



**Minutes of a Meeting of the Memorial Hall Regeneration Committee
held on Tuesday, 12th January 2010 at 6.30 pm at the Memorial Hall, Newmarket**

Attendance :

Councillor J Bailey, Town Mayor
Councillor W Hirst
Councillor M Jefferys
Mr George Lambton
Mr Mark Hall – Hannah-Reed

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

Minute	Action by
<p>M/10/01/1 <u>APOLOGIES</u> Apologies were received from Councillors W Burch, K Bovill, G Jaggard and C Turner and Mr Henry Martin.</p>	
<p>M/10/01/2 <u>DECLARATION OF MEMBERS INTERESTS & CONSIDER UPDATE OF REGISTER OF INTEREST</u> None noted.</p>	
<p>M/10/01/3 <u>TO CONFIRM THE MINUTES OF THE MEETING HELD ON TUESDAY, 10th NOVEMBER 2009</u> In the absence of the Chairman and Vice Chairman, Councillor Bailey signed the minutes of the Memorial Hall Regeneration Committee meeting held on Tuesday, 10th November 09, as a correct record.</p>	
<p>M/10/01/4 <u>MATTERS ARISING</u> Town Clerk reported that £120,000 had been received from the Public Works Loan Board and Mr Henry Martin has been advised of this.</p>	
<p>M/10/01/5 <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> There were no members of the public present.</p>	
<p>M/10/01/6 <u>TO RECEIVE THE FINAL DRAFT BUDGET FOR THE FINANCIAL YEAR 2010/2011</u> The Committee received and analysed the final draft budget for 2010/2011 and made the following recommendation:</p>	

M/10/01/6.01 Recommendation

That the final draft budget for the Memorial Hall Regeneration Committee for 2010/2011 be accepted subject to the following amendment:

4080 PWLB Loan Charges (CAP + INT) – increase to £48,998

Town Clerk

M/10/01/7 BRIEF ON PUBLIC WORKS LOAN

Councillor Hirst advised that an application for the balance of £380,000 would be made on 1st February and the first repayment of interest on the £120,000 (£4,005.73) was due on 21st June 2010.

M/10/01/8 UPDATE ON SECTION 106 RELATED TO NEWMARKET

Councillor Hirst reported that FHDC were still pursuing possible Section 106 funds for Newmarket and he had asked that he be included in the discussions.

M/10/01/9 STEPS TAKEN TO OBTAIN ADDITIONAL FUNDS RELATED TO THE REFURBISHMENT OF THE MEMORIAL HALL

Councillor Hirst reported that applications for funds would be made to SCC and FHDC in the new financial year. Suffolk ACRE had also been approached and they had agreed to advise NTC on suitable funds to apply for. It was also hoped there would be further Section 106 funds available.

Committee members were asked to bring ideas on how to raise the shortfall of £200,000 to the next meeting to enable an action plan to be drawn up.

M/10/01/9.01 Recommendation

That delegated powers be granted to Councillor Hirst and the Town Clerk to explore further funding opportunities.

Town Clerk left the meeting,

M/10/01/10 REPORT REGARDING REFURBISHMENT OF THE MEMORIAL HALL

Mr Mark Hall submitted his progress report to 10th January 2010 and advised that design work was now underway. Fee proposals had been received from each of the design team members and were being formalised into appointment documents. Each of the appointments would be between NTC and the respective consultant; similarly, the appointment of the successful contractor would be between NTC and the contractor.

A revised programme had been prepared and the design team were working to the dates shown within this programme. They would be gathering further information from site visits and planned surveys, which would be arranged by the project team. Invoices for completed works would be submitted to Hannah-Reed for approval before being forwarded to NTC for payment.

Mr Hall suggested that a procedure be put in place to ensure speedy action could be taken on any decisions or issues which may arise. He also advised that suitable alternative office accommodation should be sought and it was agreed that this should be discussed at the next meeting.

Councillor Hirst reminded the Committee that Town Clerk would apply to the Inland Revenue to recover all VAT on the costs of refurbishing the Memorial Hall.

M/10/01/10.01 Recommendation

That delegated powers be granted to a working group comprising Town Clerk and Councillors Bailey, Burch, Hirst and Jefferys in the initial design stages of the project. The working group to report back to the Memorial Hall Regeneration Committee.

M/10/01/11 REPORT FROM THE TOWN KEEPER

Councillor Hirst advised that, following a gas leak in the Memorial Hall kitchen, the engineer had found the bore of the pipe was too small for the cooker and there were further leaks in the cooker. It was agreed that the Town Clerk should purchase a replacement cooker immediately, and that she should enquire with the supplier if they supply re-conditioned cookers.

Done – cooker purchased and will be installed on 27.01.10

M/10/01/12 DATE OF NEXT MEETING

Tuesday, 9th February 2010 at 6.30 pm.

M/10/01/13 EXCLUSION OF THE PRESS & PUBLIC

With the vote being unanimous, it was

M/10/01/13.01 RESOLVED

That, under section 100a(4) of the Local Government Act 1972, the press and public should be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as prescribed in Part 1 of Schedule 12a of the Local Government Act 1972 and indicated against each item and, in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The meeting closed at 7.05 pm.

Signed: _____

Date: _____