



Town Council Offices,
18 Fort Road,
Newhaven.
East Sussex.
BN9 9QE.

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Email admin@newhaventowncouncil.gov.uk

6th January 2026.

TO ALL MEMBERS OF THE COUNCIL

Meeting Link for Members of the Public - https://teams.microsoft.com/join/19%3ameeting_ODAzNGNmNjMtOWY0Yy00NTViLTk2NjEtZGUwNDIkMmZiOWNi%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 the Full Council Meeting of Newhaven Town Council to be held at Meeching Hall, Fort Road, Newhaven on **Tuesday 13th January 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 Full Council held on Wednesday 19th November 2025 are an accurate record of the meeting.
4. Petitions and Public Questions.
5. To consider and note an update from officers of Sussex Police.
6. To note the acts and proceedings of the following committee meetings:

Planning & Development	23 rd September 2025 21 st October 2025 25 th November 2025
Regeneration & Strategic Development	25 th November 2025
Promotion, Partnership & Finance	21 st October 2025 9 th December 2025
Personnel	9 th December 2025
7. To consider and note the most recent update from the office of The 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 16th September 2025.
10. Mayoral Activities – update by The Mayor and Deputy Mayor.
11. For the council to note its previous decision to accept the reasons of continued absence from council meetings, and whether to continue to accept the same in respect of;

Cllrs. Madeleine Cook, and Pinky McLean-Knight.



12. To consider and adopt the Town Council Budget & Precept for 2026-27 – Report by the Town Clerk.
13. To consider and adopt the following Policies;
 - a) Freedom of the Town, and
 - b) Out of Pocket Expenses for Town Councillors.
14. To consider the current vacancies within the Newhaven Town Council Committees, and also Representatives on External Bodies.
15. To consider and note the interim report of the Councils Internal Auditors.
16. Financial Reports;
 - Bank Reconciliations for 1st September to 31st December 2025
 - Lists of Payments made for 1st September to 31st December 2025
 - List of NTC Credit Card transactions for 1st September to 31st December 2025
 - Income and expenditure by committee headings up to 31st December 2025.
17. 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 commercially sensitive nature of the matters to be discussed.
18. **CONFIDENTIAL** - To confirm, and subject to any further discussion, award,
 - a) To the contractor recommended by the Environment & Amenities Committee, a contract for the supply of Grounds Maintenance Services for 2 years commencing April 1st 2026 and,
 - b) A contract for the supply of Burial and Ancillary Services for 2 years commencing April 1st 2026.
19. **CONFIDENTIAL** - Property Acquisition – Discussion Item.

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 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.