



# Newhaven Town Council



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1<sup>st</sup> April 2025

## TO ALL MEMBERS OF THE COUNCIL

**Meeting Link for Members of the Public** - [https://teams.microsoft.com/join/19%3ameeting\\_ZjU4NmZINTEtZmJkYS00NDU2LTgyNDctZGNkZWQ2MzU5MmI5%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/join/19%3ameeting_ZjU4NmZINTEtZmJkYS00NDU2LTgyNDctZGNkZWQ2MzU5MmI5%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 a Meeting of the Newhaven Town Council, to be held at Meeching Hall, 2 Fort Road, Newhaven, on **Tuesday 8<sup>th</sup> April 2025 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;**

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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 consider whether the Minutes of the Additional Meeting of the Town Council held on Tuesday 14<sup>th</sup> February 2025 are an accurate record of the meeting.
4. Petitions and Public Questions.
5. To receive an oral report/update from officers of Sussex Police.
6. To note the acts and proceedings of the following committee meetings:

Planning & Development	28 <sup>th</sup> January 2025 25 <sup>th</sup> February 2025 25 <sup>th</sup> March 2025
Environment & Amenities	11 <sup>th</sup> March 2025
Promotion, Partnership & Finance	25 <sup>th</sup> February 2025 25 <sup>th</sup> March 2025
Regeneration & Strategic Development	28 <sup>th</sup> January 2025
7. To receive a report from the office of The Rt. Hon., James MacCleary MP.
8. To receive reports from District and County Councillors.
9. 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 regular meeting of the council on 14<sup>th</sup> January 2025.
10. To meet and receive introductions from candidates for the role of Co-Opted Town Councillor in respect of the Casual Vacancy created through the resignation of Cllr. Willem Browne. (5 mins max per candidate).

Candidates:- a) Ms. J. Pettet and,  
b) Ms. J. Banks



11. To consider x3 Event Grant Applications from The Hillcrest – Report by the Town Clerk.
12. To consider and adopt an Event Grants Application Policy – Report by the Town Clerk.
13. To authorise the closure of one of the Councils Bank Accounts – Report by the Town Clerk.
14. To consider and agree Earmarked Reserves for the FY 2025/26 – Report by the Town Clerk.
15. To consider and approve architectural designs with regard to the Mortuary building – Report by the Executive Officer.
16. To authorise a number of expenditure Invoices in connection with ongoing Allotment improvement works – Report by the Town Clerk.
17. To authorise a range of Legal Invoices in connection with work completed on the Devolution of Land Spaces – Report by the Town Clerk.
18. To consider and adopt a new Council Business/Service Plan for the next 5 years – Report by the Town Clerk.
19. Financial Reports;
  - a. Bank Reconciliations for 1st January 2025 to 31st March 2025
  - b. Lists of Payments made for 1st January 2025 to 31st March 2025
  - c. List of NTC Credit Card transactions for 1st January 2025 to 31st March 2025
  - d. Income and expenditure by committee headings up to 31st March 2025.
20. 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.
21. **CONFIDENTIAL** - To discuss and vote for one of the candidates for Co-Option as a Town Councillor. (Previous Agenda Item 10.)

**PLEASE NOTE:**

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

***Item 4** - 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.*