



Newmarket

TOWN COUNCIL

Minutes of the Meeting of the Newmarket Town Council
held on Monday 23rd July 2018 at 6.00 pm
at the Memorial Hall, High Street, Newmarket, Suffolk, CB8 8JP

Attendance:

Councillor R Hood (Town Mayor)	Councillor P Hulbert
Councillor J Lay (Deputy Mayor)	Councillor J Morrey
Councillor J Clarke	Councillor R Nobbs
Councillor A Drummond	Councillor C O'Neill
Councillor W Hirst	Councillor J Wadham
Councillor D Hudson	Councillor P Winter

Also Present: Cathy Whitaker – RFO, Julie Ashton – Minute Assistant, Mary Evans – SCC Deputy Leader, Mark Stevens – Director of SCC Highways, a representative from Sound FM Mildenhall, 1 Member of the Press and 1 Member of the Public.

Minute

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- 18/07/1** **FIRE SAFETY BRIEFING AND ANNOUNCEMENT THAT PROCEEDINGS MAY BE FILMED OR RECORDED**
The Mayor opened the meeting and read out the Fire Safety Briefing and the announcement that the meeting may be filmed or recorded.
- 18/07/2** **APOLOGIES FOR ABSENCE – LGA 1972, Section 85(1) & (2)**
Apologies were received from Cllrs Berry, Jefferys and Starkey. Cllrs Anderson, Appleby and Wright were absent.
- 18/07/3** **DECLARATION OF MEMBER'S INTERESTS AND TO REMIND COUNCILLORS OF THE NEED TO KEEP UP TO DATE THEIR REGISTER OF MEMBER'S INTERESTS AND TO CONSIDER ANY REQUESTS RECEIVED FOR MEMBERS DISPENSATION**
None noted.
- 18/07/4** **TO RECEIVE AND CONFIRM THE MINUTES OF THE PUBLIC PART OF THE TOWN COUNCIL MEETING HELD ON MONDAY 25TH JUNE 2018 AND ANY MATTERS ARISING**
The Town Mayor presented the minutes of the Town Council meeting held on Monday 25th June 2018 and the following amendments was made:

Page 3 – 18/06/10 – Civil amended to read Civic.
Page 3 – 18/06/13 – Leisure amended to read Community.
Page 5 – 18/06/16 – typo corrected to read cricket.
Page 5 – 18/06/19 – Heading amended to read “To consider seeking permission to borrow funds to refurbish the Memorial Gardens.
Page 7 – 18/06/29 – Heading amended to read “To consider the use of the

Severals by BID as part of the Christmas celebrations”

Subject to the amendments being made, the following was agreed:

18/07/4.01 Resolved

That the minutes of the Town Council meeting held on Monday 25th June 2018 be adopted and signed as a correct record by the Town Mayor.

There were no matters arising.

18/07/5

TO RECEIVE A PRESENTATION FROM SCC HIGHWAYS

Cllr Mary Evans Deputy Leader SCC and Cabinet Member Highways spoke about the approach to improving SCC Highways and introduced Mark Stevens who gave a presentation on the work and plans of SCC Highways. including the following:

- Update on pot hole repairs
- Campaign for a community self-help scheme – volunteers to support SCC Highways work, training, health and safety and insurance details were being looked at. Implementation date would be September 2018.
- Looking at new technology and better ways of working
- Conducting a Review of Highways to make improvements
- Environment Agency policy on cleaning of gullies now required them to be re-filled with clean water and a campaign was ongoing to question if this practice was necessary.

A number of questions were asked including the following:

- Would the Community self-help scheme be the responsibility of NTC – No the responsibility would be SCC
- Was there a name and phone number the TCM could use to discuss any issues – best way to report any issues is to use the online Customer Service Centres as all reports can then be tracked.
- Could the press be notified of planned road closures – advised to use the roadworks.org web site which has all the information on planned work.

The Mayor gave thanks for the presentation and requested a copy of the slides which would be provided. She looked forward to seeing continued improvements and Cllr Mary Evans and Mark Stevens left the meeting.

