



Newmarket

TOWN COUNCIL

Minutes of the Meeting of the Newmarket Town Council
held on Monday 24th February 2020 at 6:00 pm
at the Memorial Hall, High Street, Newmarket, Suffolk, CB8 8JP

Attendance:

Councillor R Hood (Town Mayor)
Councillor Appleby
Councillor J Borda
Councillor O Bowen
Councillor S Caesar
Councillor Y Fitzgerald
Councillor W Hirst

Councillor P Hulbert
Councillor M Jefferys
Councillor T Kerby
Councillor I Kirk
Councillor J Lay
Councillor C O'Neill
Councillor R Yarrow

Also Present: Deborah Sarson – Acting TCM, Julie Ashton - Minute Assistant, Inspector Shipton – Suffolk Constabulary, 2 CAB Representatives, 3 Members of the Press and 4 Members of the Public.

Minute

20/02/1 WELCOME

The Mayor opened the meeting read out the Fire Safety Notice and announced that proceedings may be filmed or recorded and asked whether anyone intended to record the meeting. There were no requests.

20/02/2 APOLOGIES FOR ABSENCE – LGA 1972, Section 85(1) & (2)

Apologies were received from Cllrs Ali, Anderson, De'Ath and Drummond.

20/02/3 TO RECEIVE AN UPDATE FROM INSPECTOR MARK SHIPTON

Inspector Shipton gave an update on recent Police activities and advised that it had been a relatively quiet time with a significant decrease in incidents relating to Operation Brendon. There had been 1 arrest for assault indicating a downward trend. There had been 1 robbery on the Yellow Brick Road last month and house burglaries were up by 1 to 5. Pulse patrols would continue in key areas and Operation Brendon would be reviewed in April by the Superintendent.

The Mayor thanked Inspector Shipton for the increased Police presence which had been a positive to get matters under control. Inspector Shipton left the meeting.

20/02/4 DECLARATION OF MEMBER'S INTERESTS AND TO REMIND COUNCILLORS OF THE NEED TO KEEP UP TO DATE THEIR REGISTER OF MEMBER'S INTERESTS AND TO CONSIDER ANY REQUESTS RECEIVED FOR MEMBERS DISPENSATION

None noted.

20/02/5

**TO RECEIVE AND CONFIRM THE MINUTES OF THE PUBLIC
PART OF THE TOWN COUNCIL MEETING HELD ON MONDAY
27TH JANUARY 2020 AND ANY MATTERS ARISING**

The Town Mayor presented the minutes of the Town Council meeting held on Monday 27th January 2020 and the following amendments were made:

Page 1 – 20/01/1 – Amended to read the meeting was opened by the Deputy Mayor.

Page 1 – 20/01/3 – Muswell Hill was amended to read Icewell Hill

Page 4- 20/01/11 - Car windows was amended to read car mirrors.

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

20/02/5.01 Resolved

That the minutes of the Town Council meeting held on Monday 27th January 2020 be adopted and signed as a correct record by the Town Mayor.

Matters arising:

Page 3 – 20/01/5 – Acting TCM advised that the Community Services Committee had considered the request from the Cornerstone project for a grant and on the advice of SALC, NTC does not have the power to spend public funds on Church buildings.

20/02/6

PRESENTATION FROM CAB NEWMARKET

A CAB trustee gave an update on the merger to become a part of CAB West Suffolk which had strengthened the services and gained more volunteers. Being part of a larger organisation had improved access to funding to help extend the service.

The CAB Manager presented the 2018/19 report and gave a summary of their activities. They had managed to receive funding for a mental health project and several Advisers had received training in this area. The move to Foley House was still ongoing but would proceed imminently.

A request for a grant to support the work of the Newmarket CAB was made and the following was agreed:

20/02/6.01 Resolved

That NTC continues to support Newmarket CAB with payment of £3,000 now from the 2019/20 financial year and a confirmed donation of £3,000 for 2020/21 and that the request to commit to funding longer term be referred to the F&P Committee.

The representatives thanked the Mayor and Members for the grant and left the meeting.

20/02/7 **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 resident from All Saints Ward spoke to item 19 regarding the West Suffolk decision to increase car park charges and the damaging effect he felt this would have on the economy, reducing footfall and the impact on residents with cars parking on the streets to avoid paying charges. It was also noted that car parking in Mildenhall and Brandon remained free.

The Mayor proposed that Item 19 be brought forward and the following was agreed:

20/02/7.01 Resolved

That Item 19 Newmarket Car Park Charges be brought forward.

