



# Newmarket

## TOWN COUNCIL

**Minutes of the Annual Meeting of the Newmarket Town Council**  
**held on Tuesday, 25<sup>th</sup> May 2010 at 7.00 pm**  
**at the Memorial Hall, High Street, Newmarket, Suffolk, CB8 8JP**

**Attendance :**

Councillor M Jefferys (Town Mayor)	Councillor R Fletcher
Councillor K Bovill (Deputy Mayor)	Councillor J Bailey
Councillor A Drummond	Councillor P Hulbert
Councillor C Brighty	Councillor W Hirst
Councillor W Burch	Councillor D Hudson
Councillor G Cole	Councillor G Edge
Councillor C Turner	

Also Present: Isabelle Barrett –Town Clerk, Rosemary Foreman – Minute Assistant, Inspector Neil Ireland – Newmarket Police, 3 Members of the Press, 6 Members of the Public

	<b>Minute</b>	<b>Action by</b>
	<i>Councillor Bailey thanked all her colleagues on the Council and the staff for all their help during the past year, which had been very busy and enjoyable.</i>	
<b>10/05/1</b>	<b><u>ELECTION OF TOWN MAYOR</u></b> Councillor Bailey invited nominations for the position of Town Mayor.  Town Clerk advised that three nominations had been received proposing Councillor Jefferys for the position of Town Mayor. Each nomination paper was supported by a Secunder and had been accepted by Councillor Jefferys.  Councillor Michael Jefferys was duly elected to serve as Town Mayor for Newmarket for 2010/11.	
<b>10/05/2</b>	<b><u>TOWN MAYOR'S ACCEPTANCE OF OFFICE</u></b> Councillor Jefferys duly signed the declaration of acceptance of office of Town Mayor. This was witnessed and signed by the Town Clerk.  Councillor Jefferys thanked his fellow Councillors for their support and also thanked Councillor Bailey for her tireless efforts as Mayor over the past year.	
<b>10/05/3</b>	<b><u>ELECTION OF DEPUTY TOWN MAYOR</u></b> Councillor Jefferys invited nominations for the position of Deputy Town Mayor.  Town Clerk advised that four nominations had been received proposing Councillor Bovill for the position of Deputy Town Mayor. Each of the nominations was supported by a Secunder and had been accepted by Councillor Bovill.	

Councillor Keith Bovill was duly elected to serve as Deputy Mayor for Newmarket for 2010/11.

10/05/4

**DEPUTY MAYOR'S ACCEPTANCE OF OFFICE**

Councillor Bovill signed the declaration of acceptance of office of Deputy Mayor. This was witnessed and signed by the Town Clerk.

10/05/5

**APOLOGIES FOR ABSENCE – LGA 1972, Section 85(1) & (2)**

Apologies were received from Councillors G Jaggard, R Millar, W Sadler and J Uney.

10/05/6

**DECLARATION OF MEMBERS INTERESTS & CONSIDER UPDATE OF REGISTER OF INTEREST – LGA 2000 Part III (Order 2001)**

None noted.

10/05/7

**TO CONFIRM MINUTES OF THE TOWN COUNCIL MEETING HELD ON 26<sup>th</sup> APRIL 2010 – LGA 1972, Schedule 12, para 41(2)**

The Town Mayor signed the minutes of the Town Council meeting held on 26<sup>th</sup> April 2010 as a correct record.

10/05/8

**MATTERS ARISING FROM MINUTES OF 26<sup>th</sup> APRIL 2010**

10/04/15 – Councillor Fletcher advised that the briefing from the Home of Horseracing Trust would be held on 10<sup>th</sup> June, meeting at the Horseracing Museum at 6.00 pm before moving on to Palace House. Any Councillors wishing to attend were asked to inform the Town Clerk.

