



Newmarket

TOWN COUNCIL

The Memorial Hall, High Street, Newmarket, CB8 8JP
Tel: 01638 667 227

You are hereby summoned to attend the
MEETING OF THE NEWMARKET TOWN COUNCIL
to be held at
THE MEMORIAL HALL, HIGH STREET, NEWMARKET
On **Monday 16th December 2019 at 7.15pm**

A G E N D A

The meeting is held in public and the public are encouraged to attend and participate. Occasionally matters relating to contractual or staffing issues do have to be held in the confidential part of the meeting.

Members of the public and press may not orally report or comment about a meeting as it takes place if present at a meeting of the Council, but otherwise may:

- a. film, photograph or make an audio recording of the meeting;
- b. use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;
- c. report or comment on the proceedings in writing, during or after a meeting or orally after the meeting.

The Council will where possible facilitate such recording unless it is disruptive. It will also take steps to ensure that children, the vulnerable and members of the public who object to being filmed are protected without undermining the broader purpose of the meeting.

1. Mayor to read fire safety notice and announce that proceedings may be filmed or recorded and to ask if anyone is or will be recording the meeting.
2. Apologies for absence
3. To receive an update from Inspector Mark Shipton
4. To co-opt a councillor to fill the current vacancy on Newmarket Town Council
5. Declaration of Members' Interests & to remind Councillors of the need to keep up to date their Register of Members' Interests and to consider any requests received for Members' Dispensation.
6. To receive and confirm the Minutes of the Town Council Meeting held on Monday 25th November 2019 and any matters arising.
7. Public participation 'An invitation to members of the public to put questions/statements of not more than 3 minutes duration. Resolutions can only be made on items on the agenda, but Councillors are very happy for matters relating to the Town to be brought to their attention. (maximum 15 minutes)
a) Will Wright – update on Youth Strategy in Newmarket
8. To receive and note the report (if any) from County Councillors
9. To receive and note the report (if any) from District Councillors
10. To receive Ward Reports (if any) from Town Councillors
11. To receive reports (if any) from Town Councillors elected as representatives on other bodies
12. To receive the Town Mayor's and Deputy Mayor's Announcements.
13. To receive the minutes and consider any recommendations from the Development & Planning meetings held on 2nd December 2019
14. To receive the minutes and consider any recommendations from the Leisure Services meeting held on 2nd December 2019
15. To receive the minutes and consider any recommendations from the Community Services Meeting held on 9th December 2019

Distribute to the following for information:

County & District Councillors, The Press, Newmarket Town Council Notice Boards & the Website

16. To receive the minutes and any recommendations from the Human Resources meeting held on 9th December 2019
17. To receive the minutes and any recommendations from the Finance & Policy meeting held on 9th December 2019
18. **Budget 2020** – to approve the budget and precept for the financial year 2020/2021 (report herewith)
19. **Newmarket Neighbourhood Plan Referendum** – to note that a date for the referendum has been set for Thursday 30th January 2020
20. **West Suffolk Strategic Housing and Economic Land Availability Assessment (SHELAA) October 2019 stakeholder consultation/engagement and Consultation on the Sustainable Services Information** – to note the deadline extension to 17th December and determine a response to the consultations https://www.westsuffolk.gov.uk/planning/Planning_Policies/strategic-housing-and-economic-land-availability-assessment-shelaa-september-2019-stakeholder-consultation-engagement.cfm (see documents in the Development & Planning agenda pack)
21. **The Decline of Newmarket Market, Management Issues and Lack of Reporting** – to discuss
22. **Newmarket Recycling Centre** - to receive an update on the campaign to re-open the Newmarket Recycling Centre
23. **Constitution Review Workshop** - to consider extending the remit to include a review of committees
24. **PCSO** – To receive the monthly report
25. **Health and Safety** - to receive the monthly inspection report
26. **Litter Working Group** - to confirm the date and time of the first meeting
27. **Hazardous Road Junctions Working Group** – referred by Community Services Committee
28. **Street Naming** - to note that the street naming proposals by Alison Hayes for the Brickfield Stud development have been accepted
29. **Christmas Opening Hours** – to agree including discretionary time off
30. **ADDITIONAL BUDGET ITEM** – to consider the cost of replacing PIR (Passive Infra-Red) sensors in the Memorial Hall. (To be tabled at the meeting)
31. **Correspondence**
 - a. **Life Link expansion – to discuss**
32. **EXCLUSION OF THE PRESS & PUBLIC** - 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.
33. **Staff update** – to receive a staffing update
34. **Memorial Gardens** – to consider the weekly closure of the Memorial Gardens for one morning
35. Date of the next Meeting – **Monday 26th January 2020**

Signed



Deborah Sarson, Acting Town Council Manager DATE: 11th December 2019

Distribute to the following for information:

County & District Councillors, The Press, Newmarket Town Council Notice Boards & the Website

Questions for Co-option Candidates

1. Newmarket, and Studlands ward in particular, now has many nationalities and ethnic groups amongst its residents. How would you engage with the different communities to promote inclusivity and a sense of belonging to the town? (from Cllr Kirk)
2. Would you explain to the councillors what, if any work you have carried out for the benefit of the local community and/or Newmarket town? (Cllr Hood)
- ~~3. Newmarket has royal connections that not only go back in history but which are current to this day. Indeed, the town council voted to make an application for Royal Newmarket status which may or may not be granted at some point in the future. The civic role of the mayor is that of first citizen of the town which requires them to officially welcome royalty when they visit. Furthermore, the council is the custodian of the Queen's statue which stands proudly on Birdcage Walk and we are responsible for its upkeep. Given these obligations of the council, what is your view of today's monarchy? (Cllr Drummond)~~
4. If we were voting on the Hatchfield farm development, how would you vote? (Cllr O'Neill)



Minutes of the Meeting of the Newmarket Town Council
held on Monday 25th November 2019 at 6:00 pm
at the Memorial Hall, High Street, Newmarket, Suffolk, CB8 8JP

Attendance:

Councillor R Hood (Town Mayor)
Councillor M Ali
Councillor Appleby
Councillor J Borda
Councillor O Bowen
Councillor S Caesar
Councillor J De'Ath

Councillor A Drummond
Councillor M Jefferys
Councillor P Hulbert
Councillor T Kerby
Councillor I Kirk
Councillor C O'Neill
Councillor R Yarrow

Also Present: Deborah Sarson – Acting TCM, Cathy Whitaker – RFO, Christy Argyroudi – Events Manager, Julie Ashton - Minute Assistant Cllr Sharp – East Cambs, Inspector Shipton – Suffolk Constabulary, Sandra Easom – Newmarket History Society, 1 Member of the Press and 5 Members of the Public.

Minute

- | | |
|---------|--|
| 19/11/1 | <u>FIRE SAFETY BRIEFING AND ANNOUNCEMENT THAT PROCEEDINGS MAY BE FILMED OR RECORDED</u>
The Mayor opened the meeting read out the Fire Safety Briefing and the announcement that proceedings may be filmed or recorded. |
| 19/11/2 | <u>APOLOGIES FOR ABSENCE – LGA 1972, Section 85(1) & (2)</u>
Apologies were received from Cllrs Anderson, Hirst and Lay. |
| 19/11/3 | <u>TO RECEIVE AN UPDATE FROM INSPECTOR MARK SHIPTON</u>
This item was deferred. |
| 19/11/4 | <u>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</u>
The Mayor declared a pecuniary interest in item 12. |
| 19/11/5 | <u>TO RECEIVE AND CONFIRM THE MINUTES OF THE PUBLIC PART OF THE TOWN COUNCIL MEETING HELD ON MONDAY 28TH OCTOBER 2019 AND ANY MATTERS ARISING</u>
The Town Mayor presented the minutes of the Town Council meeting held on Monday 28 th October 2019 and the following amendments were made: |

Inspector Shipton joined the meeting.

Page 1 – 19/10/3 – Typo changed to read “Mark”

Page 2 – 19/10/4 – Cllr O’Neil was changed to Cllr Kirk

Page 3 – 19/10/7 – Cllr O’Neill was changed to Cllr Kirk

Page 3 – 19/10/14 – Cllr O’Neill was changed to Cllr Kirk

Page 6 – 19/10/24 – Typo changed to read “Procedure”

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

19/11/5.01 Resolved

That the minutes of the Town Council meeting held on Monday 28th October 2019 be adopted and signed as a correct record by the Town Mayor.

It was agreed that the minutes would be amended and a clean copy printed for signing after the meeting.

The Mayor proposed that item 3 be revisited and the following was agreed:

19/11/5.02 Resolved

That item 3 be revisited.

19/11/6

TO RECEIVE AN UPDATE FROM INSPECTOR MARK SHIPTON

Inspector Shipton gave an update on the work of the Police to tackle the antisocial behaviour issues and although there were still areas of concern they were less than what those experienced in the summer. There were continuing issues at Newmarket Academy and the Guineas and pulse patrols were continuing at key times and had included 250 hours of foot patrols. The core group of youths had been risk assessed and a number had been rated as being red. Further arrests would be made and referred to the Youth Justice Services.

An inquiry was made regarding the status of the Newmarket Police station. Inspector Shipton advised that it was an operational base but not open to the public.

The Mayor asked for an update on the disturbance in Palace Street at the weekend. Inspector Shipton advised that a report of fighting had been received but no weapons were found and there were no reported victims.

Cllr Borda joined the meeting.

A resident advised that he had intervened in an incident outside of the Post Office where a group of youths had been beating up two younger youths. The incident had not been reported and it was suggested that CCTV footage should be reviewed.

Inspector Shipton was asked about the ID of Newmarket Police and the Twitter account using Mildenhall Police. Members were advised that there was a Mildenhall hub which was previously known as Forest Heath and a suggestion to change the name would need to be addressed to a higher authority.

Minutes of the Town Council Meeting held on Monday 25th November 2019

An inquiry was made regarding the youths being involved with drugs and Inspector Shipton confirmed that drugs were not the issue.

Members were advised that a father had found a card in his daughter's wallet offering drugs with a contact number. Inspector Shipton was not aware of this and advised that the matter should be reported. He stressed that the activities of the Police were intelligence led and that all incidents should be reported.

The Mayor thanked Inspector Shipton for the update and he left the meeting.

19/11/7

MATTERS ARISING FROM THE MINUTES OF THE PUBLIC PART OF THE TOWN COUNCIL MEETING HELD ON MONDAY 28TH OCTOBER 2019

Page 4 – 19/10/16.02 Resolved – The Mayor advised that the Terms of Reference for the F&P Committee had not been added to the agenda as there had been a clerical error in the membership of this Committee and that Vice Chairman were included and could vote in the absence of the relevant Chairman.

After further debate, the following was agreed:

19/11/5.01 Resolved

That an item to amend Standing Orders regarding membership of Committees be added to the agenda of the meeting scheduled to be held on 27th January 2020. That a workshop meeting be held in February for all members to discuss Standing Orders, and Committee memberships in relation to Chairmen and Vice Chairmen.

Page 5 – 19/10/19 – The Mayor advised that the report from the Henry Cecil open weekend had not been received and the RFO was asked to chase this up.

Page 5 – 19/10/21 – The Mayor advised that little progress was being made regarding litter in Newmarket and this issue would be added to the agenda of the Community Services Committee.

Page 6 – 19/10/25 – Suggestions for where the Rotary Club would like to site a commemorative plaque were still awaited.

19/11/8

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 student advised that a sponsored read-a-thon was being held to raise funds for a legacy for an English teacher who had recently died and the sponsorship form was passed around the members.

A resident requested that NTC help her to lobby West Suffolk to replace the trees that were removed from Edinburgh Road 7 years ago. It transpired that

Minutes of the Town Council Meeting held on Monday 25th November 2019

SCC were responsible for these trees rather than West Suffolk Council and the Mayor offered to meet the resident and agreed to take this issue forward with SCC.

The Mayor proposed that items 17, 18 and 21 be brought forward and the following was agreed:

19/11/8.01 Resolved

That items 17, 18 and 21 be brought forward.

19/11/9 STREET NAMING – TO CONSIDER STREET NAMING PROPOSALS FOR THE BRICKFIELD STUD DEVELOPMENT

Alison Hayes advised that she had researched alternative names that had historic links to Newmarket which would be more appropriate.

The acting TCM advised that the street naming proposals had been put forward by the developers and that there were 21 days to propose alternatives which would need to meet the West Suffolk Street naming policy.

A member of the public left the meeting.

The alternatives were considered and were found to be more appropriate and the following was agreed:

19/11/9.01 Resolved

That the details of the proposed alternative Street names be sent to the Acting TCM for her to submit to West Suffolk.

19/11/10 NEWMARKET RECYCLING CENTRE – TO CONSIDER SUPPORTING THE CAMPAIGN BY PETER CRESSWELL TO LOBBY RELEVANT AUTHORITIES TO RE-OPEN THE NEWMARKET RECYCLING CENTRE

Cllr Sharp (ECDC) - advised that he was willing to work collaboratively with SCC (Cllr Hood had already raised this issue at SCC) and asked if NTC would support the campaign to re-open the Newmarket Recycling Centre and the following was agreed:

19/11/10.01 Resolved

That NTC supports the Peter Cresswell campaign to lobby relevant authorities to re-open the Newmarket Recycling Centre.

19/11/10.02 Resolved

That a Working Group be set up comprising of Cllrs Ali, Bowen, Caesar, Drummond, Hood, Hulbert Kerby, Kirk, Jefferys and O'Neill with the remit of working with all relevant authorities and the community to facilitate the replacement of the recycling centre in Newmarket.

Cllr Sharp left the meeting

19/11/11 TO CONSIDER A PROPOSAL FOR A NEWMARKET BOMBING REMEMBRANCE MEMORIAL TO COMMEMORATE THOSE WHO DIED DURING THE BOMBING

Sandra Easom – Newmarket History Society gave an update on the project and asked if NTC would support the plans for an exhibition in the Memorial Hall February 2020 and a bigger event in 2021 to include a new Memorial. Details such as design, location and cost yet to be determined. Members considered the request and the following was agreed:

19/11/11.01 Resolved

That NTC fully supports the project for a Newmarket Bombing Remembrance Memorial and that a budget of a £1000 be allocated to start the fund raising.

It was noted that this would be a Community project and the following was agreed:

19/11/11.02 Resolved

That a Working Group be set up chaired jointly by Sandra Easom and the Chairman of the Community Services to include Alison Hayes and local residents.

Sandra Easom and a member of the public left the meeting.

19/11/12 REPORT FROM COUNTY COUNCILLORS

The SCC October 2019 monthly report was distributed by the Mayor at the meeting.

19/11/13 REPORT FROM DISTRICT COUNCILLORS

None noted.

19/11/14 WARD REPORTS FROM TOWN COUNCILLORS

Cllr Yarrow advised that the information regarding the recent changes for bin collections was confusing and the Acting TCM agreed to take this up with West Suffolk.

Cllr Yarrow advised that the meeting with Flagship Housing and residents at Regents Court had been positive. A housing officer would be visiting each week to re-establish a sense of community.

19/11/15 TO RECEIVE REPORTS FROM TOWN COUNCILLORS ELECTED AS REPRESENTATIVES ON OTHER BODIES

None noted.

