



REGENERATION AND STRATEGIC DEVELOPMENT COMMITTEE

Minutes of a Meeting of the Regeneration & Strategic Development Committee held at Meeching Hall, Fort Road, Newhaven on **Tuesday 25th November 2025** at **7:15pm**.

PRESENT: Councillors: Shaun Boniface (Chair)
James Harrison (Vice Chair)
Lesley Boniface
Krissy Taylor
Jan Woodling

ALSO ATTENDING: Cllrs., Amy & Saunders
Ken Dry, Town Clerk
Stephen Honey, Executive Officer
Guy McQueen (Regeneration Project Manager, LDC)

RSD021/25 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.

RSD022/25 **APOLOGIES FOR ABSENCE**

Cllrs. Bishop and Wardle.

RSD023/25 **DECLARATIONS OF INTEREST**

None made.

RSD024/25 **TO CONSIDER WHETHER THE MINUTES OF THE MEETING OF THE REGENERATION AND STRATEGIC DEVELOPMENT COMMITTEE HELD ON TUESDAY 26TH AUGUST 2025 ARE AN ACCURATE RECORD OF THE MEETING.**

The Minutes of the Meeting held on Tuesday 26th August were considered.

RESOLVED:

That the Minutes be signed by the Chair to be a true record of the proceedings.

RSD025/25 **PETITIONS/PUBLIC QUESTIONS**

None received

RSD026/25 TO RECEIVE A PRESENTATION FROM MR. GUY MCQUEEN (REGENERATION PROJECT MANAGER – LEWES & EASTBOURNE BOROUGH COUNCILS) CONCERNING THE TOWN CENTRE AND STATION DEVELOPMENTS.

Mr. McQueen provided a comprehensive progress update regarding these projects indicating anticipated works timelines and style/design pallets.

Following a number of questions from committee members, the Chair thanked Guy for his update.

RSD027/25 CHRISTMAS MARKET 2025 EVENT - ORAL PROGRESS UPDATE. – TOWN CLERK & EXECUTIVE OFFICER.

The Executive Officer informed the meeting that all necessary arrangements are in place regarding stalls and fun fair provision.

Cllr. L. Boniface sought clarification regarding the 'Market Licence' for the event to which officers stated that given the multi-party approach to organising and providing the event, the Licence had been granted to Newhaven Chamber of Commerce for this and other events throughout the ensuing 12 months and that this had been confirmed in writing. The event would therefore fall under the auspices of the Newhaven Chamber of Commerce in this regard.

The Executive Officer indicated that on the day of the event, any and all help from Councillors would be very much appreciated. Cllr. L. Boniface requested that a council wide email be sent seeking councillor volunteers and detailing the respective tasks/works required.

RSD028/25 EASTER 2026 EVENT(S) AT THE BANDSTAND – DISCUSSION ITEM.

Discussion took place regarding the committee's desire for this event and the following indicative aspects were agreed as a starting point in preparation for the Communications & Events Officer starting on December 1st 2026;

1. Event to take place on Saturday 4th April 2026, starting at 2pm and finishing at 5pm,
2. A marquee would be required with perhaps a small stage area for an 'open mic' event within,
3. Performance by local Morris Dancers,
4. An Easter Egg hunt around the Band Stand Area,
5. That various environmental groups be involved to provide a 'seed exchange' and a 'wild gardening' demonstration, and
6. Provision of portable toilets for the event.

RSD029/25 INCOME & EXPENDITURE REPORT TO NOVEMBER 18TH 2025.

The financial position was noted. The Town Clerk then stated that £50K had been provided within the draft 26/27 budget for council events and reminded the meeting that should Ice Rink provision be a committee desire, that there were sufficient unallocated general reserves to mitigate the costs of this.

RSD030/25 **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.

RSD031/25 **CONFIDENTIAL - BUILDING ASSET STRATEGY – ORAL UPDATE. – TOWN CLERK**

The Town Clerk and Executive Officer provided progress updates on the various aspects of the Strategy and reiterated the overall financial interdependency of each discreet aspect leading to the final objective.

Clr. L. Boniface requested that all councillors receive prior notice to key aspects of any work before they enter the public domain. The Town Clerk agreed and indicated that the new Communications & Events Officer would be tasked to deal with this accordingly.

There being no further business, the meeting closed at 20:15Hrs.

Date: **Chair**

DRAFT



Agenda Item No.15

Introduction – About this Strategy

The Newhaven Town Council Events Strategy supports the development and delivery of events that bring people together to share experiences and develop a stronger sense of community.

