

Membership from May 2020

Councillor Appleby
Councillor Borda
Councillor Drummond
Councillor Hood
Councillor Jefferys - Chairman
Councillor O'Neill
Councillor Yarrow

Quorum = 3 councillors



Newmarket

TOWN COUNCIL

The Memorial Hall, High Street, Newmarket, Suffolk CB8 8JP

Councillors, you are hereby summoned to attend a meeting of the

Finance & Policy committee to be held at

Memorial Hall, High Street, Newmarket, CB8 8JP

on Monday 17th May at 7.00pm

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters 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 being 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

Agenda

1. Chair to read fire safety notice and announce that proceedings may be filmed or recorded
2. **Apologies** - To receive and accept apologies for absence
3. **Declaration of interests**
 - a) Councillors are invited to raise any declarations of interest concerning items on the agenda
 - b) To consider any requests for dispensation
4. **Minutes of previous meeting held 22nd April 2021**
 - a) To consider and adopt the minutes, as a true record of the proceedings
 - b) To consider any matters arising
5. **Public participation** – an invitation to members of the public to make representations to Councillors.
Resolutions can only be made on items on the agenda
Rules of public participation: no person may speak on more than two items and for no longer than 3 minutes in total. The maximum time permitted for this item is 15 minutes. This is the only opportunity during the meeting, for members of the public to address Councillors.
6. **Submission of schedules of payments for information** - To review and approve cashbooks 1-4 for the previous month
7. **Bank statements** - To confirm that the bank statement balances & related bank reconciliations have been signed by the Chair of the Finance & Policy Committee
8. **Income & expenditure** - To receive and note the Income & Expenditure for the Finance & Policy Committee for the previous month
9. **End of year budget analysis 2020-2021** – To receive a report and authorise any actions
10. **To consider a request for grant funding** - Newmarket Food & Drink Festival
11. **Health and safety** - To receive a monthly report (to follow)
12. **Correspondence**
13. Date of next meeting **Monday 21st June 2021**
14. To note items for consideration at the next meeting

Signed **D. Baines**

Debbie Baines, Town Clerk

DATE 11/05/2021



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Finance & Policy Committee Held on Thursday 22nd April 2021 at 7:00pm via Zoom

Attendance:

Councillor M Jefferys (Chairman)
Councillor A Appleby
Councillor J Borda
Councillor A Drummond

Councillor R Hood
Councillor C O'Neill
Councillor K Yarrow

Also Present: D Baines – Town Clerk, C Whitaker – RFO, J Ashton – Minute Assistant and 1 Member of the Public.

Minute

F/21/04/1 Chairman to Announce that Proceedings are being Recorded and Advise that all Participants will be Muted by the Host of the Meeting who will Unmute the Individual the Charman has Invited to Speak

The Chairman opened the meeting and announced that proceedings are being recorded and to advise that all participants will be muted by the host of the meeting who will unmute the individual the Chairman has invited to speak.

F/21/04/2 Apologies for Absence

No apologies were received.

F/21/04/3 Declaration of Member's Interests and to Remind Councillors of the Need to Keep up to Date their Register of Member's Interests and to Consider any Requests Received for Members Dispensation

None noted.

F/21/04/4 To Confirm the Minutes of the Meeting Held on 15th March 2021 and any Matters Arising

Members received the minutes of the Finance & Policy Committee meeting held on 15th March 2021 and the following amendment was made:

Page 1 F/21/03/3 - Cllr Borda declared a non-pecuniary interest in item F/21/03/10.

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

F/21/02/4.01 Resolved

That the minutes of the Finance & Policy Committee meeting held on 15th March 2021 be adopted and signed as a true record by the Chairman of the Finance & Planning Committee.

There were no matters arising.

