



# Newmarket

## TOWN COUNCIL

**Minutes of the Meeting of the Newmarket Town Council**  
**held on Monday, 23<sup>rd</sup> March 2009 at 7.00 pm**  
**at the Memorial Hall, High Street, Newmarket, Suffolk, CB8 8JP**

**Attendance :**

Councillor C Turner, Town Mayor	Councillor R Fletcher
Councillor W Burch	Councillor P Hulbert
Councillor Mrs J Bailey	Councillor W Hirst
Councillor G Cole	Councillor M Jefferys
Councillor A Drummond	Councillor J Richer
Councillor G Edge	Councillor Mrs J Uney
Councillor D Hudson	

Also Present: Isabelle Barrett –Town Clerk, Rosemary Foreman – Minute Assistant,  
 PC Lee Sampher, 2 Members of the Press

Minute	Action by
09/03/1 <b><u>APOLOGIES FOR ABSENCE – LGA 1972, Section 85(1) &amp; (2)</u></b> Apologies were received from Councillors K Bovill, G Jaggard, R Millar, W Sadler and Cllr Mrs C Brighty.	
09/03/2 <b><u>ABSENT – LGA 1972, Section 85(1) &amp; (2)</u></b> None noted.	
09/03/3 <b><u>DECLARATION OF MEMBERS INTERESTS &amp; CONSIDER UPDATE OF REGISTER OF INTEREST – LGA 2000 Part III (Order 2001)</u></b> None noted.	
09/03/4 <b><u>TO CONFIRM MINUTES OF THE TOWN COUNCIL MEETING HELD ON 23<sup>rd</sup> FEBRUARY 09 – LGA 1972, Schedule 12, para 41(2)</u></b> The Town Mayor signed the minutes of the Town Council meeting held on 23 <sup>rd</sup> February 09 as a correct record.	
09/03/5 <b><u>MATTERS ARISING FROM MINUTES OF 23<sup>rd</sup> FEBRUARY 09</u></b> 09/02/11 – Councillors noted that free swimming for under 16s and over 60s would be implemented on 1 <sup>st</sup> April 09.  09/02/13.02 – Town Clerk advised that no reply had yet been received from Mr Burnip regarding why NTC’s grant application had been considered in private.  09/02/14.05 – Councillor Turner advised that invitations to a meeting on 30 <sup>th</sup> April will be sent to all Newmarket Schools. All Councillors were welcome to attend.	All Cllrs

09/02/19.01 – Town Clerk advised that she was awaiting confirmation of the visit by Councillors to the Cambridge Newspapers printing facility.

Advised EJ to chase

**09/03/6**      **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 – LGA 1972, Section 100(1)**

No members of the public were present.

**09/03/7**      **TOWN MAYOR’S ANNOUNCEMENTS**

Councillors noted that the Town Mayor had attended/would be attending the following:

- Memorial Hall – Mayor’s civic reception
- Memorial Hall – NTC open morning
- Mildenhall Stadium – Year 6 pupils Crucial Crew – Forest Heath crime prevention
- Council Chambers – Wellington Street feasibility study
- Newmarket College – Year 9 Enterprise Day – judging
- Tattersalls – West Suffolk Youth Orchestra
- Darley Stud Hospitality Suite – East Cambs District Council reception

**09/03/8**      **TO APPOINT CLLR EDGE TO COMMITTEES OF THE COUNCIL**

Councillor Edge advised that he wished to serve on the Development & Planning and Community Services Committees.

**09/03/8.01 Resolved**

**That Councillor Edge be appointed to the Development & Planning and Community Services Committees.**

Added Cllr Edge to all relevant Cttee Agendas & structure docs 24.03.09

**09/03/9**      **DEBRIEF ON CIVIC RECEPTION HELD ON 6<sup>th</sup> MARCH 09**

Councillor Turner reported that the Civic Reception had been superbly organised and staged and had provided a good opportunity to meet representatives from local schools, churches, Fire, Ambulance and Police services, sponsors and many others from the voluntary sector. He thanked Councillor Jefferys for providing the waiting staff and the Events Manager for her superb organisational skills.

