



Newmarket

TOWN COUNCIL

Minutes of the Annual Town Meeting of Newmarket **Electors** **Tuesday 21st May 2019 at 6.00pm at the Memorial Hall,** **High Street, Newmarket, Suffolk, CB8 8JP**

Attendance:

Cllr, Hood (Town Mayor), Cllrs Anderson, Appleby, Borda, Bowen, Ceasar, Drummond, Hirst, Hudson, Jefferys, Lay, Lindsay, O'Neill and Yarrow.

From West Suffolk: Cllrs Anderson, Drummond, Hood, Lay, Millar and Nobbs.

From SCC: Cllrs Hood and Millar

From East Cambs: Cllr Starkey

Also present: : Roberta Bennett – TCM, Christy Argyroudi – Events Manager, Julie Ashton – Minute Assistant, 78 Members of the Public and 2 Members of the press.

The Mayor opened the meeting and thanked everyone for coming and that she was looking forward to a positive meeting.

1. APOLOGIES

Apologies were received from Cllrs Cooke and former Cllr Morrey.

2. INTRODUCTIONS AND WELCOME FROM THE TOWN MAYOR, **CLLR ANDY DRUMMOND**

The Mayor advised that NTC had achieved a number of achievements last year including the following:

- Funded the CCTV on the Yellow Brick Road
- Funded and acquired a PCSO which had taken 2 years to achieve
- Submitted the Neighbourhood Plan
- Staff had facilitated the successful Market event which was moved to the High Street with Cllr Winter designing the stalls
- TCM made representations to the East Cambs Local Plan
- Funded the statuettes for the There but Not There Memorial event which was hosted in the Heritage Centre
- Hosted the Lexington exchange
- Hosted the French Twinning Association
- Took over the responsibility for lost property from the Police
- Delivered the Memorial Master Plan on time and within budget. Thanks were given to the Community Services Committee and Cllrs, Winter, Starkey, Nobbs and the TCM for their huge imagination, resourcefulness, effort and hard work to ensure an outstanding play area for the children of

the Town. This was a phenomenal achievement and a round of applause was given.

3. TO RECEIVE THE MINUTES OF THE ANNUAL TOWN MEETING HELD ON 29TH MAY 2018

The Mayor presented the amended minutes of the meeting held 29th May 2018 and the following amendment was made:

Page 4 – 7 para 2 – typo amended to read decriminalised.

Subject to the amendment being made the following was agreed:

19/05/3.01 Resolved

That the minutes of Annual Town Meeting held on 29th May 2019 be adopted and signed as a true record by the Mayor.

There were no matters arising.

4. TO RECEIVE VERBAL REPORTS RELATED TO THE FOLLOWING COMMITTEES:

Cllr Andy Drummond presented the report from the Community Services Committee – attached at Annex 1

Cllr James Lay - Chairman of the Development & Planning Committee presented the D&P Committee Report – attached at Annex 2

The Mayor presented the report from the Leisure Services Committee – attached at Annex 3

Cllr Andy Drummond - Chairman of the Finance & Policy Committee presented the report from the F&P Committee – attached at Annex 4

Thanks were given to the RFO for her fantastic work.

The Mayor - Chairman of the Human Resources Committee presented the report from the HR Committee – attached at Annex 5

Thanks were given to the TCM and staff for their exceptional work throughout the year. A round of applause was given.

Sara Beckett – presented the Neighbourhood Plan Report

Sara advised that the document had taken a number of years to complete and consisted of a number of policies and if adopted by residents would form the blue print for the future development of the Town. The work had included a lot of dedication, research and consultations with residents and businesses by way of a leaflet drop and drop in events. The document had been submitted to West Suffolk for examination and it would then be presented to residents for a vote. Thanks were given to NTC and officers.

Cllr Jefferys advised that this was an important document for Newmarket, setting out the vision for the future development of the Town. The document was available online and everyone was encouraged to read it.

The Mayor advised that the group had included Cllrs, residents and businesses and thanks were given to Cllr Jefferys, Sara Beckett and Rachel Wood for delivering a tremendous piece of work.

5. TO RECEIVE ANY REPORTS FROM WEST SUFFOLK DISTRICT COUNCILLORS

The Mayor advised that Newmarket had 6 District Councillors with 4 of them being Town Cllrs Anderson, Drummond, Hood and Lay. Cllr Starkey was introduced as an East Cambs District Councillor.

