



Newmarket

TOWN COUNCIL

Minutes of the Meeting of the Newmarket Town Council
held on Monday 26th March 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 J Berry	Councillor J Morrey
Councillor J Clarke	Councillor C O'Neill
Councillor W Hirst	Councillor A Starkey
Councillor R Hood	Councillor J Wadham
Councillor D Hudson	Councillor P Winter
Councillor P Hulbert	

Also Present: Roberta Bennett – TCM, Julie Ashton – Minute Assistant, Gillian Padbury – Admin Officer, Ruth Bowman – FHDC, Member of the Press and 7 Members of the Public.

Minute

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- 18/03/1** **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.
- 18/03/2** **APOLOGIES FOR ABSENCE – LGA 1972, Section 85(1) & (2)**
Apologies were received from Cllrs, Appleby, Nobbs and Wright.
- 18/03/3** **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.
- 18/03/4** **TO RECEIVE AND CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON MONDAY 26TH FEBRUARY 2018 AND ANY MATTERS ARISING**
The Town Mayor presented the minutes of the Town Council meeting held on Monday 26th February 2018 and the following amendments were made:

Page 3 – 18/02/7.01 Resolved – the following was added to the end of the resolution “one design for the Clock Tower roundabout and one design for the flower beds”.

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

18/03/4.01 Resolved

That the minutes of the Town Council meeting held on Monday 26th February 2018 be adopted and signed as a correct record by the Town Mayor.

Matters arising:

The Mayor reported that BID had identified 4 early adopters for the Wintercomfort collecting tins and that a poster had been designed. A meeting would be held with the TCM this week and the project would be launched on 4th April 2018.

The Mayor proposed to bring forward item 15 and the following was agreed:

18/03/4.01 Resolved

That Item 15 West Suffolk Consultation on District Ward Boundaries be brought forward.

18/03/5

WEST SUFFOLK CONSULTATION ON DISTRICT WARD BOUNDARIES

Ruth Bowman advised that the consultation was looking for the views of residents, businesses and other organisations on the Two options for the proposed District Boundaries and Ward names. The options were considered and the following was agreed:

18/03/5.01 Resolved

That the historical ward names be retained.

18/03/5.02 Resolved

That option K be the preferred option for NTC.

The Mayor thanked Ruth for her input to the debate and Ruth left the meeting.

18/03/6

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 number of residents spoke to item 20 regarding the safety issues in Fitzroy Street and the Mayor proposed to bring item 20 forward. The following was agreed:

18/03/6.01 Resolved

That item 20 Fitzroy Street traffic calming be brought forward.

Cllr Hudson declared a nonpecuniary interest in the following item.

18/03/7

FITZROY STREET TRAFFIC CALMING

Members were advised that SCC Highways had conducted an investigation into the issues raised by residents and that in their professional opinion the Street did not warrant a pedestrian crossing or a speed restriction of 30mph.

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The residents were very disappointed with this news and recognised the support of NTC when dealing with SCC Highways and asked if they could have access to the data used in the investigation. Cllr Hood agreed to go back to SCC to request this.

A member of the public joined the meeting

The Mayor advised that although the speed limit for the street was 30mph NTC along with Jockey Club Estates were in the process of purchasing 2 mobile Vehicle Activated Signs and that it was hoped this would help to change driver behaviour. It was suggested that the speed limit on the sign should be set to 20mph even though this would not be enforceable and the signs would also collect data to confirm the amount of speeding. The following was agreed:

18/03/7.01 Resolved

That a Vehicle Activated sign be sited in Fitzroy Street periodically at times when the Memorial Gardens are being used. That the sign be set to a 20mph speed limit.

18/03/7.02 Resolved

That SCC highways be requested to set the speed limit in Fitzroy Street to 20mph.

5 members of the public left the meeting

18/03/8 REPORT FROM COUNTY COUNCILLORS

Cllr Hood reported that SCC had commissioned a report for Unitary Government for Suffolk.

18/03/9 REPORT FROM DISTRICT COUNCILLORS

The mayor advised that were the unitary bid successful then the District and Borough Councils would disappear and there would be a two tier system with parish/town councils remaining.

18/03/10 TO RECEIVE THE TOWN MAYOR'S AND DEPUTY MAYOR'S ANNOUNCEMENTS

The Mayor reported the following:

12th March – Neighbourhood Plan meeting

13th March – Weatherby Crossing Appeal

18th March - High Sheriff Justice Service at Bury St Edmunds Cathedral

23rd March - Met the Bishop of Ipswich at Bury St Edmunds

23rd March – WSCA annual dinner (sat on the top table with the Home Secretary Amber Rudd)

The Deputy Mayor reported that he had opened the Grosvenor development and both he and the Mayor had sat in on staff appraisals during the month.

