



# ENVIRONMENT AND AMENITIES COMMITTEE

Minutes of a Meeting of the Environment and Amenities Committee held at Meeching Hall, Fort Road, Newhaven on **Tuesday 24<sup>th</sup> September 2024 at 8.26pm**

**PRESENT:** Councillors Lesley Boniface  
Kim Bishop  
Graham Amy  
Krissy Taylor  
Jan Woodling  
Corina Watts  
Lindsey Macleod

**ALSO ATTENDING:** Ken Dry, Town Clerk  
Stephen Honey, Executive Officer

**EA13/24** 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.

**EA14/24** **APOLOGIES FOR ABSENCE**

None.

**EA15/24** **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.**

There were none.

**EA16/24** **TO CONSIDER WHETHER THE MINUTES OF THE MEETING OF THE ENVIRONMENT & AMENITIES COMMITTEE HELD ON TUESDAY 28<sup>th</sup> May 2024 ARE AN ACCURATE RECORD OF THE MEETING.**

The Minutes of the Meeting held on Tuesday 28<sup>th</sup> May 2024 were considered for accuracy.

**RESOLVED:**

That these minutes be signed by the Chair as an accurate record of the proceedings.

**EA17/24** **PETITIONS/PUBLIC QUESTION**

There were none.

**EA18/24**      **ECOLOGICAL SURVEYS OF MEECHING DOWN AND VALLEY PONDS – ORAL UPDATE BY THE TOWN CLERK.**

The Town Clerk informed the meeting that both surveys had been completed as commissioned and had hoped to have an initial summary of the findings for this meeting but had yet to receive them.

Both reports are anticipated to be received 15/16<sup>th</sup> November 2024.

**EA19/24**      **REED CLEARANCE AT VALLEY PONDS – GENERAL & CULVERTS – ORAL UPDATE BY THE TOWN CLERK.**

The Town Clerk informed the meeting;

- That Bonny's Wood had now started the 2<sup>nd</sup> cut of Reeds in general areas which should be followed by the second culvert clearance of the same.
- That he had received a quotation for next years (2025) general and culvert reed clearance from Bonny's Wood of Approximately £9K and would be formally reported to the next E&A Committee meeting for approval.
- Notwithstanding the above information, this quote may be modified in light of the potential results of the Valley Ponds Ecological Survey, and that a copy of this would be sent to Bonny's Wood for their information.

**EA20/24**      **SCHEDULED TREE WORKS - ORAL UPDATE BY THE TOWN CLERK.**

The Town Clerk informed the meeting;

- That historically, all the trees across the town that were in the ownership & responsibility of NTC were contained on a Database, each with a maintenance timeline and that each year the database was revisited to populate a schedule of works for the next year (2025).
- A quotation from Bonny's Wood for the aforementioned works was still awaited and would be formally reported to the next meeting of the E&A Committee.

**EA21/24**      **COPPICING AT NEWHAVEN CEMETERY – ORAL UPDATE BY THE TOWN CLERK.**

The Town Clerk informed the meeting;

- That the commissioned Coppicing Works (for the primary purpose of removing Ash Dieback) at the Bollens Bush boundary of the cemetery had been completed and that much of the cuttings/logs had been left in piles for the purposes of habitat provision into the future.
- Bonny's Wood (contractor) would be shortly supplying a new planting location and species list for the site and that this would be passed to the NTC Tree Wardens to complete.

**EA22/24**      **CEMETERY GATES AND MAIN FORECOURT - ORAL UPDATE BY THE TOWN CLERK.**

The Town Clerk informed the meeting;

- That he had recently commissioned local Architects (STAAC) to produce design plans for,
  - i) The widening of the cemetery entrance (with new gates of the same existing design),
  - ii) Reinstatement of the cemetery forecourt with a smooth semi highways specification (buff coloured) and new 'bullnose' provision, and
  - iii) Redesign of the cemetery toilets to make them DDA compliant, easier to maintain, replacement roof and with either direct mains electrical supply or alternatively Solar EV panels.
- A subsequent planning application(s) would be made to SDNPA on behalf of NTC.

**EA23/24 DENTON REC – PLAYGROUND & MUGA – ORAL UPDATE BY THE TOWN CLERK.**

The Town Clerk informed the meeting;

- That signage was in place informing all residents regarding the upcoming works. (MUGA works w/c 7<sup>th</sup> October for one week, and Denton Playground works w/c 14<sup>th</sup> October for 4-6 weeks)
- That the Playground installation timeline was subject to potential delay due to weather conditions, as the wet-pour surfacing required dry weather for installation, though reassured the committee that the subcontractor for the wet pour (Cosmo) would prioritise this to fit in with dry weather 'windows' wherever possible.

**EA24/24 ALLOTMENT PROVISION – DISCUSSION**

The Town Clerk appraised the meeting of the current status of its allotment provision and provided a legal summary of the current legislation surrounding the same for the committees' ongoing information.

Discussion then surrounded the current Tenancy granting process and inspection regime, and the Clerk showed the committee a number of draft signage designs for each set of allotments (and also Denton Playground) of which there was a consensus that these were 'fit for purpose'.

Members were also reminded of the Notice of Motion from Cllr. S. Boniface regarding the purchase of additional land for allotment provision which had been approved at the last Full Council meeting.

**EA25/24 SOCIAL HALLS – DISCUSSION**

Discussion took place regarding the ongoing expenditure of the current NTC Social Halls. Cllr Macleod stated that the council should focus upon advertising the social halls, revisiting utilities costings and other contracts going forward and staff working more efficiently.

The Town Clerk indicated that the majority of 'prime-time' slots were already utilised by a number of regular users and that the council was committed to a small number of contracts (e.g. Printer/MFD, Orbis and WorkNest) and that the RFO had already reviewed many of the councils Utilities Contracts and secured the best deals available.

He also stated that the number and condition of the Halls required rationalisation and improvement and that this would emanate from the recent Building & Estates Asset

Strategy which is to be ratified at an Additional Full Council meeting following the recent councillor workshop.

The Chair requested that the matter of current patronage levels and running costs be discussed further at the next Environment & Amenities Committee meeting.

**EA26/24      BUDGET REPORTS TO 21<sup>st</sup> MAY 2024.**

The Town Clerk provided a number of requested clarifications of certain budget expenditure lines and what they actually covered after which the report was noted.

There being no further business, the Meeting closed at 9:24pm.

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

**DRAFT**



# NEWHAVEN TOWN COUNCIL

Ken Dry  
Town Clerk

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To: Environment & Amenities Committee **Agenda Item 5.**

Date: 17<sup>th</sup> December 2024

Report Contact: Ken Dry - Town Clerk

Subject: **On-Line Decisions**

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1. The purpose of this report is for the committee to note two on-line decisions regarding;
  - Replanting works at the north-eastern boundary of Newhaven Cemetery following 'Ash-Dieback' felling works (£3964), and
  - An additional amenity grade grass/vegetation cut at Newhaven Cemetery in November/December 2024 (£2400).

## Replanting Works

2. Members will recall that the Town Clerk made them aware by email of the quote from the contractor (Bonny's Wood) of these re-planting works and that they were a requirement of the Felling Licence and that it was important that this should take place Winter 24/25 to mitigate further growth and the re-establishment of Brambles and other pernicious weeds on site.

## Grass/Vegetation Cut – Newhaven Cemetery

3. Members will be aware of the ongoing performance issues of the current contractor managed by LDC, and the reputational impact this continues to have on the council at this location. This has necessitated additional one-off cuts from another contractor, and despite the additional costs, has proven to be very effective in mitigating the latter each time.
4. With the Christmas Holidays fast approaching officers alerted the committee to the unsatisfactory standard of the grass length and that the LDC contractor was not planning or prepared to make a another cut prior to this important period for the bereaved.

## Decisions.

5. In respect of both of these issues the committee members **RESOLVED** by majority email response that each set of works should take place. The re-planting is set to start in early January 2025 involving the NTC Tree Wardens, whilst grass/vegetation cut has recently taken place (early December 2024).

## Recommendation:

That the committee notes both decisions.



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To: Environment & Amenities Committee **Agenda Item 6.**

Date: 17<sup>th</sup> December 2024

Report Contact: Ken Dry - Town Clerk

Subject: **Highways Verges Contract Extension 2025/26**

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1. The purpose of this report is to seek committee consideration to extend the current Highways Verges contract with Countrymans for 2025-2026 at a cost of **£15,781** and recommend the same to the next scheduled meeting of Full Council, and
2. Consider and authorise the required works to the Wildflower Zones

## **Background.**

3. The current Highways Verges Contract has been at a cost of £15,377.
4. In the years 23/24 and 24/25 it has been established through cumulative experience that x6 Urban and x2 Meadow Verge cuts has been the optimal approach which has also been supported by the feedback received through the previous NTC Highways Verges residents survey.
5. The aforementioned approach embodies the concept of 'No Mow May', however members will be aware of the reputational and operational impacts which stem from this, particularly given the weather experienced during April-June 2024.
6. As this committee has already elected to use the 'self-managed' approach to its Highways Verges (owned by East Sussex County Council (ESCC)) this enables it to receive a circa £3-4000pa subsidy from ESCC.

## **Highways Verges Contract.**

7. In the context of the Highways Verges maintenance contract with Countryman's there currently exists a contract clause permitting a one-year extension of the same to the mutual satisfaction of both parties. The contractor has expressed their willingness to the latter approach by way of their quotation detailed at para. 9 below.
8. Section 11.1a of the town council's Financial Regulations states that;

*"Every contract shall comply with these financial regulations, and no exceptions shall be made otherwise than in an emergency provided that this regulation need not apply to contracts which relate to..." inter alia*

*"... iv). for work to be executed or goods or materials to be supplied which constitute an extension of an existing contract by the council;*

*... viii). where the council has considered a report and resolved that it is in its best interests, a tender/quotation may be invited for the execution of work, provision of goods or services, from a contractor or supplier selected by it or negotiated with a contractor already engaged by the council;...*"

9. For the Financial Year 2025-26, officers have made a budget provision of £17,454 (*Exp. Line 301.4213*) which reflects an inflationary budget uplift of circa 3% on the current (24/25) budget provision.
10. Countryman's for 2024/25 have quoted **£15,781** for the Highways Verges maintenance (x6 Urban and x2 Meadow cuts). This leaves a 2025-26 budget balance of £1673, not counting the ESCC subsidy as at para.6.
11. As this Highways Verges Contract is valued at £15,781, authorisation to award this must be made by Full Council as per NTC Financial Regulations.

### **Wildflower Zones.**

12. During 2024, and as an adjunct to the Verges Contract, Countrymans established the following sites for Wildflower Zones at a cost of £2215+VAT with future ongoing annual maintenance on an 'at-need' basis. They have quoted **£421** to cut and remove arisings this coming year.

