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13<sup>th</sup> March 2024

## TO ALL MEMBERS OF THE COUNCIL

**Meeting Link for Members of the Public** - [https://teams.microsoft.com//meetup-join/19%3ameeting\\_NjlyODE4ODMtMzI2NS00ZjhlLThkNzUtMDBhMDMyYmQ4NzNI%40thread.v2/0?context=%7b%22Tid%22%3a%221afd6a06-a9ac-45a1-9a6f-82629bb752bb%22%2c%22Oid%22%3a%2257bc2912-6006-4595-a67c-a898670f9763%22%7d](https://teams.microsoft.com//meetup-join/19%3ameeting_NjlyODE4ODMtMzI2NS00ZjhlLThkNzUtMDBhMDMyYmQ4NzNI%40thread.v2/0?context=%7b%22Tid%22%3a%221afd6a06-a9ac-45a1-9a6f-82629bb752bb%22%2c%22Oid%22%3a%2257bc2912-6006-4595-a67c-a898670f9763%22%7d)

Dear Sir/Madam,

You are hereby summoned to attend an additional Meeting of the Newhaven Town Council to be held at Meeching Hall, Fort Road, Newhaven on **Tuesday 19<sup>th</sup> March 2024 at 7.15pm.**

**Please Note:**

**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.**

Yours faithfully,

Ken Dry  
Town Clerk



## AGENDA

**Chair to inform all in attendance 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.**

1. Apologies for absence.
2. 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.
3. To note the previously agreed (email) extended absence from future council and committee meetings from Cllr. Thomas.
4. To consider whether the Minutes of the Meeting of the Town Council held on Tuesday 16<sup>th</sup> January 2024 are an accurate record of the meeting.
5. Petitions and Public Questions.
6. To receive an update from PCSO Jules Nicholson regarding Policing matters across the town and the Lewes District.
7. To receive a presentation from Ms. Faustina Bayo regarding a Review of the Newhaven Neighbourhood Plan.
8. To note the acts and proceedings of the following committee meetings:
9. Planning & Development 30<sup>th</sup> January 2024  
27<sup>th</sup> February 2024  
Regeneration & Strategic Development 30<sup>th</sup> January 2024  
Environment & Amenities 12<sup>th</sup> March 2024  
Promotion, Partnership & Finance 27<sup>th</sup> February 2024
10. To receive reports from District and County Councillors.
11. 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 16<sup>th</sup> January 2024.



12. To consider and authorise the appointment of a Planning Consultant to undertake a review of the Newhaven Neighbourhood Plan – Report by the Deputy Town Clerk.
13. To consider and resolve for officer actions surrounding the lease of an EV Van for Town Council operations.
14. To consider and adopt the following Policies and Protocol;
  - Civic Protocol
  - Hospitality Policy
  - Reserves Policy
15. To pass a resolution to sign up to the Civility & Respect Pledge.
16. To consider a recommendation from the Environment & Amenities Committee to authorise expenditure on coppicing works at Newhaven Cemetery.
17. To consider and approve Earmarked Reserves for the Financial Year 2024-25.
18. Financial Reports;
  - Bank Reconciliation for 1<sup>st</sup> January to 29<sup>th</sup> February 2024
  - Lists of Payments made for 1<sup>st</sup> January to 29<sup>th</sup> February 2024
  - List of NTC Credit Card transactions for 1<sup>st</sup> January to 29<sup>th</sup> February 2024
  - Income and expenditure by committee headings up to 29<sup>th</sup> February 2024
19. Exclusion of Press and Public - to resolve that the press and public be excluded from the remainder of the meeting in accordance with the provisions of Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960, in view of the confidential nature of the projects to be discussed.
20. **CONFIDENTIAL**: To consider a quotation for Stage 2 regarding the Estates & Assets Strategy from Clear Futures – Report by the Town Clerk.

**PLEASE NOTE:**

*All members of the public are welcome to attend on-line and physical Meetings of the Town Council and its Committees.*

*Item 5 - a period of 15 minutes will be set aside for the receipt of petitions (minimum 10 signatures) and public questions relating to the published non-confidential business of the Meeting. Should you wish to present a petition or a specific question to the meeting, please submit this to [admin@newhaventowncouncil.gov.uk](mailto:admin@newhaventowncouncil.gov.uk) at least three days before the meeting*

*It may be necessary to consider particular items in confidential session.  
Where this arises, these items will be considered at the end of the Agenda.*