19/11/16 TO RECEIVE THE TOWN MAYOR'S AND DEPUTY MAYOR'S ANNOUNCEMENTS

The Mayor's itinerary for September, October and November included the following:

25/09/2019 – Parking strategy meeting at West Suffolk also with meetings held in October and November

27/09/2019 – Meeting at West Suffolk regarding Queensbury Lodge

30/09/2019 – Purple Tuesday meeting also meetings held in October and November

02/10/2019 – Meeting with Police regarding ASB

11/10/2019 – Attended the opening of the Sir Peter O’Sullivan House and tour of parking facilities in Newmarket

14/10/2019 – Attended the Sea Cadets’ Awards Evening

25/10/2019 – Attended the Silver Sunday event at the Memorial Hall

07/11/2019 – Attended the Heaven Awaits Licence hearing at West Suffolk

08/11/2019 – Meeting with Jill Korwin regarding the cinema in Newmarket

10/11/2019 & 11/11/2019 – Attended the Remembrance Services, including Exning Remembrance Service

12/11/2019 – Attended the Purple Tuesday event and opening of the Racing Welfare Summerhill House home in the presence of HRH The Princess Royal

14/11/2019 – Attended a Neighbourhood Plan meeting at West Suffolk regarding the Referendum

15/11/2019 – Attended and helped with the BID Christmas Lights Switch On in the High Street

19/11/17 TO RECEIVE THE MINUTES AND CONSIDER ANY RECOMMENDATIONS FROM THE D&P COMMITTEE MEETINGS HELD ON 4TH & 18TH NOVEMBER 2019

The Mayor presented the report and recommendations from the Development & Planning Committee meeting held on 4th November 2019

19/11/17.01 Resolved (D/19/11/7.01 Recommendation)

That the draft D&P budget for 20/21 be deferred until the split of costs for the Neighbourhood Plan Referendum are confirmed. That a draft leaflet to advertise the Referendum be produced.

The Mayor declared a pecuniary interest in the following item and left the meeting.

Cllr Drummond presented the report and recommendations from the Development & Planning Committee meeting held on 18th November 2019. It was noted that minute no. D/19/11/24.04 was incorrect and the reasons for objection had been updated and would be approved as a correct record at the next meeting of the committee.

19/11/17.01 Resolved (D/19/11/23.01 Recommendation)

That the amended draft budget for the D&P Committee be received and adopted.

19/11/18 TO RECEIVE THE MINUTES AND ANY RECOMMENDATIONS FROM THE LEISURE SERVICES COMMITTEE MEETING HELD ON 4TH NOVEMBER 2019

The Mayor presented the report and recommendations from the Leisure Services Committee meeting held on 4th November 2019.

With respect to the Newmarket Bombing Remembrance Exhibition, it was

19/11/18.01 Resolved (L/19/11/7.01 Recommendation)

That Newmarket History Society be allowed to use the Memorial Hall for a commemorative event for three days to include the 18th February 2020 free of charge.

19/11/18.02 Resolved (L/19/11/7.02 Recommendation)

That NTC support a bigger event to be held in 2021 in principle.

19/11/18.03 Resolved (L/19/11/19.01 Recommendation)

That the hire fees for Newmarket Venues remain unchanged for the next financial year 2020/2021.

19/11/19 TO RECEIVE THE MINUTES AND ANY RECOMMENDATIONS FROM THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON 11TH NOVEMBER 2019

The Chairman of the Community Services Committee presented the report and recommendations from the Community Services Committee meeting held on 11th November 2019.

It was noted that Cllr Kirk had been in attendance at this meeting.

Page 3 C/19/19.01 Resolved – it was noted that the price for the CCTV could not be renegotiated, however West Suffolk Council had agreed to make up the difference from the NTC contribution of £1000 + VAT.

19/11/14.01 Resolved (C/19/11/6.01 Recommendation)

That the draft budget for 20/21 be received and adopted.

19/11/20 TO RECEIVE THE MINUTES AND ANY RECOMMENDATIONS FROM THE HUMAN RESOURCES COMMITTEE MEETING HELD ON 11TH NOVEMBER 2019

The Chairman of the Human Resources Committee presented the report and recommendations from the Human Resources Committee meeting held on 11th November 2019. There were no Recommendations.

19/11/21 TO RECEIVE THE MINUTES AND ANY RECOMMENDATIONS FROM THE FINANCE & POLICY COMMITTEE MEETING HELD ON 18TH NOVEMBER 2019

The Chairman of the Finance & Policy Committee presented the report and recommendations from the Finance & Policy Committee meeting held on 18th November 2019.

19/11/16.01 (F/19/11/6.01 Recommendation)

That the ratification of the schedules of payments for the period 01/10/2019 – 31/10/2019 (Cash Book 1 and 2) be received and adopted.

A proposal was made to move the next item to the Public Exempt part of the meeting and the following was agreed:

19/11/21.01 Resolved

That the item for the Memorial Gardens Snack Shack be moved to the Public Exempt part of the meeting.

19/11/22 TO CONSIDER THE CAMBRIDGESHIRE AND PETERBOROUGH MINERALS AND WASTE LOCAL PLAN CONSULTATION 15 NOVEMBER 2019 TO 09 JANUARY 2020

The consultation was noted.

A member of the public left the meeting.

19/11/23 TO DISCUSS THE DECLINE OF NEWMARKET MARKET, MANAGEMNT ISSUES AND LACK OF REPORTING

As the councillor who proposed this item was not in attendance, discussion was deferred to the next meeting of Full Council.

19/11/24 COMMITTEE MEMBERSHIP - TO CONSIDER A REQUEST BY CLLR KIRK TO JOIN THE D&P, LEISURE SERVICES AND COMMUNITY SERVICES COMMITTEES

The request was considered and the following was agreed:

19/11/24.01 Resolved

That Cllr Kirk be appointed as a member of the D&P, Leisure Services and Community Services Committees.

19/11/25 TO CONSIDER CORRESPONDENCE

The following correspondence was noted:

- a. Suffolk Fly Tipping campaign

19/11/26 CO-OPTION PROCEDURE

Acting TCM presented the co-option procedure and advised that the two candidates whose co-option applications had been received would be invited to speak at the Full Council meeting to be held on 16th December 2019. Voting would be in accordance with Standing Orders. A set of 5 questions would be put to both candidates and members were asked to send questions to the Acting TCM by 6th December 2019. Acting TCM and Cllr Kerby would collaborate on the question selection process.

The Events Manager joined the meeting.

19/11/27 EXCLUSION OF THE PRESS & PUBLIC

With the vote being unanimous, it was:

19/11/27.01 Resolved

Minutes of the Town Council Meeting held on Monday 25th November 2019

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.

Members of the Press and Public left the meeting

19/11/28 *CARNIVAL 2020****

A verbal report was given following the meeting with the organisers of the 2019 Carnival and amongst other issues, the request to provide bank statements to collaborate their financial reporting had been refused by the organisers. The following was agreed:

19/11/28.01 Resolved

That NTC takes over the responsibility for organising the Carnival 2020 and that any request from the previous organisers to host an event in June 2020 be refused. That notice be served to end the contract to organise the Newmarket Carnival and that the retained sum of £1,500 be returned to NTC or evidence of the benefiting Charities be provided.

The Events Manager left the meeting.

19/11/29 *MEMORIAL GARDENS SNACK SHACK*****

The Town Mayor advised that the hut had been vandalised and that the matter had been fully investigated.

19/11/30 *STAFF UPDATE*****

Acting TCM advised that interviews had been held for the Administrator post and the post had been offered to the preferred candidate. The offer had been accepted and the post would be filled on Monday 2nd December 2019.

Acting TCM advised that she was also a locum at another Council and was currently covering 2 days at NTC. She was now in a position to increase this to 3 days. The offer was considered and the following was agreed:

19/11/30.01 Resolved

That the offer from the Acting TCM to increase her hours to 3 days per week, with hours to be flexible around the needs of the council, be accepted.

19/11/31 DATE OF THE NEXT MEETING OF THE TOWN COUNCIL

Monday 16th December 2019

Meeting closed at 8:37pm

Signed : _____

Date : _____



November 2019 Monthly Parish Newsletter

Wear your White Ribbon with pride to stamp out domestic abuse

On 25 November, the annual White Ribbon Campaign to stop domestic violence launched. The campaign runs until 10 December 2019.

By wearing a white ribbon, supporters can make it clear that domestic violence and abuse against women should never be condoned. The campaign also encourages men to take a share of the responsibility in putting an end to abuse.

Paddy and Scott's Coffee has teamed up with a range of partners including Suffolk Constabulary, and Suffolk County Council to support this year's campaign.

Reporting domestic violence and abuse incidents to Suffolk police has increased over several years with more than 10,000 reports of domestic abuse over the past 12 months.

Two women in England and Wales are killed by a partner or ex-partner every week and 70% of domestic abuse incidents result in injury. Nationally, every minute police in the UK receive a domestic assistance call – yet only 35% of domestic violence incidents are reported to the police.

On average, a woman is assaulted 35 times before her first call to the police.

Detective Superintendent David Giles said:

"White Ribbon is an opportunity to work with other organisations, to raise awareness of domestic abuse and violence, sending a strong message that it will never be tolerated.

"We know that dealing effectively with domestic abuse requires concerted multi-agency working and I am proud to say that lots of excellent work is already being done in this area, making a difference to help keep victims and their families safer.

"Anybody can be affected by domestic abuse and we do not underestimate how difficult it can be for people to speak out about being a victim. You are not alone – help is a phone call away."

Sue Cook, Director for People Services at Suffolk County Council, said:

"We are very proud to support the White Ribbon campaign.

"This campaign sends a very strong message that violence of this kind will not be tolerated or condoned. With our partners, we work hard to rid Suffolk of domestic abuse – the impact of which can be significant on those involved and friends and family."

People can join the national social media campaign **#makethepromise** throughout the 16 days of action.

Victims of domestic violence and abuse can call the 24-hour National Domestic Violence Freephone Helpline **0808 2000 247**

App for asthmatic youngsters backed by county health service

An app that teaches asthmatic children to use their inhalers properly is being promoted across the county after being developed by a Suffolk company.

MySpira, by Orbital Media of Stowmarket, teaches youngsters techniques in a fun way and is now being promoted in hospitals, GP surgeries, pharmacies and primary schools across the county by Public Health Suffolk.

The app uses characters and interactions, to engage children with asthma with games they can play with parents, siblings or friends.

Throughout the 20-minute experience the youngster is taught about asthma keywords, triggers, different types of inhalers, how to prepare the inhaler and spacer, and how to inhale the medicine correctly.

Research has found that as many as 97% of asthmatic children misuse their inhalers, with potentially serious consequences.

Stuart Keeble, Suffolk County Council Director of Public Health, said:

"The app teaches children vital skills to help manage their asthma condition in a fun and engaging way, which involves the whole family so parents, siblings and friends also know what to do should an attack occur.

"We are working closely with services across the health care system as well as in education settings in Suffolk to promote the app as a valuable resource to use alongside a child's existing asthma care plan."

The app was developed by Orbital with the University of Suffolk, supported by Dr Simon Rudland from StowHealth surgery in Stowmarket and asthma nurse Karyn McBride.

The app is available from the App Store and Google Play.

Fines for poor parking in Suffolk to be consistent across the county from 2020

Parking fines will be the same across the whole of Suffolk from early next year, when stronger enforcement is set to take place.

The long-delayed transfer of civil parking enforcement from police to local authorities is expected to take place from the end of January in Suffolk.

This means each council will be responsible for issuing parking fines, warnings and notices in their area, although a deal has been struck by Babergh and Mid Suffolk councils to have their parking enforced by Ipswich and West Suffolk officers.

With police unable to dedicate resources currently, it is expected that once the powers transfer councils will be able to crackdown on poor parking more than police. A consistent approach is being planned across the whole county, meaning fines will be the same, regardless of which authority manages parking in that area.

Andrew Reid, Suffolk County Council's Cabinet Member for Highways said:

"A parking management plan is being developed that sets out the priorities for different types of on street parking restriction, dependent on their location.

"This approach is supported by the borough and district councils.

"From the parking management plan, each of the councils involved will develop a parking enforcement protocol that sets out their plans for enforcement, including resourcing and how the sites are going to be visited."

Pupils at a Suffolk primary school win regional award for their efforts walking and cycling to school

On 13 November, Exning Primary School was awarded the Regional Modeshift STARS Award for Suffolk for increasing sustainable and active travel.

Awarded each year to nominated schools, Modeshift STARS encourages schools across the country to increase levels of active travel to improve the health and well-being of staff, parents and most importantly children.

The regional awards require schools to gain a local authority nomination to be considered. This year Suffolk nominated three schools and Exning was commended for its work on road safety, anti-idling and sustainable travel initiatives. Claydon Primary School and Barrow Primary School were joint runners up.

Exning Primary School implemented their Travel Plan through Modeshift STARS following an invitation to join-up their travel initiatives with the Travel Plan for the new residential development in Exning.

The school's Travel Plan Champion Liz Kent, with support from the Head Teacher James Clark, was very pro-active in engaging with Suffolk County Council and the Suffolk Highways' Road Safety Team. The school used their Junior Road Safety Officers to help reduce congestion and improve air quality in the area around the school.

Mark Ash, Executive Director of Growth, Highways and Infrastructure at Suffolk County Council, said:

"I am delighted that Exning Primary School has won this award. It recognises all the hard work of the whole school community. "As more children are aware of the current climate emergency Modeshift STARS are an ideal way for schools, pupils, parents and the local community to join forces and reduce the impact of the school

run and make active travel an attractive alternative, whether this is a permanent change or even if it's just for a few days every week."

"Congratulations Exning Primary School."

D-Day heroes and brave ex-serviceman inspire at Stars of Suffolk awards

Four heroes of D-Day were among the inspirational winners at this year's Stars of Suffolk Awards held on 7 November 2019.

The ceremony, which was launched 12 years ago, honours the county's bravest, dedicated and caring individuals - from firefighters, to charity workers and life-saving teenagers.

Hundreds of nominations were put forward, before the final 46 men, women, organisations - and even a heroic Labrador - were selected as finalists in the 13 categories.

Among them were James Perry, Tony Pyatt, Francis Grant and Douglas Smith - four heroes from the county who played vital roles in the D-Day landings in 1944. Marking the 75th anniversary this year, organisers were honoured to hand them the Judges Special Award.

Ex-RAF serviceman David Norris' story of bravery, compassion and selflessness earned him the overall Star of Suffolk award.

The Stowmarket man broke up an attack on a 15-year-old boy in a park. A build-up of blood was stopping the victim from breathing. After putting the boy in the recovery position, David protected him from further attack until paramedics arrived.

Other winners included charity Fresh Start, New Beginnings, which provides invaluable support for victims of child sex abuse. They took home the Team of the Year award.

Rita Harris took home the Carer of the Year award. The selfless sister has cared for her eight siblings for more than 30 years since the death of her mother. All her siblings have learning difficulties, medical needs or personal challenges.

Rita's story is made yet more incredible in that, despite having been diagnosed with cancer, she continues to work for them 24/7.

The Armed Services Award went to former serviceman Nigel Seaman, who after facing his own battle with post-traumatic stress disorder set up mobile coffee shop Combat2Coffee. The former Royal Anglian soldier works with ex-service people to train them as barristas in an attempt to combat stress.