*Lee Way,  
Metcalf,  
Verge opposite KFC,  
Verge Opposite McDonalds,  
Sainsbury's entrance,  
Sainsburys/Denton corner, and  
Denton Corner Bus stop Verge.*

13. Members will already be aware of the professional and excellent work provided by Countryman's to date and their willingness to react and assist the council wherever possible regarding the towns Highways Verges.

### **Recommendation:**

That the committee,

- A. Recommends the acceptance of a 12-month extension to the current Highways Verges contract with Countryman's at a cost of **£15,781** to the next scheduled meeting of Full Council, and
- B. The committee instructs the Town Clerk/RFO to authorise the Wildflower Zone maintenance at **£421** with Countrymans should the contract be ratified.



# NEWHAVEN TOWN COUNCIL

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Clerk to the Council

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To: Environment & Amenities Committee **Agenda Item 7.**

Date: 17<sup>th</sup> December 2024

Report Contact: Town Clerk – Ken Dry

Subject: **Valley Road Ponds – Reed Clearance**

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1. The purpose of this report is to request that the committee authorises the following works at Valley Road Ponds for the year 2025/26.

X2 Reed Cuts at Ponds 1-4 (April-September) to include removal and disposal of arisings **£5040+VAT.**

X2 Reed Cuts at all Pond Culverts (April-September) to include removal and disposal of arisings **£2520+VAT.**

2. These reed clearance works reflect the ongoing annual objectives of the Valley Road Ponds Management Plan 2019-2024 which have to date proved very effective both visually and in terms of maintaining and improving the existing habitat value of the site.

The town council's financial regulations state that where the value of works or specialist services is below £7,500 and above £2,000 the Clerk should strive to obtain 3 estimates. However, this is not required if the committee feels that it is in its best interests to use a contractor which it has already engaged for other work (Contracts 11.1.a. viii).

Members will already be aware of the professional and excellent work provided by Bonny's Wood on this specific project.

3. However, as the total cost of these services by one contractor is in excess of £7500, NTC Financial Regulations 4.1 requires Full Council authorisation of this expenditure.

4. **Recommendation:**

That the Committee recommends both quotations for approval at the next scheduled Full Council Meeting for their initiation in the FY 2025/26 at a total cost of **£7560+VAT.**



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To: Environment & Amenities Committee **Agenda Item 8.**

Date: 17<sup>th</sup> December 2024

Report Contact: Ken Dry - Town Clerk

Subject: **Plans for Cemetery Infrastructure Improvements**

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1. The purpose of this report is to inform the committee of a set of architectural plans regarding the cemetery toilets, gates and forecourt will soon be submitted for formal planning permission.

## Background

2. Members will be aware that the existing cemetery toilets are very old and require wholesale updating for the modern era.
3. Similarly, the existing cemetery gate entrance is very narrow for motor vehicles, particularly contractor and funeral traffic and therefore needs to be widened resulting in a new set of accordingly sized gates.
4. The existing cemetery forecourt is loose pea-shingle gravel which continually migrates when vehicular traffic passes over it with an increasing level of weeds becoming established. As part of this the 'bullnose' edging of this area requires replacement and re-setting.
5. With the above in mind and that there currently exists a £50K Earmarked Reserve provision the Town Clerk procured the services of STAAC Architects, a Newhaven based company. As well as their services to date they have the capacity and expertise to proceed this work to Tender and act as 'Clerk of Works' to completion.

## Plans

6. **Appendix A** shows the Site Location.
7. **Appendix B** shows the existing and proposed plans for the cemetery gates. The plans propose that smaller right hand (redundant) brick pier is replaced by a new larger brick pier in the same style and brick as that of the left-hand side.
8. The existing gates are to be replaced to the appropriate size and similar style whilst also having a motorised opening and closing mechanism which will draw power from the cemetery chapel. The new gates will also benefit from the upgrading/resurfacing of the forecourt itself.
9. The pedestrian gate to the left of the main gated entrance will also be replaced.

10. **Appendix C** shows the existing and proposed plans for the cemetery toilets. The toilet block will be radically redesigned, with a central single step free entrance into a small vestibule which will lead right and left into one of two DDA compliant toilets.
11. The roof will be replaced by an 18° pitched roof to tiles which will accommodate photovoltaic cells to provide electrical power (lighting) to the toilets. (to be added to the plan at hand).
12. **Appendix D** shows the proposed treatment and extent of the cemetery forecourt. This will be a permeable asphalt in the same colour as the existing pea-shingle and to a 'car park' specification supported by new 'bullnose' edging.

### **Financial Information.**

13. The cost for this architectural design work and submission to the planning process is £1791. 50% of this has already been paid, with the balance due on the resultant 'planning decision'.
14. Assuming Planning Permission is secured<sup>1</sup>, similar additional fees for STAAC to develop and take this work to tender and completion are anticipated before the council can accurately determine the final project (construction) costs from the tender process.
15. From previous research and quotations, officers are aware that the cemetery forecourt work alone will be between £27K-£32K and therefore it is likely that the Earmarked Reserve amount of £50K will need to be increased.
16. Notwithstanding other council decisions regarding its Building Assets Strategy, it is anticipated that there will be sufficient financial latitude within the councils Reserves to facilitate the above project to completion, (subject to future council deliberation and authorisation).

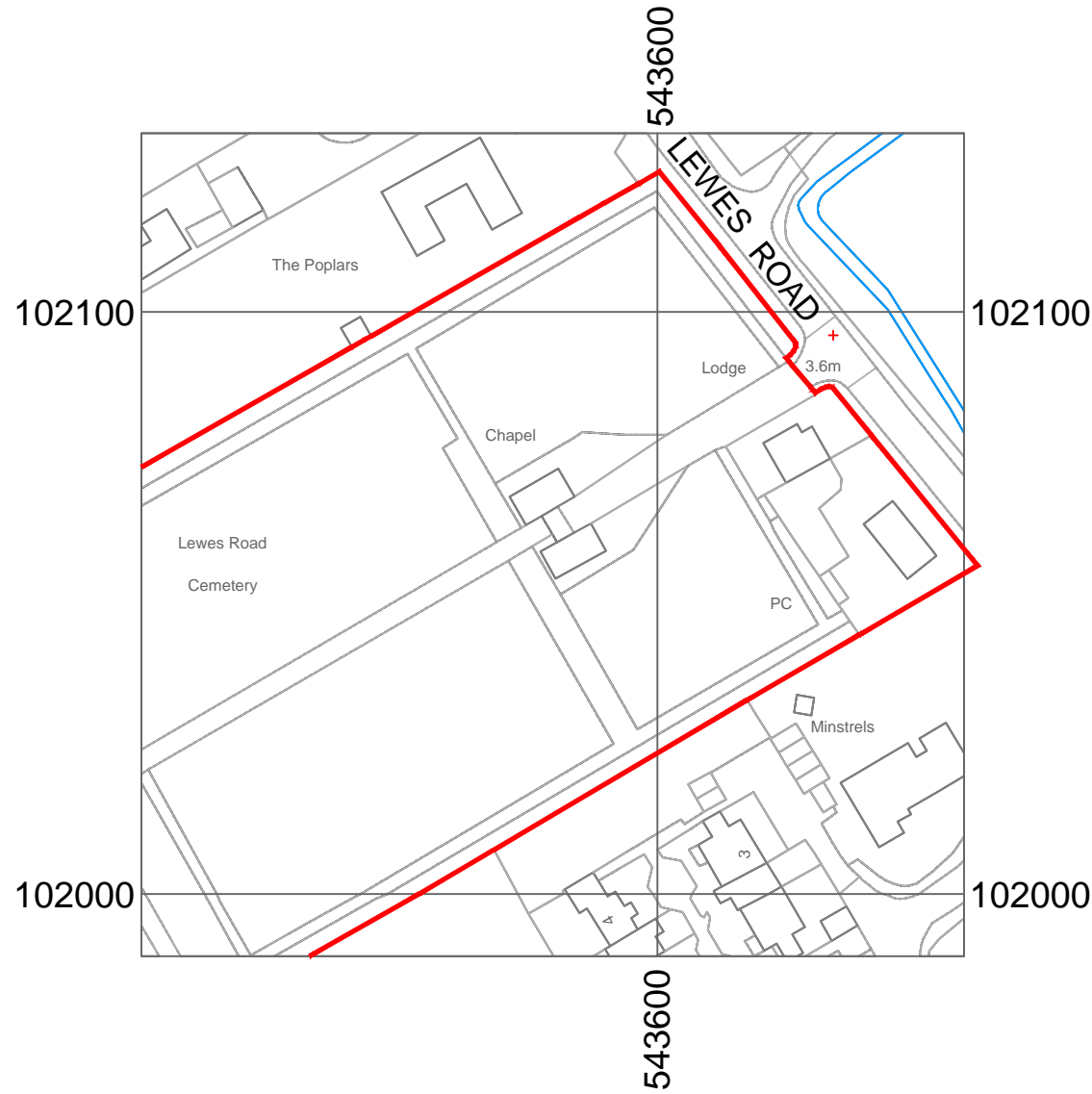
### **Recommendation:**

That the committee notes this action by officers and that all future updates are brought to this committee for noting and/or authorisation.

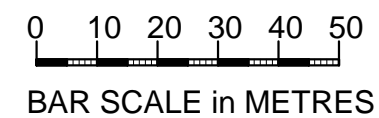
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<sup>1</sup> STACC have advised that from previous experience, Planning Applications for this type of construction and renovation are normally successful.