All Cllrs

10/05/9

**TO APPOINT COMMITTEES AND SUB-COMMITTEES AND TO CONFIRM DELEGATED POWERS IN RESPECT OF THE DEVELOPMENT & PLANNING COMMITTEE & THE SPORT PAVILION SUB COMMITTEE**

It was noted that the Town Mayor and Deputy Town Mayor were ex officio members of all Committees.

The list of the existing membership of Committees had been distributed and the Council agreed to the following Committee memberships as resolved below:

**1 Development & Planning Committee**

**10/05/9.01 Resolved**

- i) That Councillors Brighty, Burch, Edge, Fletcher, Richer and Uney be members of the Development & Planning Committee for the year 2010/11.**
- ii) To confirm that the D&P Committee has delegated powers related to planning applications within the Forest Heath District Council area, except on Major Planning Applications.**

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- iii) To confirm that the D&P Committee has delegated powers related to licensing issues for Newmarket
- iv) To confirm that the Sport Pavilion Sub Committee has delegated powers related to the Management of the Severals Sports Pavilion.

## **2 Community Services Committee**

### **10/05/9.02 Resolved**

**That Councillors Bailey, Burch, Cole, Drummond, Edge, Fletcher, Hirst, Hulbert, Hudson, Jaggard and Uney be members of the Community Services Committee for the year 2010/11.**

## **3 Leisure Services Committee**

### **10/05/9.03 Resolved**

**That Councillors Brighty, Burch, Cole, Hirst, Hudson, Hulbert, Richer, Uney and Sadler be members of the Leisure Services Committee for the year 2010/11.**

## **4 Memorial Hall Regeneration Committee**

### **10/05/9.04 Resolved**

**That Councillors Bailey, Burch, Hirst, Jaggard and Turner be members of the Memorial Hall Regeneration Committee for the year 2010/11.**

## **5 Finance & Policy Committee**

### **10/05/9.05 Resolved**

**That the Town Mayor, Deputy Town Mayor, immediately preceding Town Mayor and Chairmen of Committees (to be decided in June) be members of the Finance & Policy Committee for the year 2010/11.**

## **6 Employment & Staffing Committee**

### **10/05/9.06 Resolved**

**That the Town Mayor, Deputy Town Mayor, immediately preceding Town Mayor and Councillors Cole and Hulbert be members of the Employment & Staffing Committee for the year 2010/11.**

## **7 Disciplinary Committee**

### **10/05/9.07 Resolved**

**That the Town Mayor, Deputy Town Mayor, immediately preceding Town Mayor and Councillors Cole and Hulbert be members of the Disciplinary Committee for the year 2010/11.**

## **8 Disciplinary Appeal Panel**

(As resolved by Council 05/13333/02 – must not include members of the E&S Committee)

### **10/05/9.08 Resolved**

**That Councillors Drummond, Jaggard and Sadler be members of the Disciplinary Appeal Panel for the year 2010/11.**

**10/05/10**

### **TO ELECT/CONFIRM TOWN COUNCILLORS AS REPRESENTATIVES ON OTHER BODIES**

#### **10/05/10.01 Resolved**

**That members be elected as representatives on other bodies for 2010/11 as listed below:**

<b>Group</b>	<b>Representative</b>
War Memorial Gardens Refurbishment Appeal	Cllrs Sadler, Millar
Newmarket Community Partnership	Cllr Bovill & Richer
Twinning Association (Maisons Laffitte)	Cllrs Sadler & Jefferys
Forest Heath Health Forum	Cllr Bovill
Newmarket Carnival Committee	Cllrs Jefferys, Hirst, Hudson, Hulbert & Uney
Newmarket in Bloom	Cllr Hirst
Suffolk Association of Local Councils (SALC)	Cllrs Hirst & Sadler
Safer Neighbourhood Team	Cllrs Bovill & Turner
West Suffolk Crime & Disorder Partnership	Cllrs Burch & Sadler
Planning Service User Group – Chairman & Vice-Chairman of D&P	Chair & Deputy Chair of D&P Committee
Lexington Link	Cllrs Bailey, Hirst & Jefferys
Newmarket Youth Fund	Cllr Jefferys
Newmarket Health Forum	Cllrs Hirst & Burch
Town Guide Working Group	Cllr Brighty
Sport Newmarket	Cllrs Hirst & Jefferys
World Heritage Status Group	Cllr Fletcher
Historic Towns Forum	Cllr Fletcher
Youth Council	Cllrs Bovill, Jefferys & Turner
Newmarket Chamber of Commerce	Cllr Hirst

