



Newmarket

TOWN COUNCIL

Minutes of the Meeting of the Newmarket Town Council
held on Monday 26th February 2018 at 6.00 pm
at the Memorial Hall, High Street, Newmarket, Suffolk, CB8 8JP

Attendance:

Councillor A Drummond (Town Mayor)	Councillor M Jefferys
Councillor M Anderson	Councillor J Lay
Councillor C Appleby	Councillor J Morrey
Councillor J Berry	Councillor R Nobbs
Councillor J Clarke	Councillor C O'Neill
Councillor W Hirst	Councillor J Wadham
Councillor D Hudson	Councillor P Winter
Councillor P Hulbert	Councillor D Wright

Also Present: Roberta Bennett – TCM, Cathy Whitaker – RFO, Julie Ashton – Minute Assistant, Gillian Padbury, Cllr R Millar – SCC, Thomas Hoblyn and Daisy Parsons – Thomas Hoblyn Garden Design Ltd, Graham Philpott – Newmarket BID, Simon Pickering – Wintercomfort, 1 Member of the Press and 5 Members of the Public.

Minute

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- 18/02/1** **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.
- 18/02/2** **APOLOGIES FOR ABSENCE – LGA 1972, Section 85(1) & (2)**
Apologies were received from Cllrs, Hood and Starkey.
- 18/02/3** **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.

The Mayor proposed to bring forward item 7 and the following was agreed:

18/02/3.01 Resolved
That Item 7 reports from County Councillors be brought forward.
- 18/02/4** **REPORT FROM COUNTY COUNCILLORS**
Cllr Millar circulated his report at the meeting and highlighted the following points:
- Meeting with the residents of Studlands regarding design options for a crossing on Studlands Park Avenue.

- Meeting with residents of Baker's Row regarding the issue of cyclists using the pavement and a draft proposal of installing hoops to slow cyclists down was being considered.
- Statutory Notices and a consultation process for the traffic calming at the junction of Hyperion Way would start in the spring.
- A letter had been sent to residents of Snailwell Road providing an update on progress with the changes to the horsewalk. There had been issues with flooding following the installation of bark chippings and this would be replaced with permanent material and will continue to be monitored.

Cllr Millar left the meeting.

18/02/5 TO RECEIVE AND CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON MONDAY 29TH JANUARY 2018 AND ANY MATTERS ARISING

The Town Mayor presented the minutes of the Town Council meeting held on Monday 29th January 2018 and the following amendments were made:

Page 3 - 18/01/9 typo changed to read "the"

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

18/02/5.01 Resolved

That the minutes of the Town Council meeting held on Monday 29th January 2018 be adopted and signed as a correct record by the Town Mayor.

Matters arising:

Page 4 – 18/01/15.03 Resolved – Cllr Starkey gave apologies for stating the incorrect amount for the design scheme for the planting at the Clock Tower and this was changed from £1,600 to £1,890. TCM advised as this was under the permitted threshold it had been authorised and paid.

Page 5 – 18/01/22 Bury Road and Rayes Lane Horsewalk issues– Members were advised that SCC had cleaned up the horsewalks within two days and residents had expressed their thanks.

18/02/6 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

Five residents of Snailwell Road spoke to item 16 issues relating to Snailwell Road and raised the following concerns:

- The length of time it had taken to implement changes and that the Suffolk Highways website for planned works only had surface dressing listed.
- Cllr Hirst was not the representative for Snailwell Road residents and had misrepresented their views. There was no mention of the safety concerns of the footpath and risk to pedestrians.

- Cllr Millar had not been attending the Newmarket Transport Vision Group meetings.
- NTC Councillors were not doing anything to support the residents.

The Mayor advised that SCC Highways were responsible for the issues in Snailwell Road and NTC could lobby to ensure they met their obligations and the following was agreed:

18/02/6.01 Resolved

That NTC write to SCC Highways to request that they fulfil their obligations regarding Snailwell Road.

A resident asked a question relating to an award for the Town. The Mayor advised that he was not able to answer the question as the matter was confidential.

Simon Pickering apologised for not being able to attend the last meeting and gave a summary of the activities of the charity Wintercomfort. They have a centre in Cambridge which provides showers, a place to change clothes and a hot breakfast for homeless people in the surrounding area. There was also help for employment opportunities.

The Mayor advised that NTC had resolved to support the work of the charity and the Newmarket BID who were designing a flyer to promote giving to charity instead of professional beggars and would be contacting retailers in March to ask them to place collection tins in their stores.

Simon left the meeting.