A member of the Press joined the meeting.

Cllr Starkey advised that whilst it was easy to be negative, people should be proud and stand up for the NTC achievements over the last 4 years and that the new Council would continue to build on this work.

6. TO RECEIVE ANY REPORTS FORM SUFFOLK COUNTY COUNCILLORS

The Mayor introduced herself and Robin Millar as being Cllrs of SCC

Cllr Millar gave an update on the following:

- Care issues
- Schools
- Highways – traffic calming at Studlands, footpath and crossing next to Homebase and a chicane in Bakers Road to slow down cyclists
- County Lines issues with a number of arrests being made.
- Installation of CCTV on the Yellow Brick Road and the community would be getting involved with a number of projects planned for this year.

Cllr Hood gave an update on the following:

- SCC Highways – the new officer was more pro-active and it was not easier to report issues
- Policy development for special education needs
- Children's services in Suffolk had recently been judged as outstanding
- Newmarket Academy was now in the top 30% having been put into special measure in 2013 and the refurbishment and new library would encourage further achievements
- An investigation was being carried out to identify the source of the bad odour at the Yellow Brick Road and it could be from the incorrectly fitted storm drain and sewage pipes at the flats in Bury Road.

7. OPEN SESSION – QUESTIONS FORM ELECTORS TO REPRESENTATIVES OF THE THREE LOCAL AUTHORITIES RESPONSIBLE FOR THE TOWN OF NEWMARKET

Graham Philpott – Newmarket BID Manager gave thanks to past and present Cllrs Winter, Starkey, Nobbs and Morrey for their help with the Christmas Lights and

he was looking forward to working with the new Council to see what can be achieved for the Town.

A number of residents raises the matter of the membership of all of the Committees being from one political party and that 9 other Cllrs, who had been elected to represent residents being excluded. They felt that this had divided the Town.

Cllr Jefferys made the following proposal:

“That all Town Councillors shall be able to be members of all Town Council Committees if they so wish”

The majority of those in attendance were in favour of the proposal however a formal vote and count was not taken.

The Mayor advised that members were elected to sit on each Committee with the Mayor having the casting vote. This was in accordance with Standing Orders, however the comments were noted and the Standing Orders were being reviewed to address the issues raised.

The following comments were also made:

- Queensbury Lodge issue had been going on for over 40 years with a number of applications being made – there was no current application and it was hoped that the larger District Council would push hard to get a suitable resolution
- Air BnB issues – a hotel at Queensbury Lodge would help solve this – this was a nationwide issue with there being no regulation or licensing
- Increasing footfall and successful businesses – the Heritage Centre and moving the Market to the High Street had increased footfall and further efforts would be made
- Installing a crossing opposite Market Street to allow children and the elderly to cross the road safely
- Taxis issues regarding parking and u turns – West Suffolk would be looking into the issues and the Taxi drivers were invited to contact the TCM to arrange a meeting
- The pedestrian crossing at the Clock Tower was dangerous – this was a courtesy crossing and not a full pedestrian crossing
- A community litter pick would take place 21st June and Cllrs were invited to join – community groups were hugely supported by NTC and the event would be added to the Event Calendar on the website to encourage others to join in
- Why was the Council opposed to the sex establishment Heaven – the location of the club contravenes the criteria set out in the West Suffolk Sex Establishment Policy
- Where was the PCSO based and what hours do they work – TCM read out a report from the PCSO outlining their current activities. She does not have an office but is constantly out and about the Town and welcomed interaction with residents.

- It was suggested that the hanging baskets should be entered into a gardening competition – TCM would add this item to a future Community Services agenda.
- Budget for the Civic Event – this was funded by the Mayors Allowance
- The fencing at the market was there to protect the stall holders from traffic and everyone agreed that they were an eye sight. A request had been made for the colour to be changed to blue but Highways advised that this was not allowed. TCM advised that the move the High Street was in a trial period which was due to end soon, however when it is made permanent a better solution would be looked at.

The Mayor thanked everyone for coming and contributing to the meeting and the points raised would be looked at.