This strategy seeks to support events activity in Newhaven. It sets out the priority objectives for Newhaven Town Council and shows how we will continue to generate activity and work in partnership with others to ensure that Newhaven benefits from a mix of activity across genres and seasons. The strategy will be reviewed regularly to ensure that we are responding to evolving needs and to feedback received relating to events.



Benefits of Events

Events are important to the wellbeing of residents. They can promote pride in the town, acceptance of cultures, community cohesion, a feeling of belonging and more active citizenship.

Events can provide significant benefits for a host destination and are acknowledged as opportunities to stimulate tourism and economic growth by showcasing the destination and attracting visitors from outside the area. A positive experience for an attendee at an event can prompt them to become a destination advocate. Events provide a valuable opportunity to showcase the unique and compelling identity of the town.

Over the years, Newhaven Town Council has been involved with establishing a range of successful events, for example, civic events such as the Remembrance Service, heritage events such as Dieppe Raid and community events such as Sussex Day. These have been extremely valuable events organised directly or indirectly by Newhaven Town Council; although it could be proposed that the full potential of this type of activity has not yet been achieved and the programme of events could be grown further. This strategy seeks to look at building on previous successes and on growing the potential for making an even richer events calendar.



Key USPs and opportunities for Newhaven

Newhaven is a small busy port town at the mouth of the River Ouse and surrounded by the South Downs. It has an active fishing fleet and marina with boats visiting from across Europe. The town is conveniently situated between Brighton, Lewes and Eastbourne and has easy year round ferry access to France.

The town of Newhaven has a rich and varied past, with a significant maritime, naval and military heritage. Newhaven played an important role during the Second World War, in particular, with the Dieppe Raid in 1942.

Newhaven is an excellent place to host events. It has good transport links:

- The train station is close to the main centre of the town, making it straightforward for visitors to travel to the town for events
- The town is in close proximity to the main road network of the A27 and a main road along the coast to and from Brighton runs through the town



Newhaven has beautiful vistas all round with an expansive outlook to the river Ouse and the Channel, and views all round to the South Downs. There are pubs, music venues, theatre spaces and performance spaces.

There is a strong artisan community within the town, which is actively involved in promoting events relating to arts and crafts. The town has two very popular tourist attractions: Newhaven Fort and Paradise Park.

Newhaven Town Council

Over recent years, Newhaven Town Council has been involved with delivering events in the Town, in different capacities, i.e.:

Organiser

The Town Council organises successful events throughout the year, including for example: the Mayor's Carol Concert, Remembrance Sunday and DDay.

Host

The Town Council has a number of spaces available to hire for one off or regular events, .e.g., the Bandstand which is a great venue for live music and Meeching Hall which is used by local community groups for activities and theatre productions.



Collaborator

The Council works with other groups to jointly organise events, for example, Newhaven Festival. The Council will continue to work with other event organisers to cross promote their events.

Supporter

The Town Council will continue to ensure that events information is up to date and readily available for organisers and potential attendees, e.g. by ensuring that events are featured on the Council's website and that there is access to the Council's Communications and Events Officer.

Previous Events



There has previously been a strong calendar of events across the year, including the following organised by Newhaven Town Council: Remembrance Sunday, Christmas Lights Switch On and more.

There has also been a number of successful events organised by or in conjunction with other organisers, e.g., the Newhaven Festival, and the Summer at the Sidings.

Evaluation of the Summer at the Sidings events in the Summer of 2024 was undertaken and the findings showed that 77% of attendees were from the local BN9 Newhaven area, indicating a strong local engagement, and there was a significant interest expressed in more events with live music and bands.

Going forward – 2025 and looking ahead

Listed below are key strategic objectives and actions for the 2025 events strategy.

Key strategic objectives and actions looking forward:

- Investigate and identify areas for potential growth opportunities and development, including:
 - Develop events that attract visitors from outside Newhaven
 - Capitalise on the international link to Europe
 - Increase the number of events which have proved popular to date, e.g., bands, live music
- Encourage sustainability. Event organisers, including the Council, will be encouraged / required to minimise their environmental impact. For example, sustainability will be encouraged through re-cycling, encouraging the use of public transport etc. It is recommended that a sustainability protocol is developed that event organisers will need to commit to comply with, e.g., sustainable environmental practices