18/07/6

PUBLIC PARTICIPATION AN INVITATION TO MEMBERS OF THE PUBLIC TO PUT QUESTIONS/STATEMENTS OF NOT MORE THAN 3 MINUTES DURATION. NO RESOLUTIONS CAN BE MADE BUT COUNCILLORS ARE VERY HAPPY FOR MATTERS RELATING TO THE TOWN TO BE BROUGHT TO THEIR ATTENTION

A representative from Zack FM Mildenhall spoke to item 24 a. The Mayor proposed to bring this item forward and the following was agreed:

18/07/6.01 Resolved

That item 24 a to approve a letter in support of Zack FM expansion be brought forward.

The letter was considered and the following was agreed:

18/07/6.02 Resolved

That the letter in support of Zack FM expansion be approved.

A copy of the letter was given to the representative who thanked Members for their support and he left the meeting.

A member of the public gave an update on the publicity for the Neighbourhood Plan Consultation.

18/07/7 TO CONSIDER COMMITTEE MEMBERSHIP – APPEALS COMMITTEE

The Mayor proposed that Cllrs Anderson, Hulbert and Wadham be appointed as members of the Appeals Committee and the following was agreed:

18/07/7.01 Resolved

That Cllrs Anderson, Hulbert and Wadham be members of the Appeals Committee.

18/07/8 REPORT FROM COUNTY COUNCILLORS

The Mayor advised that she would email her report tomorrow.

18/07/9 REPORT FROM DISTRICT COUNCILLORS

Cllr Drummond advised that he had received a letter from Unison regarding concerns on the announcement that Suffolk Police were to reduce 107 PCSO posts to 48.

The letter was circulated to Members and the following was agreed:

18/07/9.01 Resolved

That a letter re-iterating the concerns regarding the cutting of PCSO posts be sent to the Chief Constable, the Police and Crime Commissioner, the Secretary of State at the Home Office and the Home Secretary

It was noted that a PCSO post was due for Newmarket and that it could be filled by a trained officer if the cuts went ahead and the following was agreed:

18/07/9.02 Resolved

That a letter requesting the details of 2/3 trained PCSOs for interview be sent to the Police and Crime Commissioner.

18/07/10 TO RECEIVE THE TOWN MAYOR'S AND DEPUTY MAYOR'S ANNOUNCEMENTS

The Mayor reported the following:

25th June – Attended the Examination in Public of FHDC Local Plan meeting

26th June – Attended SCC portfolio holders for Highways England Road works A14 meeting

27th July - Attended the FHDC Examination in Public of the SALP

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- 6th July – Attended the Mayor of Ipswich Function
 7th July – Opened the Newmarket Carnival, judged the floats and presented prizes
 8th July – Attended the Newmarket Colour Runs and started both runs
 9th July – Attended a meeting at the Heritage Centre
 10th July – Attended the Newmarket Academy KS3 evening of celebration
 11th July – Met with the Chair of the Victoria Racing Club at the Museum with the Melbourne Cup
 13th July – Attended the opening of the Sir Peter O’Sullevan new viewing stand in Palace House
 16th July – Attended a meeting with the 48th Fighter Wing Change of Command Ceremony at the Heritage Centre
 20th July – Met with Matt Hancock MP at the One Life Health Check in the Memorial Hall
 21st July – Attended the racecourse meeting with the Lexington and Newmarket Academy students, teachers and parents
 23rd July – Attended a meeting at the Heritage Centre

Thanks were given to Cllr Starkey for arranging the afternoon at the racecourse for the Lexington and Newmarket Academy students.

The Deputy Mayor reported the following:

- 24th June – Attended the Civic Reception for the Mayor of Bury St Edmunds
 28th June – Armed Forces Sunset Ceremony at Angel Hill Bury St Edmunds
 3rd July – St Mary’s Church School Concert for Retired Residents of Newmarket

18/07/11 TO RECEIVE THE MINUTES AND CONSIDER ANY RECOMMENDATIONS FROM THE D&P COMMITTEE MEETINGS HELD ON 4TH AND 18TH JUNE 2018

The Chairman of the Development & Planning Committee presented the report and recommendations from the Development & Planning Committee meetings held on 2nd and 16th July 2018. There were no recommendations.