- F/21/04/5 Public Open Session**
No member of the public wished to speak.
- F/21/04/6 Submission of Schedules of Payments for Information CB1 - CB4 for (March 2021)**
Members reviewed CB1 - CB4 and the following was agreed:
- F/21/04/6.01 Recommendation**
That the ratification of the schedules of payments for the period 01/03/2021 – 31/03/2021 (Cash Book 1 - 4) be received and adopted.
- F/21/04/7 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 scrutiny of the bank reconciliations relating to the end of 31/03/2021 (month 11) for the Town Council's Current, Petty Cash, Salaries and Barclaycard Cashbooks.
- F/21/04/8 To Receive the Income and Expenditure for March 2021**
The Income and Expenditure reports for March 2021 were received and noted.
- F/21/04/9 Newmarket PCSO**
The monthly PCSO report was received and noted.
- F/21/04/10 To Receive and approve the Statement of Internal Control**
The Statement of Internal Control was presented and considered and the following was agreed:
- F/21/04.10.01 Recommendation**
That the Statement of Internal Control be received and adopted.
- F/21/04/11 Health and Safety**
The monthly Health and Safety report was received and noted.
- F/21/04/12 Memorial Hall Office Space**
A report on partitioning the main office space to provide COVID-19 compliant working space for staff was considered and the following was agreed:
- F/21/04/12.01 Recommendation**
That the costs for partitioning the main office space be investigated.
- F/21/04/13 Government Consultation in to Remote Meeting**
The consultation was completed at the meeting and will be submitted by the Town Clerk.
- F/21/04/14 Correspondence**
None noted.

F/21/04/15 Date of Next Meeting
Monday 17th May 2021 at the Memorial Hall.

F/21/04/16 Items for the Next Agenda
None noted

Meeting closed at 7:28pm

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>F/21/04/6.01 Recommendation</u>	That the ratification of the schedules of payments for the period 01/03/2021 – 31/03/2021 (Cash Book 1 - 4) be received and adopted.
<u>F/21/04.11.02 Recommendation</u>	That the Statement of Internal Control be received and adopted.
<u>F/21/04/12.01 Recommendation</u>	That the costs for partitioning the main office space are investigated.

05/05/2021

Newmarket Town Council Current Year 2021/2022

Page 1

12:16

Detailed Income & Expenditure by Budget Heading as at 30/04/2021

Month No: 1

Committee Report Finance & Policy M1 FINAL

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Finance & Policy								
100 Precept								
1176 Precept Received	655,380	655,380	655,380	0			100.0%	
Precept :- Income	655,380	655,380	655,380	0			100.0%	0
Net Income	655,380	655,380	655,380	0				
101 Administration								
1003 Banner Income	0	0	1,000	1,000			0.0%	
1103 Rent Receivable	0	0	75	75			0.0%	
1173 Precept Support Grant	9,734	9,734	0	(9,734)			0.0%	
1181 Grant Received WSC	0	0	9,734	9,734			0.0%	
Administration :- Income	9,734	9,734	10,809	1,075			90.1%	0
4008 Staff Training	460	460	2,500	2,040		2,040	18.4%	
4009 Staff Travel	0	0	250	250		250	0.0%	
4018 Software/Computer Consumables	0	0	1,500	1,500		1,500	0.0%	
4019 New IT System/Hardware	0	0	2,030	2,030		2,030	0.0%	
4021 Telephone and Fax	164	164	2,000	1,836		1,836	8.2%	
4022 Postage	(71)	(71)	2,100	2,171		2,171	(3.4%)	
4023 Stationery	492	492	2,000	1,508		1,508	24.6%	
4025 Subscriptions&Licences	2,354	2,354	5,700	3,346		3,346	41.3%	
4026 Insurance	0	0	10,000	10,000		10,000	0.0%	
4028 Office Maintenance	517	517	11,500	10,983		10,983	4.5%	
4030 Recruitment Advertising	0	0	500	500		500	0.0%	
4051 Bank Charges/Interest	0	0	200	200		200	0.0%	
4056 Legal Expenses	0	0	10,000	10,000		10,000	0.0%	
4057 Audit & Accountancy Fees	560	560	3,850	3,290		3,290	14.5%	
4058 Professional Fees	0	0	200	200		200	0.0%	
4059 web site	113	113	1,000	888		888	11.3%	
4060 Councillors Training	0	0	550	550		550	0.0%	
4061 Councillors Expenses	0	0	275	275		275	0.0%	
4062 Civic Regalia	0	0	325	325		325	0.0%	
4064 Town Mayor's Allowance	0	0	1,000	1,000		1,000	0.0%	
4075 Grant to CAB	0	0	3,000	3,000		3,000	0.0%	
4076 Grants	0	0	5,000	5,000		5,000	0.0%	
4077 Marketing	0	0	3,000	3,000		3,000	0.0%	
4079 Grant to Royal British Legion	0	0	25	25		25	0.0%	
4083 PCSO	0	0	34,000	34,000		34,000	0.0%	
4090 Biodegradable Dog Poo Bags	0	0	1,000	1,000		1,000	0.0%	

