



# PROMOTION, PARTNERSHIP & FINANCE COMMITTEE

Minutes of a Meeting of the Promotion, Partnership and Finance Committee held at Meeching Hall, Fort Road, Newhaven on **Tuesday 24<sup>th</sup> June 2025** at **8:15pm**.

**PRESENT:** Councillors Mark Wardle  
Jessa Chapman  
James Harrison  
Shaun Boniface  
Julie Carr  
Steve Saunders

**ALSO ATTENDING:** Cllr. L. Boniface  
Ken Dry, Town Clerk  
Stephen Honey, Executive Officer  
Mrs. Toni Holman

**PPF001/25** The Chair informed those present 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.

**PPF002/25** **TO ELECT A MEMBER OF THIS PROMOTION PARTNERSHIP & FINANCE COMMITTEE TO THE ROLE OF CHAIRMAN FOR THE SAME.**

Cllr. S. Boniface,  
**NOMINATED** Cllr. Wardle to take the role of Chair, which was,  
**SECONDED** by Cllr. Carr, and following a unanimous vote of those members present, it was,

**RESOLVED** that Cllr. Wardle takes the role of Chair of this Promotion, Partnership & Finance Committee.

**PPF003/25** **TO ELECT A MEMBER OF THIS PROMOTION PARTNERSHIP & FINANCE COMMITTEE TO THE ROLE OF VICE-CHAIRMAN FOR THE SAME.**

Cllr. Carr,  
**NOMINATED** Cllr. Harrison to take the role of Vice Chair, which was,  
**SECONDED** by Cllr. S. Boniface, and following a unanimous vote of those members present, it was,

**RESOLVED** that Cllr. Harrison takes the role of Vice Chair of this Promotion, Partnership & Finance Committee.

**PPF004/25 APOLOGIES FOR ABSENCE.**

Cllr. Macleod

**PPF005/25 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.

**PPF006/25 TO CONSIDER WHETHER THE MINUTES OF THE MEETING OF THE PROMOTION, PARTNERSHIP & FINANCE COMMITTEE HELD ON TUESDAY 25<sup>TH</sup> MARCH 2025 ARE AN ACCURATE RECORD OF THE MEETING.**

**RESOLVED:** That these minutes be signed by the Chair as a true record of the proceedings.

**PPF007/25 PETITIONS/PUBLIC QUESTIONS.**

None.

**PPF008/25 TO RECEIVE A PRESENTATION BY TONI HOLMAN REGARDING THE ESTABLISHMENT OF AN INTER SCHOOL SPELLING BEE COMPETITION.**

Mrs. Holman made her presentation which was well received by the committee, after which discussion took place.

A consensus was established that the success of this proposal was predicated upon available time and human resources for both council officers and school teaching staff.

On this basis, it was,

**RESOLVED** that officers would assist Mrs. Holman with the generation and circulation of a letter to local schools in order to generate interest and any potential 'buy in'.

**PP009/25 TO CONSIDER AND APPROVE TWO EVENT FUNDING APPLICATIONS – REPORT BY THE TOWN CLERK**

The Town Clerk summarised his report indicating that both applications had only scored 14 and 13 respectively as per the NTC Events Application Policy, in which a score of 20 or more was needed for an application to be considered successful.

Application A - 'Every Sort of People Party' (£1200), and  
Application B - 'Roots & Rhythms-Exploring the Origins and Spirit of the Notting Hill Carnival' (£2800)

During discussions, Cllr. Carr queried that as both applications had not achieved a score of 20 or more points, then further detailed discussion of each application and its individual aspects was not required(?) Cllr. Chapman echoed this view.

Following further discussion, the Town Clerk clarified that whilst any award of monies was at the sole discretion of the council, the Events Policy and its application/scoring process, had been developed and agreed by this committee so as to provide a framework on which to form decisions and provide transparency.