# 8. Report - Appendix A



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**NOTES:**

This drawing is to be read in conjunction with all relevant Architects and Engineers drawings  
 Only figured dimensions are to be used for construction  
 All dimensions are to be verified on site prior to work commencing

No.	Description	Date

**Client:** Newhaven Town Council

**Address:** Newhaven Cemetery,  
 Lewes Road,  
 Newhaven, BN9 9AD

**Project:** Proposed Gates and Toilet Readjustment

**Drawing title:** Site Location Plan

**Project No** 24137

**Date** 21-10-24

**Drawn by** IA

**Drawing No** SLP

**Scale:** 1:1250@A3

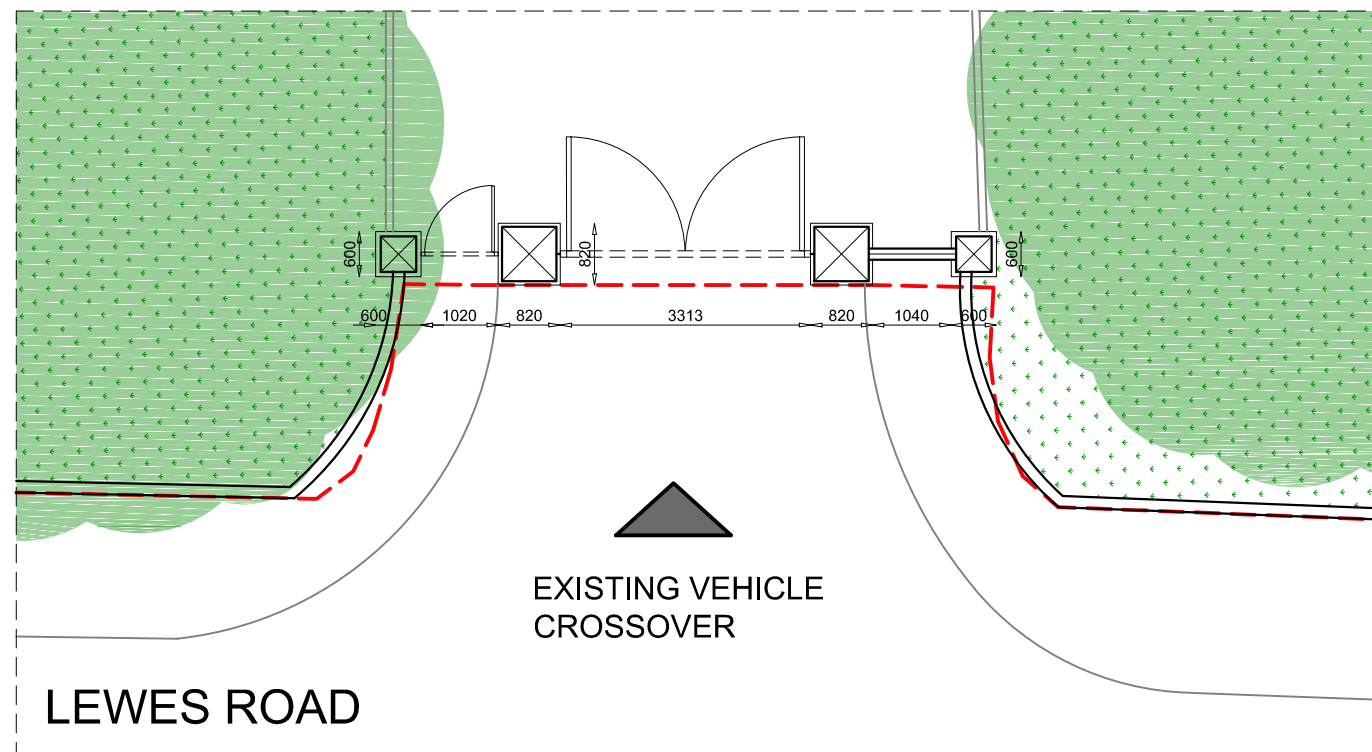
# 8. Report - Appendix B



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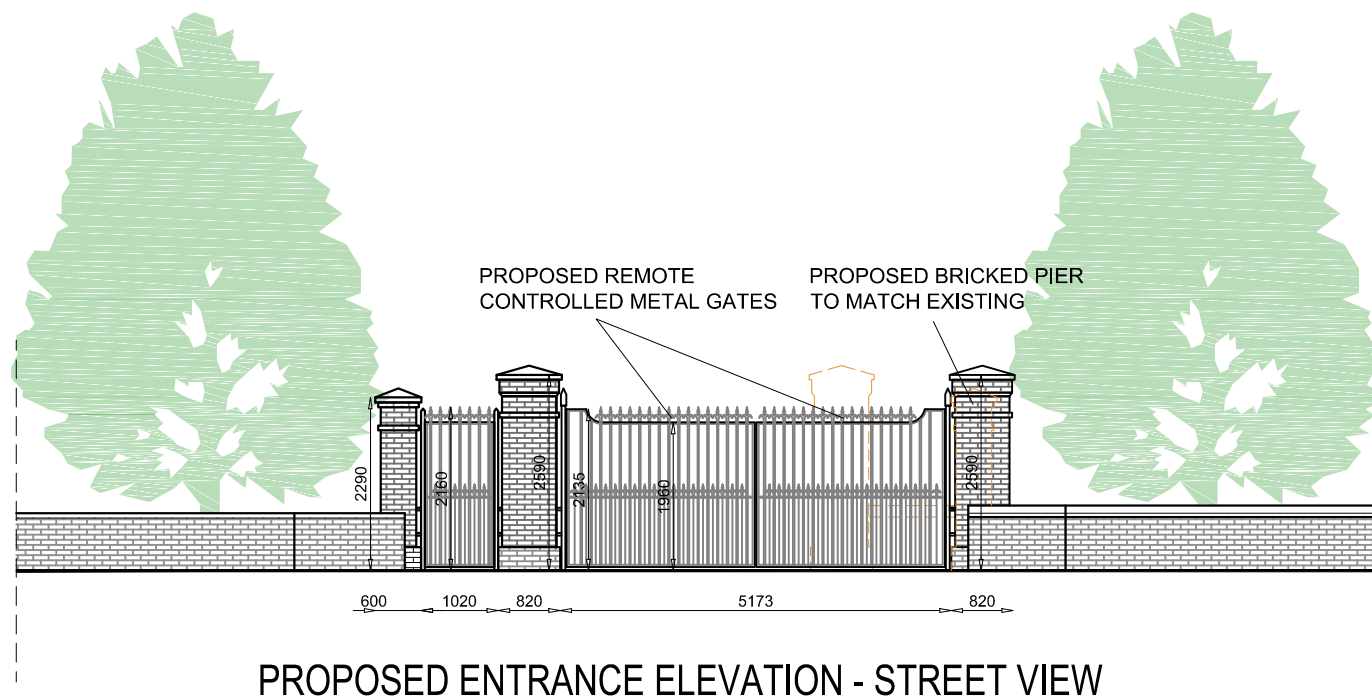
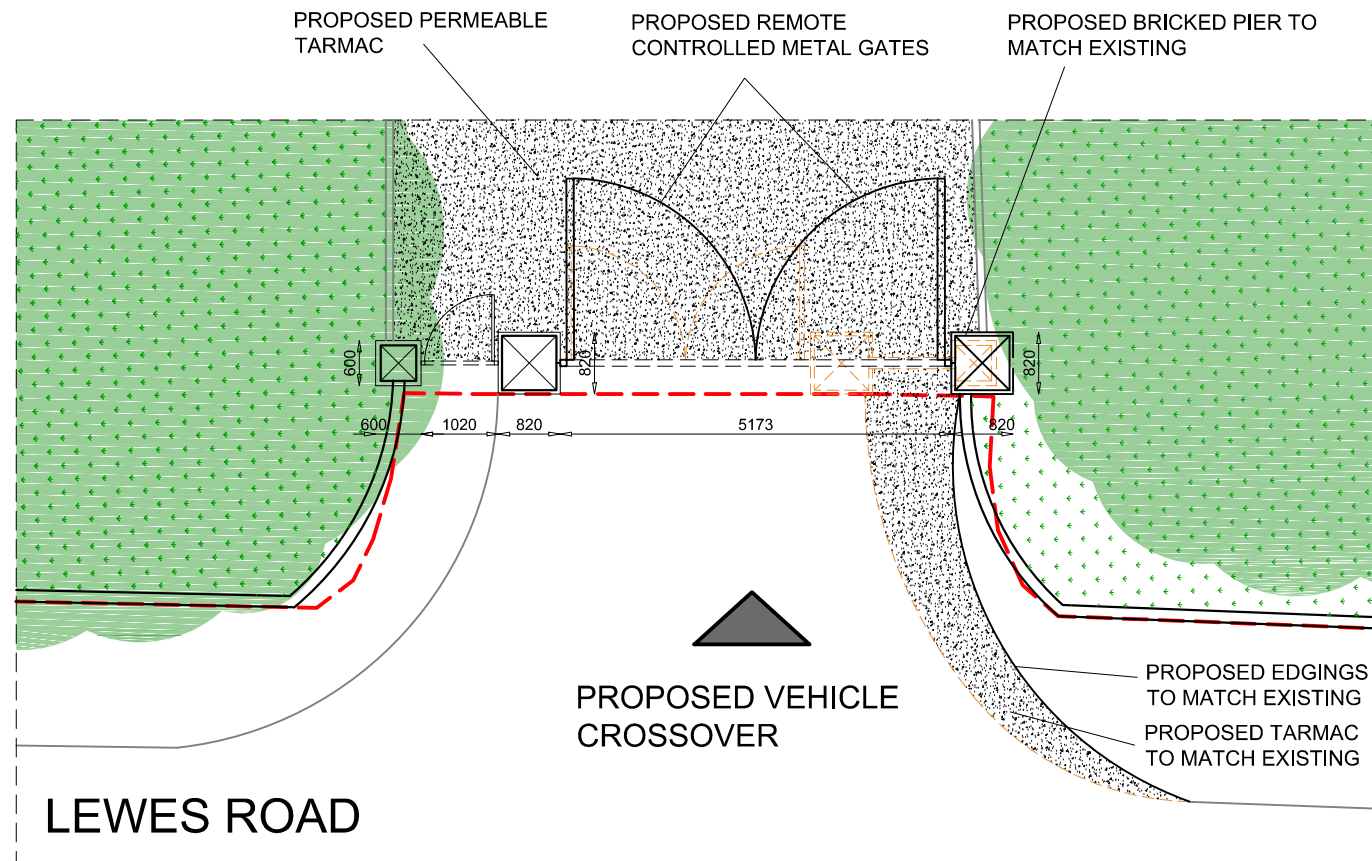
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Project: Proposed Extension of Entrance Gates		
Drawing Existing Gates title: Plan&Elevation		
Project No	24137	
Date	01-10-24	
Drawn by	IA	
Drawing No	EG01	
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IF ANY CHANGES ARE MADE AFTER PLANNING APPROVAL, THEY MUST BE CONSULTED WITH STAAC



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1:100 SCALE in METRES

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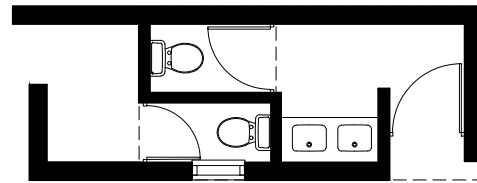
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Project:	Proposed Extension of Entrance Gates	
Drawing title:	Proposed Gates Plan&Elevation	
Project No	24137	
Date	21-10-24	
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# 8. Report - Appendix C

