



ANNUAL FULL COUNCIL MEETING

Minutes of the Full Council Meeting of Newhaven Town Council
held at Meeching Hall, Fort Road, Newhaven
on **Tuesday June 11th 2024 at 7.15pm**

PRESENT: Councillors: Pinky McLean-Knight (Chair & Town Mayor)
Lesley Boniface (Chair of Environment & Amenities)
Lindsey Macleod (Chair of Personnel)
Mark Wardle (Chair of Promotion, Partnership & Finance)
Shaun Boniface (Chair of Audit)
Kim Bishop
Graham Amy
Steve Saunders
Linda Thomas
Krissy Taylor
Corina Watts
Jan Woodling
Madeleine Cook

ALSO ATTENDING: Ken Dry, Town Clerk
Mr. I. Coomber (Absolute Planning Ltd.)
Ms. S. Alexander (HAGS)
Mr. C. Collyer (Playsafe)
Mr. M. Stevens (Playdale)
Mr. A. Hylands
Mr. W. Browne
x1 Member of the Public

C020/24 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.

C021/24 **APOLOGIES FOR ABSENCE**

Cllrs. S. Macleod and Carr.

Absent: Cllr. C. von Kurthy

C022/24 **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.**

Cllrs. L. Boniface and McLean-Knight declared an interest in Agenda Item 12 – Meeching & District Bonfire Society application for Event Funding, both being members of that

organisation.

C023/24 TO CONSIDER WHETHER THE MINUTES OF THE ANNUAL MEETING OF THE TOWN COUNCIL HELD ON TUESDAY 14TH MAY 2024 ARE AN ACCURATE RECORD OF THE MEETING.

RESOLVED:

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

C024/24 PETITIONS AND PUBLIC QUESTIONS.

None received.

C0025/24 TO RECEIVE A PRESENTATION FROM MR. IAN COOMBER OF ABSOLUTE TOWN PLANNING LTD. CONCERNING A REVIEW OF THE NEWHAVEN NEIGHBOURHOOD PLAN.

Mr. Coomber made his presentation and answered questions from those councillors present.

The Chair thanked Mr. Coomber for attending the meeting and making his presentation.

C026/24 TO RECEIVE PRESENTATIONS FROM THE FOLLOWING COMPANIES REGARDING THE RENOVATION/REPLACEMENT OF THE PLAYGROUND AND ITS EQUIPMENT AT DENTON RECREATION GROUND;

- Ms. Sarah Alexander of HAGS,
- Mr. Chris Collyer of Playsafe, and
- Mr. Mike Stevens of Playdale.

Each of the aforementioned representatives made their presentations to the meeting without the other representatives being in the room. Each presentation was followed by a range of questions from the councillors present and were then thanked by the Chair for their attendance at the meeting.

C027/24 TO MEET AND RECEIVE INTRODUCTIONS FROM CANDIDATES FOR THE ROLE OF CO-OPTED TOWN COUNCILLOR IN RESPECT OF THE CASUAL VACANCY CREATED BY THE RESIGNATION OF CLLR. JANE LUCAS (NEWHAVEN DENTON WARD). (5 MINS MAX PER CANDIDATE).

**Candidates:- Mr. Willem Browne
Mr. Andrew Bryant**

Given the time elapsed to this point in the meeting the Chair requested that this item of business (Agenda Item 16) be brought forward to this point in the meeting in order to prevent both candidates having to wait any longer. This request received consensus from those councillors present.

Mr. Bryant introduced himself to the council and provided some background information regarding himself and that he was a member of the Labour Party. During general questions posed by the meeting, Cllr. L. Boniface asked Mr. Bryant to provide information about his involvement in an act of Criminal Damage in the Town. Mr. Bryant provided this information to the meeting. The Chair thanked him for his attendance.

Mr. Browne introduced himself to the council and provided background personal information as well as his desire to be a Town Councillor. Following a range of questions from those present, the Chair thanked him for his attendance.

C028/24 TO NOTE THE ACTS AND PROCEEDINGS OF THE FOLLOWING COMMITTEE MEETINGS:

Planning & Development	26th March 2024 30th April 2024 28th May 2024
Environment & Amenities	28th May 2024
Promotion, Partnership & Finance	26th March 2024
Personnel	10th May 2024

Noted

C029/24 TO RECEIVE REPORTS FROM DISTRICT AND COUNTY COUNCILLORS.

County Council – Nothing reported.

District Council –

Cllr. Saunders & Amy informed the meeting regarding the Planning Department of Lewes District Council being recently placed into 'special measures'. The Town Clerk informed the meeting that he had recently contacted Mr. Ian Fitzpatrick (Dep. CE of LDC) for further information and a 'briefing note' surrounding the processes and procedures for planning consultees, specifically the NTC Planning & Development Committee, and that this was anticipated in the near future.

C030/24 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 MAY 2024.

Cllr. Saunders reminded the meeting that he had emailed all town councillors regarding a forthcoming meeting of the South East Community Rail Partnership which he was unable to attend due to other commitments.

C031/24 TO CONSIDER AND AUTHORISE THE APPOINTMENT OF A PLANNING CONSULTANT TO UNDERTAKE A REVIEW OF THE NEWHAVEN NEIGHBOURHOOD PLAN – REPORT BY THE TOWN CLERK.