**09/03/10**      **DEBRIEF ON COUNCIL’S OPEN DAY ON 7<sup>th</sup> MARCH 09**

Councillor Turner apologised for the late notice given to Councillors and advised that 12 members of the public had attended the event. There would be discussions at the F&P Cttee about surgeries being held regularly in future. Councillor Hulbert suggested that future sessions could be advertised on local radio.

09/03/11

**REPORT FROM NEWMARKET POLICE REPRESENTATIVE**

Councillors received the crime statistics from April 08-January 09. PC Sampher advised that the detection rate of 43.5% was way above their target and recorded crimes were reducing compared to last year. Detection rates for Burglary and Vehicle Crime were above target but the rate for Robbery was below target. Public perception of the Police doing a good job was also above the target rate.

Councillor Turner asked whether target and detection rates could be included with future statistics.

Following a question from Councillor Fletcher, PC Sampher advised that he had advised drivers parking on the pavement in Bury Road to move and he would issue fixed penalty notices if necessary. He explained that an offence was only committed if a vehicle parked on the pavement was causing an obstruction or if it was parked over double yellow lines. It would be a matter for the Council, not the Police, to request double yellow lines on the road.

Councillor Cole highlighted a similar problem on Exning Road. PC Sampher was aware of this and advised that necessary action was taken. He would continue to monitor the situation.

Following a question from Councillor Richer regarding the introduction of the Town Pastor scheme, PC Sampher advised that the Police were supportive of the scheme but had no information on its effectiveness. Councillor Bailey advised that the scheme would commence following the Pastors being commissioned on 27<sup>th</sup> March.

*PC Sampher left the meeting.*

09/03/12

**REPORTS FROM DISTRICT COUNCILLORS**

Councillor Hirst advised that the Boundary Committee's recommendations were as previously recommended that is a single unitary council for whole of Suffolk or a two unitary pattern featuring Ipswich & Felixstowe as a unitary authority and a Rural Suffolk unitary authority but with Lowestoft included in Suffolk as opposed to Norfolk.

The Local Framework document would be published at the end of March and would be followed by a six week consultation period.

09/03/13

**REPORTS FROM COUNTY COUNCILLORS**

None noted. Councillor Turner reported that work in The Avenue was now complete and he felt it was a great improvement despite the loss of the mature trees.

*Councillors Drummond and Hirst declared an interest in the following item and left the meeting.*

09/03/14

**TO RECEIVE A REPORT FROM THE DEVELOPMENT & PLANNING COMMITTEE MEETINGS HELD ON 2<sup>nd</sup> & 16<sup>th</sup> MARCH 09**

Councillor Fletcher presented the minutes of the Development & Planning Committee meetings held on 2<sup>nd</sup> and 16<sup>th</sup> March 09.

D/09/03/8/02 – Councillor Jefferys expressed his concern that the D&P Committee’s objections to the proposed design of the retail unit on Bury Road as this could lead to the site being undeveloped. A new retail outlet was a serious consideration and he asked that careful thought be given to such proposals particularly in the current financial situation.

D/09/03/23/01 – Cllr Fletcher advised of an amendment to the recommendation which should have read: ‘The Committee noted Racing Land Policy 12.5 and voiced objection.’ Cllrs agreed to amend the minutes to reflect this change.

Noted

D/09/03/23/2 – Cllr Uney advised that at the meeting held on 16<sup>th</sup> March 09, she had declared an interest in planning application F/2009/0079 and had left the meeting during the discussions and vote. Cllrs agreed to amend the minutes to reflect Cllr Uneys declaration of interest.

Noted

D/09/03/26 – Cllr Richer advised of an amendment to the recommendation and wished to replace the words ‘each month’ with bimonthly. Cllrs agreed to amend the minutes to reflect this amendment.