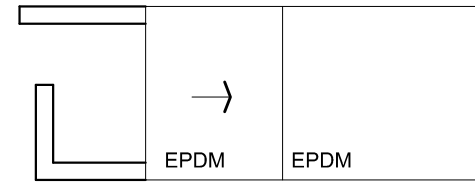


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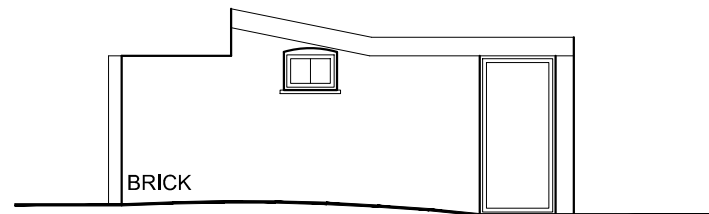
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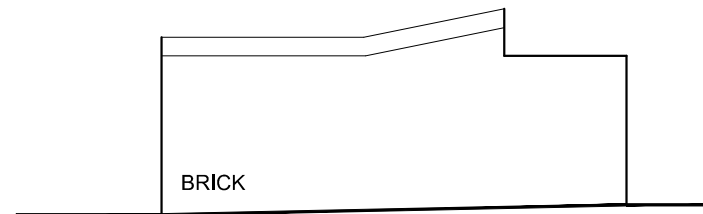
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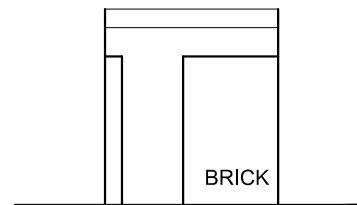
EXISTING ROOF PLAN



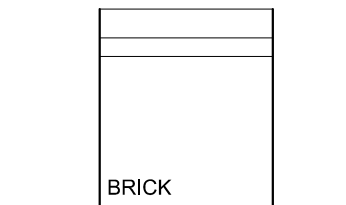
EXISTING NORTH ELEVATION



EXISTING SOUTH ELEVATION



EXISTING EAST ELEVATION



EXISTING WEST ELEVATION

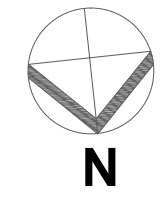


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No.	Description	Date
Client:	Newhaven Town Council	
Address:	Newhaven Cemetery, Lewes Road, Newhaven, BN9 9AD	
Project:	Proposed Toilet Readjustment	
Drawing title:	Existing Plan&Elevation	
Project No		24137
Date		01-10-24
Drawn by		IA
Drawing No		E01
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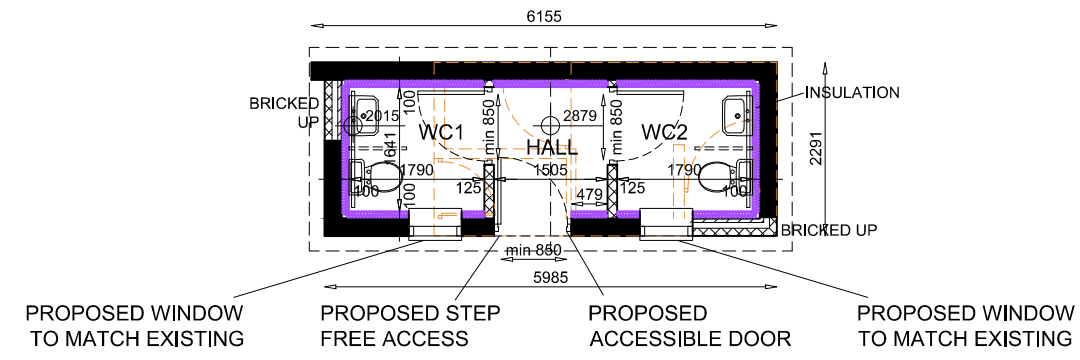
IF ANY CHANGES ARE MADE AFTER PLANNING APPROVAL, THEY MUST BE CONSULTED WITH STAAC



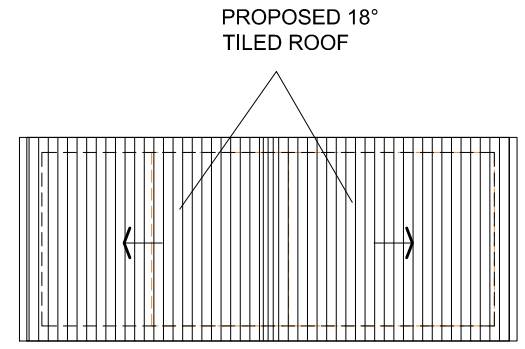
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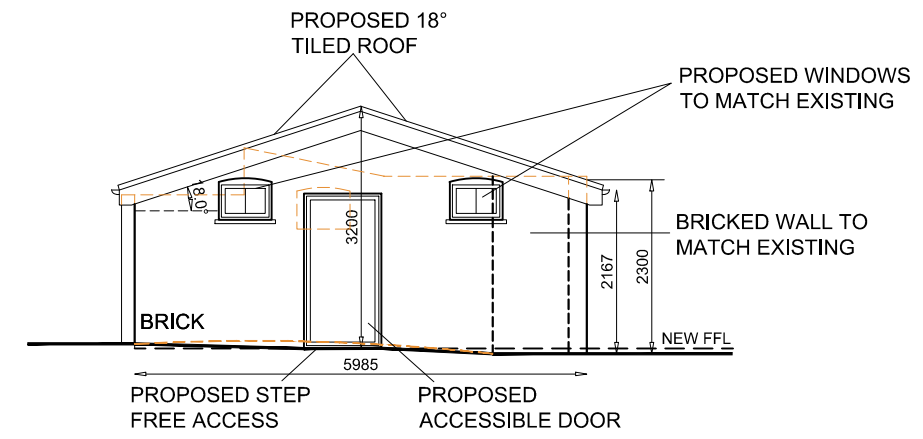
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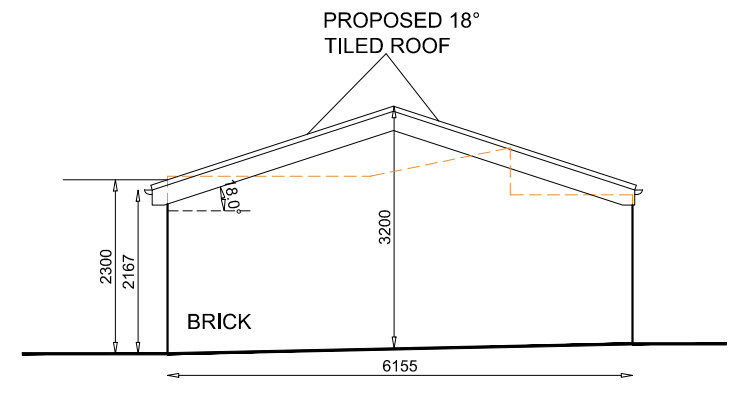
PROPOSED GROUND FLOOR PLAN