18/03/11 TO RECEIVE THE MINUTES AND CONSIDER ANY RECOMMENDATIONS FROM THE D&P COMMITTEE MEETINGS HELD ON 5TH AND 19TH MARCH 2018

The Chairman of the Development & Planning Committee presented the report

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and recommendations from the Development & Planning Committee meetings held on 5th and 19th March 2018. There were no recommendations.

18/03/12 TO RECEIVE THE MINUTES AND ANY RECOMMENDATIONS FROM THE LEISURE SERVICES COMMITTEE MEETINGS HELD ON 5TH MARCH 2018

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

18/03/12.01 Resolved (L/18/03/6.01 Recommendation)

That subject to available funds, NTC support the Newmarket Music Festival and place an advert in the press and promote the event on social media. That the Memorial Hall be used to screen a free BBC music film 27th July 2018 free of charge.

18/03/12.02 Resolved (L/18/03/7.01 Recommendation)

That Item 8 Memorial Hall be brought forward.

18/03/12.03 Resolved (L/18/03/8.01 Recommendation)

That destratification fans be installed in the Memorial Hall to improve heating and that funding be sought from SCC.

18/03/12.04 Resolved (L/18/03/8.02 Recommendation)

That optimum start heating controls be installed in the Memorial Hall office and meeting rooms and that funding be sought from SCC.

18/03/12.05 Resolved (L/18/03/8.03 Recommendation)

That delegated powers be given to the Chairman and TCM to investigate an upgrade to LED lighting and to produce a programme.

18/03/13 TO RECEIVE THE MINUTES AND ANY RECOMMENDATIONS FROM THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON 12TH MARCH 2018

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

18/03/13.01 Resolved (C/18/03/4.02 Recommendation)

That a letter of thanks be sent to SCC Highways for the kerbing that was installed and to inform them that the damaged verge would be repaired. To request that they consider installing further kerbing.

18/03/13.02 Resolved (C/18/03/8.01 Recommendation)

That the quote from SP Landscapes for £1,275 + VAT be accepted.

18/03/13.03 Resolved (C/18/03/9.01 Recommendation)

That more details of what the contract for the maintenance of the Cemetery wall entails are obtained.

18/03/13.04 Resolved (C/18/03/13.01 Recommendation)

That a map of the Town highlighting the parking issues be sent to the Vision Transport and Highways Group.

18/03/13.05 Resolved (C/18/03/14.01 Recommendation)

That an additional vehicle activated sign be purchased.

18/03/14 TO RECEIVE THE PUBLIC PART OF THE MINUTES AND ANY RECOMMENDATIONS FROM THE HUMAN RESOURCES COMMITTEE MEETING HELD ON 12TH MARCH 2018

The Chairman of the Human Resources Committee presented the report and recommendations from the public part of the Human Resources Committee meeting held on 12th March 2018.

18/03/14.01 Resolved (H/18/03/09.01 Recommendation)

That a part time agency worker for 8hrs per week be appointed.

A practise fire drill was held and the building was evacuated. It was noted that although some members of the public had left the meeting they had not left the building but had been picked up by the TCM in her role as a designated fire warden. The Admin Officer was the second designated fire warden and cover for any absence would be looked into.

All Members returned to the meeting along with one member of the public.

18/03/15 TO RECEIVE THE MINUTES AND ANY RECOMMENDATIONS FROM THE FINANCE & POLICY COMMITTEE MEETING HELD ON 19TH MARCH 2018

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

18/03/15.01 Resolved (F/18/03/7.01 Recommendation)

That the ratification of the schedules of payments for the period 01/02/2018 – 28/02/2018 (Cash Book 1, 2 and 4) be received and adopted.

18/03/15.02 Resolved (F/18/03/12.01 Recommendation)

That the RFO be appointed as the DPO and be included in the Job Description and Contract of Employment.

18/03/15.03 Resolved (F/18/03/12.03 Recommendation)

That the F&P Committee undertake the responsibilities for compliance with GDPR and amend the terms of reference accordingly.

18/03/15.04 Resolved (F/18/03/12.04 Recommendation)

That the draft GDPR Policy be considered.

18/03/15.05 Resolved (F/18/03/12.05 Recommendation)

That the RFO and TCM produce a time table to comply with GDPR.

18/03/15.06 Resolved (F/18/03/12.06 Recommendation)

That the Document Retention Policy be amended to reflect the GDPR and

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Record Management.

18/03/16 TO RECEIVE AN UPDATE ON NETWORK RAIL AND THE WEATHERBY RAIL CROSSING

Members were advised that the hearing had started on 13th March at 10:00am and had been well supported by residents. A further hearing would be held on 1st and 2nd May 2018.

Members were advised that agreement on the diversion route and any rights of way would need to be met but Network Rail had removed the condition for rights of way. Cambridgeshire Council could help to establish if there was an historical right of way for a fee of £400 and the following was agreed:

18/03/16.01 Resolved

That should SCC require it, a fund of £400 be made available to establish an historical right of way at the Weatherby Crossing.

