



# Newmarket

T O W N C O U N C I L

**Minutes of a Meeting of the Memorial Hall Regeneration Committee  
held on Tuesday, 15<sup>th</sup> April 2008 at 6.30 pm at the Memorial Hall, Newmarket**

**Attendance :**

Councillor C Turner  
Councillor K Bovill  
Councillor W Hirst  
Councillor G Jaggard  
Councillor Jefferys

Also Present: Isabelle Barrett - Town Clerk, Rosemary Foreman – Minute Assistant

Minute	Action by
<p><b>M/08/04/1</b>    <b><u>APOLOGIES</u></b> Apologies were received from Councillor W Burch and Mr Henry Martin.</p>	
<p><b>M/08/04/2</b>    <b><u>DECLARATION OF MEMBERS INTERESTS &amp; CONSIDER UPDATE OF REGISTER OF INTEREST</u></b> None noted.</p>	
<p><b>M/08/04/3</b>    <b><u>TO CONFIRM THE MINUTES OF THE MEETING HELD ON TUESDAY, 11<sup>th</sup> MARCH 2008</u></b> Councillor Turner signed the minutes of the Memorial Hall Regeneration Committee meeting held on Tuesday, 11<sup>th</sup> March 2008, as a correct record.</p>	
<p><b>M/08/04/4</b>    <b><u>MATTERS ARISING</u></b> M/08/03/8 – Town Clerk advised that she had not yet made contact with the appropriate officers at Framlingham but had received information regarding the funding of the village hall at Freckenham.</p>	
<p><b>M/08/04/5</b>    <b><u>AN INVITATION TO MEMBERS OF THE PUBLIC TO PUT QUESTIONS/STATEMENTS OF NOT MORE THAN 3 MINUTES DURATION RELATING TO ITEMS LISTED IN THE PUBLIC PART OF THE AGENDA ONLY</u></b> No members of the public were present.</p>	
<p><b>M/08/04/6</b>    <b><u>OVERVIEW OF THE BUDGET 2007/08</u></b> Town Clerk presented the detailed Income and Expenditure figures for 2007/08 which showed an under-spending of £11,708. The Committee acknowledged that £10,000 were transferred to Reserve, leaving an under-spending of £1,708. After consideration, the Committee made the following recommendation:</p>	

**M/08/04/6.01 Recommendation**

**That the Income and Expenditure figures for 2007/08 be accepted.**

**M/08/04/7**

**LIST OF PRIORITIES FOR THE REFURBISHMENT OF THE HALL**

Councillor Turner advised that the refurbishment of the Hall could be divided into three areas - a community hall, office space and a Council Chamber – and suggested that these areas be prioritised. The Committee agreed that refurbishment of the Council Chamber was low priority but that all the offices should be located downstairs to give the public easy access.

Following a site visit, the Committee agreed that the single storey area should be demolished and rebuilt extending outwards, the new building to have the capacity for adding another storey should it be required in the future. This part of the building could then house the new offices, kitchen and bar area. Consideration would also have to be given to re-wiring, heating, fire alarms, revised computer systems, new kitchen equipment etc. New toilets and storage facilities would also be required.

Discussion also took place regarding the size of the community area of the Hall and the possibility of installing dividers to give more flexible space.

The Committee agreed that alternative architects should be given a firm brief and invited to visit the Hall and draw up suggestions for improvements. Town Clerk agreed to contact the architects and meet them with two Committee members.

Councillor Hirst advised that there was a possibility that FHDC would give a grant for one-third of the cost of the project, i.e. £250,000, which would give a total budget of £750,000.

**M/08/04/7.01 Recommendation**

**That Town Clerk contact alternative architects and invite them to draw up outline plans for the refurbishment.**

Town Clerk

**M/08/04/7.02 Recommendation**

**That Town Clerk contact FHDC Officer Simon Phelan regarding a grant of £250,000 towards the cost of the refurbishment.**

Town Clerk

**M/08/04/8**

**UPDATE ON INFORMATION COLLATED FROM FRAMLINGHAM REGARDING REFURBISHMENT OF THEIR COMMUNITY HALL**

Town Clerk advised that information from Framlingham was not yet available but a letter had been received from Mr David Wheeler regarding the funding of Freckenham Village Hall.

**M/08/04/8.01 Recommendation**

**That Town Clerk contact officers at Framlingham and Suffolk ACRE and get further details from Mr Wheeler regarding raising funds from local people.**

Town Clerk

**M/08/04/9 INFORMATION RECEIVED FROM THE ENERGY SAVING TRUST**

Councillors noted the information received from the energy Saving Trust. Councillor Bovill reported that he had contacted the Carbon Trust, who advised that free consultation was given to organisations with an energy spend of £50,000+, which could be linked into FHDC.

*Councillor Hurst left the meeting.*

Councillor Turner advised that the O<sub>2</sub> Community Fund had helped with the ReNew campaign and also suggested contacting Mr Cyril Brown who formerly worked for Brandon Town Council.

Town Clerk advised that the Council needed to give consideration to the VAT element on the refurbishment as she thought that only a small amount of VAT could be reclaimed on the cost of the refurbishment as NTC was not VAT registered.

**M/08/04/9.01 Recommendation**

**That Town Clerk/Cllr Bovill contact FHDC Officer Simon Phelan regarding their energy spend and the Carbon Trust.**

Town  
Clerk/Cllr  
Bovill

**M/08/04/9.02 Recommendation**

**That Cllr Turner contact Mr Cyril Brown for advice on funding.**

**M/08/04/10 UPDATE ON SCHEDULE OF REPAIRS**

The Committee agreed to place the schedule of repairs on hold until plans for refurbishment were clearer.

Cllr Turner

**M/08/04/11 DATE OF NEXT MEETING**

Tuesday, 13<sup>th</sup> May 2008 at 6.30 pm.

The meeting closed at 7.40 pm.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_