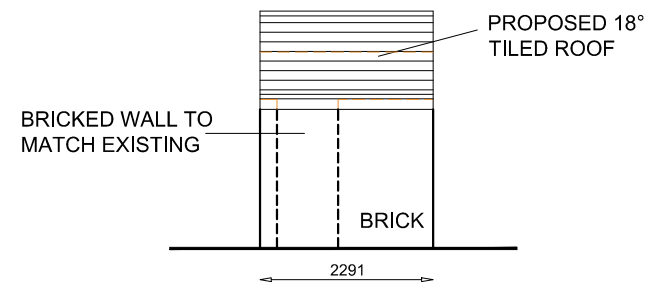
PROPOSED ROOF PLAN



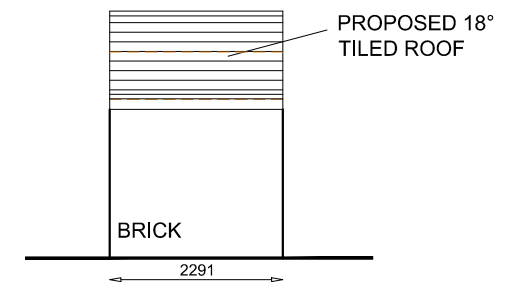
PROPOSED NORTH ELEVATION



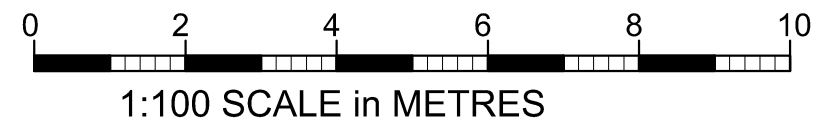
PROPOSED SOUTH ELEVATION



PROPOSED EAST ELEVATION

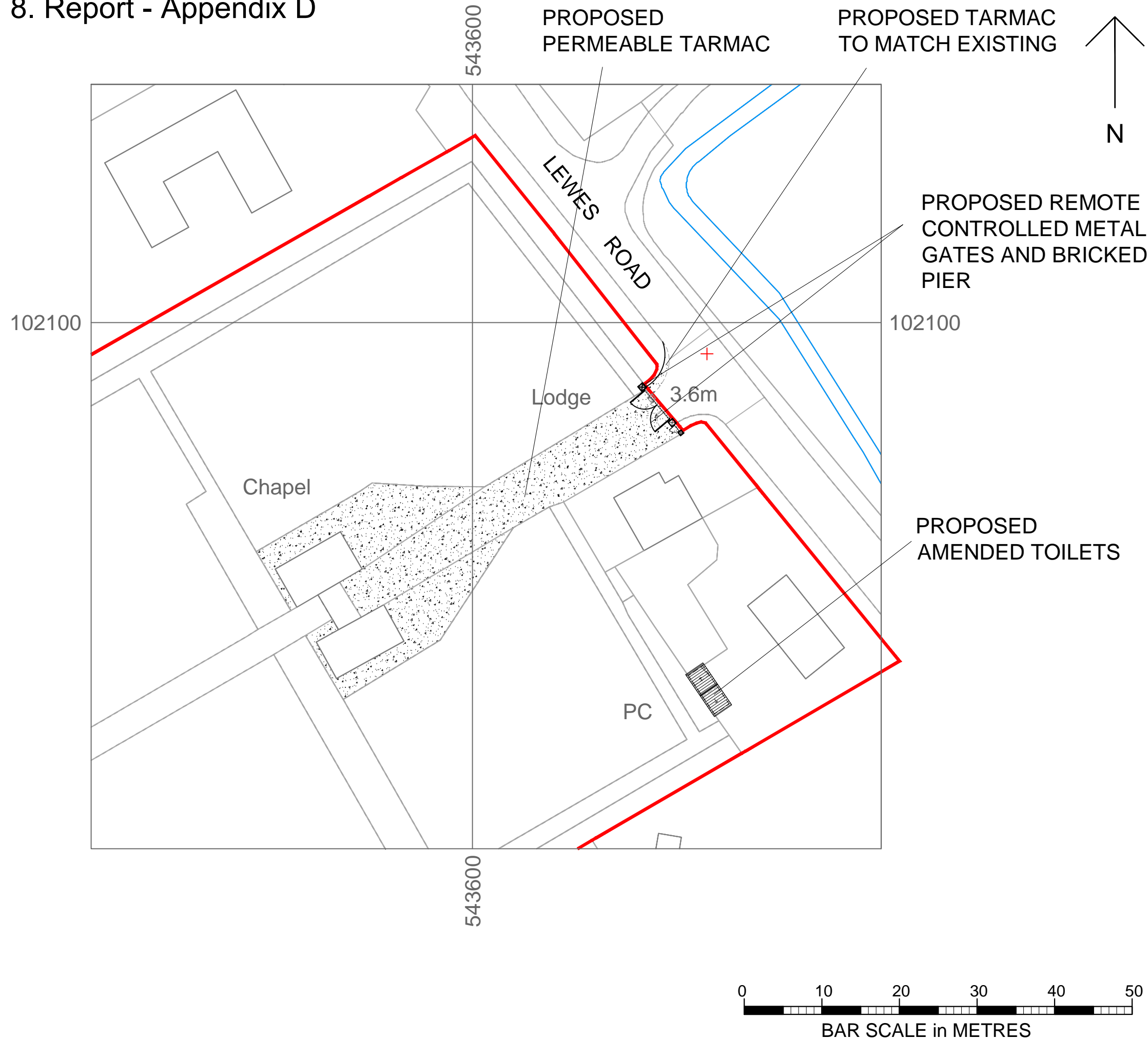


PROPOSED WEST ELEVATION



No.	Description	Date
	Client: Newhaven Town Council	
	Address: Newhaven Cemetery, Lewes Road, Newhaven, BN9 9AD	
	Project: Proposed Toilet Readjustment	
	Drawing title: Proposed Plan&Elevation	
	Project No	24137
	Date	02-10-24
	Drawn by	IA
	Drawing No	P01
	Scale	1:100@A3

# 8. Report - Appendix D



Studio1, The Hub  
 3 Drove Road  
 Newhaven  
 East Sussex  
 BN9 0AD

free phone number 0808 1699964  
 e: support@staac.co.uk

**NOTES:**

This drawing is to be read in conjunction with all relevant Architects and Engineers drawings  
 Only figured dimensions are to be used for construction  
 All dimensions are to be verified on site prior to work commencing

No.	Description	Date

Client: Newhaven Town Council

Address: Newhaven Cemetery,  
 Lewes Road,  
 Newhaven, BN9 9AD

Project: Proposed Gates and Toilet Readjustment

Drawing Proposed Block Plan  
 title:

Project No 24137

Date 21-10-24

Drawn by IA

Drawing No PBP

Scale 1:500@A3



# NEWHAVEN TOWN COUNCIL

Ken Dry  
Clerk to the Council

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

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

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To: Environment & Amenities Committee **Agenda Item 9.**

Date: 17<sup>th</sup> December 2024

Report Contact: Town Clerk – Ken Dry

Subject: **Proposed Tree Works: 24/25 & 25/26**

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1. The purpose of this report is to request that the committee authorises the following tree maintenance works;

2024/25 – Newhaven Cemetery & Valley Ponds - **£1500+VAT** (Appendix 1)

2025/26 – Multiple Sites across the Town - **£2600+VAT** (Appendix 2)

A list of required works encompassed by the aforementioned costs is at Appendix 3.

2. Notwithstanding the aspect of ongoing biodiversity/habitat and tree stock health, this maintenance plays a significant role in mitigating the councils exposure to insurance claims from 3<sup>rd</sup> parties, and this is particularly relevant given the recent weather patterns experienced across the UK.
3. Members attention is also drawn to Appendix 3, where the works advise the felling of two trees (One at Memorial Green and the other at Valley Ponds neither under a TPO). Whilst resultant of professional advice, the council may encounter some resultant adverse publicity from this.
4. The town council's financial regulations state that where the value of works or specialist services is below £7,500 and above £2,000 the Clerk should strive to obtain 3 estimates. However, this is not required if the committee feels that it is in its best interests to use a contractor which it has already engaged for other work (Contracts 11.1.a. viii).  
  
Members will already be aware of the professional and excellent work provided by Bonny's Wood to date.
5. Members will additionally aware that Bonnys Wood will have benefited from being appointed those works under Report 7 to this meeting (Reed Clearance **£7560+VAT**), and if appointed for this work also would mean payments totalling **£11,660** to the same contractor.
6. Therefore, in keeping with the content and recommendations of Report 7 to this meeting, and as a matter of transparency and financial probity, authorisation of this expenditure will be a required by Full Council. (NTC Financial Regulations 4.1)
7. **Recommendation:**  
That the Committee recommends both quotations for approval at the next scheduled Full Council Meeting for their initiation at a total cost of **£4100+VAT**.

# 9. Report - Appendix 1



**Bonny's Wood**

VAT Registration No.: 991373784

**ADDRESS**

Ken Dry  
Newhaven Town Council  
18 Fort Road  
Newhaven  
East Sussex  
BN9 9QE

**Quotation 2319**

**DATE** 09/12/2024

**EXPIRATION DATE** 31/03/2025

DATE	ACTIVITY	QTY	RATE	VAT	AMOUNT
	Proposed tree work as recommended in tree survey dated May 2024 for financial year 2025/2026:				
	1. Newhaven Cemetery, Newhaven > Carry out works as detailed in attached section of tree survey report.	1	235.00	20.0% S	235.00
	2. Valley Ponds, Newhaven > Carry out works as detailed in attached section of tree survey report.	1	1,265.00	20.0% S	1,265.00

Thank you for the opportunity to provide you with a quotation.

SUBTOTAL 1,500.00  
VAT TOTAL 300.00

All tree works to be carried out to BS3998:2010. unless otherwise specified or agreed with client.

**TOTAL £1,800.00**

**VAT SUMMARY**

RATE	VAT	NET
VAT @ 20%	300.00	1,500.00

Accepted By

Accepted Date

Bonny's Wood - 50 Houndean Rise, Lewes, East Sussex BN7 1EH  
Phone: 01273 311043 Email: treecare@bonnyswood.com  
www.bonnyswood.com  
VAT Registration Number: 991 3737 84

## 9. Report - Appendix 2



**Bonny's Wood**

VAT Registration No.: 991373784

### ADDRESS

Ken Dry  
Newhaven Town Council  
18 Fort Road  
Newhaven  
East Sussex  
BN9 9QE

**Quotation 2318**

**DATE** 09/12/2024

**EXPIRATION DATE** 31/03/2025

DATE	ACTIVITY	QTY	RATE	VAT	AMOUNT
	Proposed tree work as recommended in tree survey dated May 2024 for financial year 2024/2025:				
	1. Newhaven Cemetery, Newhaven > Carry out works as detailed in attached section of tree survey report.	1	630.00	20.0% S	630.00
	2. War Memorial Green, Newhaven > Carry out works as detailed in attached section of tree survey report.	1	360.00	20.0% S	360.00
	3. Denton Recreation Ground, Newhaven > Carry out works as detailed in attached section of tree survey report.	1	90.00	20.0% S	90.00
	4. Bay Vue Amenity Area, Newhaven > Carry out works as detailed in attached section of tree survey report.	1	60.00	20.0% S	60.00
	5. Rose Walk Amenity Path, Newhaven > Carry out works as detailed in attached section of tree survey report.	1	200.00	20.0% S	200.00
	6. War Memorial Green, Newhaven > Carry out works as detailed in attached section of tree survey report.	1	370.00	20.0% S	370.00
	7. Valley Ponds, Newhaven > Carry out works as detailed in attached section of tree survey report.	1	750.00	20.0% S	750.00

Bonny's Wood - 50 Houndean Rise, Lewes, East Sussex BN7 1EH  
Phone: 01273 311043 Email: treecare@bonnyswood.com  
www.bonnyswood.com  
VAT Registration Number: 991 3737 84

DATE	ACTIVITY	QTY	RATE	VAT	AMOUNT
	8. Bay Vue Amenity Area, Newhaven > Carry out works as detailed in attached section of tree survey report.	1	140.00	20.0% S	140.00

Thank you for the opportunity to provide you with a quotation.

SUBTOTAL 2,600.00  
VAT TOTAL 520.00

All tree works to be carried out to BS3998:2010. unless otherwise specified or agreed with client.

**TOTAL £3,120.00**

VAT SUMMARY

	RATE	VAT	NET
VAT @ 20%		520.00	2,600.00

Accepted By

Accepted Date

# 9. Report - Required Tree Works

## Tree Survey Recommendations

Client: Newhaven Town Council  
 Site: All sites



Timescale	No. Recommendations
Urgent	1
1 Month	2
3 Months	6
6 Months	46
1 Year	23
2 Years	13
Others...	186
<b>Total</b>	<b>277</b>

Site	Ref.	Species	Description	Measurements	Recommendation	Work Timescale
Newhaven Cemetery	T857	Elm ( <i>Ulmus sp.</i> )	Owned by local council. Parkland tree. Target # - footpath Target # - road Target # - bench - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 14 Crown Radius (m): 6 DBH (cm): 52 Life Stage: Early Mature Life Exp.: 20+ Years	Remove broken hanging branch	11-Jun-2024 (1 Month)
Newhaven Cemetery	T861	Elm ( <i>Ulmus sp.</i> )	Owned by local council. Parkland tree. Target # - footpath Target # - road Target # - bench - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 13 Crown Radius (m): 6 DBH (cm): 56 Life Stage: Early Mature Life Exp.: 20+ Years	Remove a small broken hanging branch.	11-Jun-2024 (1 Month)
Newhaven Cemetery	T840	Black pine ( <i>Pinus nigra</i> )	Owned by local council. Parkland tree. Target # - footpath - Within drip line. - Occupancy - Occasionally(2). - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 13 Crown Radius (m): 10 DBH (cm): 88 Life Stage: Mature Life Exp.: 10+ Years	Remove dead wood	11-Aug-2024 (3 Months)
Newhaven Cemetery	T849	Oak ( <i>Quercus sp.</i> )	Owned by local council. Parkland tree. - Occupancy - Rare(1). - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 3 Crown Radius (m): 1 DBH (cm): 3 Life Stage: Young Life Exp.: <10 years	Remove strap and stakes	11-Aug-2024 (3 Months)
Newhaven Cemetery	T868	Black pine ( <i>Pinus nigra</i> )	Owned by local council. Parkland tree. Target # - building Target # - footpath - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Occupancy - Frequent(3). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 19 Crown Radius (m): 8 DBH (cm): 96 Life Stage: Mature Life Exp.: 10+ Years	Remove dead wood	11-Aug-2024 (3 Months)