Full list of the Stars of Suffolk award winners:

- Carer of the Year: Rita Harris
- Young Person of the Year: Georgia Wood
- Outstanding Sporting Achievement of the Year: The Ron Harrod Foundation
- Fire Service Award: Sally Hammond and Alice Guyett

- Community Group of Champion of the Year: Munccheon Mingle
- Outstanding Bravery of the Year: David Norris and Lexi-May Angel (joint winners)
- Hospital/ Ambulance Person of the Year: Sue Downes
- Team of the Year: Fresh Start, New Beginnings
- Search and Rescue Award: Jamie and Diesel Ketteridge
- Volunteer of the Year: Tina Vickers
- Armed Services Award: Nigel Seaman
- Police Person of the Year: Matt Kidd-Stanton
- Unsung Hero of the Year: Maureen Reynal
- Special Recognition of the Year: Alan Clapson and Ben Robinson, Kerry Dunnett, James Brewer and Johnathan Rawlings and Daniel Challenor (joint winners)
- Overall Star of Suffolk: David Norris
- Judges Special Award: Veterans James Perry, Tony Pyatt, Francis Grant, Douglas Smith

Wellbeing support for Suffolk veterans

During the November Remembrance period, the Suffolk Armed Forces Community Wellbeing Group raised awareness of veterans' wellbeing.

There are an estimated 34,000 veterans living in Suffolk, some will be 100 years of age, others could be as young as 24.

As a rural county, finding and reaching veterans and their families can be a challenge. Most veterans leave the armed forces and transition to civilian life without issue. They live fulfilling lives and contribute to society. However, a sizeable minority may struggle to adjust, struggle to find purposeful employment, and have the challenge of developing new connections or friendships. This can lead to a range of wellbeing issues.

In the lead up to Remembrance Day, Suffolk County Council supported Parish and Town Councils involved in organising local remembrance events to promote Veterans Gateway and the Suffolk Military Covenant website, in the service cards they produce for their events.

The **Veterans Gateway** (www.veteransgateway.org.uk) is a national resource supported by all the major military charities. It is a web portal that helps veterans to find the right support.

Additionally, Suffolk has one of the few dedicated local covenant websites which promote activities and services that support our local armed forces community. The website includes Veterans Wellbeing and Welfare Support Groups alongside the five Veterans Breakfast Clubs in Suffolk. A full list of Armed Forces community engagement and support groups in Suffolk can be found at suffolkmilitarycovenant.org.uk

Stuart Keeble, Director of Public Health said:

“Remembrance Day is a poignant and often difficult time for some serving members of the armed forces, veterans or family members as they reflect on people or incidents of the past.

“There is a huge network of organisations supporting the Armed Forces community and the gateway is a great resource to help people to find the local support they need.

“I would like to thank the groups we are working with for their support in promoting resources which are available in Suffolk.”

School travel policy implementation review outlined

On 4 November, the group looking into the implementation of the new school travel policy outlined the scope of their review.

The review, which is being headed up by Chief Fire Officer Mark Hardingham, will be delivered in two phases. In phase one the group will analyse a wide range of evidence from stakeholders about the implementation of the policy to determine the lessons to be learned.

Evidence will be gathered using various approaches including data analysis, document research, appeals evidence and outcomes, stakeholder group discussions, written statements and one-to-one interviews. The findings will then be put together in a report, which will draw conclusions and make recommendations.

In the second phase, the report will be reviewed. This may well lead to further work on changes to the implementation of the current School Travel Policy, or to elements of the Policy itself to ensure it operates more efficiently.

Councillor Mary Evans, Cabinet Member for Children’s services, Education and Skills said:

“I look forward to seeing the outcomes of this review and will carefully consider the recommendations made by the group. The implementation of the policy has been far from ideal, so it is essential that we review what went well and what did not go well to learn from this for pupils, parents and schools in 2020 and future years.

“The new school travel policy is based on guidance from the DFE and brings Suffolk County Council in line with other authorities across the country. SCC’s previous policy was able to exceed these requirements but with lower budgets and increasing demand, specifically for pupils with SEND, this was no longer sustainable.

“If we had not changed the policy the council would have to reallocate finances from other vital services such as children’s services, adult social care and/or highways.”

Chief Fire Officer, Mark Hardingham said:

“I am pleased to be heading up this review, this is an important piece of work which aims to improve the process for those applying for school travel from 2020. I look forward to working with my colleagues from across the organisation who each bring different expertise to the review group.”

Work has begun on the review and the final report is due to go to the Scrutiny Committee in February 2020.

Director of mobility chair business who misled vulnerable customers found guilty

A Suffolk business and its director, who failed to fulfil orders and refused to refund customers, have been successfully prosecuted by Suffolk County Council's Trading Standards for a total of 31 offences.

David Waters, sole director of Anchor Mobility Limited, appeared at Ipswich Crown Court for a three-week trial, which started on Thursday 10 October 2019.

The jury were unanimous in finding Anchor Mobility Ltd and Mr Waters guilty on 30 counts, and by a majority of eleven to one on the remaining count. The sentencing hearing will be on 19 December 2019.

Mr Waters was found guilty of offences including fraudulent trading under the Companies Act 2006, engaging in unfair commercial practices, multiple offences of misleading consumers by taking large deposits with the promise of delivering goods without doing so, and failing to refund consumers under the Consumer Protection from Unfair Trading Regulations 2008.

Anchor Mobility Limited was a business set up to supply bespoke armchairs and beds targeting elderly and disabled consumers. One customer paid over £8,000 for two beds, which were never delivered, and no refund was ever received.

Mr Waters was involved in two previous companies which supplied similar products and were also prosecuted by Suffolk County Council's Trading Standards.

In 2013, he pleaded guilty to nine consumer protection offences as a result of his involvement in Mobility UK Limited. He was sentenced to a financial penalty and was ordered to pay the costs of the prosecution. In 2015, Westminster Recliners Limited pleaded guilty to engaging in an aggressive commercial practice. Mr Waters had been their company secretary, but had all offences against him dropped.

Regarding the latest prosecution, Suffolk County Council's Trading Standards received several calls in relation to Anchor Mobility Ltd and accumulated 26 witnesses, an indication of the scale of this operation. It is calculated that the loss to customers is around £82,000. However, it is likely that many other people have made payments to Anchor Mobility Limited and not received their goods.

Local businesses also lost out to Anchor Mobility Limited, who built up a debt of over £20,000 for lease or rental payments over a six-month period. Mr Waters and his business were eventually locked out of their offices as a result. Furniture manufacturers also suffered by not being paid for products they had made, or lost time which was set aside for production.

Councillor Richard Rout, Suffolk County Council's Cabinet Member for Environment and Public Protection, said:

"I am in disbelief that David Waters and his business thought it acceptable to mislead customers and abuse their position of power. Hearing the accounts of some of those who have suffered has been genuinely heart-breaking.

"I am grateful to our Trading Standards officers and partner agencies for bringing them to justice and safeguarding vulnerable residents, not just in Suffolk but across the country. Their actions also help to create a level playing field for honest traders and help to protect the legitimate economy of our county and beyond."

The case was supported by the National Trading Standards Tri Regional Investigation Team (East of England, London & South East). The Chair, Andrew Clooney, said:

"Our project is pleased once again to have been able to offer investigational evidence gathering assistance, together with expert witness and other vital support to Suffolk Trading Standards Officers with this complicated and protracted investigation.

"This has been a long and complex investigation, and a particularly nasty scam actively targeting elderly and often vulnerable people, in their own homes. Collaboration between local authority Trading Standards services and regional assets such as the Regional Investigation Teams highlights the value and success of partnership working."

If people are planning a significant purchase or hiring a trader, they should follow these simple steps:

- Don't engage with people offering services at your door
- Don't go with the first quote or offer
- Don't pay up front for goods or services
- Don't be pressured into signing anything, ask to sleep on it
- Do ask friends and family for recommendations
- Do get multiple quotes for goods and services for comparison
- Do pay by credit card for extra protection
- Do have friends or family present if inviting someone into your home
- It is a criminal offence if a trader does not leave your home when asked

If people concerned about services, goods or products they have agreed to or have purchased on the doorstep, advice is on hand from the national Citizens Advice consumer helpline on 03454 040506.



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee
Held on Monday 2nd December 2019 at 6.00pm at the Memorial Hall Newmarket

Attendance:

Councillor J Lay (Chairman)
Councillor S Caesar
Councillor J De'Ath
Councillor W Hirst

Councillor R Hood
Councillor P Hulbert
Councillor Jefferys
Councillor C O'Neill

Also Present: Cathy Whitaker - RFO, Christy Argyroudi – Events Manager, Julie Ashton – Minute Assistant, Tom Mann and an associate – SCC and 1 Member of the Public.

Minute		Action by
D/19/12/1	<u>CHAIRMAN TO READ FIRE SAFETY NOTICE AND ANNOUNCE THAT PROCEEDINGS MAY BE FILMED OR RECORDED</u> The Chairman opened the meeting and read out the Fire Safety Notice and confirmed that proceedings may be filmed or recorded	
D/19/12/2	<u>APOLOGIES</u> Apologies were received from Cllrs Drummond and Kerby.	
D/19/12/3	<u>DECLARATION OF MEMBERS INTERESTS & TO REMIND COUNCILLORS OF THE NEED TO KEEP UP TO DATE THEIR REGISTER OF MEMBER'S INTERESTS AND TO CONSIDER ANY REQUESTS RECEIVED FOR MEMBER'S DISPENSATION</u> None noted.	
D/19/12/4	<u>TO CONFIRM THE MINUTES OF THE MEETING HELD ON MONDAY 18TH NOVEMBER 2019 AND MATTERS ARISING</u> The minutes of the Development & Planning Committee held on 18 th November 2019 and the following was agreed: <u>D/19/12/4.01 Resolved</u> That the minutes of the Development & Planning Committee held on 18 th November 2019 be adopted and signed as a true record by the Chairman of the Development & Planning Committee. There were no matters arising.	
D/19/12/5	<u>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</u>	

None noted.

D/19/12/6 TREE APPLICATIONS

D/19/12/6/1 DC/19/2210/TCA - Trees in a Conservation Area on Lincoln Lodge.

D/19/12/6.01 Resolved

The Committee encourages responsible tree management. The Committee DOES NOT OBJECT to this application

D/19/12/6/2 DC/19/2222/TCA - Trees in a Conservation Area on Bury Road.

D/19/12/6.02 Resolved

The Committee OBJECTED to this application. Newmarket Town Council actively encourages responsible tree management and considered that this application should be reviewed by the West Suffolk Tree Officer. If the trees are to be felled, the Committee requests the planting of suitable replacement trees.

D/19/12/6/3 DC/19/0687/TCA - Trees in a Conservation Area on Abernant Drive. This application was withdrawn.

Cllr Hirst joined the meeting

D/19/12/6/4 DC/19/2044/TCA - Trees in Conservation Area on Fordham Road. This application had been considered previously.

D/19/12/6/5 DC/19/2258/TPO - Trees in preservation order on Weston Way. This application had been considered previously.

D/19/12/7 PLANNING APPLICATIONS

D/19/12/7/1 DC/19/1512/P3CPA – Prior Approval Application under Part 3 of the Town and Country Planning (General Permitted Development) (Amendment and Consequential Provisions) (England) Order 2015 - Change of use from A1 (shop) to A3 (cafe) - 121 Freshfields Newmarket Suffolk.

This applications had been considered previously.

It was noted that the weekly lists for weeks 44 and 45 were not available and these would be considered at the next meeting.

Tom Mann and an associate - SCC joined the meeting

The Chairman proposed that item 5 be revisited and the following was agreed:

D/19/12/7.02 Resolved

That item 5 be revisited.

D/19/12/8 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

Tom Mann – Flood & Water Project Officer SCC gave a presentation on the Surface water management plan for Newmarket and talked through the options to mitigate the flood risk. There was also a discussion about Newmarket Brook and the ongoing issue of the bad odour which was still being looked into.

A member of the public joined the meeting.

The options to mitigate the flood risk were considered and the following was agreed:

D/19/12/8.01 Recommendation

That NTC supports mitigation option 4 to prevent future flooding in Newmarket.

The Chairman thanked Tom for the presentation and he, along with his associate left the meeting.

A resident spoke to the cross border planning application for the development of 4 houses on land at Wooditton Road. The Committee had already considered the East Cambs part of the application and he requested that a concern regarding pedestrian safety be raised when the Committee considers the West Suffolk part of the application.

The Chairman thanked the resident for his comments and he left the meeting.

D/19/12/9 AMENDED AND DEFERRED PLANNING APPLICATIONS

None noted.

D/19/12/10 EAST CAMBS PLANNING APPLICATIONS

None noted.

D/19/12/11 TO RECEIVE RESULTS OF APPLICATIONS AS DETERMINED BY WEST SUFFOLK AND PLANS WITHDRAWN

West Suffolk Planning Determinations received during weeks 44 and 45.

Applications	Description	Address	WS Decision	NTC Decision
DC/19/2477/FUL	Planning Application - 79 no. dwellings, a new vehicle access from Exning Road and public open space, together with associated external works including parking and landscaping	Land At Brickfield Stud Exning Road Newmarket Suffolk	Approved	No objections
DC/19/1664/FUL	Planning Application - change the use of (i) basement and ground floors from (class A1) retail to (class A3) restaurant (ii) install extraction flue to rear elevation	89-95 High Street Newmarket	Approved	No objections
DC/19/1665/LB	Application for Listed Building Consent - (i) install kitchen provisions (ii) 1no. extraction flue to rear elevation to ground floor (iii) installation of 2no. wc in the basement	89-95 High Street Newmarket	Approved	No objections
DC/19/1836/HH	Householder Planning Application - Front porch (following demolition of existing front canopy)	17 Carson Walk Newmarket	Approved	No objections
DC/19/1902/TCA	Trees in a Conservation Area Notification - 25no. Leylandii (G1 on plan) reduce height by 6 metres	Abington Place 44 Bury Road Newmarket Suffolk	Approved	No objections
DC/19/1948/TCA	Trees in A conservation Area	Piers House Rayes	Approved	Objected

	Notification - (i) 1no. Cherry (T1 on plan) Crown lift to 3 metres above ground level (ii) 1no. Walnut (T2 on plan) - Reduce lower lateral limb over neighbours property by 1 metre (iii) 1no. Pine (T3 on plan) and 1 no. Walnut (T4 on plan)- Fell to ground level and (iv) 10no. Sycamore (T5 - T14) - Crown lift to clear roof by 4 metres	Lane Newmarket		
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The following withdrawn application was noted:

DC/19/0889/FUL - Access To Palace House Stables Vicarage Road Newmarket Suffolk; Installation of ball stop netting above existing fence.

D/19/12/12 PLANNING APPROVALS

The following planning approvals were noted:

D/19/12/11/1 DC/19/1512/P3CPA, Prior Approval Application under Part 3 of the Town and Country Planning - Change of use from A1 (shop) to A3 (cafe).

D/19/12/11/2 DC/19/1840/TPOTPO 234(1972) Tree Preservation Order -T2 beech, reduce lateral crown spread to by 1.5-2 metres, to appropriate pruning points, in line with BS3998:2010.

D/19/12/13 TO DISCUSS ANY LICENSING APPLICATIONS

None noted.