- Evaluate the social and economic impact of events. It is important to seek feedback and use the learnings and findings for then enhancing the offering and value for money of future events. It is recommended that a consultation exercise is undertaken in the form of a questionnaire to ask residents for their views relating to their awareness of the events, and to the types of events that they would like to see on the calendar
- Establish an events budget which incorporates:
 - Funding towards NTC organised events
 - Grants for other events organisers
- Promote the use of spaces across the town and manage a booking system
- Develop relationships with events organisers, e.g. private organisations, local community groups. Intrinsic to this is also the provision of giving a platform to local musicians and performers as well as the support for local businesses. It is recommended that the Council seeks opportunities for collaboration with external organisations
- Grow the events programme and, as part of this, develop a mix of event types across the seasonal calendar. The programme will be a mixture of established successful events, new events which can be developed, and potentially international events. This involves the planning and delivery of a diverse programme of events that offers something for all audiences whether they are local or visitors to Newhaven. The Council should pro-actively pursue opportunities to organise and host events. The Council should also look to identify events which have potentially wider international connections, e.g., with the port's link to Europe
- Develop a communications plan to promote each and every event
- Become a centre of expertise on delivering events that are right for Newhaven
- Promote Newhaven throughout all events activity as an attractive and vibrant town



DRAFT

2025 EVENTS PROGRAMME

DATE	EVENT	PROPOSED/SUGGESTED PLAN(S)
Fri 18 Apr (Good Friday)	EASTER EGG HUNT AT DENTON PARK	Appearance by the Easter Bunny
Thurs 8 May	VE DAY 80	<ul style="list-style-type: none"> - Raise VE Day flag at 9am - Cathedrals and churches ring bells at 6.30pm – ask local churches to action - Fish and Chip Supper (at the Fort? 1940s style band?) Or Community Picnic? - Beacon Lighting at Newhaven Fort at 9.30pm. Read out a Tribute - Give out grants for people to hold their own street parties?
Sat 24 May	A CHARITY QUIZ OR NIGHT OF ENTERTAINMENT (RICK SHARPE) – FUNDRAISER IN AID OF MAYOR’S CHOSEN CHARITY	Ask Rick Sharpe to organise jointly. Hold at Meeching Hall.
Sat 7 Jun	MEET THE MAYOR	Drop in for coffee, tea and chat, at the Hillcrest Centre, 10am to midday
Sat 21 Jun (actual date is Mon 16 Jun)	SUSSEX DAY	At the Bandstand or the Sidings. If at the Sidings, organise jointly with Nick/the Towner? <ul style="list-style-type: none"> - Stallholders - Performers - Live music - Food and Drink
Sun 10 Aug	DIEPPE RAID COMMEMORATION	Church Service Parade Luncheon Tributes
Fri 15 Aug	VJ DAY 80	Ringing of Church Bells at 6.30pm
Sat 6 Sep	FRENCH / FISH MARKET	Jointly organise with SCDA and the Twinning Association
Fri 26 Sep	NEWHAVEN’S GOT TALENT	At Meeching Hall
Sat 11 Oct	MAYOR’S CHARITY QUIZ	At Meeching Hall
Sun 9 Nov	REMEMBRANCE SUNDAY	Church Service Parade Tributes at Memorial Green
Tues 2 Dec	MAYOR’S COMMUNITY CAROL CONCERT	At St Michael’s Church
Sat 6 Dec	CHRISTMAS MARKET AND LIGHTS SWITCH ON	In the Town Centre <ul style="list-style-type: none"> - Stallholders - Best Dressed Shop Window - Santa’s Grotto - Live music - Local dance groups - Switch On Lights as soon as it gets dark



Detailed Income & Expenditure by Budget Heading 20/01/2026

Month No: 10

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Regeneration & Strategic Dev</u>								
1013 Bar @ Bandstand Ticket Sales	0	(3)	0	3			0.0%	
Regeneration & Strategic Dev :- Income	<u>0</u>	<u>(3)</u>	<u>0</u>	<u>3</u>				<u>0</u>
4218 Partnership Cont/Event Support	5,609	9,223	35,000	25,777		25,777	26.4%	
4228 Bandstand	0	0	2,000	2,000		2,000	0.0%	
4500 Professional Fees	514	0	2,500	2,500		2,500	0.0%	
Regeneration & Strategic Dev :- Indirect Expenditure	<u>6,123</u>	<u>9,223</u>	<u>39,500</u>	<u>30,277</u>	<u>0</u>	<u>30,277</u>	<u>23.3%</u>	<u>0</u>
Net Income over Expenditure	<u>(6,123)</u>	<u>(9,226)</u>	<u>(39,500)</u>	<u>(30,274)</u>				
Grand Totals:- Income	0	(3)	0	3			0.0%	
Expenditure	6,123	9,223	39,500	30,277	0	30,277	23.3%	
Net Income over Expenditure	<u>(6,123)</u>	<u>(9,226)</u>	<u>(39,500)</u>	<u>(30,274)</u>				
Movement to/(from) Gen Reserve	<u>(6,123)</u>	<u>(9,226)</u>	<u>(39,500)</u>	<u>(30,274)</u>				