18/07/12 TO RECEIVE THE MINUTES AND ANY RECOMMENDATIONS FROM THE LEISURE SERVICES COMMITTEE MEETINGS HELD ON 2ND July 2018

The Chairman of the Leisure Services Committee presented the report and recommendations from the Leisure Services Committee meetings held on 2nd July 2018.

18/07/12.01 Resolved (L/18/07/7.01 Recommendation)

That the Committee support the request to use the Pavilion and Sevens on 30th September for a community inter-faith cricket event for free be approved and that NTC assist with setting up of the pitch.

18/07/12.02 Resolved (L/18/07/7.02 Recommendation)

That the request to support Mildenhall community radio station to cover Newmarket events be approved and the TCM to prepare a letter of support.

18/07/12.03 Resolved (L/18/07/8.01 Recommendation)

That subject to the jockey Club Estates approval, that Newmarket BID be offered the use of the Severals for a funfair as part of the Christmas 2018 event. That damage to the Severals be limited/prevented or subsequently repaired.

18/07/12.04 Resolved (L/18/07/9.01 Recommendation)

That subject to all references to the Town Clerk being amended to read Town Council Manager, the Terms of Reference for the Leisure Services Committee be approved.

18/07/12.05 Resolved (L/18/07/10.01 Recommendation)

That a budget of £3,000 be approved to cover the costs of the Lantern Workshop 27-28 October 2018.

18/07/12.06 Resolved (L/18/07/14.01 Recommendation)

That a budget be approved to cover the costs of the Market Celebration event as follows:

Traffic Management including road closure and parking suspension signs £981.19 + VAT, Security £588.00 + VAT and Event Management Company £5,260 + VAT.

18/07/12.07 Resolved (L/18/07/15.01 Recommendation)

That a free tea dance be held on 12th October 2018 to support the National Silver Sunday campaign and that MP Matt Hancock be invited to attend.

18/07/13 TO RECEIVE THE MINUTES AND ANY RECOMMENDATIONS FROM THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON 9TH JULY 2018

The Chairman of the Community Services Committee presented the report and recommendations from the Community Services Committee meeting held on 9th July 2018.

18/07/13.01 Resolved (C/18/07/10.01 Recommendation)

That TCM write to Stage Coach to request the new timetable for Newmarket, details of any future changes, details of current services for the surrounding area and what they plan to do to improve services for Newmarket.

18/07/13.02 Resolved (C/18/07/11.01 Recommendation)

That NTC the new name of Newmarket Brook be adopted.

18/07/14 TO RECEIVE THE PUBLIC PART OF THE MINUTES AND ANY RECOMMENDATIONS FROM THE HUMAN RESOURCES COMMITTEE MEETING HELD ON 9TH JULY 2018

The Mayor presented the report and recommendations from the Human Resources Committee meeting held on 9th July 2018.

18/07/14/01 Resolved (H/18/07/7.01 Recommendation)

That subject to an Appeals Committee being appointed at the next full Council meeting, the Terms of Reference for the HR Committee be adopted.

18/07/15 TO RECEIVE THE MINUTES AND ANY RECOMMENDATIONS FROM THE FINANCE & POLICY COMMITTEE MEETING HELD ON 9TH JULY 2018

The Chairman of the F&P Committee proposed that items 16 and 21 be brought forward as they were recommendations from the Committee and the following was agreed:

18/07/15.01 Resolved

That items 16 – To consider Boundary Commission proposals and item 21 – To consider the Town council Mission Statement be brought forward.

Members considered item 16 and the following amendment was agreed:

18/07/15.02 Resolved

That Newmarket Heath be changed to St Mary's

Members considered Item 21 and the following was agreed:

18/07/15.03 Resolved

That further minor amendments be made to the Mission Statement.

The Chairman presented the report and recommendations from the Finance & Policy Committee meeting held on 9th July 2018.

18/07/15.04 Resolved (F/18/07/6.01 Recommendation)

That the ratification of the schedules of payments for the period 01/06/2018 – 30/06/2018 (Cash Book 1, 2 and 4) be received and adopted.