D/19/12/14 CORRESPONDENCE

None noted.

D/19/12/15 PROPOSAL – TO SET UP A WORKING GROUP TO INVESTIGATE HAZARDOUS ROAD JUNCTIONS

Members were advised that concerns had been raised regarding dangerous junctions in Newmarket. The proposal was considered and the following was agreed:

D/19/12/15.01 Recommendation

That NTC set up a working group to investigate dangerous junctions in Newmarket.

D/19/12/16 DATE OF NEXT MEETING

Monday 16th December 2019 at 6.00pm at the Memorial Hall.

D/19/12/17 TO NOTE ANY ITEMS FOR NEXT MEETING

- Weekly planning lists for weeks 44, 45, 46 and 47.

Meeting closed at 7:10pm.

Signed _____ Date _____



Minutes of a Meeting of the Leisure Services Committee
Held on Monday 2nd December 2019 at 7.15 pm at the Memorial Hall Newmarket

Attendance:

Councillor J De'Ath (Chairman)
Councillor J Borda
Councillor R Hood

Councillor P Hulbert
Councillor M Jefferys
Councillor J Lay

Also present: Cathy Whitaker – RFO, Christy Argyroudi – Events Manager, Julie Ashton – Minute Assistant, Joy Uney – Newmarket Music and Art Festival, Louise – Battle of the Bands, Paul – Sealed Knot, Representative from Vivo Outdoor Fitness, 1 Member of the Press and 1 Member of the Public.

Minute	Action by
L/19/12/1 <u>CHAIRMAN TO READ FIRE SAFETY NOTICE AND ANNOUNCE THAT PROCEEDINGS MAY BE FILMED OR RECORDED</u> The Chairman opened the meeting and read out the Fire Safety briefing and confirmed that proceedings may be filmed or recorded.	
L/19/12/2 <u>APOLOGIES</u> Apologies were received from Cllrs Drummond and Hirst.	
L/19/12/3 <u>DECLARATION OF MEMBERS INTERESTS & TO REMIND COUNCILLORS OF THE NEED TO KEEP UP TO DATE THEIR REGISTER OF MEMBER'S INTERESTS AND TO CONSIDER ANY REQUESTS RECEIVED FOR MEMBER'S DISPENSATION</u> None noted.	
L/19/12/4 <u>TO CONFIRM THE MINUTES OF THE MEETING HELD ON MONDAY 4TH NOVEMBER 2019</u> Members received the minutes of the Leisure Services Committee meeting held on 4 th November 2019 and the following amendment was made: Page 2 – L19/11/7 – Typo changed to read “Sandra Easom” Subject to the amendment being made, the following was agreed: <u>L/19/12/4.01 Resolved</u> That the minutes of the Leisure Services Committee meeting held on 4th November 2019 be adopted and signed as a true record by the Chairman of the Leisure Services Committee. There were no matters arising.	
L/19/12/5 <u>PUBLIC PARTICIPATION ‘AN INVITATION TO MEMBERS OF</u>	

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

The Chairman proposed that item 15 be brought forward and the following was agreed:

L/19/12/5.01 Resolved

That item 15 be brought forward.

Joy Uney spoke to item 13 and read out the report from the Newmarket Music and Art Festival 2019 and outlined the plans for the 2020 Festival. She advised that the previous TCM had agreed to continue to support the funding, allow the use of the Memorial Hall and the use of the community area at the Bill Tutte Memorial next year.

The Chairman declared a nonpecuniary interest in the Newmarket Festival.

The following was agreed:

L/19/11/5.02 Resolved

That the request to support the Music and Art Festival 2020 that were agreed with the previous TCM to support funding, allow the use of the Memorial Hall free of charge for an exhibition in July 2020 and the Bill Tutte area every Saturday starting in March 2020, be approved subject to other community groups using the space.

A representative from Vivo Outdoor Fitness joined the meeting.

L/19/12/6 CORRESPONDENCE

• Battle of the bands

Louise advised that the dates for the Battle of the Bands competition had been agreed for the heats Sat 9th, 16th and 23rd May 2020 with the final being held on Sat 30th May 2020. Cambridge Rock Festival had agreed the loan of their equipment and sound team. The winner of the competition would get a slot at the Cambridge Rock Festival.

A request was made for NTC to support the competition and the following was agreed:

L/19/12/6.01 Resolved

That NTC supports the Battle of the Bands competition and allow the use of the Memorial Hall in May 2020 free of charge.

Louise thanked the Committee for their support and she along with Joy left the meeting.

• Re-enactment event – to receive a presentation

Paul from the Sealed Knot made a request to hold a small historic event covering the English Civil War period 1642 – 1644 on the Severals. The

event would include props and a living history camp giving talks and demonstrations of the trades relating to the period.

The request was considered and the following was agreed:

L19/12/6.02 Resolved

That NTC supports the Sealed Knot and allows the use of the Severals free of charge with free parking on a Sunday starting at 12:00 to hold a small event - date be agreed with the Events Manager.

Paul thanked the Committee for their support and left the meeting.

- **Proposed new Vivo classes**

Vivo Outdoor Fitness advised that they would like to increase the sessions on the Severals to accommodate the racing community. A proposal was made to hold additional sessions every week at 1:15 – 2:15pm on Mondays, Wednesdays and Fridays for the same hire price of £10 per session.

He was asked if it would be possible to increase the hire fee, however he advised that numbers tended to drop off over the winter and that this would not be possible.

The request was considered and the following was agreed:

L/19/12/6.03 Resolved

That NTC supports Vivo Outdoor Fitness and allows additional sessions to be held on the Severals at 1:15 – 2:15pm every Monday, Wednesday and Friday for the same agreed hire fee and be reviewed in 3 months.

The Committee were thanked for their support and the Vivo representative left the meeting.

A concern was raised regarding working with the BID and Discover Newmarket on a joint programme of events. The Events Manager advised that they all meet up along with other community groups every two months and she would find out when the next meeting would be held.

L/19/12/7 FINANCE – TO REVIEW THE INCOME AND EXPENDITURE AND TO CONSIDER BUDGET PRIORITIES

RFO presented the Income and Expenditure reports and advised that actual water meter readings were being submitted rather than receiving estimated readings. She had also obtained a credit from an old meter used for the previous water feature. The reports were noted.

Details of the Public loans were circulated at the meeting and noted. RFO was not able to provide an estimate for the cleaning contract costs until a long-term contract was agreed.

The draft budget for 20/21 was considered and a proposal was made to increase the budget for the Carnival to £10,000 and the following was agreed:

L/19/12/7.01 Recommendation

That subject to the Carnival budget being increased to £10,000, that the draft budget 20/21 for the Leisure Services Committee be received and adopted.

L/19/12/8 BOOKINGS, EVENT STAFFING AND REQUIREMENTS

The Events Manager circulated the Tea Dance accounts and the small profit made in November 2019 was noted. A New Year's Eve party had been booked but December 2019 would be a quiet month.

L/19/12/9 MEMORIAL GARDENS

- Play Safety Report – the report was received and noted.
- Masterplan Steering Group Meeting – the minutes and action plan were received and noted. RFO advised that the canopy for the sensory wall would be deferred until CCTV was installed. The Police had advised that without CCTV this would be at risk to vandalism.
- CCTV – NTC would contribute £1,000 plus VAT and West Suffolk had agreed to make up the full costs.

L/19/12/10 TO RECEIVE AN UPDATE ON A TASTE OF CHRISTMAS

The Events Manager circulated the final costs for the event at the meeting and advised that it had been widely marketed. Additional sponsorship had been received from the Jockey Club.

The Events Manager was requested to confirm that West Suffolk were also promoting this event.

L/19/12/11 TO RECEIVE AN UPDATE ON THE MEMORIAL HALL ROOF

RFO advised that additional quotes had been received but it had been difficult to look at like for like and she would seek further guidance.

L/19/12/12 TO DISCUSS THE CRICKET PITCH

Members were advised that an update for a hub on the George Lambton Playing Fields would be obtained from West Suffolk.

L/19/12/13 TO RECEIVE A DEBRIEF ON PURPLE TUESDAY

The Events Manager advised that this had been a very successful event and additional charities had been suggested to take part in 2020. Feedback was circulated at the meeting with 50% saying that it had been a good event. A Newmarket Purple Guide was available on the NTC website and a survey would be conducted to identify areas that needed improvement.

Thanks were given to the Events Manager for the fantastic work she had put in to this event.

L/19/12/14 MUSIC AND ART FESTIVAL REPORT

This item was covered in item 5.

RFO advised that 3 invoices to the value of £2,425.00 for the Soapbox Derby had been received from Newmarket Journal, that these needed approval and the following was agreed:

L/19/12/14.01 Resolved

That item 6 Finance be revisited.

L/19/12/15 FINANCE

The invoices from Newmarket Journal were received and the following was agreed:

L/19/12/15.01 Resolved

That three invoices from Newmarket Journal to the value of £2,425.00 be received and paid.

L/19/12/16 TO RECEIVE AN UPDATE ON THE CARNIVAL 2020

It was noted that NTC had resolved to take back the organising of the Carnival at the last Town Council meeting. The Chairman circulated an example of a friend of the Carnival badge which could be used to raise funds along with examples of T-shirts that could be sold. Further sponsors would be sought and a Press Release was ready to be issued. The Newmarket Journal confirmed that they would continue to run the Carnival Princess competition next year.

L/19/12/17 TO NOTE ANY ITEMS FOR NEXT MEETING

- Cricket Pitch
- Cleaners contract
- Taste of Christmas debrief
- Memorial Hall roof repair quotes
- Newmarket calendar
- Carnival 2020

L/19/12/18 DATE OF NEXT MEETING

Monday 6th January 2020 in the Memorial Hall

Meeting closed at 8:40pm.

Signed _____ Date _____



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Community Services Committee
Held on Monday 9th December 2019 at 6:00 pm at the Memorial Hall Newmarket

Attendance:

Councillor T Kerby (Chairman)
Councillor J Borda
Councillor S Caesar
Councillor J De'Ath
Councillor A Drummond
Councillor R Hood

Councillor P Hulbert
Councillor M Jefferys
Cllr I Kirk
Councillor J Lay
Councillor C O'Neill
Councillor R Yarrow

Also Present: Deborah Sarson – TCM, Cathy Whitaker – RFO, Julie Ashton – Minute Assistant,
Jemma Colby – Administrator, 1 Member of the Press and 6 Members of the Public.

Minute

**Action
by**

**C/19/12/1 CHAIRMAN TO READ FIRE SAFETY NOTICE AND ANNOUNCE
THAT PROCEEDINGS MAY BE FILMED OR RECORDED**

The Chairman opened the meeting and read out the Fire Safety Notice and announced that proceedings may be filmed or recorded.

C/19/12/2 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Anderson and Hirst. Cllr Bowen was absent.

**C/19/12/3 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**

Cllr Jefferys declared a nonpecuniary interest in item 12.

**C/19/12/4 TO RECEIVE AND CONFIRM FOR ACCURACY THE MINUTES OF
THE MEETING HELD ON MONDAY 11TH NOVEMBER 2019 AND ANY
MATTERS ARISING**

Members received the minutes of the Community Services Committee meeting held on 11th November 2019 and the following amendment was made:

Page 1 – Committee Membership list – Cllr Kirk was an observer at this meeting and not yet a Member.

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

C/19/12/4.01 Resolved

That the minutes of the Community Services Committee meeting held on 11th November 2019 be adopted and signed as a true record by the Chairman of the Community Services Committee.

There were no matters arising.

Cllr Borda joined the meeting

C/19/12/5 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 TO BE BROUGHT TO THEIR ATTENTION

A resident made a proposal to hold a designer competition for the hanging baskets to encourage the community to contribute to making the Town attractive. Details could be published in the Journal for the public to vote on. The proposal was considered and although it was too late for this year, as plants were being planted now for the coming season, an item would be added to the next agenda.

A resident advised that street lighting was lacking in Woodditton Road in the Tattersalls area and asked if Tattersalls could be asked to take this into consideration when developing the yard. Cllr Lay agreed to contact Tattersalls.

A resident offered the free use of ferrets to control the rabbit population at the Cemetery.

A proposal was made to bring forward item 10 ii) and the following was agreed:

**C/19/12/5.01 Resolved
That item 10 ii) be brought forward.**

Cllr Borda declared a nonpecuniary interest in the following item.

C/19/12/6 TO RECEIVE AN UPDATE ON THE CEMETERY – ITEM 10 ii)

To discuss the use of ferrets at the Cemetery.

The offer was considered and it was noted that 6 – 8 months would be required to allow the gas pellets to disperse before the ferrets could enter the rabbit burrows. The Chairman would consult the maintenance team to establish where the gas pellets had been used.

C/19/12/7 TO RECEIVE THE ACCOUNTS FOR NOVEMBER 2019

RFO presented the accounts for November 2019 which were received and noted.

C/19/12/8 WEST SUFFOLK SLA

The Chairman advised that he had not been able to arrange a meeting with the West Suffolk SLA manager as yet and would report back at the next meeting.

C/19/12/9 STREET LIGHTING

Members were advised that residents had requested that the lights on Aureole Walk be left on all night and the RFO was asked to confirm the costs and report back.

Members were advised that there was no street lighting on the junction at

Freshfields and Rowley Drive. It was noted that this was the responsibility of SCC and Cllr Hood requested that the details be emailed to her SCC address for her to take forward.

C/19/12/10 LITTER IN NEWMARKET

This item had been added to this Committee from full Council and a proposal was made to set up a Working Group and the following was agreed:

C/19/12/9.01 Resolved

That a Working Group be set up to look into the litter issues in Newmarket comprising of Cllrs Borda, Caesar, Drummond, Hood, Hulbert and Kirby.

A resident advised that there was no dog bin on Paddocks Drive and Cllr Drummond agreed to take this up with West Suffolk. Rubbish was also being thrown onto the railway embankment, however Network Rail does respond to requests for clearing it. A request was made for the Acting TCM to be copied in to any further requests to Network Rail.

A member of the public left the meeting.

C/19/12/11 TO RECEIVE AN UPDATE ON THE CEMETERY

The emergency action taken by the acting TCM regarding damage in the Cemetery by chafer grubs was noted.

C/19/12/12 ADDITIONAL BUDGET ITEMS

The cost of replacing PIRs in the Memorial Hall and to reduce the risk of antisocial behaviour at the Pavilion would be deferred to full Council.

3 members of the public left the meeting.

Cllr Jefferys declared a nonpecuniary interest in the following item

C/19/12/13 TO DISCUSS THE CLEANING CONTRACT FOR THE BILL TUTTE MEMORIAL

Members considered the revised cost for the cleaning contract and were disappointed with the increase. The RFO agreed to contact West Suffolk to query the amount quoted for the cleaning contract and would copy the SLA manager into the correspondence. Alternative quotes would be obtained to pressure wash the area.

C/19/12/14 ALL SAINTS WARD TRAFFIC ISSUES

Members were advised that traffic in the narrow streets in the All Saints Ward needed to be looked at and the following was agreed:

C/19/12/14.01 Resolved

That a Working Group be set up to address the traffic issues in the All Saints Ward to look at proposals to be put to SCC Highways comprising of Cllrs De'Ath, Drummond, Jefferys, Kirby, Lay and O'Neill.