Continued over page

Detailed Income & Expenditure by Budget Heading as at 30/04/2021

Month No: 1

Committee Report Finance & Policy M1 FINAL

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4097 Election Costs	0	0	5,000	5,000		5,000	0.0%	
4113 Rolling Capitol Reserve	0	0	13,176	13,176		13,176	0.0%	
4114 Other Projects / Reserves	0	0	18,964	18,964		18,964	0.0%	
4115 Coronavirus Response Costs	118	118	5,000	4,882		4,882	2.4%	
4180 Civic Functions	0	0	2,000	2,000		2,000	0.0%	
4220 Discover Nmkt Stakeholder Fee	5,000	5,000	5,000	0		0	100.0%	
4221 Yellow Brick Road	0	0	2,000	2,000		2,000	0.0%	
4222 Tourism Stakeholder Fee	0	0	1,000	1,000		1,000	0.0%	
Administration :- Indirect Expenditure	9,707	9,707	155,645	145,938	0	145,938	6.2%	0
Net Income over Expenditure	27	27	(144,836)	(144,863)				
<u>103 Health & Safety</u>								
4020 Misc. Staff Costs	100	100	250	150		150	40.0%	
4028 Office Maintenance	0	0	250	250		250	0.0%	
4058 Professional Fees	0	0	2,500	2,500		2,500	0.0%	
Health & Safety :- Indirect Expenditure	100	100	3,000	2,900	0	2,900	3.3%	0
Net Expenditure	(100)	(100)	(3,000)	(2,900)				
Finance & Policy :- Income	665,114	665,114	666,189	1,075			99.8%	
Expenditure	9,807	9,807	158,645	148,838	0	148,838	6.2%	
Movement to/(from) Gen Reserve	655,307	655,307						
Grand Totals:- Income	665,114	665,114	666,189	1,075			99.8%	
Expenditure	9,807	9,807	158,645	148,838	0	148,838	6.2%	
Net Income over Expenditure	655,307	655,307	507,544	(147,763)				
Movement to/(from) Gen Reserve	655,307	655,307						



Report to	Finance & Policy Committee
Subject	2020-21 End of Year Budget Analysis
Purpose	Information/Decision
Classification	Unrestricted
Meeting date	17th May 2021
Item number	9
Written By	Cathy Whitaker RFO

Summary: This report outlines the closing budget balances for the committees & the recommendations for transferring committee underspends to ear-marked reserves.

Councillors are asked to **CONSIDER** and **APPROVE** the **RECOMMENDATIONS** outlined in this report:

1. Consider the attached analysis report detailing committee underspends.
2. Consider the recommended transfers to ear-marked reserve funds.
3. Review the re-calculated General Fund level.