18/07/15.05 Resolved (F/18/07/9.01 Recommendation)

That the Boundary Commission's proposal for 6 Town Council Wards not be accepted. It would create divisions in the heart of the Community, would not reflect the Community identity, and/or support cohesive Communities and would be unworkable. The Parish Wards should align with District Wards for continuity, local understanding and reduction of administration costs. This would create 3 Wards of 6 Town Council Members and allow District Wards to retain the historic Newmarket names as follow:

- **Newmarket North – Studlands**
- **Newmarket East – All Saints and Severals**
- **Newmarket West becomes St Mary's**

18/07/15.06 Resolved (F/18/07/10.01 Recommendation)

That subject to further amendments being made, the revised Mission Statement be adopted.

18/07/15.07 Resolved (F/18/07/11.01 Recommendation)

That subject to amendments being made, the revised Medium Term Financial Plan be adopted.

18/07/16 TO CONSIDER CCTV CAMERA QUOTES AND FINANCING

Members considered three quotes however it was noted that further work was required and the following was agreed:

18/07/16.01 Resolved

That further work on the quotes be completed and be deferred to the F&P Committee.

18/07/17 TO CONSIDER WASTE RECYCLING IN THE AREA

This item was deferred to the next full Council meeting.

18/07/18 TO CONSIDER A DONATION TO THE FOOD AND DRINK FESTIVAL

A donation to the Food and Drink Festival was considered and the following was agreed:

18/07/18.01 Resolved

That £1,000 be donated to the Food and Drink Festival to sponsor the set up and promotion of the event and that acknowledgement of the donation be requested.

18/07/19 TO CONSIDER A REQUEST REGARDING A PIECE OF LAND ON ELVEDON WAY

The request was considered and the following was agreed:

18/07/19.01 Resolved

That delegated powers be given to TCM and Cllr Wadham to check the legal position of granting permission.

18/07/20 TO RECEIVE REPORTS FROM TOWN COUNCILLORS ELECTED AS REPRESENTATIVES ON OTHER BODIES

None noted.

18/07/21 WARD REPORT(S) FROM TOWN COUNCILLORS

Members were advised that the ticket machine at the train station was out of order and that Network Rail were trying to rectify the problem.

18/07/22 TO CONSIDER CORRESPONDENCE

The following correspondence was received and noted:

- a. Letter from Newmarket Academy regarding planned refurbishment of the Academy funded by HH Sheik Mohammed bin Rashid Al Maktoum.
- b. Letter of thanks from FHDC in response to the NTC letter of thanks regarding the work done to expeditiously move the travellers from the George Lambton playing fields

18/07/23 EXCLUSION OF THE PRESS AND PUBLIC

With the vote being unanimous, it was:

18/07/23.01 Resolved

To resolve that under the Public Bodies (Admissions and Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters.

18/07/24 *TO RECEIVE AN UPDATE ON THE MEMORIAL GARDENS PROJECT*****

Members were advised that a number of changes had been made to the design and that the plans for the water feature were being reviewed. The plans would soon be shared with the Public.

18/07/25 *TO CONSIDER CDM QUOTES FOR THE MEMORIAL GARDENS PROJECT*****

Members considered three quotes and the following was agreed:

18/07/25.01 Resolved

That delegated powers be given to TCM and the Chairmen of the Leisure Services and Community Services Committees to select a CDM for a cost up to £1,500 + VAT.

18/07/26 *TO CONSIDER PROJECT MANAGER QUOTES FOR THE MEMORIAL GARDENS PROJECT*****

Members were advised that a Project Manager needed to be appointed and three quotes were considered. The following was agreed:

18/07/26.01 Resolved

That Northmores be appointed as the Project Manager for the Memorial Gardens Project.

18/07/27 * TO RECEIVE THE PUBLIC EXEMPT PART OF THE MINUTES AND ANY RECOMMENDATIONS FROM THE HUMAN RESOURCES COMMITTEE MEETING HELD ON 9TH JULY 2018**

The Mayor presented the report and recommendations from the Human Resources Committee meeting held on 9th July 2018.

18/07/27/01 Resolved (H/18/07/10.01 Recommendation)

That a small increase be made to the apprentice salary.

18/07/28 DATE OF THE NEXT MEETING OF THE TOWN COUNCIL

Monday 28th August 2018 at 6:00pm

Meeting closed at 7:45pm

Signed : _____

Date : _____