18/02/7 TO RECEIVE A PRESENTATION REGARDING WORK TO THE CLOCK TOWER FLOWERBEDS

Thomas Hoblyn and Daisy Parsons circulated concept design drawings for the planting scheme at the Clock Tower at the meeting. The design would include robust plants, be of low maintenance and be low growing so as not to impede traffic. There would also be successive bulbs for flowering throughout the year. It was hoped that a tree could be put in the centre of the roundabout but there were concerns that SCC Highways would not permit this. NTC were asked to consider submitting two planning applications one with the tree and the other without and the following was agreed:

18/02/7.01 Resolved

That the project moves forward to the next stage and that two separate planning applications be submitted.

The Mayor thanked Thomas and Daisy for attending the meeting.

Thomas and Daisy left the meeting and a member of the public joined the meeting.

18/02/8 REPORT FROM DISTRICT COUNCILLORS

The Mayor advised that the Local Plan and housing allocation had been reviewed and that Hatchfield Farm had been added back in. The number of houses at Red Lodge and Lakenheath had been adjusted to take account of this.

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The Mayor proposed to bring item 16 forward and the following was agreed:

18/02/7.01 Resolved

That item 16 issues relating to Snailwell Road be brought forward.

18/02/9

TO CONSIDER ISSUES RELATING TO SNAILWELL ROAD

Cllr Hirst presented a report regarding the progress made with the Snailwell Road horsewalk to improve the safety of all users and included the following:

- A reduction to the width of the new concrete horsewalk – there was no demand amongst residents for the small reduction in width.
- The condition of the horsewalk from Malcom Way to Falmouth Gardens – Unfortunately the original material used caused salt to be released which damaged the hedge. This was replaced with bark chippings but heavy rain results in the horsewalk becoming saturated but it had removed large strings of horses from the road and vastly improved safety. A permanent material would be installed in the near future.
- Traffic lights at the Snailwell Road/Fordham Road junction – despite reservations regarding traffic chaos this has improved the safety of all users.
- Damage to the verge – the right hand side verge was badly damaged and needs to be isolated with temporary posts and tape to prevent vehicles from accessing it. The position of the post box also encourages cars to park on the verge and a permanent solution was required.

A proposal was made to include the issue of the damaged verge in the letter that NTC would be sending to lobby SCC Highways and the following was agreed:

18/02/8.01 Resolved

That the issue of the damaged verge in Snailwell Road be added to the letter that NTC sends to lobby SCC Highways.

A copy of the report would be given to residents and any comments could be submitted in writing.

18/02/10

TO RECEIVE THE TOWN MAYOR'S AND DEPUTY MAYOR'S ANNOUNCEMENTS

The Mayor had no announcements to report.

The Deputy Mayor reported that he would be opening the new Grosvenor housing development on 1st March 2018 at 6:00pm.

Cllr Appleby declared an interest in the following item and did not vote.

18/02/11

TO RECEIVE THE MINUTES AND CONSIDER ANY RECOMMENDATIONS FROM THE D&P COMMITTEE MEETINGS HELD ON 5TH AND 19TH FEBRUARY 2018

The Chairman of the Development & Planning Committee presented the report and recommendations from the Development & Planning Committee meetings held on 5th and 19th January 2018. There were no recommendations.

18/02/12 TO RECEIVE THE MINUTES AND ANY RECOMMENDATIONS FROM THE LEISURE SERVICES COMMITTEE MEETINGS HELD ON 5TH FEBRUARY 2018

The Chairman of the Leisure Services Committee presented the report and recommendations from the Leisure Services Committee meetings held on 5th February 2018.

18/02/12/01 Resolved (L/18/02/4.01 Recommendation)

That 15 tables be purchased from Front Row Furniture for £1,114.84 +VAT.

18/02/12.02 Resolved (L/18/02/8.01 Recommendation)

That the request to use the Bill Tutte Memorial for the All Saints Community Day on 16th June 2018 be accepted.

18/02/12.03 Resolved (L/18/02/8.02 Recommendation)

That the request to use the Pavilion toilets for the Newmarket Colour Run on 8th July 2018 be accepted subject to a deposit being paid to cover any cleaning costs.

18/02/12.04 Resolved (L/18/02/8.03 Recommendation)

That the request to the Severals by the Newmarket Army Cadet Force for training, sport and command tasks be accepted subject to any damage to the grass being remedied.

18/02/12.05 Resolved (L/18/02/9.01 Recommendation)

That the use of bouncy castles in the Memorial Hall be accepted subject to relevant risk assessments and liability insurance cover.

18/02/12.06 Resolved (L/18/02/11.01 Recommendation)

That a sponsorship contract be agreed with the organisers of the Carnival to define roles and responsibilities for the management, health and safety, security and auditable accounts of the Carnival.