20/02/8 **TO DISCUSS THE WEST SUFFOLK COUNCIL DECISION TO RENOVATE THE CAR PARKS AND INCREASE CAR PARKING CHARGES**

Members were very disappointed with the West Suffolk Council decision to increase car parking charges and the increase to the charged time from 4pm – 6pm without consulting NTC. However, the imminent renovation of all of the car parks was welcomed. After further debate the following was agreed:

20/02/8.01 Resolved

That a letter be sent to the 6 District Councillors seeking their support for NTC's strong objection to the increased car park charges and the increase to the charged time. That a request be made to delay the implementation until the impact of the Civil Parking Enforcement is known. That the immediate action to refurbish the car parks by the end of the summer and the weekly free after 3pm initiative be welcomed.

Councillor Hood abstained from the vote.

20/02/9 **REPORT FROM COUNTY COUNCILLORS**

The SCC January 2020 Newsletter was received and Members were encouraged to complete the online consultation on the review of Children's Centres.

20/02/10 **REPORT FROM DISTRICT COUNCILLORS**

Cllr Lay advised that he had attended several meetings regarding the Cinema, Sports Hub, Queensbury Lodge, climate change, Tennis Club refurbishment, Newmarket Academy, asking Flagship Housing to appoint a NTC representative on their Board and the West Suffolk Market Manager.

The West Suffolk summary of press releases was noted and the statement regarding the delayed plans for a Cinema was discussed and the following was agreed:

20/02/10.01 Resolved

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That a letter be sent to West Suffolk to request a timetable for the plan to introduce a Cinema in Newmarket and that Cllr Glossop, the Cabinet Member for Growth be requested to address NTC at the next Full Council meeting.

20/02/11 WARD REPORTS FROM TOWN COUNCILLORS

Cllr Kerby advised that he had attended a meeting regarding the antisocial issues at the train station on race nights. The racecourse are looking into additional toilet facilities.

Cllr Yarrow advised that the potholes on the pedestrian crossing opposite the Newmarket Day Centre on Fred Archer Way were a danger to residents. Cllr O'Neill also reported dangerous potholes in Station Road. Acting TCM would report them to SCC Highways.

20/02/12 TO RECEIVE REPORTS FROM TOWN COUNCILLORS ELECTED AS REPRESENTATIVES ON OTHER BODIES

None noted.

20/02/13 TO RECEIVE THE TOWN MAYOR'S AND DEPUTY MAYOR'S ANNOUNCEMENTS

None noted.

20/02/14 TO RECEIVE THE MINUTES AND CONSIDER ANY RECOMMENDATIONS FROM THE D&P COMMITTEE MEETINGS HELD ON 17TH FEBRUARY 2020

The Chairman of the Development & Planning Committee presented the report and recommendations from the Development & Planning Committee meeting held on 17th February 2020. There were no recommendations.

20/02/15 TO RECEIVE THE MINUTES AND ANY RECOMMENDATIONS FROM THE LEISURE SERVICES COMMITTEE MEETING HELD ON 3RD FEBRUARY 2020

The Mayor presented the report and recommendations from the Leisure Services Committee meeting held on 3rd February 2020.

20/02/15.01 Resolved (L/20/02/6.01 Recommendation)

That, subject to further discussions with the Acting TCM and Events Manager about the constraints of the Severals, the principle of reintroducing cricket to Newmarket was supported.

20/02/16 TO RECEIVE THE MINUTES AND ANY RECOMMENDATIONS FROM THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON 10TH FEBRUARY 2020

The Chairman of the Community Services Committee presented the report and recommendations from the Community Services Committee meeting held on 10th February 2020.

20/02/16.01 Resolved (C/20/02/15.01 Recommendation)

That NTC accepts the Working Group recommendations to introduce

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several one-way systems to the Streets in the All Saints Ward and submit them to Suffolk Highways.

20/02/17 TO RECEIVE THE MINUTES AND ANY RECOMMENDATIONS FROM THE HUMAN RESOURCES COMMITTEE MEETING HELD ON 10TH FEBRUARY 2020

The Chairman of the Human Resources Committee presented the report and recommendations from the Human Resources Committee meeting held on 10th February 2020. There were no recommendations.

20/02/18 TO RECEIVE THE MINUTES AND ANY RECOMMENDATIONS FROM THE FINANCE & POLICY COMMITTEE MEETING HELD ON 17TH FEBRUARY 2020

Cllr Caesar presented the report and recommendations from the Finance & Policy Committee meeting held on 17th February 2020.

