



FULL COUNCIL MEETING

Minutes of the Full Council Meeting of Newhaven Town Council
held at Meeching Hall, 2 Fort Road, Newhaven
on **Tuesday April 14th 2026**, at **7.15pm**

PRESENT: Councillors: Kim Bishop (Town Mayor/Chair)
Mark Wardle (Deputy Town Mayor/Vice Chair)
Shaun Boniface (Chair Regen., & Strategic Dev., Committee)
Steve Saunders (Chair Planning & Development)
Jessa Chapman
James Harrison
Jan Woodling
Graham Amy
Pinky McLean-Knight
Michael Young
Julie Carr
Krissy Taylor
Corina Watts

ALSO ATTENDING: Cllr. L. Boniface (On-line)
Ken Dry (Town Clerk)
Stephen Honey (Executive Officer)
Alison Campbell (RFO)
X2 Members of the Public
X3 Member of Public (On-Line)

C110/26 The Chair opened the meeting and stated that the meeting was being recorded and that the recording would be made publicly available on the Newhaven Town Council website for 28 days followed by its removal and deletion.

C111/26 **APOLOGIES FOR ABSENCE.**

Cllrs. Pettitt, Cook, Macleod, Hale, and L. Boniface.

C112/26 **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.**

None declared.

C113/26 **TO CONSIDER WHETHER THE MINUTES OF THE ADITONAL FULL COUNCIL MEETING HELD ON TUSESDAY 12TH FEBRUARY 2026 ARE AN ACCURATE RECORD OF THE MEETING.**

RESOLVED:

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

C114/26 PETITIONS AND PUBLIC QUESTIONS.

The Town Clerk informed the meeting that he was in receipt of the following question from Ms. Donna Lonsdale-O'Brien, and that as Ms. Lonsdale-O'Brien was not in attendance read the question to the meeting.

'The Friends of Meeching Hall would like to know how the Meeching Hall Sale Caveat will be interpreted within the sale process.'

The Chair and the Town Clerk outlined the Councils Standing Orders regarding questions at Council and Committee meetings.

The Chair then asked that the Town Clerk provide a written response to the question from Ms. Lonsdale-O'Brien within 48HRS.

C115/26 TO CONSIDER AND NOTE AN UPDATE FROM OFFICERS OF SUSSEX POLICE.

The Town Clerk informed the meeting of the following short report from PC Julie Nicholson;

There have been residential burglaries along the coastal towns in recent months, please be mindful to keep doors locked and windows shut and leave a light on when you are out in the evening.

E. Scooters – some have been seized locally.

'Meet Me' – I will be at The Hollow South Heighton on the 13th June between 15.00 – 16.00 hrs, if you have any concerns or wish to discuss anything.

C116/26 To note the acts and proceedings of the following committee meetings:

Planning & Development	27 th January 2026 24 th February 2026 31 st March 2026
Regeneration & Strategic Development	27 th January 2026
Promotion, Partnership & Finance	24 th February 2026
Environment & Amenities	17 th March 2026

Following discussion, the committee minutes were noted.

C117/26 TO CONSIDER AND NOTE THE MOST RECENT UPDATE FROM THE OFFICE OF THE HON., JAMES MACCLEARY MP.

The Town Clerk informed the meeting that he had already circulated via email Mr. MacCleary's report for the month of March, but he was yet to receive anything for April.

C118/26 TO RECEIVE REPORTS FROM DISTRICT AND COUNTY COUNCILLORS.

Cllr Amy stated there was very little to report from District Planning regarding Newhaven. Lots of applications from other villages in Lewes District but still only achieving approximately 300 new houses on a target of 500. Lots of builders getting planning permission to then just "sit on" the land.

Cllr Watts's stated that her inbox has been inundated with complaints regarding a second traveller site at the back of The Mount but all she could advise them and the Council was that LDC have issued a "Notice to Stop". Local MP, James Macleary has been notified.

Cllr Carr noted that the new (reduced) 30mph speed limit had been introduced on the A26 alongside Paradise Park. Cllr Watts advised that the work on the new pedestrian crossing at Drove Ponds would be started later in the year.

Cllr Carr asked that Cllrs advise their residents that there is no intention of asking them to separate their recycling at present (a number of neighbouring districts have changed to this scheme). Cllr S Boniface asked if Cllr Carr knew what would happen after the local Government re-organisation, to which she indicated that she was not aware.

Cllr Saunders attended a Teams meeting with South Downs National Park as they are taking back control of planning applications from LDC. Cllr Saunders noted that SDNP had recruited officers from LDC's planning dept and had asked if LDC were going to replace them but is still awaiting an answer. He asked Cllrs Carr & Amy if they could try to ascertain what is happening.

C119/26 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 13TH JANUARY 2026.

Cllr Woodling stated that she was no longer a Council rep at the Hillcrest Community Centre. She was thanked for her service but advised her services were no longer required. Cllr Bishop advised that she had also stepped down as a trustee of the Hillcrest Community Centre after two meetings.