Site	Ref.	Species	Description	Measurements	Recommendation	Work Timescale
Newhaven Cemetery	T871	English elm ( <i>Ulmus procera</i> )	Owned by local council. Roadside tree. Tree in fence line. Target # - road - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Occupancy - Occasionally(2). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 8 Crown Radius (m): 5 DBH (cm): 30 Life Stage: Early Mature Life Exp.: <10 years	Fell to ground level	11-Aug-2024 (3 Months)
Newhaven Cemetery	T872	English elm ( <i>Ulmus procera</i> )	Owned by local council. Roadside tree. Tree in fence line. Target # - road - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Occupancy - Occasionally(2). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 10 Crown Radius (m): 4 DBH (cm): 34 Life Stage: Early Mature Life Exp.: <10 years	Fell to ground level	11-Aug-2024 (3 Months)
War Memorial Green	T958	Sycamore ( <i>Acer pseudoplatanus</i> )	Owned by local council. Roadside tree. Roadside tree near Philip Mann building Target # - building Target # - car park Target # - footpath Target # - road - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Occupancy - Constant(4). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 12 Crown Radius (m): 5 DBH (cm): 34 Stems: 2 Life Stage: Semi Mature Life Exp.: 10+ Years	Fell or pollard at 2 metres from ground level.	13-Aug-2024 (3 Months)
Denton Recreation Ground	T0746	Sycamore ( <i>Acer pseudoplatanus</i> )	Owned by local council. Roadside tree. Target # - car park Target # - road - Within 1.5x tree height. - Occupancy - Constant(4). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 5 Crown Radius (m): 1.5 DBH (cm): 20 Stems: 2 Life Stage: Young Life Exp.: 10+ Years	Remove stem nearest the road	20-Sep-2024 (6 Months)
Denton Recreation Ground	T0759	Sycamore ( <i>Acer pseudoplatanus</i> )	Owned by local council. Parkland tree. Target # - playground - Within drip line. - Occupancy - Occasionally(2). - Not practical to move the target. - Could possibly restrict access to the target zone. Target # - building	Height (m): 13 Crown Radius (m): 6 DBH (cm): 50 Life Stage: Early Mature Life Exp.: 10+ Years	Remove dead wood greater than 25mm	20-Sep-2024 (6 Months)

Site	Ref.	Species	Description	Measurements	Recommendation	Work Timescale
Bay Vue Amenity Area	T0772	Sycamore ( <i>Acer pseudoplatanus</i> )	Owned by local council. Roadside tree. Tree in fence line. Target # - dwelling Target # - playground - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Occupancy - Constant - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 14 Crown Radius (m): 4 DBH (cm): 47 Life Stage: Mature Life Exp.: 10+ Years	Sever ivy at the base of the tree	20-Sep-2024 (6 Months)
Bay Vue Amenity Area	T0775	Sycamore x6 ( <i>Acer pseudoplatanus</i> )	Owned by local council. Roadside tree. Tree in fence line. Target # - car park Target # - playground - Within drip line. - Within 1x tree height. - Occupancy - Constant(4). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 9 Crown Radius (m): 3 DBH (cm): 10 Trees: 6 Life Stage: Semi Mature Life Exp.: 10+ Years	Sever ivy at the base of tree	20-Sep-2024 (6 Months)
Rose Walk Amenity Path	T0801	Common hawthorn ( <i>Crataegus monogyna</i> )	Owned by local council. Roadside tree. Target # - footpath Target # - overhead wires Target # - road - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Occupancy - Constant(4). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 13 Crown Radius (m): 5 DBH (cm): 33 Life Stage: Mature Life Exp.: 10+ Years	Remove dead wood over path greater than 25mm	20-Sep-2024 (6 Months)
Rose Walk Amenity Path	T805	Sycamore ( <i>Acer pseudoplatanus</i> )	Owned by local council. Target # - car park Target # - footpath Target # - grass area - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Not practical to move the target. - Not Practical to restrict access to the target zone. - Occupancy - Frequent(3). Tree in boundary wall line.	Height (m): 16 Crown Radius (m): 5 DBH (cm): 70 Stems: 2 Life Stage: Mature Life Exp.: 10+ Years	Sever ivy at base	20-Sep-2024 (6 Months)
Rose Walk Amenity Path	T811	Sycamore ( <i>Acer pseudoplatanus</i> )	Owned by local council. Target # - building Target # - dwelling Target # - footpath - Occupancy - Constant(4). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 16 Crown Radius (m): 8 DBH (cm): 50 Stems: 3 Life Stage: Mature Life Exp.: 10+ Years	Sever ivy and remove epicormic growth around base	20-Sep-2024 (6 Months)

Site	Ref.	Species	Description	Measurements	Recommendation	Work Timescale
Rose Walk Amenity Path	T813	Sycamore ( <i>Acer pseudoplatanus</i> )	Owned by local council. Target # - building Target # - car park Target # - footpath - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Not practical to move the target. - Not Practical to restrict access to the target zone. Target # - overhead wires Target # - street lights	Height (m): 11 Crown Radius (m): 6 DBH (cm): 32 Life Stage: Early Mature Life Exp.: 10+ Years	Sever ivy at base	20-Sep-2024 (6 Months)
Newhaven Cemetery	T826	Lime ( <i>Tilia sp.</i> )	Owned by local council. Roadside tree. Target # - building Target # - footpath Target # - overhead wires Target # - road - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Occupancy - Constant(4). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 8 Crown Radius (m): 3 DBH (cm): 34 Life Stage: Semi Mature Life Exp.: 10+ Years	Prune branches to 3 m for pedestrian access.	11-Nov-2024 (6 Months)
Newhaven Cemetery	T827	Horse chestnut ( <i>Aesculus hippocastanum</i> )	Owned by local council. Roadside tree. Target # - building Target # - footpath Target # - overhead wires Target # - road - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Occupancy - Constant(4). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 6 Crown Radius (m): 2 DBH (cm): 34 Life Stage: Semi Mature Life Exp.: <10 years	Prune branches to 3 m for pedestrian access.	11-Nov-2024 (6 Months)
Newhaven Cemetery	T829	Lime ( <i>Tilia sp.</i> )	Owned by local council. Roadside tree. Target # - building Target # - footpath Target # - overhead wires Target # - road - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Occupancy - Constant(4). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 9 Crown Radius (m): 4 DBH (cm): 38 Life Stage: Semi Mature Life Exp.: 10+ Years	Prune branches to 3 m for pedestrian access.	11-Nov-2024 (6 Months)
Newhaven Cemetery	T830	Horse chestnut ( <i>Aesculus hippocastanum</i> )	Owned by local council. Roadside tree. Target # - footpath Target # - overhead wires Target # - road - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Occupancy - Constant(4). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 6 Crown Radius (m): 4 DBH (cm): 38 Life Stage: Semi Mature Life Exp.: <10 years	Prune branches to 3 m for pedestrian access.	11-Nov-2024 (6 Months)

Site	Ref.	Species	Description	Measurements	Recommendation	Work Timescale
Newhaven Cemetery	T831	Sycamore ( <i>Acer pseudoplatanus</i> )	Owned by local council. Roadside tree. Target # - building Target # - footpath Target # - overhead wires Target # - road - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Occupancy - Constant(4). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 9 Crown Radius (m): 2 DBH (cm): 20 Life Stage: Semi Mature Life Exp.: 10+ Years	Prune branches to 3 m for pedestrian access.	11-Nov-2024 (6 Months)
Newhaven Cemetery	T846	Holly ( <i>Ilex sp.</i> )	Owned by local council. Parkland tree. Target # - footpath - Within 1x tree height. - Within 1.5x tree height. - Occupancy - Occasionally(2). - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 8 Crown Radius (m): 3 DBH (cm): 18 Stems: 9 Life Stage: Early Mature Life Exp.: 10+ Years	Prune branches to 2 m for pedestrian access.	11-Nov-2024 (6 Months)
Newhaven Cemetery	T851	Common hawthorn ( <i>Crataegus monogyna</i> )	Owned by local council. Parkland tree. - Occupancy - Rare(1). - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 8 Crown Radius (m): 4 DBH (cm): 13 Stems: 5 Life Stage: Mature Life Exp.: 20+ Years	Prune branches to 3 m for pedestrian access and clear under tree.	11-Nov-2024 (6 Months)
War Memorial Green	T955	Sycamore ( <i>Acer pseudoplatanus</i> )	Owned by local council. Target # - building Target # - dwelling - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Occupancy - Constant(4). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 13 Crown Radius (m): 4 DBH (cm): 30 Life Stage: Mature Life Exp.: 10+ Years	Prune back branches near building near to allow 1.5 metres clearance.	13-Nov-2024 (6 Months)
War Memorial Green	T959	Sycamore ( <i>Acer pseudoplatanus</i> )	Owned by local council. Roadside tree. Roadside tree near Philip Mann building Target # - building Target # - car park Target # - footpath Target # - road - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Occupancy - Constant(4). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 15 Crown Radius (m): 7 DBH (cm): 44 Stems: 5 Life Stage: Mature Life Exp.: 10+ Years	Remove epicormic growth on stems up to 5 metres from ground level.	13-Nov-2024 (6 Months)
War Memorial Green	T960	Norway maple ( <i>Acer platanoides</i> )	Owned by local council. near Philip Mann building Target # - building Target # - car park Target # footpath - Within 1x tree height. - Within 1.5x tree height. - Occupancy - Constant(4). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 12 Crown Radius (m): 5 DBH (cm): 44 Life Stage: Mature Life Exp.: 10+ Years	Remove dead wood	13-Nov-2024 (6 Months)

