



Newmarket TOWN COUNCIL

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

Tel: 01638 667 227. E-mail townclerk@newmarket.gov.uk

NOTICE IS HEREBY GIVEN OF A MEETING OF THE NEWMARKET TOWN COUNCIL

to be held at

Memorial Hall, High Street, Newmarket, CB8 8JP

Monday 27th September 2021 at 6.15pm

Councillors are hereby summoned to attend for the purpose of transacting the business that follows

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

A G E N D A

1. **Welcome** - The Mayor to read the fires safety notice and announce that this meeting is being recorded and to ask whether anyone else intends to record the meeting
2. **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 the previous meetings held 23rd August 2021 and 13th September 2021**
 - a) To consider and adopt the minutes, as a true record of the proceedings
 - b) To consider any matters arising
5. **Presentation:** to receive a presentation by Rob Hancock, Housing Programme Manager at Suffolk County Council, regarding the former St Felix Middle School site in Newmarket.
6. **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 for 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.
7. **Suffolk Constabulary:** to receive a report
8. **Councillor Reports** - to receive and note reports (if any) from County and District Councillors, Ward Reports and outside bodies reports from Town Councillors
9. **Announcements** - To receive the Town Mayor's and Deputy Mayor's Announcements (if any)
10. **Committee Meetings**
 - a) To receive the minutes and consider and approve any recommendations from the Development & Planning meetings held on 6th September and 20th September 2021
 - b) To receive the minutes and consider and approve any recommendations from the Community & Leisure Services meeting held on 6th September 2021
 - c) To receive the minutes and consider and approve any recommendations from the Neighbourhood Plan meeting held on the 13th September 2021
 - d) To receive the minutes and consider and approve any recommendations from the Finance and

Distribute to the following for information:

County & District Councillors, The Press, Newmarket Town Council Website

Policy meeting held on 20th September 2021

- 11. Cricket:** to receive a report regarding the request to extend the use of the Severals and Pavilion by Newmarket Cricket Club to the 2022 cricket season
- 12. Newmarket Community Arts** – to receive an update regarding NCA proposal (verbal)
- 13. Christmas Event** – to receive a proposal regarding Christmas Event options for 2021 (to follow)
- 14. Council Meeting Location:** to consider the return of council meetings to the Council Chamber
- 15. Notice of Conclusion of Audit:** to receive the External Audit report from PJK Littlejohn LLP
- 16. Town Market:** to receive information regarding the temporary relocation of the market
- 17. Correspondence**
 - a. Highways England – A14 Junction Schemes
 - b. Newmarket Community Arts – request for Halloween
 - c. Any other correspondence received
- 18. Date of the next Meeting – 25th October 2021**
- 19. Items for the next Agenda**

Signed: 
Cathy Whitaker, Town Clerk

21st September 2021



Newmarket

TOWN COUNCIL

held on Monday 23rd August 2021 at 6:15 pm at the Memorial Hall

Attendance:

Councillor M Jefferys (Town Mayor)
Councillor A Appleby
Councillor J Berry
Councillor J Borda
Councillor J Clover
Councillor L Crissall
Councillor J De'Ath

Councillor A Drummond
Councillor D Hall
Councillor J Harvey
Councillor P Hulbert
Councillor C O'Neill
Councillor P Winter
Councillor K Yarrow

Also Present: C Whitaker – Town Clerk, J Ashton – Minute Assistant, Jenna Asker – Local Artist, 1 Member of the Press and 2 Members of the Public.

Minute

21/08/1 Welcome

The Chairman opened the meeting and read out the Fire Safety Notice and confirmed that proceedings were being recorded.

21/08/2 Apologies for Absence – LGA 1972, Section 85(1) & (2)

Apologies were received from Cllrs Anderson, Hood and Lay.

21/08/3 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

Cllrs O'Neill and Yarrow declared a non-pecuniary interest in Correspondence – Newmarket Community Arts. There were no member dispensation requests.