A Member of the public joined the meeting and 2 members of the public left the meeting

18/02/13 TO RECEIVE THE MINUTES AND ANY RECOMMENDATIONS FROM THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON 12TH FEBRUARY 2018

The Chairman of the Community Services Committee presented the report and recommendations from the Leisure Services Committee meetings held on 12th February 2018. There were no recommendations.

18/02/13.01 Resolved (C/18/02/8.01 Recommendation)

That delegated powers be given to the Chairman and TCM to check that the quotes are like for like and to select the most suitable quote.

The RFO advised that one of the companies could not provide an updated quote until March and she would now be seeking an additional quote.

18/02/13.02 Resolved (C/18/02/8.02 Recommendation)

That NTC proceed with the two quotes owing to the specialist nature of the work to repair the Cemetery wall as per Financial Regulation 11.1 vii.

18/02/13.03 Resolved (C/18/02/8.03 Recommendation)

That the quotes be checked for the inclusion of VAT, ongoing maintenance and the start date for the work to commence.

18/02/13.04 Resolved (C/18/02/10.01 Recommendation)

That the new Cemetery fees and charges be accepted and commence on 1st April 2018.

18/02/13.05 Resolved (C/18/02/15.01 Recommendation)

That subject to full Council accepting the costs to lease an electric van, that a charging point be installed at the Memorial Hall.

18/02/13.06 Resolved (C/18/02/18.01 Recommendation)

That a small group of residents from Snailwell Road be set up to look at the area in dispute and work with NTC to discuss possible solutions.

18/02/14 TO RECEIVE THE PUBLIC PART OF THE MINUTES AND ANY RECOMMENDATIONS FROM THE HUMAN RESOURCES COMMITTEE MEETING HELD ON 12TH FEBRUARY 2018

The Chairman of the Human Resources Committee presented the report and recommendations from the public part of the Human Resources Committee meetings held on 12th February 2018. There were no recommendations and the public exempt part of the minutes would be received in the public exempt part of the meeting.

18/02/15 TO RECEIVE THE MINUTES AND ANY RECOMMENDATIONS FROM THE FINANCE & POLICY COMMITTEE MEETING HELD ON 19TH FEBRUARY 2018

The Mayor presented the report and recommendations from the Finance & Policy Committee meeting held on 19th February 2018.

18/02/15.01 Resolved (F/18/02/6.01 Recommendation)

That the ratification of the schedules of payments for the period 01/01/2018 – 31/01/2018 (Cash Book 1, 2 and 4) be received and adopted.

18/02/15.02 Resolved (F/18/02/10.01 Recommendation)

That the recommendations from the Legionella assessment be received and adopted.

18/02/15.03 Resolved (F/18/02/11.01 Recommendation)

That the date and time of the Annual Town Meeting be advertised in the press 3 weeks prior to the meeting and the articles for the review of Committees be published on the website with hard copies made available in the office.

18/02/16 TO RECEIVE AN UPDATE ON NETWORK RAIL AND THE

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WEATHERBY RAIL CROSSING

Members were advised that Network Rail had not confirmed the hearing would be held in the Memorial Hall. Network Rail had enquired if various needs could be met for holding the hearing in Newmarket and the following was agreed:

18/02/16.01 Resolved

That NTC would meet any of the Network Rail requirements.

Members were advised that a Barrister had been appointed as the legal representative and it was noted that the Inspector had announced that the hearing would be held in Newmarket. The following was agreed:

18/02/16.02 Resolved

That the Mayor writes to Network Rail to inform them that NTC were pleased that the Inspector had announced that the hearing would be held at the Memorial Hall and looked forward to working with them.

It was noted that the case would be helped by good public attendance at the hearing. The Journal confirmed that a notice for the dates of the hearing had already been published.

18/02/17 TO CONSIDER PART FUNDING A VEHICLE ACTIVATED SIGN FOR USE IN VARIOUS LOCATIONS

TCM advised that she had sourced 100% of the funding from other sources but was awaiting confirmation and asked if NTC would commit to funding 50% if it was not confirmed and the following was agreed:

18/02/17.01 Resolved

That NTC commit to funding 50% of the costs for a mobile vehicle activated sign in the event that 100% cannot be confirmed from other sources.

TCM advised that brackets would need to be purchased to house the sign at various locations along with a spare battery.

18/02/18 TO CONSIDER QUOTES FOR CEMETERY WALL REPAIR

The RFO advised that revised quotes had been received and one them included a 12% increase. The revised quotes were considered and the following was agreed:

18/02/18.01 Resolved

That the quote from Collaboration 23 for £4,800 to remove the wall and £15,875 to repair the Cemetery wall be accepted.