C/19/12/15 TRANSPORT MATTERS

Acting TCM advised that she had not yet been able to contact Stagecoach, Mullys

and Stevens. She would report back at the next meeting.

Members were also advised that there had been delays and cancellation of trains recently and enquires had been made.

C/19/12/16 SID DATA

The SID data was issued and noted at the meeting. Acting TCM advised that the device had been deployed in Moulton Road, Fitzroy Street, Bury Road and Snailwell Road and the request to deploy the system in St Philip's Road would be added to the schedule. The SID was currently undergoing a health and safety check. It was noted that 1 mobile device was insufficient and that another device should be requested. The following was agreed:

C/19/12/16.01 Recommendation

That a request for an additional device be submitted to SCC Highways and funding from SCC Cllrs Highways budgets be explored.

C/19/12/17 TO RECEIVE AN UPDATE ON NEWMARKET MARKET

Members were advised that the market was not being monitored and that some stall holders had traffic safety concerns since it had been moved to the High Street. The Committee were aware of West Suffolk plans to use Section 106 monies to improve the High Street and Cllr Lay agreed to contact West Suffolk for an update on the plans.

C/19/12/18 CORRESPONDENCE

Hamilton Road/Birdcage Walk – the schedule of work planned for the kerbing and drainage of the junction was noted.

C/19/12/19 DATE OF NEXT MEETING

Monday 13th January 2020 6:00pm at the Memorial Hall.

C/19/12/20 ITEMS FOR NEXT AGENDA

- Bill Tutte cleaning contract
- Hanging Baskets design competition
- Litter Working Group
- All Saints Working Group regarding traffic issues
- Transport matters
- West Suffolk SLA
- Market update

Meeting closed at 7:27pm

Signed: By Vice Chairman Date: 27/01/2020



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Human Resources Committee
Held on Monday 9th December 2019 at 8:15pm at the Memorial Hall Newmarket

Attendance:

Councillor R Hood (Chairman)
Councillor S Caesar (non-voting)

Councillor A Drummond
Councillor T Kerby

Also Present: Deborah Sarson – TCM and Cathy Whitaker – RFO.

Minute		Action by
H/19/12/1	<u>CHAIRMAN TO READ FIRE SAFETY NOTICE AND ANNOUNCE THAT PROCEEDINGS MAY BE FILMED OR RECORDED</u> The Chairman read out the Fire Safety Notice and announcement that proceedings may be filmed or recorded.	
H/19/12/2	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from Cllr Lay.	
H/19/12/3	<u>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 MEMBER'S DISPENSATION</u> None noted.	
H/19/12/4	<u>TO RECEIVE AND CONFIRM FOR ACCURACY THE MINUTES OF THE MEETING HELD ON MONDAY 11TH NOVEMBER 2019 AND ANY MATTERS ARISING</u> Members received the minutes of the Human Resources Committee Meeting held on Monday 11 th November 2019 and the following was agreed: <u>H/19/12/4.01 Resolved</u> That the minutes of the Human Resources Committee meeting held on Monday 11 th November 2019 be adopted and would be signed as a true record by the Chairman of the Human Resources Committee after the meeting. There were no matters arising.	
H/19/12/5	<u>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 TO BE BROUGHT TO THEIR ATTENTION</u> None noted.	
H/19/12/6	<u>***TO RECEIVE AN UPDATE ON CURRENT STAFF MATTERS AND VACANCIES AND TO CONSIDER ANY ISSUES***</u>	

A report was tabled by the TCM regarding recruitment and staff terms and conditions. A resolution was made to change the title of the role from Town Council Manager to Town Clerk; to state the salary for the position at £35-40K; to advertise for the post from 6/1/20 – 17/2/20

H/19/12/7 *TO APPROVE THE DRAFT BUDGET*****

RFO presented the draft budget for 20/21 and the following was agreed:

F/19/12/8.01 Recommendation

That the draft 20/21 Budget for the HR Committee be received and adopted.

H/19/12/8 *STAFF UPDATE*****

Members were informed that the administration post was now filled and the successful candidate had started work.

H/19/12/9 *LOCUM CONTRACT*****

A contract between the Locum TCM and NTC was tabled and the following was agreed.

HR/19/12/9.01 Resolved

A resolution was made to accept the contract; increase the hourly rate to £30 p/hour; authorise locum cover 3 days p/week.

H/19/12/10 DATE OF NEXT MEETING

Monday 13th January 2020 at the Memorial Hall.

H/19/12/11 ITEMS FOR INCLUSION ON NEXT AGENDA

- Update on recruitment

Meeting closed at 9:25pm

Signed _____ Date _____



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Finance & Policy Committee

Held on Monday 9th December 2019 at 7:40pm at the Memorial Hall Newmarket

Attendance:

Councillor A Drummond (Chairman)

Councillor S Ceasar (non-voting)

Councillor J De'Ath

Councillor R Hood

Councillor T Kerby

Also Present: Deborah Sarson – Acting TCM and Cathy Whitaker – RFO Julie Ashton – Minute Assistant

	Minute	Action by
F/19/12/1	<u>CHAIRMAN TO READ THE FIRE SAFETY NOTICE AND ANNOUNCE THAT PROCEEDINGS MAY BE FILMED OR RECORDED</u> The Chairman opened the meeting and advised that the Fire Safety Notice was not required and confirmed that proceedings may be filmed or recorded.	
F/19/12/2	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from Cllr Lay.	
F/19/12/3	<u>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</u> None noted.	
F/19/12/4	<u>TO CONFIRM THE MINUTES OF THE MEETING HELD ON 18TH NOVEMBER 2019 AND ANY MATTERS ARISING</u> Members received the minutes of the Finance & Policy Committee meeting held on 18th November 2019 and the following was agreed: <u>F/19/12/4.01 Resolved</u> That the minutes of the Finance & Policy Committee meeting held on 18th November 2019 be adopted and signed as a true record by the Chairman of the Finance & Policy Committee. There were no matters arising.	
F/19/12/5	<u>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 TO BE BROUGHT TO THEIR ATTENTION</u> None noted.	
F/19/12/6	<u>SUBMISSION OF SCHEDULES OF PAYMENTS FOR INFORMATION</u>	

CB1, CB2 AND CB4 FOR (NOVEMBER 2019)

Members reviewed CB1, CB2 and CB4 and the following was agreed:

F/19/12/6.01 Recommendation

That the ratification of the schedules of payments for the period 01/11/2019 – 30/11/2019 (Cash Book 1 and 2) be received and adopted.

F/19/12/7 TO CONFIRM THE BANK STATEMENT BALANCES & RELATED BANK RECONCILIATION HAVE BEEN SIGNED BY THE CHAIRMAN OF F&P COMMITTEE

The Chairman of the Finance & Policy Committee confirmed that the bank reconciliations relating to the end of 30/11/2019 (month 8) for the Town Council's Current, Petty Cash, Salaries and Barclaycard Cashbooks had been countersigned by the Chairman of the F&P Committee.

F/19/12/8 TO RECEIVE THE INCOME AND EXPENDITURE FOR NOVEMBER 2019.

The Income and Expenditure reports for November 2019 were received and noted.

F/19/12/9 TO APPROVE THE 20/21 BUDGET FOR THE F&P COMMITTEE

RFO presented the 20/21 budget and the following was agreed:

F/19/12/9.01 Recommendation

That the 20/21 budget for the F&P Committee be received and adopted.

F/19/12/10 TO RECEIVE A COMPARISON REPORT ON THE PRECEPT

The Acting TCM presented the comparison report on the precept and the Committee welcomed the information. This would be added to the pack for full Council.

F/19/12/11 TO RECEIVE THE MONTHLY PCSO REPORT

The monthly PCSO report was not yet available and would be presented at the next full Council meeting.

F/19/12/12 HEALTH AND SAFETY MONTHLY REVIEW

The Health and Safety Monthly report was not available and would be presented at the next full Council meeting.

F/19/12/13 CORRESPONDENCE

None noted.

F/19/12/14 DATE OF NEXT MEETING

Monday 20th January 2020 at the Memorial Hall, High Street, Newmarket.

F/19/12/15 ITEMS FOR THE NEXT AGENDA

- PCSO Terms of Reference

Meeting closed at 8.15pm

Signed _____ Date _____

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Report to Newmarket Town Council

Prepared by: Deborah Sarson, Acting Town Council Manager

Date: 10th December 2019

Subject: Budget 2020/2021

Introduction

1. Budget setting is the most important function the Council will undertake in any given year and is always challenging and difficult taking account of demands on the budget whilst being mindful of the impact on council tax.
2. All committees have now considered their budgets and recommended them for approval by Full Town Council.

Main Considerations

3. The draft budget (attached at Appendix A) currently represents an 11.11% increase or £62,601. This would increase the Band D figure from £104.60 to £112.72 and equates to £8.12 more per Band D household per year. This is the equivalent of 68p per month or 16p per week per household. The Consumer Price Index for September 2019 (used as the measure of inflation for budgeting purposes) was 1.7% and retail price index for the same period was 2.4%.
4. A comparison table is provided at Appendix B to give the Council some indication of where it sits in relation to other local councils of similar size in the area. This demonstrates that currently Newmarket has the smallest Band D precept compared to the other local councils. If NTC was minded to increase the precept to match, say, Thetford, this would generate additional income of £101,642 and would amount to £1.53 per month or 35p per week per household. However council would have to be able to justify this level of increase and communicate how the community would benefit from this increase.
5. It does not yet include the proposed additional Speed Indicator Device proposed at the Community Services Committee meeting (approximately £2,800) as alternative options for funding were to be sought including the possibility of funds from the County Councillors' Highways Locality budgets.
6. It is also proposed to purchase shutters for the Pavilion veranda to reduce the effects of antisocial behaviour and vandalism. A cost for this is still awaited as the report goes to print, however there is £25K in earmarked reserves for the Pavilion which this expenditure could be funded from. If so, it could be progressed more quickly as it would not have to wait until the new financial year.
7. If the council wanted to consider reducing the amount of precept increase then the most significant changes and their reasons are set out in the table below:

Committee	Budget Allocation	Amount of change	Reason
CS	Disused churchyard R&M grounds	£3,000	Increase to cover ongoing repairs to walls/paths
CS	Newmarket Bombing Memorial	£1,000	Agreed at FTC 25/11
F&P	Subscriptions & licences	£1,200	Historically underbudgeted
F&P	Legal expenses	£5,750	Increased to cover likely cost of legal fees for the Weatherby Crossing of £10K
F&P	Grants	£2,000	Increased for additional grant funds for NTC charity account for events
F&P	Marketing	£1,000	Rationale unknown
F&P	Election costs	-£9,000	NTC now charged for elections which was a significant expense with the May elections and subsequent by-election; two by-elections could be called in one year costing around £3K each. There is none in EMR so with only £3.5K proposed in the budget, this could be an overspend risk
F&P	Capital Reserve	£20,000	Recommended by the internal auditors to increase general reserve
D&P	Neighbourhood Plan	£1,000	No grants anticipated; costs to cover referendum leaflet printing & delivery
LS	Memorial Hall water rates	£2,300	The water feature and daily watering have increased water usage
LS	MH electricity & gas	£2,500	Guesstimate based on past usage; all future bills will be read not estimated
LS	Refreshment costs	-£800	Overbudgeted in previous years
LS	Hall income	-£15,000	Based on half year income, previously over estimated
LS	Hall refreshments income	-£5,120	Based on half year income, previously over estimated
LS	Childrens' Events	£1,320	More activities organised
LS	Christmas event (A Taste of Christmas)	-£2,000	No income support received this year against a budgeted £5K; budgeted income reduced to £3K
LS	Newmarket Carnival	£5,000	Increased by £5K towards cost of managing in house
LS	Memorial Gardens	-£20,208	Costs now focussed on maintenance reducing budget allocation overall by
HR	Staff costs	£14,500	Additional funds to cover future

			staffing requirements and review of salary structures
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Conclusion

8. Council is faced with a significant precept increase in line with its increased activity and aspirations for the future. There are few areas where it could seek to reduce the budget without compromising good governance or future projects/activities. Whatever budget is set, the council needs to be able to justify the increase in funds generated from tax payers and be able to clearly communicate this to the electorate.

Recommendations

9. That council determine what level of increase is acceptable and adjust the draft budget accordingly.
10. That council approve the budget and the precept amount for the 2020/21 financial year.

DRAFT Budget Summary 20/21

Committee	Income	Expenditure	Net Expenditure
Finance & Policy	£1,125.00	£141,642.00	£140,517.00
Human Resources	£0.00	£184,000.00	£184,000.00
Community Services	£71,650.00	£199,066.00	£127,416.00
Leisure Services	£34,900.00	£210,520.00	£175,620.00
Planning	£0.00	£3,000.00	£3,000.00
Total	£107,675.00	£738,228.00	£630,553.00

		2018/2019	2018/2019	2019/2020	2019/2020	2020/2021	
		Budget	Year To Date	Budget	Year to date	Budget	Total Increase
					End Sept		
Committee							
Finance & Policy	Net Expenditure	£ 95,625.00	£ 71,934.00	£ 114,112.00	£ 83,138.00	£ 140,517.00	23.14% £26,405.00
Human Resources	Net Expenditure	£165,465.00	£ 156,649.00	£ 168,850.00	£ 92,054.00	£ 184,000.00	9% £15,150.00
Community Services	Net Expenditure	£122,298.00	£ 95,953.00	£ 126,389.00	£ 61,585.00	£ 127,416.00	1% £1,027.00
Leisure Services	Net Expenditure	£157,795.00	361213	£ 152,121.00	£ 74,229.00	£ 171,140.00	13% £19,019.00
Planning	Net Expenditure	£8,000.00	£ 2,583.00	£ 2,000.00	£ 1,296.00	£ 3,000.00	50% £1,000.00
Total	Draft Precept	£549,183.00	£ 688,332.00	£ 563,472.00	£ 312,302.00	£ 626,073.00	11.11% £62,601.00
Taxbase		5408.60		5409.14		5554.21	
Band D		£101.72		£104.60		£112.72	£8.12