1.	Introduction
a.	The total council underspend on the 2020/21 budget is £182,820.
b.	Each committee ended with underspend this year: see attached analysis for individual figures.
2.	Context
a.	The Ear-Marked Reserves have not been topped-up with any substantial amounts for some time. Discussion has taken place at council meetings throughout the year regarding the need to create some EMRs for saving towards such things as replacement play equipment, water feature, the council vehicle and for a reserve pot for grants and regular events.
b.	In balancing the budget for the current year (2021/22) with a requirement to freeze the precepted amount it was necessary to reduce the budgeted amount for the Neighbourhood Plan Committee drastically, leaving very little to work with.
3.	Proposal/Options
a.	To allocate the committee underspends as per the attached analysis report – to the specified ear-marked reserve accounts.
b.	To allocate the previously committed amount to top-up the General Reserve Fund.
4.	Financial/Resource Implications
a.	There are no finance implications on the current budget as this is dealing with the underspend from the previous financial year.
b.	The General Fund will be topped up and nearing the recommended figure for this council.
c.	The Ear-Marked Reserves will be in good standing to support all committees with the necessary projects and responsibilities.
5.	Next Steps/Recommendations
a.	To approve the allocation of funds to the specified Ear-Marked Reserve accounts.
b.	To approve the General Reserve calculation for 2021/22.

Newmarket Town Council
2020-21 End of Year Budget Analysis Review

COMMITTEES	F&P	CS	LS	HR	NP
Budgeted Income	£1,125	£71,650	£34,900	£0	£0
Actual Income	£3,446	£71,749	£26,464	£0	£0
INCOME Underage/Overage against Budget	£2,321	£99	-£8,436	£0	£0
Budgeted Expenditure	£176,231	£202,038	£207,520	£184,000	£3,000
Actual Expenditure	£148,833	£160,067	£150,674	£153,732	£160
EXPENDITURE Underage/Overage against Budget	-£27,398	-£41,971	-£56,846	-£30,268	-£2,840
SUBTOTAL Underage/Overage against Budget	-£29,719	-£42,070	-£48,410	-£30,268	-£2,840
Transfers from EMRs applied	£6,263	£5,550	£17,700	£0	£0
TOTAL Underage / Overage against Budget	-£35,982	-£47,620	-£66,110	-£30,268	-£2,840
Committed / Suggested Transfers to EMRs (<i>see breakdown</i>)	£35,982	£47,620	£66,110	£30,268	£2,840
FINAL COMMITTEE Balance 2021-21	£0	£0	£0	£0	£0

COMMITTED & SUGGESTED TRANSFERS TO EMR					
F&P General Fund (committed via budget 20-21)	£13,000				
F&P Elections EMR (suggested: balance of account)	£12,790				
F&P Grants EMR (R/20/06/11.03 Resolved)	£10,192				
	£35,982				
CS Vehicles EMR (R/20/06/11.03 Resolved)		£3,260			
CS Public Realm EMR		£12,000			
CS Town Clock Roundabout EMR (suggested: balance of account)		£4,707			
CS Christmas Lighting EMR (suggested: balance of account)		£7,454			
CS NBM EMR (deferred bu R 21/02/10.05 Resolved)		£1,000			
CS Cemetery EMR		£10,000			
NP Neighbourhood Plan EMR		£9,199			
		£47,620			
LS Winter Events EMR (suggested: balance of account)			£6,000		
LS Events General EMR (suggested: balance of account)			£6,000		
LS Carnival Events EMR (suggested: balance of account)			£10,000		
LS Play Equipment EMR (R/20/06/11.03 Resolved)			£15,000		
LS Water Feature EMR (R/20/06/11.03 Resolved)			£4,971		
LS Twinning EMR (suggested: balance of account)			£3,338		
LS Soapbox EMR			£10,000		
NP Neighbourhood Plan EMR			£10,801		
			£66,110		
HR EMR (suggested: balance of account)				£30,268	
NP Costs EMR (suggested: balance of account)					£2,840