**10/05/11**

### **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)**

Councillor Jefferys welcomed members of the public to the meeting and invited any questions/statements.

Ms R Hood asked why discussion on Hatchfield Farm had not been allowed at the Annual Meeting of the Town and why the public had been prevented from passing a resolution on a vote of No Confidence at

that meeting. She believed that what Newmarket residents did must be ratified by the Town Council.

Councillor Jefferys explained that FHDC Officers were unable to answer any questions regarding Hatchfield Farm as it was to be discussed at their Planning Committee. NTC's position was clear and consistent and the Council had hoped for questions on other matters. Regarding the vote of No Confidence, this concerned an Officer of another Authority and it was outside the remit of the town or Town Council to criticise such an Officer at that meeting.

Councillor Bailey reported that advice from SALC was that any resolution passed at the Town Meeting would have to go to the Town Council as a recommendation and be discussed by Councillors at the Town Council and voted on accordingly.

**10/05/12 TOWN MAYOR'S ANNOUNCEMENTS**

The Committee received and noted the report of all meetings, events and functions attended by Councillor Bailey during her year of office.

**10/05/13 REPORT FROM THE ANNUAL MEETING OF THE TOWN HELD ON 24<sup>th</sup> MAY 2010**

Councillor Bailey was pleased to report that Councillors were able to answer a number of pertinent and relevant questions from various members of the electorate at the Annual Meeting of the Town covering issues in Newmarket.

However, the action group Save Historic Newmarket again tried to usurp the meeting for their own ends and again, in her view, their tactics only reflected badly on their members. They seemed to fail to understand that Councils had to operate under strict laid-down laws.

As Chairman of the meeting, she made a personal observation: This Action Group's continual vilification of individuals, both verbally and in print, and the behaviour of some of its members witnessed at the meeting had not reaped them much success so far – in fact, it appeared to be more obstructive to their aims than helpful. One had to wonder if a more considered and professional approach would not be more effective.

Perhaps NTC should reconsider whether to have representatives from authorities other than the Police at the Town Meeting. The meeting might then be more relevant to Newmarket issues and questions for FHDC and SCC from the electorate would then have to be made by them directly to those authorities.

Councillor Bailey thanked everyone on the panel who participated in the meeting, minutes of which would be available in due course.

*The members of the public left the meeting.*

10/05/14

**REPORT FROM NEWMARKET POLICE REPRESENTATIVE**

Inspector Ireland thanked Councillor Bailey for her work as Mayor and congratulated Councillor Jefferys on his appointment.

He was pleased to report no significant increase in crime figures - many offences were a result of the night-time economy, with no victims. The Police were working with the SNT regarding anti-social behaviour and appreciated NTC's support in opposing the granting of a licence for a further night club in the High Street. They continued to deal with the night-time economy with the support of the Town Pastors and SOS Bus. He looked forward to the Family Fun Day on 6<sup>th</sup> June and planned to ensure that the World Cup had little impact on the town.

In reply to a question from Councillor Cole, Inspector Ireland advised that no offender had yet been identified regarding the arson incidents at Studlands Park but the Police were investigating this worrying trend.

Following a question from Councillor Turner, Inspector Ireland advised that the SNT were looking at setting priorities and would be inviting members of the public to bring their concerns to an evening SNT meeting.