		2018/2019	2018/2019	2019/2020	2019/2020	2020/2021	% change
		Budget	Actual	Budget	Year To Date	Budget	
101	Administration						
4008	Staff Training	£ 2,500.00	£ 4,488.00	£ 2,500.00	£ 1,271.00	£ 2,500.00	0%
4009	Staff Travel	£ 350.00	£ 130.00	£ 200.00	£ 184.00	£ 250.00	25%
4018	Software/Computer Consumables	£ 1,007.00	£ 1,147.00	£ 1,500.00	£ 901.00	£ 1,500.00	0%
4019	New IT System/Hardware	£ 2,993.00	£ 3,686.00	£ 2,030.00	£ 2,158.00	£ 2,030.00	0%
4020	Misc. Staff Costs	£ -	£ -	£ -	£ -	£ -	
4021	Telephone and Fax	£ 7,100.00	£ 11,761.00	£ 2,500.00	£ 751.00	£ 2,000.00	-20%
4022	Postage	£ 3,000.00	£ 1,726.00	£ 2,000.00	£ 1,002.00	£ 2,100.00	5%
4023	Stationery	£ 2,200.00	£ 2,416.00	£ 2,233.00	£ 866.00	£ 2,000.00	-10%
4025	Subscriptions&Licences	£ 1,800.00	£ 3,088.00	£ 2,800.00	£ 3,812.00	£ 4,000.00	43% Underbudgeted historically
4026	Insurance	£ 12,000.00	£ 7,593.00	£ 12,180.00	£ 1,165.00	£ 12,400.00	2%
4028	Office Maintenance	£ 5,000.00	£ 6,335.00	£ 6,000.00	£ 7,592.00	£ 7,500.00	25%
4030	Recruitment Advertising	£ 400.00	£ -	£ 406.00	£ 201.00	£ 406.00	0%
4051	Bank Charges/Interest	£ 500.00	£ 1,123.00	£ 900.00	£ 265.00	£ 600.00	-33%
4056	Legal Expenses	£ 8,000.00	£ 3,591.00	£ 8,000.00	£ 3,643.00	£ 13,750.00	72% Wetherby Crossing Legal Fees of £10K
4057	Audit & Accountancy Fees	£ 2,500.00	£ 2,746.00	£ 2,538.00	£ 3,081.00	£ 3,500.00	38% Underbudgeted historically
4058	Professional Fees	£ -	£ 1,183.00	£ -	£ -	£ -	
4059	web site	£ 500.00	£ 2,628.00	£ 508.00	£ 180.00	£ 550.00	8%
4060	Councillors Training	£ 500.00	£ -	£ 508.00	£ 300.00	£ 508.00	0%
4061	Councillors Expenses	£ 250.00	£ 54.00	£ 254.00	£ -	£ 254.00	0%
4062	Civic Regalia	£ 300.00	£ 237.00	£ 305.00	£ -	£ 305.00	0%
4064	Town Mayor's Allowance	£ 1,000.00	£ 144.00	£ 1,000.00	£ 75.00	£ 1,000.00	0%
4075	Grant to CAB	£ 3,000.00	£ 3,000.00	£ 3,000.00	£ -	£ 3,000.00	0%
4076	Grants	£ 8,000.00	£ 7,200.00	£ 3,000.00	£ 1,750.00	£ 5,000.00	67% additional grant funds for NTC Charity account
4220	Discover Newmarket Stakeholder Fee	£ -	£ -	£ 5,000.00	£ 5,000.00	£ 5,000.00	0%
4221	Yellow Brick Road	£ -	£ -	£ 2,000.00	£ 900.00	£ 2,000.00	0%
4222	Tourism Stakeholder Fee	£ -	£ -	£ 1,000.00	£ -	£ 1,000.00	0%
4077	Marketing	£ 5,000.00	£ 1,718.00	£ 4,000.00	£ 1,179.00	£ 5,000.00	25%
4079	Grant to Royal British Legion	£ 25.00	£ 25.00	£ 25.00	£ -	£ 25.00	0%
4083	PCSO	£ 22,000.00	£ -	£ 34,000.00	£ 33,346.00	£ 34,000.00	0%
4090	Biodegradable Dog Poo Bags	£ 950.00	£ 806.00	£ 964.00	£ 307.00	£ 964.00	0%

4091	Elections Expenses	-£ 1,500.00	£ -	£ -	£ -	£ -		
4095	Assets Purchased	£ -	£ 2,875.00	£ -	£ -	£ -		
4097	Election costs	£ -	£ 2,815.00	£ 12,500.00	£ 11,476.00	£ 3,500.00	-72%	cost of a by-election is iro £3K; could have two in any one year
4180	Civic Functions	£ 4,000.00	£ 2,101.00	£ 1,015.00	£ -	£ 2,000.00	97%	Civic function costs around £2K
4995	Budgeted Reserve Amount	£ -	£ -	£ -	£ -	£ -		
4996	Budgeted spend from EMR	£ -	£ -	£ -	£ -	£ -		
4113	Capital Reserve	£ -	£ -	£ -	£ -	£ 20,000.00		Recommended by the internal auditors to increase general reserv
	Expenditure	£ 93,375.00	£ 74,616.00	£ 114,866.00	£ 81,405.00	£ 138,642.00	21%	
1003	Lamppost banner Income	£ -	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	0%	
1005	Misc Income	£ -	£ 1,201.00	£ -	£ -	£ -		
1103	Rent receivable	£ -	£ 75.00	£ -	£ -	£ 75.00		
1174	Grants Received SCC	£ -	£ 2,875.00	£ -	£ -	£ -		
1190	Interest Received	£ 250.00	£ 221.00	£ 254.00	£ 13.00	£ 50.00	-80%	
	Income	£ 250.00	£ 5,372.00	£ 1,254.00	£ 1,013.00	£ 1,125.00	-10%	
103	Health & Safety							
4020	Misc. Staff Costs	£ -	£ 120.00	£ -	£ 189.00	£ 250.00		
4028	Office Maintenance	£ -	£ 70.00	£ -	£ 57.00	£ 250.00		
4037	R&M - Grounds	£ -	£ -	£ -	£ -	£ -		
4058	Professional Fees	£ 2,500.00	£ 2,500.00	£ 500.00	£ 2,500.00	£ 2,500.00	400.00%	
	Expenditure	£ 2,500.00	£ 2,690.00	£ 500.00	£ 2,746.00	£ 3,000.00	500.00%	
4200	Capital Expenditure	£ -	£ -	£ -	£ -	£ -		
	Expenditure	£ -	£ -	£ -	£ -	£ -		
	Total Expenditure	£ 95,875.00	£ 77,306.00	£ 115,366.00	£ 84,151.00	£ 141,642.00	22.78%	
	Total Income	£ 250.00	£ 5,372.00	£ 1,254.00	£ 1,013.00	£ 1,125.00	-10.29%	
	Net Income	-£ 95,625.00	-£ 71,934.00	-£ 114,112.00	-£ 83,138.00	-£ 140,517.00	23.14%	



		2018/2019	2018/2019	2019/2020	2019/2020	2020/2021	% change	Notes
		Budget	Actual	Budget	Year to date	Budget		
102	Staff costs							
4010	Staff Workwear	£ 300.00	£ 441.00	£ 300.00	£ 322.00	£ 400.00	33%	engaged caretaker
4020	Misc Staff Costs	£ -	£ 1,210.00	£ 1,400.00	£ 445.00	£ 1,400.00	0%	
4500	PAYE/NIC 2016/17	£ -	£ 3,628.00	£ -	£ -	£ -		o/s bill from previous year
								additional funds to cover future staffing requirements and review of salary structures
4501	Salaries	£ 146,415.00	£ 135,645.00	£ 149,000.00	£ 82,690.00	£ 163,500.00	10%	
4503	National Insurance	£ 11,500.00	£ 10,379.00	£ 10,900.00	£ 6,056.00	£ 11,200.00	3%	
4504	Pension	£ 7,250.00	£ 5,346.00	£ 7,250.00	£ 2,541.00	£ 7,500.00	3%	
	Net Expenditure	£ 165,465.00	£ 156,649.00	£ 168,850.00	£ 92,054.00	£ 184,000.00	9%	£15,150.00



		2018/2019	2018/2019	2019/2020	2019/2020	2020/2021	% change	
		Budget	Actual	Budget	Year to date End Sept	Budget		
120	Memorial Hall							
4011	Rates	£ 7,000.00	£ 5,760.00	£ 7,140.00	£ 4,125.00	£ 6,000.00	-16%	
4012	Water Rates	£ 3,000.00	£ 2,045.00	£ 2,700.00	£ 2,159.00	£ 5,000.00	85%	Water feature and daily watering of garden have increased the expenditure
4014	Electricity	£ 5,000.00	£ 1,495.00	£ 4,000.00	£ 2,882.00	£ 5,000.00	25%	Guessimate based on past usage; all future bills will be read (not estimated)
4015	Gas	£ 6,000.00	£ 7,295.00	£ 4,500.00	£ 2,098.00	£ 6,000.00	33%	Guessimate based on past usage; all future bills will be read (not estimated)
4016	Cleaning	£ -	£ 913.00	£ -	£ 1,121.00	£ 7,000.00	0%	
4017	Fire Precautions	£ 500.00	£ 449.00	£ 510.00	£ 240.00	£ 510.00	0%	
4033	Performing Rights	£ -	£ -	£ -	£ -	£ -	41%	Includes estimated PIR replacement of £4.5K
4036	R&M - Buildings	£ 11,000.00	£ 16,531.00	£ 11,000.00	£ 8,422.00	£ 15,480.00	0%	
4038	Furniture/Fixtures/Fittings	£ 3,150.00	£ 3,184.00	£ 2,500.00	£ 367.00	£ 2,500.00	4%	
4040	Trade Refuse Collections	£ 1,600.00	£ 1,594.00	£ 1,632.00	£ 1,660.00	£ 1,700.00	0%	
4044	Public Toilet Cleansing	£ 650.00	£ 218.00	£ -	£ -	£ 200.00	-35%	Overbudgeted in previous years; reduced based on actual expenditure
4046	Opening/Closing Costs	£ -	£ -	£ -	£ -	£ -	0%	
4078	Refreshment Costs Hall Hire	£ 1,200.00	£ 2,716.00	£ 1,224.00	£ 426.00	£ 800.00	12%	
4080	PWLB Loan Charges (CAP + II)	£ 68,000.00	£ 67,990.00	£ 88,919.00	£ 44,947.00	£ 88,919.00	-43%	Based on half year income; previously overestimated
4095	Assets Purchased	£ -	£ -	£ -	£ 47.00	£ -	-84%	Based on half year income; previously overestimated
4995	Budgeted Reserve Amount	£ -	£ -	£ 2,000.00	£ -	£ 2,000.00	-49%	
	OverHead Expenditure	£ 107,100.00	£ 107,200.00	£ 126,125.00	£ 68,494.00	£ 141,109.00		
1001	Hall Hire Standard Rate	£ 35,000.00	£ 15,534.00	£ 35,000.00	£ 11,753.00	£ 20,000.00		
1003	Banner Income	£ -	£ 100.00	£ -	£ -	£ -		
1016	Refreshments Income	£ 6,000.00	£ 2,946.00	£ 6,120.00	£ 636.00	£ 1,000.00		
	Total Income	£ 41,000.00	£ 18,580.00	£ 41,120.00	£ 12,389.00	£ 21,000.00		
301	Arts							
4186	Free Community Entertainment	£ -	£ -	£ -	£ -	£ -	65%	More activities organised
4440	Costs - Childrens' Events	£ 2,000.00	£ 2,940.00	£ 2,030.00	£ 3,250.00	£ 3,350.00	-100%	
4442	Costs - Pocket Money Cinema	£ -	£ -	£ 660.00	£ -	£ -	0%	
4443	Costs - Tea Dance	£ 1,600.00	£ 2,272.00	£ 1,624.00	£ 1,052.00	£ 1,624.00	15%	
	OverHead Expenditure	£ 3,600.00	£ 5,212.00	£ 4,314.00	£ 4,302.00	£ 4,974.00	0%	
1043	Income - Tea Dance	£ 1,600.00	£ 1,704.00	£ 1,550.00	£ 958.00	£ 1,550.00		
1101	Donations Received	£ -	£ -	£ -	£ 150.00	£ -		
4446	Volunteer Co-ordination	£ -	£ -	£ -	£ -	£ -		
302	Winter Wonderland							
	Total Income	£ 1600.00	£ 1,704.00	£ 1550.00	£ 1108.00	£ 1,550.00	0%	
302	Christmas Event							
4453	Cost - Christmas event	£ 10,000.00	£ 4,728.00	£ 9,000.00	£ 625.00	£ 9,000.00	0%	
	OverHead Expenditure	£ 10,000.00	£ 4,728.00	£ 9,000.00	£ 625.00	£ 9,000.00	0%	
1059	Income - Christmas event	£ 6,000.00	£ 361.00	£ 5,000.00	£ -	£ 3,000.00	-40%	Less grant income than anticipated
	Total Income	£ 6,000.00	£ 361.00	£ 5,000.00	£ -	£ 3,000.00	-40%	
303	Entertainment							
4094	Market Event	£ 10,000.00	£ 8,135.00	£ -	£ -	£ -		
4096	Purple Tuesday	£ -	£ 310.00	£ -	£ 177.00	£ 500.00		
4098	Soapbox Derby	£ -	£ -	£ -	£ 20,707.00	£ -		

4179	Entertainment	£	-	£	-	£	6,000.00	£	-	£	6,000.00	0%
	OverHead Expenditure		10000.00	£	8,445.00		6000.00		20884.00	£	6,500.00	8%
1172	Soapbox Derby - Income		0.00	£	-		0.00		22619.00	£	-	
1174	Grants Received		0.00	£	500.00		0.00		0.00	£	-	
	Total Income			£	500.00				£	22,619.00	£	-
	304 Tourism											
4311	Christmas Tree	£	1,000.00	£	-		£	1,000.00	£	-	£	1,000.00
4320	Legends of the Turf	£	1,000.00	£	-		£	1,000.00	£	-	£	1,000.00
4995	Budgeted Reserve Amount	£	-	£	-		£	-	£	-	£	-
	OverHead Expenditure		2,000.00	£	-		£	2,000.00	£	-	£	2,000.00
												0%
4478	Transfer from Reserves	£	1,000.00				£	-	£	-	£	-
	Total Income		1,000.00	£	-		£	-	£	-	£	-
	305 Carnival											
4312	Newmarket Carnival	£	5,000.00	£	5,500.00		£	5,000.00	£	5,000.00	£	10,000.00
	OverHead Expenditure		5,000.00	£	5,500.00		£	5,000.00	£	5,000.00	£	10,000.00
												100%
1026	Carnival Income	£	350.00	£	-		£	-	£	-	£	-
1039	Carnival Contribution Income	£	1,500.00	£	-		£	-	£	-	£	-
1040	Income - Carnival Fundraisers	£	405.00	£	500.00		£	-	£	-	£	-
	Total Income		2,255.00	£	500.00		£	-	£	-	£	-
												100%
	306 Memorial Gardens											
4012	Water Rates	£	600.00	£	194.00		£	608.00	£	138.00	£	200.00
4014	Electricity	£	100.00	£	168.00		£	105.00	£	-	£	105.00
4037	R&M - Grounds	£	10,000.00	£	14,904.00		£	2,000.00	£	1,548.00	£	12,000.00
4041	R&M - play-equipment	£	202.00	£	202.00		£	2,000.00	£	12.00	£	2,000.00
4042	Annual Event Fund	£	2,500.00	£	-		£	-	£	-	£	-
4046	Opening/Closing Costs	£	4,000.00	£	2,430.00		£	5,300.00	£	2,120.00	£	4,500.00
4069	Mem Garden Master Plan	£	44,623.00	£	495,994.00		£	30,000.00	£	9,521.00	£	-
4112	Water Feature	£	2,675.00	£	2,675.00		£	2,000.00	£	902.00	£	2,000.00
4080	PWLB Loan Changes (CAP + I	£	-	£	9,445.00		£	-	£	-	£	-
4095	Assets Purchased	£	-	£	-		£	-	£	1,146.00	£	-
4142	Memorial Garden Kiosk	£	1,000.00	£	259.00		£	1,000.00	£	154.00	£	1,000.00
4995	Budgeted Reserve Amount	£	-	£	-		£	-	£	-	£	1,000.00
	OverHead Expenditure		65,700.00	£	625,883.00		£	43,013.00	£	15,541.00	£	22,805.00
												-47%
1004	Kiosk Income	£	1,200.00	£	600.00		£	1,200.00	£	600.00	£	1,200.00
1005	Misc Income	£	-	£	7,328.00		£	-	£	-	£	-
1100	Grants Received	£	-	£	35,000.00		£	-	£	-	£	-
1101	Donations Received	£	-	£	21,395.00		£	-	£	810.00	£	-
1174	Grants Received SCC	£	-	£	-		£	-	£	650.00	£	-
1181	Grant Received FHDC	£	-	£	35,000.00		£	-	£	-	£	-
1175	Loan Received	£	-	£	179,937.00		£	-	£	-	£	-
	Total Income		1,200.00	£	279,260.00		£	1,200.00	£	2,060.00	£	1,200.00
												0%
	307 Twinning											
4181	Twining Expenses	£	2,500.00	£	2,500.00		£	2,500.00	£	34.00	£	3,500.00
4184	Lexington Link	£	1,000.00	£	978.00		£	1,000.00	£	1,913.00	£	-
												40%
												-100%