The meeting closed at 8:00pm

Signed _____

Dated _____

ANNEX 1 – COMMUNITY SERVICES 2018 - 2019

Minutes for the Annual Town Meeting held on 22nd May 2019

Chairman – Cllr Winter Vice Chairman – Cllr Starkey

The last year has been a busy year for the Community Services Committee and we would like to take this opportunity to thank Philippa Winter, Amy Starkey and the rest of the committee for the fantastic work they have carried out over the past years. Cemetery Management continues to be carried out by West Suffolk under the Service Level Agreement which is working well. The committee reviewed the cemetery regulations over the last year and fees are now in line with other West Suffolk cemeteries.

The committee work with the grounds team at West Suffolk to ensure the cemetery is kept to a high standard and that the town's green spaces, hanging baskets and flowerbeds look "blooming marvellous". Proposals for the Sakura Cherry Tree project were considered by the committee and the ideas for the area by the Clock Tower continued to be developed.

Around the town, the committee looked after the community assets, arranging cleaning of the bus shelters and replacing grit bins where necessary. The beginning of the year saw the final public meetings relating to Weatherby Railway Crossing, an outcome of this public inspection is still awaited.

Sites visits were carried out at the allotment sites, which are thriving under the management of the Allotment Association. The Town Council were delighted to take part in a community day to clear some problem areas. After working hard to prove ownership, the council have been successful in arranging for the boundary wall of the allotment to be rebuilt by the owner, this has just been completed.

Whilst we were unsuccessful in lobbying against the closure of Marks and Spenser, committee members worked with town partners and West Suffolk Council to successfully move the weekly market to a new location on the High Street.

We engaged with Flagship Housing and Public Transport providers, raising issues that had been brought to us by members of the public.

The War Memorial Gardens were opened as a Centenary Field in Trust and we were delighted to support the fundraising initiative for Peter O'Sullivan house brought forward by the Injured Jockey Fund.

The committee continued to work with Newmarket BID to bring forward the stunning Christmas light scheme. Improvements for the year included moving the Christmas tree which looked fantastic against the backdrop of the Rutland Arms.

For the latter part of the year, the committee joined forces with the Leisure Services Committee to bring forward the Memorial Gardens Project. The project which opened in April has been hugely successful. The Community Services Committee in particular led on project management and financial scrutiny, included arranging sponsorship of the Sensory Wall installation.

ANNEX 2 DEVELOPMENT & PLANNING COMMITTEE 2018 - 2019

Chairman – Cllr Morrey Vice Chairman – Cllr Lay

Minutes for the Annual Town Meeting held on 22nd May 2019

The Development and Planning committee comment on all planning and licencing applications in Newmarket. This committee has also worked over the last year to form responses to Local Plan consultations from Forest Heath District Council and East Cambridgeshire District Council.

The committee have been working with the now West Suffolk Council to inform policies relating to equine treadmills.

The committee have responded to the Suffolk County Council Car Parking Strategy, National Planning Policy Framework Consultation, West Suffolk Homelessness Strategy consultation and a consultation on Newmarket's Cumulative Impact Policy. We have continued our fiercely lobbying on a number of issues that residents have raised with us including seeking progress at Queensbury Lodge, raising questions about the site at Valley Way Garages and calling for scrutiny on Air BnB houses within the town and the issues that arise from Houses of Multiple Occupation (HMO's). Once again, the committee made representations against the reissuing of the licence for sex establishment on the High street and representation was made to East Cambridgeshire District Council opposing the sustainable garden village proposals at Kennett.

Newmarket Town Council continue to speak out on tree issues, asking that proper evidence is provided if it is necessary to remove trees and we are working hard to ensure that new trees are planted when trees must be removed.

With regard to highways and byways, an audit of A boards was carried out and those without permission were reported to the District Council. The committee arranged the purchase and installation of the Speed Indicator Device that is now active in Newmarket and supported the proposals from Suffolk County Council to make Grosvenor Yard Car Park one way.

In recent months, the committee lobbied for pedestrian improvements on the A142 and Hyperion Way, a scheme now being taken forward by a Suffolk County Councillor.

ANNEX 3 LEISURE SERVICES COMMITTEE 2018 – 2019

The past and present Leisure Services Committee would like to thank the Town Council Team for their continued support, as without their continued hard work we

would not have been able to deliver all that we have. Thanks should also be offered to Robert Nobbs and Dave Hudson, Chair and Vice Chair of the committee last year. We delivered the monthly tea dances which are a delightful way to spend a Friday afternoon. For a nominal fee, people from far and wide attend and try out some of their strictly moves! Thanks to the Heath Court Hotel for their help and ongoing support. We were joined at one event by the Rt Hon Matt Hancock MP to promote Silver Sunday; a special day in the national calendar when everyone can come together to celebrate older people: a day in the nation's hearts where older people feel valued and are given new opportunities to get out of the house, keep their minds and bodies active, learn new skills, make new friends and connect with the communities and generations around them.