20/02/18.01 Resolved (F/20/02/6.01 Recommendation)

That the ratification of the schedules of payments for the period 01/01/2020 – 31/01/2020 (Cash Book 1 and 2) be received and adopted.

20/02/19 NEWMARKET BID TO APPOINT A REPRESENTATIVE AND TO CONSIDER A REQUEST TO SPONSOR THE BUSINESS AWARDS

Cllr Lay advised that following his election to be a representative on the BID Board he had stepped down and that Cllr Drummond had stood in for him. However, John Morrey had been elected as the new BID Chairman and consequently, he had resumed his post. It was noted that appointments to outside bodies would be reviewed as usual in May.

The request to Sponsor the BID Business Awards was considered and the following was agreed:

20/02/19.01 Resolved

That NTC donates £500 to support the BID Business Awards using its power to spend under S137 of the 1972 Act.

20/02/20 TO CONSIDER A REQUEST TO PROVIDE CRICKET AT THE SEVERALS

Acting TCM advised that a number of concerns regarding the proposals included with the request to reinstate cricket at the Severals had been discussed at a recent meeting and the following was agreed:

20/02/20.01 Resolved

That in principle it was agreed that cricket at the Severals be permitted with discussion about the financial aspects to follow and be reported back to Council.

20/02/21 TO RECEIVE A REPORT ON SECTION 106 MONIES

Acting TCM confirmed the S106 Monies allocated to projects in Newmarket and the arrangements for the use of the Tesco S106 Monies were noted and would be allocated to make the move of the Market to the High Street

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permanent. Officers at West Suffolk and Suffolk County Councils are investigating options for a suitable long-term solution to replace the current temporary barriers. The following was agreed:

20/02/21 Resolved

That Section 106 Monies for making the move of the market to the High Street permanent be referred to the Community Services Committee to take forward.

20/02/22 TO CONSIDER WHETHER NTC SHOULD REVISIT THE HATCHFIELD FARM PLANNING APPLICATION

A proposal was made to revisit the planning application for Hatchfield Farm considering new information being available and the following was agreed:

20/02/22.01 Resolved

That the Hatchfield Farm planning application be added to the next full Council agenda to consider new information.

20/02/23 NEIGHBOURHOOD PLAN

The approval of the referendum was noted.

A Member of the Press left the meeting

The report from the Newmarket Neighbourhood Plan Steering Group was received and noted.

The date for the workshop style meeting to be held on 30th March 2020 from 6:00pm – 8:00pm to review the Community Actions with NTC Cllrs was noted. All Members were encouraged to attend to set out the community action priorities for the future.

20/02/24 TO RECEIVE A VERBAL REPORT ON THE VISION REVIEW STEERING GROUP

Cllr Kirk gave a verbal updated on the observations of the Vision Steering Group Review Working Group including, a lack of communication and transparency between the Vision Steering Group and NTC. The last minutes on the old website were from 12 months ago and there was an overlap between the Vision, NTC and the BID which required better coordination. A further report would be submitted at the next meeting.

A Member of the Public left the meeting.

20/02/25 TO CONSIDER RECOMMENDATIONS FROM THE STANDING ORDERS WORKSHOP

The recommendations from the Workshop were considered and the following was agreed:

20/02/25.01 Resolved (20/02/1.01 Recommendation)

That Standing Orders be amended to remove delegated powers from all Committees except Development & Planning. That delegated powers to the Town Clerk be reviewed along with the Terms of Reference for each Committee and the Committee structure as part of a long-term plan.

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20/02/25.02 Resolved (20/02/1.02 Recommendation)

That all Committees be comprised of a minimum of 8 Members with 4 Members as a quorum except for Human Resources which should have a maximum of 9 Members and that should there be an oversubscription to Human Resources, a ballot be used to decide membership.

20/02/25.03 Resolved (20/02/01.03 Recommendation)

That all Members be allowed to sit on all Committees and that the Mayor and Deputy Mayor be a Member of all Committees with full voting rights.

20/02/25.04 Resolved (20/02/01.04 Recommendation)

That the Chairman and Vice Chairman be elected by each Committee at the first Committee meeting of the civic year.

20/02/25.05 Resolved (20/02/1.05 Recommendation)

That the proposals from the Committee Workshop be presented to full Town Council to be held 24th February 2020. That the allocation of Members to Committees be confirmed at the full Town Council meeting in March 2020. That the allocation of Members to Committees be the first item on the agenda and be Chaired by the Mayor. That the new Committees meet in April 2020 with the existing Chairmen and Vice Chairmen until May 2020 where new Chairmen and Vice Chairmen will be elected and functioning of new Committee Membership reviewed.