Town Clerk reported an incident which took place about three weeks at 8.00pm, where she had taken a distressed young man who did not speak English to the Police Station. Due to the fact that the Police Station was closed during the hours of 8.00pm to 8.00am, she had found difficulty in locating the bell and had been told that the Police Station was unmanned and therefore the man would have to wait 30 minutes for Police assistance as there was no Police presence currently in Newmarket.

Inspector Ireland explained that all calls were graded by severity and Police would attend more quickly if judged necessary. If a non-English speaker called, they would have access to an interpreter.

Councillor Jefferys thanked Inspector Ireland for attending and he left the meeting.

10/05/15

**REPORTS FROM DISTRICT COUNCILLORS**

None noted.

10/05/16

**REPORTS FROM COUNTY COUNCILLORS**

None noted.

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

10/05/17

**TO RECEIVE A REPORT FROM THE DEVELOPMENT & PLANNING COMMITTEE MEETINGS HELD ON 4<sup>th</sup> & 17<sup>th</sup> MAY 2010**

Councillor Fletcher presented the minutes of the Development & Planning Committee meetings held on 4<sup>th</sup> and 17<sup>th</sup> May 2010

D/10/05/10 – Councillor Fletcher advised that FHDC had approved the LDF Core Strategy for housing and the next step was to determine where to build them. A list of thirty building sites identified would be published shortly, with a consultation period until the end of July. The D&P Committee were commenting on the proposals and would bring their draft response to the June meeting of the Town Council. The final response would be submitted to the July meeting and Councillor Fletcher asked all Councillors to obtain the views of their constituents.

All Cllrs

The LDF also included Development Control Policies, which replaced the Racing Land Policies and the D&P Committee's comments would be submitted to Town Council meetings as above.

**10/05/17.01 Resolved**

**That NTC voice no objections to the extension of the time limit for planning application F/2006/0259/FUL – Land off Cricketfield Road Newmarket.**

E-mailed to S Drane on 26.05.10

**10/05/17.02 Resolved**

**That the Town Council propose no changes to the Council's already expressed strong objections to the Hatchfield Farm development.**

Letter mailed to FHDC on 26.05.10

*Councillors Hirst and Drummond returned to the meeting.*

10/05/18

**TO RECEIVE A REPORT FROM THE COMMUNITY SERVICES COMMITTEE HELD ON 4<sup>th</sup> MAY 2010**

Councillor Hirst presented the minutes of the Community Services Committee held on 4<sup>th</sup> May 2010.

C/10/05/8 – Councillor Hirst provided a time plan and costings for the siting of A-Boards for Wellington Street, Rous Road, Old Station Road and Sun Lane, showing deficits as follows:

Wellington Street – deficit of £1,000 – to be funded by FHDC via Joanne Rogers

Rous Road – deficit of £1,000 – to be funded by FHDC via Joanne Rogers

Old Station Road – deficit of £2,000 – to be funded by Cllr Lisa Chambers

Sun Lane – deficit of £1,600 – 50% to be funded by Cllr W Sadler, further 50% funding to be sought

Councillor Hirst advised that the new boards should be in place by the end of September.

**10/05/18.01 Resolved**

**That, with effect from 1<sup>st</sup> October 2010, FHDC be asked to implement the current legislation regarding A-Boards in the town. Meanwhile, the Enforcement Officer to be asked to speak to owners of premises where their A-Boards/seating areas were obstructing the pavement.**

Letter mailed to J Sheldrick on 26.05.10

**10/05/18.02 Resolved**

**That Town Clerk obtain quotes for the cost of refurbishing the vent columns in the town. Councillor Fletcher to monitor the project and report back to the Community Services Committee. (Councillor Fletcher advised that NTC's contribution of 50% towards the cost of refurbishment should be met from grants from FHDC and SCC.)**

Assistant to Town Clerk/Cllr Fletcher

10/05/19

**TO RECEIVE A REPORT FROM THE EMPLOYMENT & STAFFING COMMITTEE HELD ON 10<sup>th</sup> MAY 2010**

Councillor Bailey presented the minutes of the Employment & Staffing Committee held on 10<sup>th</sup> May 2010.