Taking back management of the Carnival

Impossible to predict potential income but could offset expenditure above

standing charge for a water meter not in use; consider reinstating and separating water bills from Memorial Hall

Memorial Gardens maintenance costs increased and master plan decreased

see above
maintenance, chemical testing, jet washing etc

merging of both twinning budget lines

cost for metal shutters to reduce vandalism awaited: £25K in EMR



		2018/2019	2018/2019	2019/2020	2019/2020	% change	Notes
		Budget	Spend	Budget	Year To Date	Budget	
200	Outside Services						
4029	General Equipment	£ 500.00	£ 255.00	£ 500.00	£ 276.00	£ 500.00	0%
4035	Equipment	£ -	£ -	£ -	£ -	£ -	0%
4039	Vehicle Costs	£ 4,200.00	£ 706.00	£ 4,200.00	£ 278.00	£ 4,200.00	0%
4326	Outside Services SLA	£ 67,515.00	£ 69,811.00	£ 79,891.00	£ 35,457.00	£ 72,716.00	-9%
	OverHead Expenditure	£ 72,215.00	£ 70,772.00	£ 84,591.00	£ 36,011.00	£ 77,416.00	-8%
1075	Disposal of fixed assets	£ -	£ -	£ -	£ -	£ -	
201	General Town Planting						
4100	Seasonal Planting	£ 3,000.00	£ 1,628.00	£ 3,000.00	£ 1,980.00	£ 3,000.00	0%
4101	Hanging Baskets	£ 7,000.00	£ 8,714.00	£ 3,000.00	£ 3,783.00	£ 4,900.00	33%
4102	Other Planting Expenses	£ 50.00	£ -	£ 50.00	£ 42.00	£ 50.00	0%
	OverHead Expenditure	£ 10,050.00	£ 10,342.00	£ 6,050.00	£ 5,805.00	£ 7,050.00	17%
1007	Hanging Baskets Sponsorship Income	£ 5,100.00	£ 5,770.00	£ 4,750.00	£ 4,830.00	£ 4,750.00	0%
1009	Roundabout Sponsorship	£ 5,000.00	£ 5,293.00	£ 5,200.00	£ -	£ 5,200.00	0%
1100	Grants Received	£ 2,395.00	£ -	£ -	£ -	£ -	0%
	Total Income	£ 12,495.00	£ 11,063.00	£ 9,950.00	£ 4,830.00	£ 9,950.00	0%
202	Cemetery						
4011	Rates	£ 1,948.00	£ 2,698.00	£ 2,500.00	£ 2,124.00	£ 3,100.00	24%
4012	Water Rates	£ 350.00	£ 230.00	£ 355.00	£ 170.00	£ 250.00	-30%
4014	Electricity	£ 2,200.00	£ 551.00	£ 2,233.00	£ 96.00	£ 1,900.00	-28%
4016	Cleaning	£ -	£ -	£ -	£ 35.00	£ 100.00	0%
4017	Fire Precautions	£ 150.00	£ 35.00	£ 152.00	£ 30.00	£ 152.00	0%
4019	New IT System/Hardware	£ -	£ 53.00	£ -	£ -	£ -	0%
4035	Equipment	£ 200.00	£ -	£ 200.00	£ -	£ 200.00	0%
4036	R&M - Buildings	£ 8,000.00	£ 733.00	£ 2,000.00	£ 96.00	£ 2,000.00	0%
4037	R&M - Grounds	£ 1,000.00	£ 13,094.00	£ 13,500.00	£ 18,629.00	£ 16,500.00	22%
4040	Trade Refuse Collections	£ 1,500.00	£ -	£ 1,500.00	£ -	£ -	-100%
4047	Grave Digging	£ 13,000.00	£ 11,216.00	£ 13,500.00	£ 4,770.00	£ 12,000.00	-11%
4084	Commemorative Bench Cemetery	£ 1,000.00	£ -	£ -	£ -	£ -	9%
4325	Cemetery SLA	£ 8,880.00	£ 9,182.00	£ 9,240.00	£ 5,036.00	£ 10,071.00	0%
4995	Budgeted Reserve Amount	£ 5,000.00	£ -	£ 3,000.00	£ -	£ 3,000.00	2%
	OverHead Expenditure	£ 43,228.00	£ 36,690.00	£ 48,180.00	£ 30,986.00	£ 48,973.00	
1000	Burial Fees	£ 24,000.00	£ 28,050.00	£ 30,000.00	£ 14,710.00	£ 29,000.00	-3%
1020	Interment Income	£ 10,000.00	£ 3,830.00	£ 7,500.00	£ 2,800.00	£ 6,000.00	-20%
1021	Monumental Income	£ 11,000.00	£ 5,705.00	£ 4,500.00	£ 3,964.00	£ 5,000.00	11%
1022	Grave Space Purchase Income	£ 12,200.00	£ 13,500.00	£ 16,000.00	£ 9,036.00	£ 16,000.00	0%
1029	Income Commemorative Bench	£ 1,050.00	£ 1,050.00	£ 1,066.00	£ 1,080.00	£ 1,500.00	41%
	Total Income	£ 58,250.00	£ 52,135.00	£ 59,066.00	£ 31,590.00	£ 57,500.00	-3%

Inc to cover actual expenditure

203	Disused Churchyards																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
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4014	Electricity	£ 600.00	£ 61.00	£ 609.00	£ 178.00	£ 280.00	-57%
4016	Cleaning	£ -	£ 120.00	£ -	£ 265.00	£ 300.00	
4036	R&M - Buildings	£ 500.00	£ 142.00	£ 508.00	£ 872.00	£ 900.00	77% inc to cover actual expense
4044	Public toilet cleansing	£ -	£ -	£ 600.00	£ -	£ -	
4044	Public Toilet Opening and closing	£ -	£ 760.00	£ -	£ 1,280.00	£ 2,000.00	
	OverHead Expenditure	£ 2,950.00	£ 2,281.00	£ 1,869.00	£ 4,094.00	£ 3,612.00	
1005	Misc Income	£ -	£ 200.00	£ -	£ -	£ -	0%
1100	Grants Received	£ 3,000.00	£ 3,300.00	£ 3,300.00	£ 3,300.00	£ 3,300.00	0%
	Total Income	£ 3,000.00	£ 3,500.00	£ 3,300.00	£ 3,300.00	£ 3,300.00	
211	The Queens Statue						
4012	Water Rates	£ 200.00	£ -	£ 203.00	£ -	£ 203.00	0%
4014	Electricity	£ 1,000.00	£ -	£ 300.00	£ -	£ 300.00	0%
4037	R&M - Grounds	£ 3,000.00	£ 400.00	£ 1,000.00	£ 350.00	£ 1,000.00	0%
	OverHead Expenditure	£ 4,200.00	£ 400.00	£ 1,503.00	£ 350.00	£ 1,503.00	0%
215	Allotments						
4037	R&M - Grounds	£ 1,500.00	£ 665.00	£ 1,500.00	£ -	£ 1,500.00	0%
	OverHead Expenditure	£ 1,500.00	£ 665.00	£ 1,500.00	£ -	£ 1,500.00	0%
1010	Allotment Fees	£ 900.00	£ 900.00	£ 900.00	£ -	£ 900.00	
	Total Income	£ 900.00	£ 900.00	£ 900.00	£ -	£ 900.00	
220	Studiands						
4045	Street Lighting - Maint Cont	£ 10,000.00	£ 10,048.00	£ 10,000.00	£ -	£ 10,500.00	5%
4052	Street Lighting - Repair	£ 1,500.00	£ -	£ 1,000.00	£ -	£ 1,000.00	
	OverHead Expenditure	£ 11,500.00	£ 10,048.00	£ 11,000.00	£ -	£ 11,500.00	5%
308	Christmas						
4310	Christmas Lights	£ 15,000.00	£ 16,504.00	£ 21,000.00	£ 11,207.00	£ 12,000.00	
4811	CP - Christmas Lights Infrast	£ 3,000.00	£ 3,640.00	£ 3,000.00	£ -	£ 10,000.00	
4995	Budgeted Reserve Amount	£ -	£ -	£ 1,000.00	£ -	£ 1,000.00	
	OverHead Expenditure	£ 18,000.00	£ 20,144.00	£ 25,000.00	£ 11,207.00	£ 23,000.00	233% Christmas Light costs disaggregated
	Newmarket Bombing Memorial						
	Contribution to overall costs	£ -	£ -	£ -	£ -	£ 1,000.00	Agreed at FTC 25.11.19
	OverHead Expenditure					£ 1,000.00	
	Expenditure	£ 196,943.00	£ 163,551.00	£ 199,605.00	£ 101,305.00	£ 199,066.00	
	Income	£ 74,645.00	£ 67,598.00	£ 73,216.00	£ 39,720.00	£ 71,650.00	
	Net Expenditure	£ 122,298.00	£ 95,953.00	£ 126,389.00	£ 61,585.00	£ 127,416.00	1% £1,027.00



		2018/2019	2018/2019	2019/2020	2019/2020	2020/2021	% change	Notes
		Budget	Year To Date	Budget	Year to date	Budget		
209	<u>Neighbourhood Plan</u>							
4089	Costs	£8,000.00	£ 13,783.00	£ 4,000.00	£ 1,296.00	£ 3,000.00	-25%	Includes referendum leaflet printing/delivery costs
	Net Expenditure	£8,000.00	£ 13,783.00	£ 4,000.00	£ 1,296.00	£ 3,000.00	-25%	
							-	
1100	Grants Received	£0.00	£ 7,200.00	£ 2,000.00	£ -	£ -	-	
1174	Grants Received SCC	£0.00	£ 4,000.00	£ -	£ -	£ -	-	
	Net Income	£0.00	£ 11,200.00	£ 2,000.00	£ -	£ -	-	
							-	
	Net Expenditure	£8,000.00	£ 2,583.00	£ 2,000.00	£ 1,296.00	£ 3,000.00	50%	£1,000.00

COMPARISON OF NEWMARKET TOWN COUNCIL WITH OTHER AUTHORITIES OF SIMILAR SIZE

FY 2018/19	Haverhill	Diss	Thetford	Newmarket
Taxbase	7336	2683	6326.30 (28,000 pop'n)	5408
Number of Functions	3 ³	10	11	9
Number of Staff	50	13	21	7
Expenditure	£1,264,626	£643,220	£1,280,365	£1,079,784 ² £579,784
Income	£305,685	£85,258	£354,150 ¹	£392,405
Precept	£924,510	£499,772	£795,254	£550,174
Staff Costs	£499,946	£300,185	£525,000	£135,645 (+ SLA £78,993 = £214,638)
Staff cost proportion of overall spend	39%	46%	41%	23.4%/37%
General Reserves	£279,139		£260,000	£83,778
Proportion of reserve to annual expenditure	22%		20%	14.4%
Earmarked Reserves	£974,145		£1,028,064	£175,425
Band D	£132.00	£186.27	£120.02	£101.72 ⁴

¹This figure does not include movement from reserves

²This figure is distorted by delivery of the Memorial Gardens so proportion of staff cost is calculated without this project

³ HTC's main functions involve running the Arts Centre and a Charitable Trust

⁴The Band D figure increased to £104.60 for 2019/20, a 2.83% increase



SUFFOLK CONSTABULARY

NEWMARKET

Partnership Funded PCSO Report – NOVEMBER 2019

By PCSO 3349 Rachel Darvill

Forest Heath Safer Neighbourhood Team



Welcome to my monthly Partnership Funded PCSO report for November.

Below are some of the activities I have been involved in this month.

- ❖ Almost 100 Fixed Penalty Notices were issued by myself in November to vehicles parked inconsiderately throughout the town, any drivers encountered returning to their vehicles as notices were issued admitted they were in the wrong and words of advice were given.
- ❖ I attended the opening event of a new venture by Inspire Social Care Services, called the Newmarket Diversity Hub, it aims to offer a wide range of activities and support for people who may have learning disabilities or conditions including autism, mental health issues or physical needs.
<https://www.newmarketjournal.co.uk/news/new-hub-offering-care-to-people-with-special-needs-in-newmarket-set-to-open-9092151/>
- ❖ Purple Tuesday was held in the Guineas Shopping centre to raise awareness for disabled shoppers accessing stores, it appeared very successful in sharing information with the public (even though it was a very cold wet day) due to the amount of diverse and informative stands that were present including my own crime prevention stand.
- ❖ We made our monthly visit to meet with a new group of children at Newmarket Academy to listen and discuss their views and understanding of current issues locally and nationally.
- ❖ The Christmas light switch on was well attended and I was part of a team on foot patrol throughout the event to engage with and support the public and staff.
- ❖ I have continued to visit schools at the beginning and the end of the school day to monitor parents/carers understanding of where is safe to park.
- ❖ I have made welfare checks at Barlings Court, Regents Court, Childwick house and Portland House to engage with residents and support workers to feedback to partner agencies to help improve their environment.

POLICE ADVICE AND GUIDANCE

As you know I am always happy to give advice and guidance where I can. If it is something that I cannot give an immediate answer too, then I am obviously ideally placed to seek advice from other professionals. Member of the public wanting advice on many police-related matters can be signposted to the Suffolk Constabulary website advice page at <https://www.suffolk.police.uk/advice>

5/12/19

Item 25.

