



PROMOTION, PARTNERSHIP & FINANCE COMMITTEE

Minutes of a Meeting of the Promotion, Partnership and Finance Committee held at Meeching Hall, Fort Road, Newhaven on **Tuesday 27th February 2024** at **7:00pm**.

PRESENT: Councillors Julie Carr (Chair)
Mark Wardle (Vice Chair)
Lesley Boniface
Shaun Boniface substituting for Linda Thomas
Lindsey Macleod substituting for Sean Macleod
Corina Watts
Pinky McLean-Knight

ALSO ATTENDING: Ken Dry, Town Clerk
Maxine Fifield, Deputy Town Clerk
Alison Campbell, RFO
X1 Member of the Public

PPF022/24 The Chair informed those present 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.

PPF023/24 **APOLOGIES FOR ABSENCE**

Received from Cllr. S Macleod. (Cllr. Thomas extended period of absence).

PPF024/24 **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.**

Cllr. L. Boniface declared a personal interest regarding Agenda item 5 in that the group 'Just Friends' were a charitable beneficiary during her previous tenure as Mayor and additionally had connections with the Girl Guiding Association in respect of Agenda 5 and the Grant Application from 'Newhaven District Rangers'.

Cllr. Carr declared a personal interest in agenda items 5 and 6 in respect of two Grant Applications from 'Newhaven Baptist Church'.

Cllrs. Watts and L. Macleod declared a personal interest in Agenda Item 5 and the Grant Application made by 'Friends & Associates of Denton School' in that their children were pupils at Denton School.

PPF025/24 **TO CONSIDER WHETHER THE MINUTES OF THE MEETING OF THE PROMOTION, PARTNERSHIP & FINANCE COMMITTEE HELD ON TUESDAY 12TH DECEMBER 2023 ARE AN ACCURATE RECORD OF THE MEETING.**

The minutes of the meeting of the committee held on Tuesday 12th December 2023 were considered.

RESOLVED:

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

PPF026/24 **PETITIONS/PUBLIC QUESTIONS.**

None received.

PPF027/24 **TO CONSIDER AND APPROVE SMALL & LARGE DISCRETIONARY GRANT APPLICATIONS – REPORT BY THE TOWN CLERK**

The Town Clerk summarised his report and the matter of applicant/grant eligibility prior to the scoring of each application by council officers.

Following discussion of each eligible application, the committee unanimously,

RESOLVED, that

1. 'Newhaven District Rangers' (Small Grant) be awarded £500,
2. 'Newhaven Art Club' (Small Grant) be awarded £500,
3. Officers seek additional detail surrounding 'training costs' forming part of the 'Newhaven Bowling Club' (Large Grant) application and inform the committee by email as to their findings before any award is made,
4. 'Just Friends' (Large Grant) be awarded £1778 (rounded up from £1777.78),
5. 'Friends & Associates of Denton School' be awarded £2445 (rounded up from £2444.44)

PPF028/24 **TO CONSIDER & APPROVE, DISCRETIONARY COMMUNITY PARTNERSHIP GRANT APPLICATIONS - REPORT BY THE TOWN CLERK**

The Town Clerk summarised his report, and following discussion of each eligible application, the committee unanimously,

RESOLVED, that 'Hospitable Environment CIC' be awarded £6207 (rounded up from £6206.45)

PP029/24 **TO CONSIDER AND APPROVE AN EVENT APPLICATION - REPORT BY THE TOWN CLERK.**

The Town Clerk summarised his report and following discussion,

Cllr. L. Macleod,

PROPOSED that the 'Denton Community Challenge' event application be awarded the £500 applied for,

SECONDED by Cllr. Watts, and following a unanimous vote of those present, it was,

RESOLVED that,

The 'Denton Community Challenge' event application be awarded £500.

PP030/24 **TO CONSIDER & RECOMMEND FOR APPROVAL, THE FOLLOWING POLICIES - REPORT BY THE TOWN CLERK.**

- i) Civic Protocol**
- ii) Hospitality Policy, and**
- iii) Reserves Policy**

The Town Clerk summarised his report and in respect of the Civic Protocol informed the meeting that following recent Internal Audit advice para., 4.3 can be dispensed with.

Following discussion of each document it was unanimously,

RESOLVED, that

1. Each protocol/policy be recommended to Full Council for adoption with the following amendments and additional actions,

Civic Protocol

Para. 4.3 be deleted,

Para. 3.1 sentence 2 be amended to read '*...is unable to attend the immediate past mayor (where they are a current Town Councillor) will be asked to represent the Town Mayor....*'

Para. 4.1 sentence 1 be amended to '*The Town Mayor may select one or more local charities....*'

That the Town Clerk conduct additional research into the possibility/legality of each mayor being provided with an additional sum of monies that are payable to their chosen charity(ies)

Newhaven Town Council Hospitality Policy

No further amendments.

Newhaven Town Council Reserves Policy

No further amendments.

19:47Hrs Cllr. McLean-Knight leaves the meeting.

PP031/24 **BUDGET REPORT TO 20th FEBRUARY 2024.**

The contents of the report were noted.

The Meeting was closed at 19:50HRS.

Date: **Chairman**.....