We were pleased to provide public toilets during the summer season by the Memorial Hall and Gardens and the strategies put in place to minimise antisocial use had seen a positive outcome.

The Leisure Committee would like to thank Tracy & Julie Williams for delivering the carnival on behalf of the Town. We were able to offer financial support and use of the Severals to ensure this Town event continued to be a great success.

The Pavilion continues to be a hidden gem in the town and the Committee promoted the venue for Community and Commercial events. We were pleased to give free use of Pavilion and Severals to support the Newmarket Inter Faith Forum Community Cricket Match and to the BID for the Christmas festivities.

Our annual Summer Entertainment in the Gardens was a great success and we hosted a variety of shows and workshops throughout the summer. This free event was well supported by the Community and we are delighted to welcome the Institute of Silly Ideas to join us over the summer.

September saw the High Street closed for a day as we held a Medieval Market celebrating a Market Charter in Newmarket for over 800 years. This coincided with the return of the weekly market to the High Street and the Newmarket Food Festival creating a wonderful day out for all.

As in previous years, we arranged for a specialist company to deliver a two-day Lantern Workshop at the Memorial Hall, which we were able to bring to the community free of charge. Some magnificent structures were built, and participants were able to make smaller individual lanterns. Thanks to the fantastic turn out and engagement from the Community this formed a spectacular display at the Christmas Light Switch on with the parade joined by the "Brass Santa's" and costumed entertainers.

We held a number of Community and Civic events including Purple Tuesday, supported Macmillan with a coffee morning and welcoming delegations from both France and America celebrating our twinning link. From November we worked with the Community Services committee on a master plan to rejuvenate the Memorial Gardens. A committed team worked tirelessly to ensure that the children's designs were turned into a reality and we were thrilled to open the gardens in April. The new gardens include an all new water splash pad,

feature play equipment, landscaping and design ensuring the gardens are able to be enjoyed by the whole community going forward.

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ANNEX 4 FINANCE & POLICY COMMITTEE 2018 -2019

The monthly work of the Finance and Policy committee includes reviewing all cash books over the year, confirming monthly bank balances and reviewing the income and expenditure of Newmarket Town Council.

Minutes for the Annual Town Meeting held on 22nd May 2019

In addition to the above, in the past year, the committee have led on a review of Standing Orders and Financial Regulations and a review of the Medium-Term Financial Plan to include the additional costs relating to the Memorial Gardens project.

The other documents reviewed were the Corporate Strategy and the Communications and Marketing policy. The audit reports were fully scrutinised by the committee. The committee looked at the agenda for the Annual Meeting and brought forward a refreshed format in 2018, reviewing the layout, information sharing and included a networking session at the start of the meeting to fully engage with the electors.

This year's scrutiny of health and safety items included ensuring the legionella and risk assessment training and procedures were up to date. The committee facilitated Emergency Plan Training for staff and councillors to allow the Memorial Hall to be used as a community rest centre should the need ever arise.

Whilst we were unsuccessful, the committee lobbied hard for the parish wards to be aligned with the district wards as part of the boundary review.

Other notable items for the committee this year were the replacement of the telephone system which will lead to significant savings in future years, awarding a grant to the CAB, and the purchasing of the "There but not there" soldiers in commemoration of end of the First World War.

Finally, in March this year, we were delighted to hear that after years of work, Newmarket Town Council had been successful in appointing PCSO to the town via Suffolk Constabulary.

ANNEX 5 HUMAN RESOURCES COMMITTEE 2018 -2019

This committee is responsible for overseeing staffing matters for Newmarket Town Council. This year has been a quiet year for the committee – which is a good thing! An apprentice joined the team in July and has fitted in well. The post of Caretaker remains vacant.

The committee reviewed training requests and were pleased to note that staff were considering their personal development and training needs.

A wellbeing survey had been carried out and no significant issues were raised. Appraisals were carried out and pay increases recommended to Full Town Council.

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