Noted

**09/03/14.01 Resolved**

**That Town Clerk write to FHDC and express the Committee’s concerns that, while the plan for landscaping related to industrial estate plot 8, land off Oaks Drive, Newmarket, was comprehensive, it did not meet the concerns of the residents and more information was required regarding the appearance of the screening in five years’ time.**

**09/03/14.02 Resolved**

**The Committee noted Racing Land Policy 12.5, and voiced no objections to planning application F/2008/0719/FUL – erection of 13 stables in yard formation – Kremlin Stud Yard, Snailwell Road, Newmarket.**

**09/03/14.03 Resolved**

**That no objections be voiced in principle to planning application F/2009/0079/FUL – erection of 8 detached dwellings with garages (demolition of 2 existing houses) – land off Fordham Road and St Albans, Newmarket – but concern remained regarding the height of the buildings, which would lead to overlooking of neighbouring properties.**

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**09/03/14.04 Resolved**

**That Councillor Fletcher, in conjunction with the Town Clerk, use the East Cambs planning portal link to monitor applications and decisions which would be relevant to Newmarket and an item be placed bi-monthly on the D&P agenda to discuss these as appropriate.**

Cllr Fletcher/  
Town Clerk

*Councillors Drummond and Hirst returned to the meeting.*

**09/03/15**

**TO RECEIVE A REPORT FROM THE COMMUNITY SERVICES COMMITTEE HELD ON 2<sup>nd</sup> MARCH 09**

Councillor Hirst presented the minutes of the Community Services Committee held on 2<sup>nd</sup> March 09.

**09/03/15.01 Resolved**

**That in accordance with the Best Value principle, the Town Clerk should seek further quotes for trimming the hedge in the Memorial Gardens and accept the most suitable following consultation with Councillor Hirst.**

Town Clerk –  
received 2<sup>nd</sup> quote  
will present at  
06.04.09 CS  
Meeting

**09/03/15.02 Resolved**

**That Town Clerk ask Councillor Millar if he wished to continue to represent NTC on the Twinning Association and ask him for a report on their activities and outline plans for their expenditure to 31<sup>st</sup> January 2010.**

E-mailed Cllr  
Millar requesting  
relevant  
information  
23.03.09

**09/03/15.03 Resolved**

**That Town Clerk write to Kings' Forest Housing and ask to be kept informed of any developments and their likely effect on street parking.**

Letter mailed  
24.03.09

**09/03/15.04 Resolved**

**That Town Clerk write to FHDC Technical Officer Paul Speakman and thank him for his help in achieving such a successful outcome following complaints regarding the noise at Cannon Laundry.**

Letter mailed  
24.03.09

**09/03/15.05 Resolved**

**That Town Clerk write to SCC and FHDC urging them to urgently review and take appropriate action regarding the grassed areas at Studlands Park. Councillor Cole to meet their representatives on site if necessary.**

Town Clerk/ Cllr  
Cole

**09/03/15.06 Resolved**

**That Town Clerk write to SCC and ask for further bollards to be erected in Willie Snaith Road near King's Court to prevent vehicles parking on the grass verge.**

E-mailed C.Bird  
& G Smith to  
request  
installation of  
additional  
bollards on  
24.03.09

<u>09/03/15.07 Resolved</u>	That in accordance with LGA 1972, s143, NTC become a member of the Historic Towns Forum at a cost of £200 pa, and that the membership be reviewed on an annual basis.	Requested subscription form 24.03.09
<u>09/03/15.08 Resolved</u>	That Councillor Fletcher represent NTC on the Historic Towns Forum.	Cllr Fletcher – will advise once subscribed
09/03/16	<u>TO RECEIVE A REPORT FROM THE EMPLOYMENT &amp; STAFFING COMMITTEE HELD ON 9<sup>th</sup> MARCH 09</u> Councillor Turner presented the minutes of the Employment & Staffing Committee held on 9 <sup>th</sup> March 09.	
<u>09/03/16.01 Resolved</u>	That under exceptional circumstances staff annual leave up to a maximum of five days can be carried over and taken by the end of April.	Noted
<u>09/03/16.02 Resolved</u>	That the January 2009 Staff Handbook for The Clerk and Staff be adopted subject to the following amendments:	Staff Meeting has been called for 30.03.09 to discuss staff handbook
	<p>5j) Sickness Absence – A copy of the self-certification form to be added to the Handbook</p> <p>10c) Smoking, Alcohol and Drugs – amend second sentence to read <i>Smoking is not permitted in any of the Council’s premises.</i></p> <p>10o) Trade Union Membership – delete first sentence and amend second sentence to read <i>You are free to join any Trade Union of your choice.</i></p> <p>18. Data Security – para 4 – Third sentence to read <i>You should change your password quarterly and you must never share or divulge your personal password to any unauthorised person.</i></p>	
<u>09/03/16.03 Resolved</u>	That the Events Manager undertake the SALC CILGA course.	Advised Kay via e-mail
<u>09/03/16.04 Resolved</u>	That all members of staff had successfully completed their staff appraisals and those members due a salary scale increase, ie Town Keeper, Events Manager, Assistant to the Town Clerk and Town Clerk, would receive their salary scale increase as issued by NALC for the financial year 01.04.09 to 31.03.10.	Noted
<u>09/03/16.05 Resolved</u>	That Appendices 9 and 10 of the January 2009 Staff Handbook be adopted.	Noted & included in staff handbook