RED = UNDERAGE AGAINST BUDGETED AMOUNT

BLUE = OVERAGE AGAINST BUDGETED AMOUNT

AGREED EXPENDITURE; NOT YET COMPLETED					
Pavilion Security Shutters		£11,903			EMR Pavilion
Massey & Harris - zipwire launch pad		£3,634			EMR MGMP
WSC fencing contribution to allotments New Cheveley Rd		£2,500			EMR Allotments
Proscape; Clock Tower Roundabout Project		£48,335			EMR Town Centre Reg / 21-22 Budget
Proscape; first year maintenance at Clock Tower Roundabout		£1,440			21-22 Budget
Children's Event in August 21			£400		21-22 Events Budget
Resident Parking Zone (underwriting) if required	£5,000				21-22 Legal Budget
Cemetery Gate Automation		£3,740			EMR Cemetery
Cemetery Flint Wall additional ten days restoration		£4,050			EMR Cemetery

16:07

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
311 EMR Play Equipment	0.00	+ 15,000	0.00
312 EMR NOT IN USE	0.00		0.00
313 EMR Town Regeneration	43,557.00	+ 4,707	43,557.00
316 EMR Clocks/Memorials	7,204.50		7,204.50
317 EMR Buildings-M Hall Fund	19,631.52		19,631.52
318 EMR Buildings - Pavilion Fund	25,000.00		25,000.00
319 EMR Disused Churchyard	2,836.00		2,836.00
320 EMR Cooper Memorial	2,008.00		2,008.00
321 EMR Grants	0.00	+ 10,192	0.00
322 EMR Street Lighting	3,500.00		3,500.00
323 EMR Allotments	4,839.00		4,839.00
324 EMR NOT IN USE	0.00		0.00
325 EMR Public Realm	0.00	+ 12,000	0.00
326 EMR Elections	0.00	+ 12,790	0.00
327 EMR Legends of the Turf	2,844.00		2,844.00
328 EMR Vehicle Replacement	0.00	+ 3,260	0.00
329 EMR Nmkt Bombing Memorial	0.00	+ 1,000	0.00
330 EMR Cemetery	31,296.00	+ 10,000	31,296.00
331 EMR Neighbourhood Plan	0.00	+ 22,840	0.00
332 EMR Human Resources	13,646.00	+ 30,268	13,646.00
333 EMR Carnival	5,266.67	+ 10,000	5,266.67
334 EMR Christmas Lights	2,275.00	+ 7,454	2,275.00
335 EMR Winter Event	0.00	+ 6,000	0.00
336 EMR Events-General	0.00	+ 6,000	0.00
337 EMR Twinning	0.00	+ 3,338	0.00
338 EMR Soapbox Derby	0.00	+ 10,000	0.00
339 EMR NOT IN USE	0.00		0.00
340 EMR NOT IN USE	0.00		0.00
341 EMR Water Feature	0.00	+ 4,971	0.00
342 EMR Memorial Gardens	8,857.27		8,857.27
343 EMR Workwear	818.00		818.00
344 EMR Asset Sales	8,950.00		8,950.00
345 EMR NOT IN USE	0.00		0.00
346 EMR Coronavirus Support Fund	0.00		0.00
	<u>182,528.96</u>	<u>+ 169,220</u>	<u>182,528.96</u>
		<u>-0.00</u>	

352,348-96

REPORT TO FULL COUNCIL REGARDING THE GENERAL FUND LEVELS AS @ MAY 2021

JPAG (**Joint Panel on Accountability and Governance**) provides guidance regarding the level of General Fund Reserve for our size council as being three months of Net Rev Expenditure (NRE)

NRE is (for 2021/22)

Precept	£665,114
Less loan repayments	£ 89,864
Less Capital Project amount	£ -
Less Transfers to EMRs	£ 21,176 (being the precepted Rolling Capital Reserve & Clock Tower Area regeneration project)
	£554,074