21/08/4 To Receive and Confirm the Minutes of the Town Council Meeting held on 26th July 2021 and any Matters Arising.

The minutes of the meeting held on 26th July 2021 were presented and the following amendments were made:

21/07/7 – **Councillor Reports:** To read – **West Suffolk Council (WSC) – Cllr Soons thanked Cllr Anderston for his work to resolve the damaged cars at Studlands and reported that a map of Studlands that was issued in 2020 showed partial ownership of land in Studlands.**

21/07/20 – **Licensing** – remove 'Awaits'.

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

21/08/4.01 Resolved

That the minutes of the meeting held on 26th July 2021 be adopted and signed as a correct record by the Town Mayor.

There were no matters arising.

21/08/5 Public Open Session

Jenna Asker, a resident local artist presented a proposal for a new Community Arts

Centre in the Hight Street in a retail unit leased from Jockey Club Estates and asked NTC to support the project.

A member of the press joined the meeting.

A proposal was made to bring forward the item for Correspondence – Newmarket Community Arts and the following was agreed:

21/08/5.01 Resolved

That the item for Correspondence – Newmarket Community Arts be brought forward.

21/08/6 Correspondence

Newmarket Community Arts – Members welcomed the project and noted that there was a lot of support for Community Arts in the Town. Further enquiries would be made with the BID and Jockey Club Estates. This item was referred to the Community & Leisure Service Committee.

Jenna Asker left the meeting.

A Member of the public spoke to item 12 - Weatherby Crossing and a proposal was made to bring the item forward. The following was agreed:

21/08/6.01 Resolved

That item 12 Weatherby Crossing be brought forward.

21/08/7 Weatherby Crossing

Town Clerk presented the information regarding an objection by Network Rail to ROW/3221975M Definitive Map & Statement for the Parish of Newmarket in the District of Forest Heath, Suffolk County Council (Parish of Newmarket) Modification Order 2018 and it was noted that a further Public Inquiry will be scheduled. A proposal was made to consult with Merrow Golden, the Expert Witness and Rachel Wood and the following was agreed:

21/08/7.01 Resolved

That Merrow Golden is consulted regarding the next steps and costs involved in continuing to work on the Town Council's behalf on this matter and to liaise with the Expert Witness and Rachel Wood.

Town Clerk was asked to provide a further report on instructions for Merrow Golden and budget options to the F&P Committee.

21/08/8 Suffolk Constabulary

The monthly PCSO report was received and noted. The Mayor reported that he and Cllr Winter meet with PCSO Butcher fortnightly and were impressed with his activities and work. Cllr Winter reported that ongoing enquires were being made regarding an incident in New Cheveley Road.

21/08/9 Councillor Reports

SCC – There was nothing to report.

West Suffolk Council (WSC) – There was nothing to report.

Ward – Cllr Yarrow (Freshfields Ward) reported that vandals had destroyed a newly

planted cherry tree. Residents had been watering it and cutting the grass around it and were angered by the destruction. It was hoped that it can now be replaced again Cllr Hall (Scalback Ward) reported that he had met with the Newmarket Community Nature Reserve founders and they were keen to work with NTC on their projects which will be considered by the C&L Committee. He had also received positive feedback from the Community Earth Arts events in the Memorial Gardens this summer and noted that there is a lot of support for carrying this work forward. He was also looking at replacement trees in the location of the new Laureate crossing and in Windsor Road.

Cllr De'Ath (Studlands Ward) reported that fly tipping at Studlands was continuing and that a resident's wall had graffiti on it. Cllr Anderson was taking action on these issues.

Outside bodies – None noted.

21/08/10 Mayors Announcements

The Mayor presented the NNP Community Actions and asked Cllrs to identify the priority tasks that they would like to take forward.

The Mayor reported that in addition to normal Committee meetings and Working Groups his activities included the following:

31st July – Attended the Newmarket Community Awards ceremony at the Jockey Club.

3rd August – Attended a Rotary lunch.

5th August – Visited the Summer Entertainments in the Memorial Gardens.