20/02/25.06 Resolved (20/02/2.01 Recommendation)

That all Members agree to put all differences aside and establish ways to work together for the benefit of the Town.

20/02/25.07 Resolved (20/02/3.01 Recommendation)

That a date for a future Workshop be agreed at the Full Council meeting on 24th February to take place following the Neighbourhood Plan workshop meeting scheduled for 30th March 2020 and that consideration be given to the Neighbourhood Plan Community Actions being used to form a strategy plan for the Council.

The date of the next Workshop would follow the Neighbourhood Plan Workshop and be held in week commencing 20th April 2020. Date to be confirmed.

The Mayor proposed a vote of thanks to the Acting TCM for her excellent facilitation of the Workshop and the following was agreed:

20/02/25.08 Resolved

That a vote of thanks be given to the Acting TCM for her excellent facilitation of the Workshop.

20/02/26 TO CONSIDER PROPOSALS FROM THE LITTER WORKING GROUP

A presentation of a proposed addition to the NTC website featuring information on recycling points in Town including a map and what could be recycled was given. It was agreed this could be considered for adding to the NTC website.

A Member of the Public joined the meeting.

It was also proposed that photos of litter picks before and after could be posted on social media along with shout outs to the groups who help. Fast food outlets would be checked to see if they had policies for managing litter for their outlets. The Keep Britain Tidy campaign was also being investigated.

The work of the Litter Working Group was noted and would be referred back to the Community Services Committee.

20/02/27 STANDING ORDERS

With the time at 8.05pm, The Mayor advised that the meeting had exceeded the permitted 2 hours and proposed an extension in accordance with Standing Order 1 e). The following was agreed:

20/02/27.01 Resolved

That the meeting continue in order that the remaining business on the agenda can be concluded.

20/02/28 TO CONSIDER REINSTATING AN INDOOR MARKET

Members considered reinstating an indoor market in the Memorial Hall and the following was agreed:

20/02/28.01 Resolved

That the proposal to reinstate an indoor market in the Memorial Hall every Tuesday from October 2020 to March 2021 be accepted in principle, and to refer it to the Leisure Services Committee to take forward.

The indoor market would be promoted on the reverse of the flyer to promote the Street market.

20/02/29 TO DISCUSS THE SUN LANE ARCH DESIGNS

This item was deferred to the Public Exempt part of the meeting as it related to designs submitted by students.

20/02/30 TO RECEIVE AN UPDATE ON THE NEWMARKET RECYCLING CENTRE

The Mayor advised that she and Cllr Drummond had met with SCC and were working on a business case to support a recycling centre in Newmarket.

20/02/31 TO CONSIDER A REQUEST TO JOIN THE RURAL MARKET TOWNS GROUP

The request was considered and the following was agreed:

20/02/31.01 Resolved

That NTC does not join the Rural Market Towns Group.

20/02/32 TO RECEIVE THE PCSO MONTHLY REPORT

The monthly PCSO report for February was received and noted. The PCSO would be asked whether she is able to issue penalty notices for littering and dog mess when the enforcement of parking is transferred.

20/02/33 TO CONSIDER CORRESPONDENCE

The following correspondence was noted:

Suffolk Police – Report on Civil Parking Enforcement transfer to West Suffolk.

20/02/34 EXCLUSION OF THE PRESS & PUBLIC

With the vote being unanimous, it was:

20/02/34.01 Resolved

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

The Press and Public left the meeting

20/02/35 *STAFF UPDATE****

Acting TCM advised that the cleaning contract required a month's notice to cancel the service and it was hoped a permanent cleaner would be available to start in early April. The post for an Administrator/Marketing Officer would be filled via an employment agency on a temporary basis with a view to being made permanent.

Several applications for the Town Clerk vacancy had been received and sifted with candidates invited to interview next week and a recommendation to appoint to the next meeting of Council. It is hoped the post will be filled by early May 2020.

20/02/36 *TO DISCUSS THE SUN LANE ARCH DESIGNS*****

Members were invited to vote on the designs after the meeting.

20/02/37 ITEMS FOR THE NEXT AGENDA

None note

20/02/38 DATE OF THE NEXT MEETING OF THE TOWN COUNCIL

Monday 23rd March 2020.

Meeting closed at 8:20pm

Signed: _____

Date: _____