One quarter (3 months) = £138,519

Current General Fund =	£117,846
Plus budgeted rolling capital	£ 13,176
	£131,022

Leaves a shortfall of £ 7,497



Grant Application Form

The Town Council considers grant applications from local organisations every year, each is considered on its merits and against availability of funds. Applications are invited from local organisations which directly benefit residents. For guidance, applicants are advised to read the Grants and Funding Policy document which is available on the Council's website: www.newmarket.gov.uk

1. Your Organisation

Name of Organisation	Newmarket Food and Drink Festival
Address	
Telephone 07837887568	E-mail noel.byrne@bedfordlodgehotel.co.uk
Is this application a consortium/partnership bid?	No
If yes, name(s) of other organisations involved:	
Details of main contact person (name, address, phone and email)	Noel Byrne, Bedford Lodge Hotel & Spa

2. Please describe the project for which you are applying for funds

Give consideration to the following:

- Number of clients/members/public served (where relevant)
- Description of service/activity provided, project or event to be supported
- Reason for application with details of how the grant will be used
- How the grant will benefit the town and people of Newmarket

Please find attached document for this part.

3. What is the total of the grant you are applying for?

£1500.00

4. **Where will this take place?** Please give us the address and postcode of the main site of your project. If your project is taking place over a wider geographic area, please tell us the main areas where the project will take place.

The Jockey Club Rooms Gardens and Car Park

5. **When is the project due to start and end?**

Start date	11 September 2021
End date	12 September 2021

6. **If you have received funding from Newmarket Town Council, in the last three years, please list below the year, purpose and amount of funding received.**

Year	Purpose	Amount
2019	As per attached	£1250.00
2018	As per attached	£1250.00

7. **How would Newmarket Town Council support be acknowledged?**

In all the media outlets as well as branding in all collateral.

8. **Please confirm the following documents are available for inspection if required**

Your accounts	Yes
Budget projections for the activity	Yes
The constitutional document that governs your organisation	Yes – if available

9. Data protection and freedom of information

We are committed to transparency and accountability. This includes being clear about how we assess and make decisions. Details of grants made by the Town Council will be published on our website. Acceptance of this is a condition of grant funding.

As a public body, we follow the Data Protection Act 1998 and the Freedom of Information Act 2000. For further information, see details on our website at <http://www.newmarket.gov.uk>

10. Declaration

We will take your signature on this form as confirmation that you understand our obligations under the Data Protection Act 1998 and the Freedom of Information Act 2000

By signing this declaration, you are confirming that you have the authority to sign this application and that the details given are true and correct.

Your signature (digital signature acceptable)	Noel Byrne
Name	Noel Byrne
Date	27 April 2021

Return this application form with all necessary supporting information to:	townclerk@newmarket.gov.uk
	King Edward VII Memorial Hall High Street Newmarket Suffolk CB8 8JP
Telephone	01638 667 227

For internal use only	
Date received	
Date presented to F&P committee	17/05/2021
Decision/resolution number	
Notes	

Newmarket Food & Drink Festival

Newmarket Town Council – Application for £1500 grant for 2021

Brief History

The Food & Drink Festival started six years ago, when the Newmarket Open Weekend committee felt it would be an appropriate addition to the main Open weekend, now the Henry Cecil Open Weekend (HCOW). It started off at the Racecourse on the same weekend as the main Open Weekend, but after two years, it became clear that only racegoers were coming to it, and only in between races. It had not attracted non racing people, maybe for obvious reasons, one being its location!

The primary reason behind this decision was to incorporate the non-racing sides of the town into the Open Weekend celebrations, so that the Town could both benefit from the increased footfall, but that it could showcase the Town and its attributes at the same time.

At the end of the second year, myself and my committee debated why we should stay at the Racecourse, and with the blessing of the main committee, we agreed to move the event and the dates for it to the Museum in Palace Street. This move was inspired, in the next three years, the footfall grew from 5000 to 16500 in its most recent year – 2019.