The Town Clerk summarised this report and following discussion, it was

PROPOSED by Cllr. S. Saunders that Mr. Ian Coomber (Absolute Town Planning) be appointed to review the Newhaven Neighbourhood Plan at a quoted cost of **£4200-£5200**.

SECONDED by Cllr. Thomas

RESOLVED unanimously that Mr. Ian Coomber (Absolute Town Planning) be appointed to review the Newhaven Neighbourhood Plan at a quoted cost of **£4200-£5200**.

20:25Hrs Cllr. Cook leaves the meeting.

C032/24 TO CONSIDER AND AUTHORISE THE APPOINTMENT OF A CONTRACTOR FOR THE RENOVATION/REPLACEMENT OF THE PLAYGROUND AND ITS EQUIPMENT AT DENTON RECREATION GROUND PLAYGROUND.

The meeting considered the Town Clerks report in the context of the three individual presentations made earlier in the meeting.

Following discussion, it was

PROPOSED by Cllr. Bishop that any decision be deferred at this time and until additional information had been sourced by the Town Clerk and the matter discussed further at a future Full Council meeting.

SECONDED by Cllr. Taylor.

RESOLVED unanimously that any decision be deferred at this time and until additional information had been sourced by the Town Clerk and the matter discussed further at a Full Council meeting.

C033/24 TO CONSIDER EVENT FUNDING APPLICATIONS.

21:38Hrs Cllrs. L. Boniface and McLean-Knight leave the meeting.

By general consensus, Cllr. Bishop takes the Chair of the meeting in the absence of the Vice-Chair.

Discussion then took place regarding the Event Grant application from **Meeching & District Bonfire Society (£8000)** and following this, it was,

PROPOSED by Cllr. Amy that **Meeching & District Bonfire Society** be awarded **£6000**

SECONDED by Cllr. Saunders

RESOLVED by a majority vote, that **Meeching & District Bonfire Society** be awarded **£6000**

21:53Hrs Cllrs. L. Boniface and McLean-Knight re-join the meeting.

The Town Clerk informed both Cllrs. L. Boniface and McLean-Knight of the aforementioned resolution.

Cllr. McLean-Knight resumed as Chair of the meeting.

Discussion then took place regarding the Event Grant application from **Culture Connect Project CIC (£3500)** and following this, it was,

PROPOSED by Cllr. Bishop that **Culture Connect Project CIC** be awarded **£3500**

SECONDED by Cllr. Saunders

RESOLVED unanimously, that **Culture Connect Project CIC** be awarded **£3500**

C034/24 TO EXECUTE A FUNDING AGREEMENT BETWEEN THE COUNCIL AND LEWES DISTRICT COUNCIL REGARDING THE EASTSIDE RECREATION GROUND AND ALLOTMENTS.

The Town Clerk summarised his report, and following discussion, it was,

PROPOSED by Cllr. Amy that this funding agreement between the council and Lewes District Council be duly executed,

SECONDED by Cllr. L. Boniface, and

RESOLVED unanimously, that this funding agreement between the council and Lewes District Council be duly executed.

C035/24 TO CONSIDER AND AUTHORISE THE PURCHASE OF 'PAST MAYOR' BADGES.

Following discussion of the Town Clerks report, it was,

PROPOSED by Cllr. Amy that,

- the council purchases 'Past Mayors' badges to be presented to each outgoing Town Mayor, and that on this occasion they are to be awarded retrospectively to those current Town Councillors who have served as Town Mayor, and
- **Civic Robes** be commissioned to manufacture these items at a total cost of **£2062.50+VAT** (x15 units) and with a Royal Blue ribbon.

SECONDED by Cllr. Taylor

RESOLVED unanimously that,

- the council purchases 'Past Mayors' badges to be presented to each outgoing Town Mayor, and that on this occasion they are to be awarded retrospectively to those current Town Councillors who have served as Town Mayor, and
- **Civic Robes** be commissioned to manufacture these items at a total cost of **£2062.50+VAT** (x15 units) and with a Royal Blue ribbon.

C036/24 FINANCIAL REPORTS:

- **Bank Reconciliation for 1st March to 31st May 2024**
- **Lists of Payments made for 1st March to 31st May 2024**
- **List of NTC Credit Card transactions for 1st March to 31st May 2024**
- **Income and expenditure by committee headings up to 31st May 2024**

All noted and adopted.

C037/24 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 PERSONAL MATTERS TO BE DISCUSSED.

RESOLVED.

C038/24 CONFIDENTIAL - TO DISCUSS AND VOTE FOR ONE OF THE CANDIDATES FOR CO-OPTION TO BECOME A TOWN COUNCILLOR.(PREVIOUS AGENDA ITEM 16).

Following discussion of the co-option candidates, (Mr. Bryant and Mr. Browne), who introduced themselves earlier in the meeting, it was unanimously,

RESOLVED that Mr. Willem Browne be co-opted to Newhaven Town Council as a Town Councillor (Newhaven Denton Ward) in respect of the Casual Vacancy created by the resignation of Cllr. Jane Lucas, with immediate effect.

There being no further business, the Meeting closed at 22:06Hrs.

Date: **Town Mayor**

DRAFT