**09/03/17**      **TO RECEIVE A REPORT FROM THE COMMUNITY SERVICES & LEISURE SERVICES COMMITTEES HELD ON 9<sup>th</sup> MARCH 09 RELATED TO THE 2012 OLYMPICS & PARALYMPICS**

Councillor Jefferys presented the minutes of the Community Services and Leisure Services Committee held on 9<sup>th</sup> March 09. and proposed the setting up a sub-committee to focus on developing NTC's contribution to any activities connected to the 2012 Olympics and Paralympics.

**09/03/17.01 Resolved**

**That an Olympic & Paralympics 2012 sub-committee be formed, members to consist of Councillors Jefferys, Hirst, Edge, Richer and Uney.**

Advised Kay of new Sub-Cttee via e-mail 24.03.09

**09/03/18**      **TO RECEIVE A REPORT FROM THE LEISURE SERVICES COMMITTEE HELD ON 9<sup>th</sup> MARCH 09**

Councillor Jefferys presented the minutes of the Leisure Services Committee held on 9<sup>th</sup> March 09.

L/09/03/13.02 - Cllr Jefferys requested an amendment to the recommendation to read as follows:- 'That in accordance with LGA 1975 s145, NTC contribute £150 towards the performance of Blackadder Goes Forth. The proposed amendment was carried unanimously.

**09/03/18.01 Resolved**

**That in accordance with LGA 1972 s145, the Events Manager investigate the possibility of holding a tea dance in the Memorial Hall on a Friday afternoon at an approximate cost of £2 per person to include tea or coffee and be authorised to give the tea dance a trial run.**

Advised Kay of resolution via e-mail 04.03.09

**09/03/18.02 Resolved**

**That in accordance with LGA 1972 s145, NTC support the District Branch of the British Legion in their production of Blackadder Goes Forth by acting as a box office at an approximate cost of £100 for postage.**

E-mail Harold 24.03.09

**09/03/18.03 Resolved**

**That in accordance with LGA 1972 s145, NTC contribute £150 towards a performance of Blackadder Goes Forth.**

E-mailed Harold 24.03.09

**09/03/19**      **TO RECEIVE A REPORT FROM THE MEMORIAL HALL REGENERATION COMMITTEE HELD ON 10<sup>th</sup> MARCH 09**

Councillor Burch presented the minutes of the Memorial Hall Regeneration Committee held on 10<sup>th</sup> March 09.

Councillor Fletcher advised that Councillor Edge had been omitted from the attendance list. The proposed amendment was carried unanimously.

**09/03.19.01 Resolved**

**That the preferred developer be informed that the Council were not prepared to consider schemes other than for office development.**

Letter mailed via e-mail on 24.03.09

**09/03/19.02 Resolved**

**That a further request be submitted to FHDC for a grant of £650,000 towards the cost of refurbishing the Memorial Hall and that Cllr Hirst and Town Clerk liaise on the submission.**

On-going

**09/03/19.03 Resolved**

**That the Town Clerk write to Richard Spring MP to make him aware of our project and information be obtained regarding the release of government funds for local building projects.**

**09/03/19.04 Resolved**

**That Councillor Chambers' advice be sought regarding the availability of other County and District funding sources.**

**09/03/19.05 Resolved**

**That Town Clerk contact FHDC Officer Lynda Pope to request information on Section 106 funding received or requested by FHDC over the last five years to establish whether any of these funds could be allocated towards the refurbishment of the Memorial Hall.**

Letter mailed 24.03.09

09/03/20

**TO RECEIVE A REPORT FROM THE FINANCE & POLICY COMMITTEE HELD ON 16<sup>th</sup> MARCH 09**

Councillor Bailey presented the minutes of the Finance & Policy Committee held on 16<sup>th</sup> March 09.

