



ENVIRONMENT AND AMENITIES COMMITTEE

Minutes of a Meeting of the Environment and Amenities Committee held at
Meeching Hall, Fort Road, Newhaven on **Tuesday 17th December 2024 at 8.15pm**

PRESENT: Councillors Lesley Boniface
Kim Bishop
Graham Amy
Krissy Taylor
Jan Woodling
James Harrison (Sub – Cllr Watts)

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

EA27/24 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.

EA28/24 **APOLOGIES FOR ABSENCE**

Cllrs. Watts and Macleod.

EA29/24 **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.

EA30/24 **TO CONSIDER WHETHER THE MINUTES OF THE MEETING OF THE ENVIRONMENT & AMENITIES COMMITTEE HELD ON TUESDAY 28th May 2024 ARE AN ACCURATE RECORD OF THE MEETING.**

The Minutes of the Meeting held on Tuesday 24th September 2024 were considered for accuracy.

RESOLVED:

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

EA31/24 **PETITIONS/PUBLIC QUESTION**

There were none.

EA32/24 **TO NOTE ON-LINE COMMITTEE DECISIONS REGARDING,**

- **COPPICE WORK REPLANTING AT NEWHAVEN CEMETERY, AND**
- **AMENITY GRASS CUT AT NEWHAVEN CEMETERY.**

The Town Clerk reminded the committee of the two decisions which were made via email and the majority consensus to approve each and that the Coppice Re-Planting was scheduled to begin in early to mid-January, whilst the Amenity Grass cut at the Cemetery had been completed in the recent weeks.

The committee noted each of these.

EA33/24 **HIGHWAYS VERGES – CONTRACT EXTENSION 2025/26 – REPORT BY THE TOWN CLERK.**

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

RESOLVED that

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.

EA34/24 **TO CONSIDER AND AUTHORISE A REED CLEARANCE PROGRAMME AT VALLEY PONDS – REPORT BY THE TOWN CLERK.**

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

RESOLVED that

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**.

EA35/24 **TO CONSIDER ARCHITECTURAL PLANS FOR CEMETERY GATES, TOILETS AND MAIN FORECOURT – REPORT BY THE TOWN CLERK.**

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

RESOLVED that,

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

EA36/24 **TO CONSIDER AND AUTHORISE TREE WORKS FOR 2024/25 AND 2025/26 – REPORT BY THE TOWN CLERK.**

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

RESOLVED 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**.

EA37/24 BUDGET REPORTS TO DECEMBER 10TH 2024.

The Town Clerk informed the meeting that there were no significant issues with the budget, other than a few minors overspends within the committee's purview and that Cemetery Income was below forecast.

Additionally, the overall position was effectively unclear due to external funding streams and projects being financed from Reserves.

The Town Clerk informed the meeting that officers anticipate the overall NTC budget will achieve its target.

The committee noted this and the contents of the report.

There being no further business, the Meeting closed at 20:50Hrs.

Date: **Chairman.**

DRAFT