Cllr Woodling attended a Councillor briefing (with Cllr L Boniface) with Lewes District Citizens Advice but said that the CEO had sent out very detailed reports (that the Town Clerk had distributed to Cllrs) which would cover all that she could convey to the Council.

Cllr Saunders advised Cllrs that CTLA are celebrating their 30-year anniversary on 21/04/26 and they were all invited to the Hillcrest to mark the event. He stated that CTLA were pleased that they have recently been able to pay off some outstanding loans therefore reducing their monthly outgoings. However, the increase in fuel prices is very problematic for them. Cllr McLean-Knight advised that she had stepped down as a representative at CTLA.

Cllr Harrison attended a Parishes of the Lower Ouse meeting where they confirmed funding for Phase 1 of the Safer C7 Project to include Village Gateways, New crossing points and footpaths. He also noted that this work would not include re-surfacing of the road. Cllr Harrison also mentioned that the consultation regarding the last 800 metres of Egrets Way to be completed concluded in March.

Cllr Harrison also informed the meeting of his attendance at the AGM of the Newhaven Historical Society and that following its recent refurbishment visitor numbers were increasing.

C120/26 MAYORAL ACTIVITIES – UPDATE BY THE MAYOR AND DEPUTY MAYOR.

Cllr. Bishop informed the meeting that they were emerging from a quiet period as a result of the Mayoral Chain being re-valued and engraved. She then went on to inform the meeting that both she and her Deputy (Cllr. Wardle) had attended the Mayor of Peacehaven's 'Quiz Night' and their team won the Quiz which had some very difficult question rounds.

C121/26 FOR THE COUNCIL TO NOTE A NUMBER OF PREVIOUS DECISIONS WHERE A VOTE WAS CONDUCTED VIA E-MAIL/ELECTRONICALLY.

The Town Clerk summarised his report which was duly noted.

C122/26 TO NOTE A RECOMMENDATION FROM THE ENVIRONMENT & AMENITIES COMMITTEE REGARDING THE PLANNED RENOVATION WORKS AT NEWHAVEN CEMETERY (PUBLIC TOILETS, ENTRANCE GATES AND FORECOURT AREA) AND APPROVE PROJECT EXPENDITURE.

The Town Clerk summarised his report, and following discussion, it was

PROPOSED by Cllr Saunders that project expenditure of **£140,282.57 (Ex VAT)** be approved. This was,

SECONDED by Cllr. Amy and following a unanimous vote of those councillors present, it was,

RESOLVED that project expenditure of **£140,282.57 (Ex VAT)** be approved.

C123/26 TO CONSIDER PROPOSED WORKS TO REFURBISH ALLOTMENT PLOTS AT NEWHAVEN CEMETERY AND AUTHORISE EXPENDITURE FOR THE SAME.

The Responsible Finance Officer summarised her report and clarified a number of points.

Following discussion, it was

PROPOSED by Cllr. S. Boniface, that 'Tom's Property Services' be commissioned for this work at a cost of **£31,785.00 (Ex VAT)** using a combination of existing earmarked reserves and unallocated general reserves. This was then,

SECONDED by Cllr. Taylor, and following a unanimous vote of those councillors present, it was,

RESOLVED that 'Tom's Property Services' be commissioned for this work at a cost of **£31,785.00 (Ex VAT)** using a combination of existing earmarked reserves and unallocated general reserves.

C124/26 TO CONSIDER AN INITIAL DRAFT OF THE FULL COUNCIL AND COMMITTEE MEETING SCHEDULE.

The Town Clerk summarised his report, and following minor clarifications the schedule was duly noted.

C125/26 TO EXECUTE THE FOLLOWING AGREEMENTS;

A) Pre-Emption Agreement relating to sale and purchase of Land at Stud Farm, Seaford Road, Newhaven and land lying to the west of Stud Farm, Seaford Road, Newhaven. Also known as the 'Ouse Estuary Nature Reserve'.

B) Agreement for the provision of Grounds Maintenance and Burial Services between Newhaven Town Council and Southern Land Services Ltd.

The Town Clerk summarised his report and following discussion, it was unanimously agreed by those councillors present that both agreements be duly 'executed'.

Both agreements were signed by the Chair with additional witness signatures where relevant.

C126/26 FINANCIAL REPORTS:

- a) **BANK RECONCILIATIONS FOR 1ST JANUARY TO 31ST MARCH 2026**
- b) **LISTS OF PAYMENTS MADE FOR 1ST JANUARY TO 31ST MARCH 2026**
- c) **LIST OF NTC CREDIT CARD TRANSACTIONS FOR 1ST JANUARY TO 31ST MARCH 2026**
- d) **INCOME AND EXPENDITURE BY COMMITTEE HEADINGS UP TO 31ST MARCH 2026.**

All duly noted and adopted.

There being no further business, the Meeting closed at 8:23pm.

Date:
Town Mayor

DRAFT