



# ADDITIONAL FULL COUNCIL MEETING

Minutes of the Additional Full Council Meeting of Newhaven Town Council  
held at Newhaven Town Council Offices, 18 Fort Road, Newhaven  
on **Wednesday November 13<sup>th</sup> 2024 at 7.15pm**

**PRESENT:** Councillors: Pinky McLean-Knight (Chair & Town Mayor)  
Lesley Boniface (Chair of Environment & Amenities)  
Mark Wardle (Chair of Promotion Partnership & Finance)  
Lindsey Macleod (Chair of Personnel)  
Shaun Boniface (Chair of Audit)  
Kim Bishop  
Graham Amy  
Corinna Watts  
Jessa Chapman  
Krissy Taylor  
Jan Woodling  
Madeleine Cook  
Julie Carr

**ALSO ATTENDING:** Ken Dry, Town Clerk  
Stephen Honey, Executive Officer  
Mr. J. Harrison

**C066/24** 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.

**C067/24** **APOLOGIES FOR ABSENCE**

Cllr. Saunders

Absent: Cllrs Thomas, Von Kurthy and Browne

**C068/24** **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.**

None declared.

**C069/24** **TO CONSIDER WHETHER THE MINUTES OF THE FULL COUNCIL HELD ON TUESDAY SEPTEMBER 17<sup>TH</sup> 2024 ARE AN ACCURATE RECORD OF THE MEETING.**

**RESOLVED:**

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

**C070/24 PETITIONS AND PUBLIC QUESTIONS.**

None received.

**C071/24 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. SEAN MACLEOD. (5 MINS MAX PER CANDIDATE).**

Candidates:- a) Mr. James E. Harrison  
b) Mr. Tai Ray-Jones

The Town Clerk informed the meeting that Mr. Ray-Jones had tendered his apologies due to a Cold and therefore councillors would have to rely upon his written application within the meeting pack. The Town Clerk reiterated that any discussion or consideration of the applicants must take place under Confidential Agenda Item 10.

The Chair invited Mr. Harrison to introduce himself to the council, and he provided a brief personal background of himself and his reasons for wishing to be co-opted to the Town Council.

**19:20Hrs** – Cllr. Carr joins the meeting.

The Chair then informed Mr. Harrison that he was free to leave the meeting or remain until the confidential agenda items. (Mr. Harrison chose to remain).

**C072/24 TO CONSIDER AND AUTHORISE THE AWARD OF 3-YEAR SUPPLY AND SERVICE AGREEMENT OF A PRINTER/MULTI-FUNCTION DEVICE FOR THE COUNCIL OFFICES. – REPORT BY THE EXECUTIVE OFFICER.**

The Executive Officer summarised his report and following discussion, it was unanimously,

**RESOLVED** that the council engages in a 36-month supply & service contract through Premier Managed Technologies at a total term cost of approximately **£7870.00**.

**C073/24 TO CONSIDER AND NOTE THE FINDINGS OF RECENT INTERNAL AND EXTERNAL AUDIT REPORTS – REPORT BY THE TOWN CLERK.**

The Town Clerk summarised his report, indicating that neither of the Audit Reports listed any 'qualified remarks' which indicated that the council was in a sound position in terms of its financial processes and procedures.

During discussion, the Town Clerk indicated that this outcome was due to the diligent efforts of the Responsible Finance Officer (RFO) (Alison Campbell). Following this,

Cllr. Amy **PROPOSED** that the council notes the findings of both reports and records its thanks to the RFO for her diligent work in this regard,

**SECONDED** by Cllr. S. Boniface, and following a unanimous vote, it was

**RESOLVED** that that the council notes the findings of both reports and records its thanks to the RFO for her diligent work in this regard.

**C074/24 TO DISCUSS THE MATTER OF A 'YOUNG MAYOR' FOR THE TOWN.**

The Chair informed the meeting;

That she had recently been involved with the 'Pupils Parliament' currently in operation at the High Cliff Academy and remarked upon the enthusiasm and commitment exhibited by the Year 6 students who participated in this.

That the 'Pupils Parliament' was likely to be rolled out across the other local Academies and that this would provide a sound opportunity to source and appoint a 'Young Town Mayor'. However, as the latter may take a year or two to come to fruition, she was minded to select a 'Young Town Mayor' from the existing 'Pupils Parliament' at High Cliff Academy

Following discussion, it was

**PROPOSED** by Cllr. Macleod that the Chair progressed with her approach as already outlined,

**SECONDED** by Cllr. Bishop, after which it was unanimously

**RESOLVED.**

**C075/24** **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 MATTERS TO BE DISCUSSED.**

**RESOLVED.**

**C076/24** **CONFIDENTIAL - TO DISCUSS AND VOTE REGARDING THE CANDIDATE FOR CO-OPTION TO BECOME A TOWN COUNCILLOR. (PREVIOUS AGENDA ITEM 5)**

Following discussion of the applications at hand and the previous oral introduction of Mr. Harrison, it was unanimously,

**RESOLVED,**

that Mr. James Harrison be co-opted to Newhaven Town Council following the casual vacancy created through the resignation of Cllr. Sean Macleod. (Newhaven Denton Ward).

**C077/24** **CONFIDENTIAL – BUILDING ASSET STRATEGY – POST PHASE 2 – REPORT BY THE TOWN CLERK.**

Following discussion, it was unanimously,

**RESOLVED,**

That officers begin to implement the agreed objectives of the strategy, with regular progress updates to this Full Council.

There being no further business, the Meeting closed at 20:29Hrs.

**Date:** .....  
**Town Mayor**