TCM advised that Network Rail had been so impressed with the venue and facilities for the hearing that they had booked two further dates for the hearings of other crossings due to be closed. Full fees would be charged.

18/03/17 SUFFOLK COUNTY COUNCIL PARKING MANAGEMENT STRATEGY

TCM advised that the closing date of the consultation was 23rd March 2018 and the following was agreed:

18/03/17.01 Resolved

That delegated powers be given to the D&P Committee to respond to the SCC Parking Management Strategy consultation.

Cllr Anderson left the meeting.

18/03/18 TO CONSIDER A MAINTENANCE PLAN FOR THE CEMETERY WALL

Members considered the report on the maintenance required and noted that the wall off Dullingham Road could not be seen and should be replaced with a more cost effective and robust material. TCM advised that work had already started but she would look into not replacing like for like for that part of the wall.

The quote from Collaboration 23 to maintain the Cemetery wall was considered and the following was agreed:

18/03/18.01 Resolved

That the quote from Collaboration 23 for 5 year maintenance for the Cemetery wall be accepted.

18/03/19 TO CONSIDER PLANS FOR LEXINGTON LINK

Members were advised that the next visit would be Saturday 14th - Sunday 22nd July 2018 and a request was made to hold a reception evening. Cllr Starkey agreed to organise tickets for the race meeting to be held on 21st July and that

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she would host a reception at the racecourse. The following was agreed:

18/03/19.01 Resolved

That tickets be organised for Lexington Link to attend the race meeting to be held on 21st July 2018 and that a reception be hosted at the racecourse.

Cllr Starkey was thanked for her generous offer.

18/03/20 DOG FOULING ISSUES AT DEVILS DYKE

The amount of dog mess at Devils Dyke was noted and although the land belonged to Jockey Club Estates the public were allowed to use it. NTC provided bio-degradable dog bags and the public should be encouraged to pick up after their dogs and the mess should be disposed of in the dog bins provided. It was noted that other areas around the Town had the same issue and the press agreed to publish an article on the issue.

18/03/21 TO APPROVE CONSULTANT SUPPORT FOR NEWMARKET NEIGHBOUR HOOD PLAN

The request was considered and the following was agreed:

18/03/21.01 Resolved

That consultant support to assist the Newmarket Neighbourhood Plan for £60 per hour be approved.

18/03/22 TO AGREE NEXT STEPS FOR THE WEBSITE

Members were advised that a volunteer graphic designer had agreed to help with the website. It was noted again that the plan had been for NTC to work with Cubic Design who had built the website for Destination Newmarket that had links with Love Newmarket and Discover Newmarket.

TCM was asked to set up a working group and the following was agreed:

18/03/22.01 Resolved

That a Working Group comprising of Cubic Design, Destination Newmarket, Discover Newmarket, BID, the Mayor, TCM, Cllrs O'Neill and Starkey and the volunteer graphic designer to redesign the NTC website.

18/03/23 UPDATE FROM THE MEETING HELD WITH TIM PASSMORE

PCSO - the meeting with the Police Crime Commissioner had been very positive and he supported the request for a PCSO.

Traveller sites - He had been equally supportive on dealing with the issues regarding traveller sites and to work with NTC to find a long term solution. It was suggested that a meeting be held with the Crime Commissioners of Suffolk, Norfolk and Cambridge along with Harlow Council and NTC.

18/03/24 TO RECEIVE REPORT(S) FROM TOWN COUNCILLORS ELECTED AS REPRESENTATIVES ON OTHER BODIES

Members were advised that the Great Run Local event would be held on 15th

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April 2018 starting at 11:15am. There would be a 2km and 5km run at Warren Hill.

18/03/25 WARD REPORT(S) FROM TOWN COUNCILLORS

Members were advised that there had been an incident of fly tipping on Rayes Lane and that FHDC had been very quick to clear it.

18/03/26 TO CONSIDER CORRESPONDENCE

The following correspondence was received and noted:

- a. Emails relating to Snailwell Road – Cllr Hirst had received 11 responses and a summary report would be produced.
- b. Email relating to VAS sign – request to site them at schools
- c. Letter from Brinkley Parish Council – TCM agreed to respond to the points raised in the letter.

18/03/27 DATE OF THE NEXT MEETING OF THE TOWN COUNCIL

Monday 30th April 2018 at 6:00pm.

18/03/28 ITEMS FOR NEXT AGENDA

- Newmarket Vision – invitation to Cllr Robin Millar
- SCC Parking Strategy – response from the D&P Committee
- Annual Meeting of the Town

18/03/29 *EXCLUSION OF THE PRESS & PUBLIC*****

With the vote being unanimous, it was:

18/03/29.01 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

18/03/30 *TO CONSIDER ISSUES RELATING TO STAFF CONTRACTS AND SALARIES*****

Members considered the issues and the Mayor and Chairman of HR would review the team's performance with recommended potential pay increases from 1st April.

Meeting closed at 8:45pm

Signed : _____

Date : _____