Site	Ref.	Species	Description	Measurements	Recommendation	Work Timescale
War Memorial Green	T961	Norway maple ( <i>Acer platanoides</i> )	Owned by local council. Parkland tree. Target # - benches x2 Target # - footpath - Within 1x tree height. - Within 1.5x tree height. - Occupancy - Constant(4). - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 11 Crown Radius (m): 4 DBH (cm): 33 Life Stage: Mature Life Exp.: 10+ Years	Remove dead wood.	13-Nov-2024 (6 Months)
Valley Ponds	T876	Willow ( <i>Salix sp.</i> )	Owned by local council. Parkland tree. Riverside tree. Roadside tree. Target # - footpath Target # - road - Within 1.5x tree height. - Occupancy - Frequent(3). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 8 Crown Radius (m): 5 DBH (cm): 30 Life Stage: Young Life Exp.: 20+ Years	Prune branches to 3 m for pedestrian access.	03-Dec-2024 (6 Months)
Valley Ponds	T886	Hawthorn ( <i>Crataegus sp.</i> )	Owned by local council. Parkland tree. Riverside tree. Roadside tree. Target # - footpath Target # - road - Within 1.5x tree height. - Occupancy - Frequent(3). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 3 Crown Radius (m): 1 DBH (cm): 3 Life Stage: Dead	Fell tree	03-Dec-2024 (6 Months)
Valley Ponds	T928	Alder ( <i>Alnus sp.</i> )	Owned by local council. Parkland tree. Target # - footpath - Within 1x tree height. - Occupancy - Occasionally(2). - Not practical to move the target. - Could possibly restrict access to the target zone.	Height (m): 7 Crown Radius (m): 3 DBH (cm): 30 Life Stage: Young Life Exp.: 20+ Years	Prune branches to 3 m for pedestrian access.	03-Dec-2024 (6 Months)
Valley Ponds	T941	Willow ( <i>Salix sp.</i> )	Owned by local council. Parkland tree. Target # - footpath - Within 1x tree height. - Occupancy - Occasionally(2). - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 3 Crown Radius (m): 2 DBH (cm): 6 Life Stage: Dead	Fell tree	03-Dec-2024 (6 Months)
Valley Ponds	T947	Willow ( <i>Salix sp.</i> )	Owned by local council. Parkland tree. Target # - footpath - Within 1x tree height. - Occupancy - Occasionally(2). - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 5 Crown Radius (m): 2 DBH (cm): 7 Life Stage: Dead	Fell dead tree	03-Dec-2024 (6 Months)
Valley Ponds	T948	Oak ( <i>Quercus sp.</i> )	Owned by local council. Roadside tree. Target # - road - Within drip line. - Occupancy - Frequent(3). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 10 Crown Radius (m): 5 DBH (cm): 30 Life Stage: Semi Mature Life Exp.: 10+ Years	Prune branches to 3 m for pedestrian access. Prune branches to 5.2 m for vehicle access. Remove epicormic growth	03-Dec-2024 (6 Months)

Site	Ref.	Species	Description	Measurements	Recommendation	Work Timescale
Valley Ponds	T949	Oak ( <i>Quercus sp.</i> )	Owned by local council. Roadside tree. Target # - road - Within drip line. - Occupancy - Frequent(3). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 10 Crown Radius (m): 6 DBH (cm): 35 Life Stage: Semi Mature Life Exp.: 10+ Years	Prune branches to 3 m for pedestrian access. Prune branches to 5.2 m for vehicle access.	03-Dec-2024 (6 Months)
Valley Ponds	T952	Willow ( <i>Salix sp.</i> )	Owned by local council. Parkland tree. Riverside tree. Roadside tree. Target # - footpath Target # - road - Within 1.5x tree height. - Occupancy - Frequent(3). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 5 Crown Radius (m): 2 DBH (cm): 10 Life Stage: Young Life Exp.: 20+ Years	Prune back from road by 1m	03-Dec-2024 (6 Months)
Valley Ponds	T884	Field maple ( <i>Acer campestre</i> )	Owned by local council. Parkland tree. Riverside tree. Target # - footpath - Within 1.5x tree height. - Occupancy - Occasionally(2). - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 5 Crown Radius (m): 4 DBH (cm): 20 Life Stage: Young Life Exp.: 20+ Years	Prune branches to 1 m for pedestrian access.	04-Dec-2024 (6 Months)
Valley Ponds	T892	Willow ( <i>Salix sp.</i> )	Owned by local council. Parkland tree. Riverside tree. Target # - footpath - Within 1.5x tree height. - Occupancy - Occasionally(2). - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 7 Crown Radius (m): 4 DBH (cm): 20 Stems: 5 Life Stage: Young Life Exp.: 20+ Years	Prune branches to 1 m for pedestrian access.	04-Dec-2024 (6 Months)
Valley Ponds	T894	Willow ( <i>Salix sp.</i> )	Owned by local council. Parkland tree. Riverside tree. Target # - footpath - Within 1.5x tree height. - Occupancy - Occasionally(2). - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 7 Crown Radius (m): 3 DBH (cm): 20 Stems: 2 Life Stage: Young Life Exp.: 20+ Years	Prune branches to 1 m for pedestrian access.	04-Dec-2024 (6 Months)
Valley Ponds	T895	Willow ( <i>Salix sp.</i> )	Owned by local council. Parkland tree. Riverside tree. Target # - footpath - Within 1.5x tree height. - Occupancy - Occasionally(2). - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 7 Crown Radius (m): 3 DBH (cm): 30 Life Stage: Young Life Exp.: 20+ Years	Prune branches to 1 m for pedestrian access.	04-Dec-2024 (6 Months)
Valley Ponds	T914	Willow ( <i>Salix sp.</i> )	Owned by local council. Parkland tree. Riverside tree. Target # - footpath - Within drip line - Occupancy - Occasionally(2). - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 13 Crown Radius (m): 9 DBH (cm): 61 Life Stage: Mature Life Exp.: 10+ Years	If possible fell at the same height as other stems and leave as habitat pole.	04-Dec-2024 (6 Months)

Site	Ref.	Species	Description	Measurements	Recommendation	Work Timescale
Valley Ponds	T922	Willow ( <i>Salix sp.</i> )	Owned by local council. Parkland tree. Riverside tree. Target # - footpath - Within 1.5x tree height. - Occupancy - Occasionally(2). - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 11 Crown Radius (m): 5 DBH (cm): 90 Life Stage: Mature Life Exp.: <10 years	Pollard live stem overhanging footpath at 3m from ground level. Risk of failure. Clear brambles in this area.	04-Dec-2024 (6 Months)
Valley Ponds	T923	Alder ( <i>Alnus sp.</i> )	Owned by local council. Parkland tree. Riverside tree. Target # - footpath - Within 1 tree height. - Occupancy - Occasionally(2). - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 8 Crown Radius (m): 3 DBH (cm): 13 Life Stage: Semi Mature Life Exp.: 20+ Years	Prune branches to 2 m for pedestrian access.	04-Dec-2024 (6 Months)
Valley Ponds	T924	Alder ( <i>Alnus sp.</i> )	Owned by local council. Parkland tree. Riverside tree. Target # - footpath - Within 1 tree height. - Occupancy - Occasionally(2). - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 8 Crown Radius (m): 3 DBH (cm): 14 Life Stage: Semi Mature Life Exp.: 20+ Years	Prune branches to 2 m for pedestrian access.	04-Dec-2024 (6 Months)
Valley Ponds	T925	Alder ( <i>Alnus sp.</i> )	Owned by local council. Parkland tree. Riverside tree. Target # - footpath - Within 1 tree height. - Occupancy - Occasionally(2). - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 8 Crown Radius (m): 3 DBH (cm): 14 Life Stage: Semi Mature Life Exp.: 20+ Years	Prune branches to 2 m for pedestrian access.	04-Dec-2024 (6 Months)
Bay Vue Amenity Area	T0772	Sycamore ( <i>Acer pseudoplatanus</i> )	Owned by local council. Roadside tree. Tree in fence line. Target # - dwelling Target # - playground - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Occupancy - Constant - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 14 Crown Radius (m): 4 DBH (cm): 47 Life Stage: Mature Life Exp.: 10+ Years	Inspection after ivy dies off	20-Mar-2025 (1 Year)
Newhaven Cemetery	T862	Rowan ( <i>Sorbus aucuparia</i> )	Owned by local council. Parkland tree. Target # - footpath Target # - road Target # - bench - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 6 Crown Radius (m): 2 DBH (cm): 8 Life Stage: Semi Mature Life Exp.: 10+ Years	Formative prune tree	11-May-2025 (1 Year)

Site	Ref.	Species	Description	Measurements	Recommendation	Work Timescale
Newhaven Cemetery	T863	Rowan ( <i>Sorbus aucuparia</i> )	Owned by local council. Parkland tree. Target # - footpath Target # - road Target # - bench - Within drip line. - Within 1x tree height. - Within 1.5x tree height. - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 7 Crown Radius (m): 3 DBH (cm): 15 Life Stage: Early Mature Life Exp.: 10+ Years	Formative prune tree	11-May-2025 (1 Year)
Newhaven Cemetery	T864	Rowan ( <i>Sorbus aucuparia</i> )	Owned by local council. Parkland tree. Target # - footpath Target # - road - Within 1x tree height. - Within 1.5x tree height. - Occupancy - Occasionally(2). - Not practical to move the target. - Could possibly restrict access to the target zone.	Height (m): 4 Crown Radius (m): 2 DBH (cm): 5 Life Stage: Semi Mature Life Exp.: <10 years	Formative prune tree	11-May-2025 (1 Year)
Valley Ponds	T936	Willow ( <i>Salix sp.</i> )	Owned by local council. Parkland tree. Riverside tree. Roadside tree. Target # - footpath Target # - road - Within 1.5x tree height. - Occupancy - Frequent(3). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 13 Crown Radius (m): 8 DBH (cm): 120 Life Stage: Mature Life Exp.: 10+ Years	Re-pollard	03-Jun-2025 (1 Year)
Valley Ponds	T943	Willow ( <i>Salix sp.</i> )	Owned by local council. Parkland tree. Target # - footpath - Within 1x tree height. - Occupancy - Occasionally(2). - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 9 Crown Radius (m): 5 DBH (cm): 18 Stems: 10 Life Stage: Mature Life Exp.: 10+ Years	Coppice due to poor rooting and let regrow	03-Jun-2025 (1 Year)
Valley Ponds	T944	Willow ( <i>Salix sp.</i> )	Owned by local council. Parkland tree. Target # - footpath - Within 1x tree height. - Occupancy - Occasionally(2). - Could possibly move the target. - Could possibly restrict access to the target zone. Target # - road - Occupancy - Frequent(3). - Not practical to move the target. - Not Practical to restrict access to the target zone.	Height (m): 9 Crown Radius (m): 4 DBH (cm): 30 Life Stage: Young Life Exp.: 20+ Years	Prune branches to 3 m for pedestrian access.	03-Jun-2025 (1 Year)
Valley Ponds	T889	Willow ( <i>Salix sp.</i> )	Owned by local council. Parkland tree. Riverside tree. Target # - footpath - Within 1.5x tree height. - Occupancy - Occasionally(2). - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 7 Crown Radius (m): 3 DBH (cm): 10 Life Stage: Young Life Exp.: 20+ Years	Fell tree	04-Jun-2025 (1 Year)

Site	Ref.	Species	Description	Measurements	Recommendation	Work Timescale
Valley Ponds	T890	Willow ( <i>Salix sp.</i> )	Owned by local council. Parkland tree. Riverside tree. Target # - footpath - Within 1.5x tree height. - Occupancy - Occasionally(2). - Could possibly move the target. - Could possibly restrict access to the target zone.	Height (m): 5 Crown Radius (m): 2 DBH (cm): 20 Life Stage: Young Life Exp.: 20+ Years	Prune branches to 1.5 m for pedestrian access.	04-Jun-2025 (1 Year)