**10/05/19.01 Resolved**

**That the recommendations contained in the Public Exempt report be accepted.**

Noted

10/05/20

**TO RECEIVE A REPORT FROM THE LEISURE SERVICES COMMITTEE HELD ON 10<sup>th</sup> MAY 2010**

Councillor Bovill presented the minutes of the Leisure Services Committee held on 10<sup>th</sup> May 2010.

**10/05/20.01 Resolved**

**That if negotiations prove unsuccessful by 14<sup>th</sup> May, letters be sent to the Western Area Police Commander and SCC asking for urgent clarification on issues regarding the closure of the High Street during the Carnival parade.**

Cllr Hirst

**10/05/20.02 Resolved**

**That the Events Manager provide detailed costings and hours worked by staff for the St George's Day event for discussion at the next meeting of the Employment & Staffing Committee.**

Advised Events Manager

**10/05/20.03 Resolved**

**That permission be granted for the erection of a bench on the Severals in memory of Douglas Clifford, all costs to be met by his widow.**

Letter mailed on 26.05.10

<b><u>10/05/20.04 Resolved</u></b>	<b>That an item be included in the next Newsletter inviting residents to sponsor benches on the Severals. Town Clerk to obtain costs of erection and installation of the benches and report back to the next meeting.</b>	Advised Assistant to Town Clerk to obtain relevant costings
<b><u>10/05/20.05 Resolved</u></b>	<b>That NTC do not support the request that Fairstead House School be allowed to use part of the Severals for car parking on Saturday, 12<sup>th</sup> June 2010.</b>	Letter e-mailed on 27.05.10
10/05/21	<b><u>TO RECEIVE A REPORT FROM THE MEMORIAL HALL REGENERATION COMMITTEE HELD ON 11<sup>th</sup> MAY 2010</u></b>	
	Councillor Burch presented the minutes of the Memorial Hall Regeneration Committee held on 11 <sup>th</sup> May 2010.	
	<b><u>10/05/21.01 Resolved</u></b>	Spoken to Accountant who has confirmed that the application had been submitted at the Glasgow Office
	<b>That the Town Clerk write to the Council's accountant and request urgent clarification on the situation regarding VAT registration for the Memorial Hall.</b>	
	<b><u>10/05/21.02 Resolved</u></b>	Meeting scheduled to take place on 14 <sup>th</sup> June
	<b>That Town Clerk should meet with FHDC and discuss all options for the provision of toilets at the Memorial Gardens and bring a number of options to the next Memorial Hall Regeneration Committee meeting.</b>	
10/05/22	<b><u>TO RECEIVE A REPORT FROM THE FINANCE &amp; POLICY COMMITTEE HELD ON 17<sup>th</sup> MAY 2010</u></b>	
	Councillor Jefferys presented the minutes of the Finance & Policy Committee held on 17 <sup>th</sup> May 2010.	
	<b><u>10/05/22.01 Resolved</u></b>	Noted
	<b>That the Vision for Newmarket receive a budget of £1,500 and that this sum be transferred from the Walk of Fame Earmarked Reserve.</b>	
	<b><u>10/05/22.02 Resolved</u></b>	Noted
	<b>That the Petty Cash discrepancy of £5.90 be written off.</b>	
	<b><u>10/05/22.03 Resolved</u></b>	Advised Assistant to implement
	<b>That a Newmarket Town Council Credit Card be obtained to which only the Events Manager would have access. Monthly statements should be presented with CB1, CB2 and CB3 at the Finance &amp; Policy Committee Meeting.</b>	
	<b><u>10/05/22.04 Resolved</u></b>	Town Clerk
	<b>That, where assets have not been actually verified for over 1 year, these be checked and confirmed as actually existing.</b>	

