



PROMOTION, PARTNERSHIP & FINANCE COMMITTEE

Minutes of a Meeting of the Promotion, Partnership and Finance Committee held at Newhaven Town Council Office, 18, Fort Road, Newhaven on **Tuesday 24th February 2026 at 8:15pm.**

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

ALSO ATTENDING: Stephen Honey, Executive Officer
Alison Campbell, Responsible Finance Officer
Cllr Jan Woodling
X 1 member of the public

PPF029/26 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.

PPF030/26 **APOLOGIES FOR ABSENCE.**

Cllr. Chapman
Cllr Macleod - absent

PPF031/26 **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.**

Cllr Harrison declared that his Mother-in-Law is the treasurer of Ouse Valley Morris and withdrew from discussion and voting on this item.
Cllr Saunders declared that he was a trustee of 3rd Newhaven Scouts and withdrew from discussion and voting on this item.
Cllr Saunders declared that he was a trustee of CTLA and withdrew from discussion and voting on this item.

PPF032/26 TO CONSIDER WHETHER THE MINUTES OF THE MEETING OF THE PROMOTION, PARTNERSHIP & FINANCE COMMITTEE HELD ON TUESDAY 9TH DECEMBER 2025 ARE AN ACCURATE RECORD OF THE MEETING.

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

PPF033/26 PETITIONS/PUBLIC QUESTIONS.

The Executive Officer confirmed that no Petitions or Public Questions had been received.

PPF034/26 TO CONSIDER A REQUEST FROM LEWES DISTRICT CITIZEN'S ADVICE TO IMPLEMENT A SERVICE LEVEL AGREEMENT.

The Executive Officer summarised his report and then after agreement from the Chair, Cllr Jan Woodling presented the case for Lewes District Citizens Advice (LDCA) and advised that Alison Lawfield (Chair of Trustees – LDCA) was available to answer any questions that Councillors might have.

Following discussion, it was

PROPOSED by Cllr. Harrison that the committee recommend to Full Council that they authorise LDCA's request for the full amount of £10,000 annual SLA for three years.

This was,

SECONDED by Cllr. Boniface, and following a unanimous vote in favour, it was,

RESOLVED the committee recommend to Full Council that they authorise LDCA's request for the full amount of £10,000 annual SLA for three years (first year from General Reserves and the following two years from an EMR).

PPF035/26 TO CONSIDER A REQUEST FROM HAVENS COMMUNITY HUB TO IMPLEMENT A SERVICE LEVEL AGREEMENT

The Executive Officer advised the Committee that Havens Community Hub had withdrawn their request for the present time but are hopeful that they can put it before the next PP&F Committee meeting in March 2026.

PPF036/26 TO CONSIDER AND APPROVE A NUMBER OF SMALL AND LARGE DISCRETIONARY FUNDING APPLICATIONS

The Executive Officer summarised their report and proceeded to detail all the relevant applications and following discussion, the committee:

RESOLVED that the following grants be awarded and make payments with immediate effect:

Denton & Newhaven Guides	£500.00	Note support and Cllrs would like to see a report after the camp
Newhaven District Rangers	£500.00	Note support and Cllrs would like to see a report after the camp

3 rd Newhaven Scout Group	£2,138.54	Note that Cllrs would be happy to attend an event once all up and running
Newhaven District Model Railway Club	£750.00	Reduced by £250 as scored under threshold
Newhaven Cricket Club	£900.00	Reduced by £100 as scored under threshold
Ouse Valley Morris	£1,600.00	Reduced by £200 as scored under threshold
Newhaven Tennis Club	£2,400.00	Reduced by £600 as scored under threshold due to low fund raising
Hospitable Environment	£2,200.00	Reduced by £200 as scored under threshold and by a further £600 as cannot use grant for venue hire

PPF037/26 TO CONSIDER AND APPROVE A NUMBER OF COMMUNITY PARTNERSHIP FUNDING APPLICATIONS

The Executive Officer summarised their report and proceeded to detail all the relevant applications and following discussion, the committee:

RESOLVED that the following grant be awarded:

CTLA	£4,974.51	Reduced by £1312 as payment for DBS's and staff passes were considered to be operating costs.
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RESOLVED that no award be made to Age UK East Sussex as Cllrs were unwilling to fund an extension to Age UK's building. Cllrs wished it to be noted that should Age UK apply for funding that would directly benefit Newhaven residents they would be more amenable.

PPF038/26 TO CONSIDER REVISING THE PREVIOUSLY AGREED HALL HIRE FEES FOR 2026-27

The Responsible Finance Officer summarised their report and following discussion it was:

PROPOSED by Cllr. Saunders that the committee accept the RFO's revised figures with the exception of the proposed increase for children & adult parties which should be limited to £100.00

This was,

SECONDED by Cllr. Harrison, and following a unanimous vote in favour, it was,

RESOLVED the committee accept the RFO's revised figures with the exception of the proposed increase for children & adult parties which should be limited to £100.00.

PPF039/26 BUDGET REPORT TO OCTOBER 19TH FEBRUARY 2026.

Noted.

There being no further business, the Meeting was closed at 21:33HRS.

Date: **Chair**.....