18/02/19 TO CONSIDER FUNDING OPTIONS FOR NEWMARKET MARKET MOVE

TCM advised that supplying electricity in the High Street could be cost preventative for moving the market back to the High Street and the Mayor agreed to write to FHDC and SCC Councillors to request that they consider

earmarking their locality budgets for next year to support the moving of the market.

18/02/20 TO CONSIDER WORK TO UPGRADE THE WEBSITE

TCM advised that the website needed to be upgraded and a quoted from CUBIC Design had been received for £5,600 +VAT and a further £1,687 to transfer existing material. CUBIC Design had worked with other partners in the Town and it was thought that NTC could be added for a small cost as there was no budget for this work. However One Suffolk had offered a free empty website for NTC to populate which would take 10 staff hours. The Deputy Mayor offered to speak to a volunteer graphic designer to see if they would be willing to assist and Graham Philpott agreed to speak with CUBIC design regarding the costs. This item would be added to the next agenda.

18/02/21 TO DISCUSS A CIVIC FUNCTION

The Mayor asked if Members would like to carry on the tradition of holding a Civic Functions and the following was agreed:

18/02/21.01 Resolved

That a Civic Function be held in 2018 and that the date be confirmed by the TCM.

Graham left the meeting.

18/02/22 TO CONSIDER MEMBERSHIP OF NEWMARKET DEMENTIA ACTION ALLIANCE

The request was considered and the following was agreed:

18/02/22.01 Resolved

That NTC support the Newmarket Dementia Action Alliance.

18/02/23 TO CONSIDER COUNCILLOR ATTENDANCE AT MEETINGS

The Mayor introduced a Councillor attendance register and it was noted that there were some errors in the figures. Any queries should be taken up with the Administration Officer and TCM advised that future attendance figures would be taken from the attendance book and Members were reminded to sign in for each meeting and to send apologies for any absences.

18/02/24 TO RECEIVE AN UPDATE ON COUNCILLOR SURGERIES

Further to the report that no more surgeries would be held due to low attendance it was thought that this was due to the cold weather and the following was agreed:

18/02/24.01 Resolved

That the next Councillor Surgery be held at the end of April 2018.

18/02/25 TO RECEIVE REPORT(S) FROM TOWN COUNCILLORS ELECTED AS REPRESENTATIVES ON OTHER BODIES

Members were advised that a new train service had started today from Cambridge to Brighton. A return ticket costs £25 and the service would be reviewed in May. Anglia Rail had also introduced a new service from

Peterborough to Horsham.

18/02/26 WARD REPORT(S) FROM TOWN COUNCILLORS

TCM was asked why the Town Map had not been put on the agenda. TCM advised that she had not yet received a response as to why it had been left off.

Cllr Wright advised the Studlands Resident Association were considering introducing a tool bank in response to tools being stolen from vans. They were also looking at ways to increase membership but this was proving to be difficult.

18/02/27 TO CONSIDER CORRESPONDENCE

The following correspondence was received and noted:

- a. Exning Neighbourhood Plan Boundary – this would be forwarded to the Newmarket Neighbourhood Plan Group
- b. Studlands Park Residents Association – a representative of the Association gave a summary of the accounts.

A member of the public left the meeting.

- c. Email regarding parking issues on Rous Road.

18/02/28 DATE OF THE NEXT MEETING OF THE TOWN COUNCIL

Monday 26th March 2018 at 6:00pm.

18/02/29 ITEMS FOR NEXT AGENDA

- GDPR
- Weatherby Crossing

18/02/30 *EXCLUSION OF THE PRESS & PUBLIC*****

With the vote being unanimous, it was:

18/02/30.01 Resolved

To resolve that under the Public Bodies (Admissions to 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.

The Press and Public left the meeting

18/02/31 TO RECEIVE THE PUBLIC EXEMPT PART OF THE MINUTES AND ANY RECOMMENDATIONS FROM THE HUMAN RESOURCES COMMITTEE MEETING HELD ON 12TH FEBRUARY 2018

The Chairman of the Human Resources Committee presented the report and recommendations from the public exempt part of the Human Resources Committee meetings held on 12th February 2018. There were no recommendations.

Matters arising:

Page 3 – H/18/02/15.01 – a number of members were not happy with the comment regarding sick pay would “exceptionally be paid at the discretion of the HR Committee”. This item would go back to the HR Committee to look at

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implementing a fair system.

18/02/32 *TO DISCUSS NEXT STEPS RELATING TO AN AWARD*****

Members discussed the next steps and the following was agreed:

18/02/32.01 Resolved

That an award would not be made at the current time and this resolution would stand for a period of six months.

Meeting closed at 8:30pm

Signed : _____

Date : _____