S-464**SEVERALS****MONTHLY INSPECTION**

GENERAL SITE	CONDITION	COMMENTS/ACTION
FENCE	B	
PATHS	B	
GATES	B	
SIGNS	B	
BINS	B	
LITTER	c	
BENCHES	C	
GRASS	b	
TREES	b	
AREA OUTSIDE PAVILLION	C	OLD BOOT SCRAPERS REMOVED
AREA INSIDE PAVILION	B	BOOSTER PUMPS SHUT DOWN UNTILL REPAIRED CCTV CAMERACLEANED OF SPRAY PAINT

WAR MEMORIAL

MONTHLY INSPECTION

GENERAL SITE	CONDITION	COMMENTS/ACTION
FENCE	C	
PATHS	B	SOME AREAS OF PATH REPAIRED
SIGNS	B	
BINS	A	
LITTER	C	WOULD BENEFIT FROM PAINTING
BENCHES	B	
BEDDING AREAS	C	Monitor tree roots
TREES	C	Lights and soldier in place for remembrance day
MEMORIAL	B	

ST MARY CHURCH

PATHS	MAIN PATH RESURFACED MONITOR OTHER AREAS
WALLS	B
BENCHES	C SOME BENCHES IN NEED OF PAINTING
HEADSTONES	C
LITTER	B
BINS	B
TREES	B
FENCE	B SOME PARTS OF FENCE REPLACED
GRASS	

MAIN CEMETERY

MONTHLY INSPECTION

GENERAL SITE	CONDITION	COMMENTS/ACTION
FLINT WALL	C	
FENCES	B	
PATHS	B	
GATES	C	New padlock to be fitted
SIGNS	B	
BINS	B	
LITTER	A	
BENCHES	C	SOME BENCHES TO BE SANDED AND PAINTED
HEADSTONES	C	
GRASS	A	
TREES	B	
CHAPEL	B	Some plaster fallen from wall to be inspected
WORKSHOP	B	Exterior light outside new shed broken New Cctv being fitted.NEW POSTS INSTALLED IN CAR PARK

HIGH STREET

MONTHLY INSPECTION

GENERAL SITE	CONDITION	COMMENTS/ACTION
BUS SHELTERS	B	
PATHS	B	
SIGNS	B	
BINS	B	
LITTER	B	
BENCHES	B	WOULD BENEFIT FROM PAINTING
PLANTERS	D	
BEDDING AREAS	C	
ANY OTHER		CLOCK TOWER ELECTRIC BOX EXTERNAL PLUG SOCKET BOX LID BROKEN,ALL POWER TO SOCKETS TURNED OFF

SITE-CLOCKTOWER	CONDITION	ACTION
CLOCKTOWER	B	
PATHS	B	
BEDDING AREAS	B	
BENCHES	C	MONITOR FOR WEAR
ELECTRICAL BOX	B	EXTERNAL COVER BROKEN .POWER SUPPLY TO EXTERNAL BOX TURNED OFF

BILL TUTTE MEMORIAL

MONTHLY INSPECTION

GENERAL SITE	CONDITION	COMMENTS/ACTION
FLOOR AREA	B	CHRISTMAS TREE ERECTED ON MEMORIAL BOLLARD HIT BY VEHICLE,MADE SAFE AND AWAITING REPAIRS
SIGNS	B	
BINS	B	
LITTER	B	
BENCHES	B	
PLANTERS/BEDDING AREAS	C	
MEMORIAL	A	

ALL SAINTS CHURCH YARD

MONTHLY INSPECTION

GENERAL SITE	CONDITION	COMMENTS/ACTION
FLINT WALL	C	Cap stone fallen .repaired bt contractor
BOUNDRY WALL	C	Some deteriation on wall pillars.monitor
PATHS	B	
GATES	B	STONE SLABS BY MAIN GATE LIFTED[BY HEAT] REPAIRED BY CONTRACTOR
SIGNS	A	
BINS	B	
LITTER	B	
BENCHES	B	
HEADSTONES	C	
GRASS	C	
TREES	B	

MEMORIAL HALL AND GARDENS

GENERAL SITE	CONDITION	COMMENTS/ACTION
BOUNDARY WALL	B	PART OF CAPPING STONES KICKED OFF .REMOVED AND MADE SAFE
FENCES	B	
GATES	B	
SIGNS	B	
BINS	B	
LITTER	C	
BENCHES	B	
GRASS	B	
TREES	B	
INSIDE MEMORIAL HALL FUNCTION ROOMS	A	NEW CCTV DVR INSTALLED
SNACK SHACK	B	

DAILY/WEEKLY/MONTHLY CHECK LIST

Inspector Name: C. Macdonald

Inspection Time: 11.00

Inspection Date: 6/12/19

Play Area: King Edward VII Memorial Hall

SITE & ANCILLARY ITEMS			
Item	✓	Action necessary	Action Completed
Are signs present and legible	✓		
Is access safe	✓		
Are fences complete and secure	✓		
Are pathways undamaged and free from obstructions	✓		
Is the site free of litter, glass, or any dangerous object	✓		
Are seats secure and undamaged	✓		
Are litter bins secure and undamaged	✓		
Is planting safe and undamaged	✓		

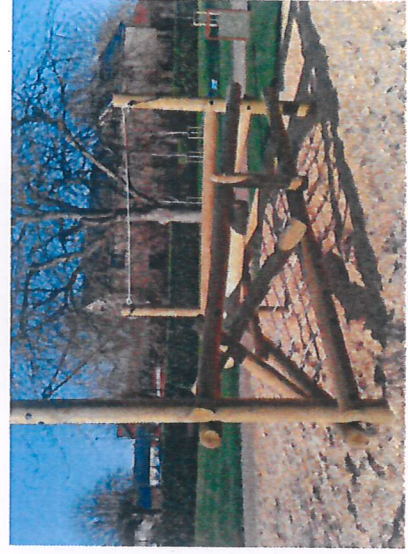


Item 25.

Single Point Swing			
Item	✓	Action necessary	Action Completed
Are all posts / supports / fixings present and secure	✓		
Does it work properly without undue noise (check chains do not twist together)	✓		
Are the chains / bushes in good condition with less than 40% wear	✓		
Is the seat in good condition and secure	✓		
Are the seats fixed securely and undamaged	✓		
Is the secondary safety device fitted and secure	✓		
Is there any rust / corrosion present above/below ground	✓		
Is safety surface level with surrounding ground and not causing trip hazards	✓		
Is safety surfaces in good condition and at correct level (300mm)	✓		



MPU Junior				
Item	✓	Action necessary	Action Completed	
Are all fixings / supports present and secure	✓			
Is all metal work undamaged and in good condition	✓			
Are timber posts undamaged, not rotten and in good condition	✓			
Are all parts securely fixed	✓			
Is the slide chute securely anchored and undamaged	✓			
Is ropework undamaged and secure with no exposed or fraying metal	✓			
Is safety surface level with surrounding ground and not causing trip hazards	✓	Bowse wear under slide		
Are safety surfaces undamaged, moss & algae free and in good condition	✓	worn down for every wear		
Log Climber				
Item	✓	Action necessary	Action Completed	
Are all fixings / supports present and secure	✓			
Are timber posts undamaged, not rotten and in good condition	✓			
Is ropework undamaged and secure with no exposed or fraying metal	✓			
Are all parts securely fixed	✓			
Is safety surface level with surrounding ground and not causing trip hazards	✓			
Is safety surface in good condition and at correct level (300mm)	✓			

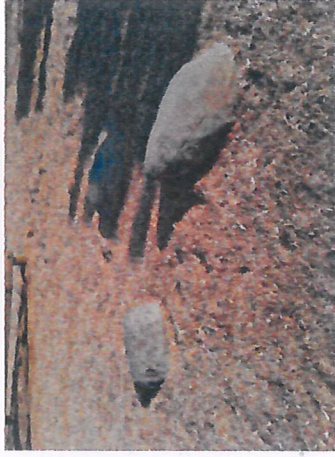


Cable Runway			
Item	✓	Action necessary	Action Completed
Are all posts / supports / fixings present and secure	✓		
Does the traveller move smoothly without undue noise	✓		
Are the chains/connections in good condition with less than 40% wear	✓		
Is the seat unbroken	✓		
Is the seat fixed securely and undamaged	✓		
Is the end dampening spring present and undamaged	✓		
Is the cable in good condition and secure with no signs of fraying	✓		
Is the seat at correct height throughout range of movement (350mm when loaded)	✓		
Is safety surface in good condition and at correct level (300mm)	✓		
Is there any rust / corrosion present above/below ground	✓		
Is safety surface level with surrounding ground and not causing trip hazards	✓		



Timber Posts			
Item	✓	Action necessary	Action Completed
Are all fixings / supports present and secure	✓		
Are timber posts undamaged, not rotten and in good condition	✓		
Is grass surface undamaged and in good condition	✓		
Sand Pit			
Item	✓	Action necessary	Action Completed
Are boulders secure, moss & algae free & in good condition	✓		
Is sand surface at an adequate level and in good condition	✓		
Is safety surface level with surrounding ground and not causing trip hazards	✓		





Boulders			
Item	✓	Action necessary	Action Completed
Are boulders secure, moss & algae free & in good condition	✓		
Is sand surface at an adequate level and in good condition	✓		
Item	✓	Action necessary	Action Completed
Are all fixings / supports present and secure	✓		
Is all metal work undamaged and in good condition	✓		
Are timber posts undamaged, not rotten and in good condition	✓		
Are all parts securely fixed	✓		
Are the slides securely anchored, unobstructed and undamaged	✓		
Is ropework undamaged and secure with no exposed or fraying metal	✓		
Is safety surface level with surrounding ground and not causing trip hazards	✓		
Is safety surface in good condition and at correct level (300mm)	✓		

Signed: 

NB. This form is for general guidance only. Please ensure all items are inspected in accordance with manufacturers' guidelines as appropriate

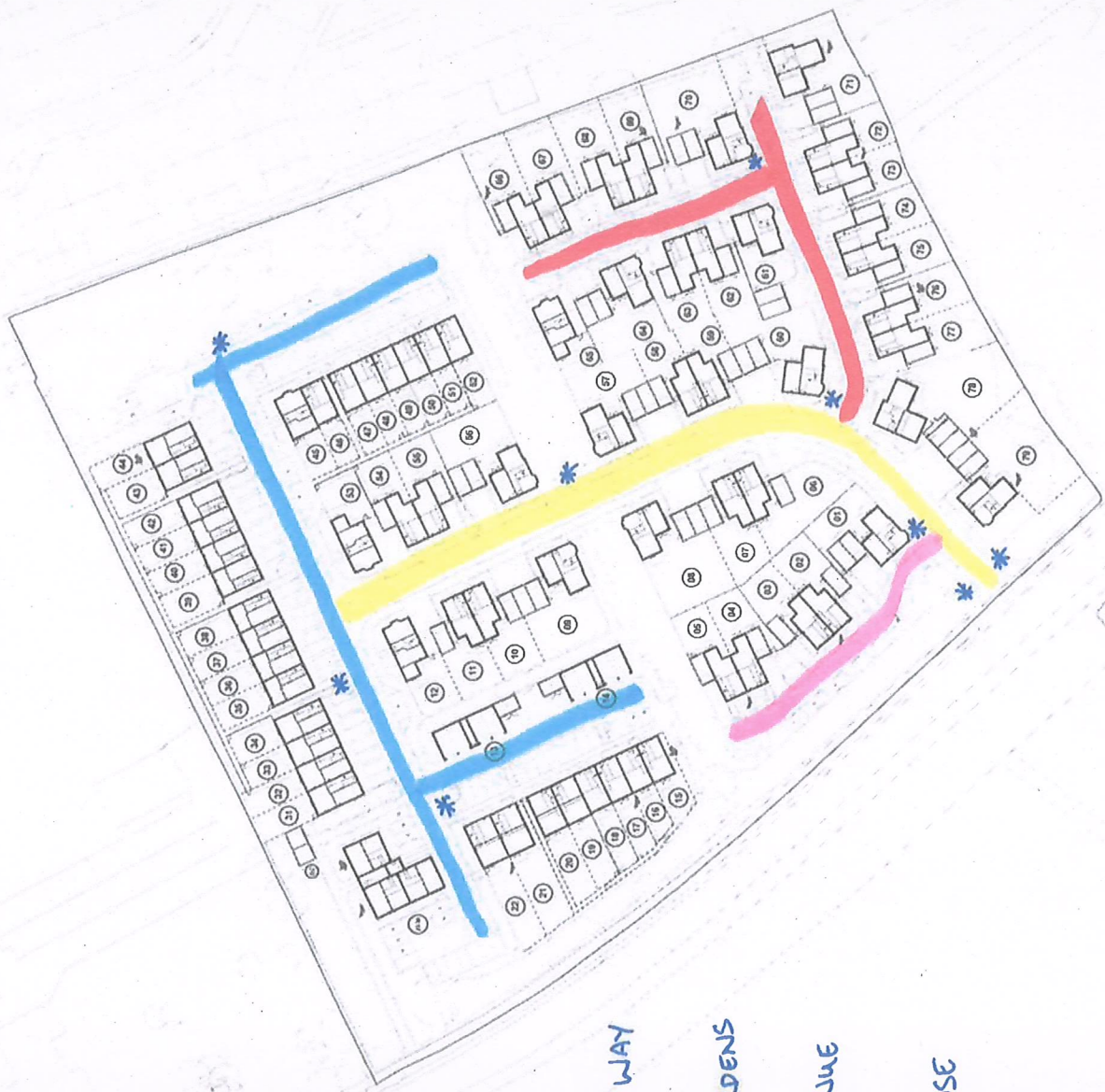
* = SNP

= Hislop Close

= Webb Avenue

= Tuttle Gardens

= Chaloner Way



STREET NAMING.
UPDATED: 2/12/19



tcm

From: Wright, Will <will.wright@westsuffolk.gov.uk>
Sent: 05 December 2019 11:04
Cc: Stevenson, Suzanne
Subject: FW: LifeLink Expansion to Newmarket

Dear All,

Please see email below from Suzanne Stevenson project manager for LifeLink and social prescribing.

Suzanne is copied in if you would like further information.

Kind regards

Will

Will Wright
Families and Communities Officer
Families & Communities
Direct dial: 01638 719763
Mobile: 07775 801193
Email: will.wright@westsuffolk.gov.uk
www.westsuffolk.gov.uk
West Suffolk Council
#TeamWestSuffolk

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LifeLink (Social Prescribing) is expanding. Provision will increase to cover the West Suffolk Primary Care Network areas after success in other locations. This expansion includes a scheme in Newmarket.

Anna Russell will be the LifeLink Coordinator for Newmarket, working full time. The service will be open for accepting referrals from 20th January and will start to support participants from the start of February.

Suzanne Stevenson is the project manager for LifeLink. Currently she is in discussion with the surgeries about the logistics for delivery, and she is keen to meet key stakeholders at this early stage. She would be happy to attend meetings to explain the LifeLink provision, its impact and benefits, and how to refer people in to it.

LifeLink connects people to local social activities, clubs, groups and services. Anna will coach participants on a one-to-one basis, working together to find each person's ways to improve their wellbeing and meet their needs. It is a free service for anyone over 16 years old. During January, Anna will be out and about, meeting people and getting to know about provision, activities and support available within the locality, so that she has the most full, and up to date, information to hand when advising her participants.

LifeLink has a range of benefits which include: improved mental health and wellbeing, meeting new people and developing new friendships, feeling healthier and fitter, learning new skills and opportunities for volunteering and developing employability skills.

Please contact Suzanne to find out more or to invite her to meet up or give a presentation or deliver a workshop.

Suzanne Stevenson, Social Prescribing Project Manager, Families & Communities
Direct dial: 01284 757097 Mobile: 07970975051
Email: Suzanne.Stevenson@westsuffolk.gov.uk

To find out more you can also visit the LifeLink
Webpages <https://www.westsuffolk.gov.uk/community/lifelink>

Suzanne Stevenson
Social Prescribing Project Manager
Families & Communities
Direct dial: 01284 757097
Mobile: 07970975051
Email: Suzanne.Stevenson@westsuffolk.gov.uk
www.westsuffolk.gov.uk
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*****-W-S-