## Detailed Income &amp; Expenditure by Budget Heading 10/12/2024

Month No: 9

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b><u>Environment &amp; Amenities</u></b>								
<b><u>150 Cemetery-Building &amp; Grounds</u></b>								
1152 Excl Right of Burial Full Grav	16,395	17,488	15,000	(2,488)			116.6%	
1153 Excl Right of Burial Ashes Plo	1,415	283	4,000	3,717			7.1%	
1154 Burial Single Depth	18,810	5,940	18,000	12,060			33.0%	
1155 Burial Double Depth	3,852	6,420	13,400	6,980			47.9%	
1156 Burial Triple Depth	3,450	0	1,674	1,674			0.0%	
1157 Burial/Scattering of Ashes	5,130	3,135	7,880	4,745			39.8%	
1158 Memorial Permits	8,511	6,194	8,695	2,501			71.2%	
Cemetery-Building & Grounds :- Income	<b>57,563</b>	<b>39,460</b>	<b>68,649</b>	<b>29,189</b>			<b>57.5%</b>	<b>0</b>
4012 Business Rates	0	4,034	4,000	(34)		(34)	100.9%	
4014 Utilities, Elec/Water/Sew/Fire	60	35	1,058	1,023		1,023	3.3%	
4015 Repairs and Maintenance	5,865	4,298	5,000	702		702	86.0%	746
4016 Grounds Maintenance	92,131	73,533	123,809	50,276	2,400	47,876	61.3%	
4150 Consumables	1	101	0	(101)		(101)	0.0%	
Cemetery-Building & Grounds :- Indirect Expenditure	<b>98,058</b>	<b>82,003</b>	<b>133,867</b>	<b>51,864</b>	<b>2,400</b>	<b>49,464</b>	<b>63.0%</b>	<b>746</b>
<b>Net Income over Expenditure</b>	<b>(40,495)</b>	<b>(42,543)</b>	<b>(65,218)</b>	<b>(22,675)</b>				
6000 plus Transfer from EMR	0	746	0	(746)				
<b>Movement to/(from) Gen Reserve</b>	<b>(40,495)</b>	<b>(41,796)</b>	<b>(65,218)</b>	<b>(23,422)</b>				
<b><u>201 Denton Social Centre</u></b>								
1010 Hall Hire Charges	15,737	11,817	11,640	(177)			101.5%	
Denton Social Centre :- Income	<b>15,737</b>	<b>11,817</b>	<b>11,640</b>	<b>(177)</b>			<b>101.5%</b>	<b>0</b>
4012 Business Rates	0	2,470	3,227	757		757	76.5%	
4014 Utilities, Elec/Water/Sew/Fire	2,573	2,844	2,877	33		33	98.8%	
4015 Repairs and Maintenance	7,893	3,857	3,174	(683)		(683)	121.5%	
4150 Consumables	125	222	260	38		38	85.3%	
Denton Social Centre :- Indirect Expenditure	<b>10,590</b>	<b>9,393</b>	<b>9,538</b>	<b>146</b>	<b>0</b>	<b>146</b>	<b>98.5%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>5,147</b>	<b>2,424</b>	<b>2,102</b>	<b>(322)</b>				
6000 plus Transfer from EMR	3,369	0	0	0				
<b>Movement to/(from) Gen Reserve</b>	<b>8,515</b>	<b>2,424</b>	<b>2,102</b>	<b>(322)</b>				
<b><u>202 East Side Social Centre</u></b>								
1010 Hall Hire Charges	9,759	6,857	9,442	2,585			72.6%	
East Side Social Centre :- Income	<b>9,759</b>	<b>6,857</b>	<b>9,442</b>	<b>2,585</b>			<b>72.6%</b>	<b>0</b>

## Detailed Income &amp; Expenditure by Budget Heading 10/12/2024

Month No: 9

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4012 Business Rates	0	1,248	1,407	160		160	88.7%	
4014 Utilities, Elec/Water/Sew/Fire	4,177	3,214	2,893	(321)		(321)	111.1%	
4015 Repairs and Maintenance	3,085	4,505	1,900	(2,605)		(2,605)	237.1%	
4150 Consumables	0	65	0	(65)		(65)	0.0%	
East Side Social Centre :- Indirect Expenditure	<b>7,262</b>	<b>9,032</b>	<b>6,200</b>	<b>(2,832)</b>	<b>0</b>	<b>(2,832)</b>	<b>145.7%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>2,497</b>	<b>(2,175)</b>	<b>3,242</b>	<b>5,417</b>				
<u>203 Lewes Road Social Centre</u>								
1010 Hall Hire Charges	3,851	6,092	2,600	(3,492)			234.3%	
Lewes Road Social Centre :- Income	<b>3,851</b>	<b>6,092</b>	<b>2,600</b>	<b>(3,492)</b>			<b>234.3%</b>	<b>0</b>
4012 Business Rates	0	873	1,089	216		216	80.2%	
4014 Utilities, Elec/Water/Sew/Fire	2,570	2,477	4,160	1,683		1,683	59.5%	
4015 Repairs and Maintenance	4,956	5,465	1,850	(3,615)		(3,615)	295.4%	
4150 Consumables	0	54	260	206		206	20.8%	
Lewes Road Social Centre :- Indirect Expenditure	<b>7,526</b>	<b>8,870</b>	<b>7,359</b>	<b>(1,511)</b>	<b>0</b>	<b>(1,511)</b>	<b>120.5%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(3,675)</b>	<b>(2,777)</b>	<b>(4,759)</b>	<b>(1,982)</b>				
<u>204 Meeching Hall</u>								
1010 Hall Hire Charges	11,661	11,097	9,418	(1,679)			117.8%	
Meeching Hall :- Income	<b>11,661</b>	<b>11,097</b>	<b>9,418</b>	<b>(1,679)</b>			<b>117.8%</b>	<b>0</b>
4012 Business Rates	0	2,046	2,433	387		387	84.1%	
4014 Utilities, Elec/Water/Sew/Fire	13,403	4,490	8,751	4,261		4,261	51.3%	
4015 Repairs and Maintenance	8,583	3,797	4,000	203		203	94.9%	
4021 Communications	204	0	750	750		750	0.0%	
4150 Consumables	4	235	260	25		25	90.3%	
4218 Partnership Cont/Event Support	0	89	0	(89)		(89)	0.0%	
Meeching Hall :- Indirect Expenditure	<b>22,194</b>	<b>10,657</b>	<b>16,194</b>	<b>5,537</b>	<b>0</b>	<b>5,537</b>	<b>65.8%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(10,533)</b>	<b>441</b>	<b>(6,776)</b>	<b>(7,217)</b>				
<u>301 Community Services</u>								
1151 Memorial Slat on Bench	1,041	0	2,300	2,300			0.0%	
1160 Allotment Income Cemetery	1,547	2,008	1,638	(370)			122.6%	
1175 Grass Verge Income	2,454	0	3,200	3,200			0.0%	
1178 Misc Income	915	1,000	0	(1,000)			0.0%	
Community Services :- Income	<b>5,957</b>	<b>3,008</b>	<b>7,138</b>	<b>4,131</b>			<b>42.1%</b>	<b>0</b>
4014 Utilities, Elec/Water/Sew/Fire	267	1,730	0	(1,730)		(1,730)	0.0%	

## Detailed Income &amp; Expenditure by Budget Heading 10/12/2024

Month No: 9

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4200 CCTV Maintenance/Operating	15,441	1,696	5,500	3,804		3,804	30.8%	
4201 Dog Bins/Emptying	0	0	1,000	1,000		1,000	0.0%	
4202 Defibrillator Elec/Pads	0	490	2,100	1,610		1,610	23.3%	
4210 Christmas Lights	19,562	18,120	25,000	6,880		6,880	72.5%	
4213 Grass Verge Expenditure	16,668	12,874	16,931	4,057		4,057	76.0%	
4230 Play Areas	4,913	76,482	7,000	(69,482)		(69,482)	1092.6%	68,604
4234 Environmental Enhancements	11,125	12,696	10,000	(2,696)		(2,696)	127.0%	1,090
4235 Amenity Areas	21,844	14,296	19,000	4,704	3,964	740	96.1%	
4236 Allotments	1,456	6,286	7,000	714	663	52	99.3%	
4241 Town Centre Planters	1,807	0	6,900	6,900		6,900	0.0%	
4248 Business Asset Management	24,629	44,486	0	(44,486)		(44,486)	0.0%	44,486
4500 Professional Fees	920	900	2,000	1,100		1,100	45.0%	
4510 Tree Work	6,832	12,386	9,000	(3,386)		(3,386)	137.6%	
4511 Tree Wardens	3,078	1,697	3,600	1,903		1,903	47.1%	
4512 Banners on Riverside	2,770	2,695	5,500	2,805		2,805	49.0%	
Community Services :- Indirect Expenditure	<b>131,312</b>	<b>206,833</b>	<b>120,531</b>	<b>(86,302)</b>	<b>4,627</b>	<b>(90,929)</b>	<b>175.4%</b>	<b>114,180</b>
<b>Net Income over Expenditure</b>	<b>(125,355)</b>	<b>(203,826)</b>	<b>(113,393)</b>	<b>90,433</b>				
6000 plus Transfer from EMR	39,724	114,180	0	(114,180)				
<b>Movement to/(from) Gen Reserve</b>	<b>(85,631)</b>	<b>(89,646)</b>	<b>(113,393)</b>	<b>(23,747)</b>				
Environment & Amenities :- Income	<b>104,527</b>	<b>78,331</b>	<b>108,887</b>	<b>30,556</b>			<b>71.9%</b>	
Expenditure	<b>276,942</b>	<b>326,787</b>	<b>293,689</b>	<b>(33,098)</b>	<b>7,027</b>	<b>(40,124)</b>	<b>113.7%</b>	
<b>Net Income over Expenditure</b>	<b>(172,415)</b>	<b>(248,455)</b>	<b>(184,802)</b>	<b>63,653</b>				
plus Transfer from EMR	<b>43,092</b>	<b>114,926</b>	0	(114,926)				
<b>Movement to/(from) Gen Reserve</b>	<b>(129,322)</b>	<b>(133,530)</b>	<b>(184,802)</b>	<b>(51,272)</b>				
Grand Totals:- Income	<b>104,527</b>	<b>78,331</b>	<b>108,887</b>	<b>30,556</b>			<b>71.9%</b>	
Expenditure	<b>276,942</b>	<b>326,787</b>	<b>293,689</b>	<b>(33,098)</b>	<b>7,027</b>	<b>(40,124)</b>	<b>113.7%</b>	
<b>Net Income over Expenditure</b>	<b>(172,415)</b>	<b>(248,455)</b>	<b>(184,802)</b>	<b>63,653</b>				
plus Transfer from EMR	<b>43,092</b>	<b>114,926</b>	0	(114,926)				
<b>Movement to/(from) Gen Reserve</b>	<b>(129,322)</b>	<b>(133,530)</b>	<b>(184,802)</b>	<b>(51,272)</b>				