%</u>	<u>0</u>
4218 Partnership Cont/Event Support	0	8,027	15,052	7,025		7,025	53.3%	
4228 Bandstand	380	1,420	8,750	7,330		7,330	16.2%	
4242 Coastal Communities	0	0	2,406	2,406		2,406	0.0%	
4245 Pocket Park Project	0	0	190	190		190	0.0%	
4247 Match Funding Reserve	0	0	7,000	7,000		7,000	0.0%	
4500 Professional Fees	968	1,848	2,000	153		153	92.4%	
Regeneration & Strategic Dev :- Indirect Expenditure	<u>1,348</u>	<u>11,295</u>	<u>35,398</u>	<u>24,103</u>	<u>0</u>	<u>24,103</u>	<u>31.9%</u>	<u>0</u>
Net Income over Expenditure	<u>(1,348)</u>	<u>(11,295)</u>	<u>(32,698)</u>	<u>(21,403)</u>				
Grand Totals:- Income	0	0	2,700	2,700			0.0%	
Expenditure	1,348	11,295	35,398	24,103	0	24,103	31.9%	
Net Income over Expenditure	<u>(1,348)</u>	<u>(11,295)</u>	<u>(32,698)</u>	<u>(21,403)</u>				
Movement to/(from) Gen Reserve	<u>(1,348)</u>	<u>(11,295)</u>						