	<p><b><u>10/05/22.05 Resolved</u></b>  <b>That the final Internal Auditors report be accepted subject to confirmation of the Petty Cash Expenditure of £400.</b></p>	Noted
	<p><b><u>10/05/22.06 Resolved</u></b>  <b>That the person in authority of securing the Memorial Garden Gates be advised that his request could not be met due to the fact that the budgets had already been set for the financial year 2010/11.</b></p>	Advised Linda P to advise person in question
10/05/23	<p><b><u>TO RECEIVE &amp; ADOPT FINANCIAL STATEMENT OF ACCOUNTS INCLUDING BALANCE SHEET FOR YEAR ENDED 31<sup>st</sup> MARCH 2010</u></b>  Councillors received Financial Statements and Balance Sheet for the year ended 31<sup>st</sup> March 2010 and agreed the following:</p>	
	<p><b><u>10/05/23.01 Resolved</u></b>  <b>That the Financial Statements of Accounts including Balance Sheet for the year ended 31<sup>st</sup> March 2010 be received and adopted.</b></p>	Noted
10/05/24	<p><b><u>TO RECEIVE &amp; ADOPT THE ANNUAL RETURN IN ACCORDANCE WITH THE FINANCIAL STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2010</u></b>  Councillors received the Annual Return Statement of Accounts for the year ended 31<sup>st</sup> March 2010 and agreed the following:</p>	
	<p><b><u>10/05/24.01 Resolved</u></b>  <b>That the Annual Return Section 1 Statement of Accounts for the financial year ended 31<sup>st</sup> March 2010 be received and adopted.</b></p>	Noted
	<p><b><u>10/05/24.02 Resolved</u></b>  <b>That the Annual Return Section 2 Annual Governance Statement for the financial year ended 31<sup>st</sup> March 2010 be received and adopted.</b></p>	Noted
10/05/25	<p><b><u>FAMILY DAY, 6<sup>th</sup> JUNE 2010</u></b>  Councillor Bovill advised that the SNT had no administrative resource and therefore proposed that NTC should work in partnership with the SNT to organise the Family Fun Day by providing administrative support, including management of the budget for the event.</p>	
	<p><b><u>10/05/25.01 Resolved</u></b>  <b>That NTC work in partnership with the SNT and provide administrative support in organising the Family Fun Day on 6<sup>th</sup> June 2010, including management of the budget for the event and that the SNT make a contribution to cover the costs of the event except the staff resources used and hire of the Memorial Hall.</b></p>	Events Manager

- 10/05/26**      **REPORT FROM YOUTH COUNCIL MEETING HELD ON 6<sup>th</sup> MAY 2010**  
The minutes of the Newmarket Youth Council meeting held on 6<sup>th</sup> May 2010 were received and noted.
- 10/05/27**      **REPORT(S) FROM TOWN COUNCILLORS ELECTED AS REPRESENTATIVES ON OTHER BODIES**  
None noted.
- 10/05/28**      **WARD REPORT(S) FROM TOWN COUNCILLORS**  
None noted.
- 10/05/29**      **TO CONSIDER CORRESPONDENCE**  
Councillors noted the following correspondence:  
  
Sally Rode, FHDC – A14 Roadworks and diversions.
- 10/05/30**      **TO CONSIDER ANY LICENSING ISSUES RAISED WITH THE COUNCIL**  
None noted.
- 10/05/31**      **DATE OF NEXT MEETING**  
Monday, 28<sup>th</sup> June 2010 at 7.00 pm.
- 10/05/32**      **EXCLUSION OF THE PRESS & PUBLIC**  
With the vote being unanimous, it was  
  
**10/05/32.01 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.
- 10/05/33**      **INDEMNITIES FOR MEMBERS & OFFICERS**  
Town Clerk clarified the situation regarding indemnities for Members and Officers as noted on the Public Exempt Report.

The business of the meeting concluded at 8.25 pm.

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

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