**09/03/20.01 Resolved**

**That the schedules for payments relating to the period 1.2.09-28.2.09 be received and adopted.**

Noted

**09/03/20.02 Resolved**

**That NTC support the Newmarket Business Association's application to affiliate with the Suffolk Chamber of Commerce.**

Cllr Hirst to advise them

**09/03/20.03 Resolved**

**That NTC support Councillor Hirst's appointment to the general committee of the Newmarket Business Association.**

Cllr Hirst to advise them

**09/03/20.04 Resolved**

**That in accordance with the Audit and Accounts Regulations 2006 4(1) & 4(2), the Risk Assessments related to the Council's Assets for 2008/09 be accepted.**

Noted

**09/03/20.05 Resolved**

**That FHDC be advised that NTC support the idea of free play sessions for children in the Memorial Gardens subject to FHDC providing relevant risk assessments and suitable Public Liability insurance. The play scheme to be reviewed after three months.**

E-mailed FHDC on 24.03.09

**09/03/20.06 Resolved**

**That the schedules of payments for Staff Salaries for the month of February 09 (Cashbook 3) be received and adopted.**

Noted

09/03/21

**DEBRIEF FROM THE FEASIBILITY STUDY SUB-COMMITTEE RELATED TO WELLINGTON STREET**

Councillor Bailey advised that sub-committee had discussed the feasibility study received from SCC. It had been agreed that it should be further expanded to include more drawings to give everyone affected a clearer understanding of the proposed scheme and that SCC should compile a report addressing further the traffic implications and management of movements in the area. Also that they give FHDC some indication of the costs to implement the scheme.

FHDC confirmed that if Centenary did not go ahead with the proposed development of the Market Square, FHDC were committed to the regeneration of the Square with the proposals dependent on costs. They also confirmed that Centenary were currently in the process of obtaining the relevant licenses for renovating the canopies.

From consultation forms received back, approximately 50% were in favour of the proposal. However, it was clear that a number of the remaining respondents were unclear that their deliveries and access would not be affected. Therefore it was agreed that when all relevant drawings and documents were available, all businesses and residents affected by the regeneration would be personally invited to an open session at the Memorial Hall to discuss and understand the scheme.

09/03/22

**LOCAL JOB FAIR**

Councillor Hirst proposed that NTC should organise a local Job Fair on 12<sup>th</sup> June in the Memorial Hall to help those looking for work and suggested that discussions be held with FHDC and other agencies, the NBA, parish councils, etc to determine their interest.

**09/03/22.01 Resolved**

**That NTC support in principle the organisation of a Job Fair on 12<sup>th</sup> June at the Memorial Hall.**

Erika/Cllr Hirst

The Town Mayor advised members that Agenda item 22 had been removed from the Agenda.

**09/03/23**      **REPORT(S) FROM TOWN COUNCILLORS ELECTED AS REPRESENTATIVES ON OTHER BODIES**

None noted.

**09/03/24**      **WARD REPORT(S) FROM TOWN COUNCILLORS**

Councillor Hulbert advised that he had visited traders near the Clock Tower and asked if they had any problems. Many of them reported a loss of business and revenue due to the road-works being carried out. The road-works were also causing dirty windows and pavements, delivery problems, and were deterring people from coming into the town. The workers themselves were very good and kept the traders up-to-date with progress. The traders were grateful for the Council's interest.

**09/03/25**      **TO CONSIDER CORRESPONDENCE**

The following correspondence was noted:

Bay Media – SCC had approved erection of Banners on 10 lamp-posts to advertise The Guineas, July Festival and Cambridgeshire Championship. Members acknowledged the correspondence received.

**Advised Bay  
Media via phone  
conversation  
24.03.09**

**09/03/26**      **TO CONSIDER ANY LICENSING ISSUES RAISED WITH THE COUNCIL**

None noted.

**09/03/27**      **DATE OF NEXT MEETING**

Monday, 27<sup>th</sup> April 2009 at 7.00 pm

**09/03/28**      **EXCLUSION OF THE PRESS & PUBLIC**

With the vote being unanimous, it was

**09/03/28.01 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 business of the meeting concluded at 7.58 pm.

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

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