Increased footfall figures to the Town over those two days are in BID's possession, via the Wi-Fi software for the Town, which shows how much footfall increased on that last weekend.

In 2017 we tried a collaboration with the Guineas Shopping Centre, but that did not prove to be as popular as we had hoped, and given the footfall potential within the Shopping Centre, this is something that we would like to re-visit in the future. Our aspiration for the move to the Museum was not just to increase footfall to the Festival, but by design and association, would increase footfall to the town and vice a versa. With the move to the JCR this year, all inbound visitors will be compelled to use pretty much all the car parks, generating revenue as well as provoking all visitors to move through the Town backwards and forwards to the Festival!!!

2018 was so successful, that we were over subscribed for exhibitors in 2019, with 55 being the maximum that we could have, and resulting in a 'waitlist' of 32 thereafter. Consequently, we agreed with the Jockey Club and the main Open Weekend, that we would apply to move location to the Jockey Club Rooms Gardens etc. and this was accepted by Christopher Ogsden and Nick Patton. This will now allow us to increase exhibitors substantially.

The event also has Live music throughout the two days, Children's activities, Craft exhibitors as well as a Demonstration Cookery trailer. This year we have as our main Celebrity Chef, Rosemary Schrager, as well as notable Chefs from around the region, in particular Suffolk and Cambridgeshire. All these events, Acts and Celebrity Chefs are funded directly by the sponsorship that we receive.

The committee

The committee is made up of volunteers and offer their time and efforts without any charge, both throughout the year as well as during the set-up days and over the whole weekend. The existing members are as follows:

Noel Byrne – Chair

Samantha Kemp

Emily Davy

Mark Loads

Ben Pym – Corney & Barrow

Christopher Ogsten – Jockey Club Rooms

Mark Haynes – G's Fresh

Sean Melville – Executive Chef Bedford Lodge Hotel & Spa.

Julie Eden – Newmarket Town Council

Lucie Smith

Sarah Walters – H&S Jockey Club

Tracey Harding – Discover Newmarket

Stephen Wallis – HCOW

Our Aims

The main aim of the Food and Drink Festival is to make a profit, no matter how little, so that we can contribute to the fund raising done by the main HCOW and contribute to the three Newmarket beneficiaries. The three beneficiaries for this coming year are:

- Racing Welfare
- Yellow Brick Road Project
- Newmarket Pony Academy

Our secondary aim (and probably our most important one) was to create an event that brought together the Town and focused on the Town's assets. You will see from the committee makeup, we are not a political led group and have no alliance with any political groups in the Town, no matter who they are. Other than the financial contribution that we hope to receive from the Town Council, we do all our own fundraising.

What the Town Council will get for their funding:

We have generic marketing messaging that will be drip fed to the public from May onwards and this includes:

- Badge branding on all print collateral alongside all other sponsors
- Branding on the official website with links back to Love Newmarket, this would be alongside other Sponsors.
- Any print material that goes out, in the way of flyers to CB8 Residents etc. will also be branded with all sponsors Logos'.
- Coverage on BBC Radio Suffolk and Cambridge.

In closing, it should be re-emphasized that the work of the volunteers and the efforts throughout the weekend are focused only on the positive support of the Charity recipients for whom all the fundraising is done throughout the two weekends.

On our part, we do this for the community of Newmarket and for no-one else. It is genuinely about building the footfall into Newmarket. The funding we receive supports the successful construction and successful outcome of the whole weekend. Without this we cannot put on or make the Food and Drink Festival as successful as it has been. We have set ourselves a high standard in terms of supporting the exhibitors and ensuring the event is successful for them, which is why they keep coming back, and increasing in numbers wishing to attend each year.

The Town Council's contribution to this event is most important and helps support and ultimately makes the whole event the success it has been. The support of the Town Council has been gratefully received over the last three years.

I hope you support the weekend on behalf of all in the Town.

Thank you.

Noel Byrne – Chairman of Newmarket Food & Drink Festival