21st August – Attended the New Mayors' BBQ at RAF Mildenhall.

21/08/11 To Receive the Minutes and Consider any Recommendations from the D&P Committee Meetings held on 2nd and 16th August 2021

The Chairman of the Development & Planning Committee presented the minutes and recommendations from the Development & Planning Committee meetings held on 2nd and 16th August 2021.

D/21/08/11.01 Resolved (D/21/08/7.03 Recommendation)

The Committee supported the application subject to there being no vehicle vehicular (other than emergency) access onto Rowley Drive with only pedestrian and cycle access over the horsewalk and the Committee looks forward to seeing the detailed plans to improve an important entrance to the Town.

21/08/12 To Receive the Minutes and Consider any Recommendations from the Community & Leisure Services Committee Meeting held on 2nd August 2021

The Chairman of the Community and Leisure Services Committee presented the minutes and recommendations of the Community & Leisure Services Committee meeting held on 2nd August 2021.

21/08/12.01 Resolved (CL/21/08/8.01 Recommendation)

That the quote from Cater-Kwik Ltd to replace the dishwasher in the Memorial Hall for £1,748.99 including a two-year parts and labour warranty be approved.

21/08/12.01 Resolved (CL/21/08/10.01 Recommendation)

That SCC are requested to improve the quality and diversity of speed devices that they allow to be installed.

21/08/13 To Receive the Minutes and Consider any Recommendations from the Neighbourhood Plan Committee Meetings held on 9th August 2021

The Chairman of the Neighbourhood Plan Committee presented the minutes and recommendations from the Neighbourhood Plan Committee meeting held on 9th August 2021

21/08/13.01 Resolved (N/21/08/7.01 Recommendation)

That a letter of thanks be sent to Nick Patton for the Jockey Club Estates' work to clear Newmarket Brook.

21/08/14 To Receive the Minutes and Consider any Recommendations from the Human Resources Committee Meetings held on 9th August 2021

The Chairman of the Human Resources Committee presented the minutes and recommendations from the Finance & Policy Committee meetings held on 9th August 2021.

21/08/14.01 Resolved (H/21/08/11.01 Recommendation**)**

That, subject to references being received, a candidate be offered the position of Deputy Town Clerk to commence 1st September.

21/08/14.02 Resolved (H/21/08/11.02 Recommendation**)**

That the position of Caretaker be re-advertised; with an agency caretaker filling the post in the short-term.

21/08/14.03 Resolved (H/21/08/11.03 Recommendation**)**

That a proposal for WSC weekend safety and maintenance check provision be accepted in principle, with costs being provided to the Community and Leisure Committee for consideration of the financial implications.

21/08/14.04 Resolved (H/21/08/11.04 Recommendation**)**

That Ellis Whittam be consulted regarding correspondence from a past employee.

21/08/15 To Receive the Minutes and Consider any Recommendations from the F&P Committee Meetings held on 16th August 2021

The Chairman of the Finance & Policy Committee presented the minutes and recommendations from the Finance & Policy Committee meetings held on 16th August 2021.

21/08/15.01 Resolved (F/21/08/6.01 Recommendation)

That the ratification of the schedules of payments for the period 01/07/2021 – 31/07/2021 (Cash Book 1 - 4) be received and adopted.

21/08/15.02 Resolved ((F/21/08/09.01 Recommendation)

That the quote from Heelis & Lodge for £700 be accepted and that Heelis & Lodge be appointed as the internal auditor for 2021/2022.

21/08/15.03 Resolved ((F/21/08/09.02 Recommendation)

That delegated powers be given to the Town Clerk to pilot a project to use social media to publicise meetings and items that might be of interest to the public for a period of 4 months.

21/08/15.03 Resolved (F/21/12/17.01 Recommendation**)**

That the request to purchase the land adjacent to 45 Field Terrace Road be refused at this time and that the Town Clerk seeks legal advice on this matter.

21/08/16 Soapbox Derby 2021

A report from the Events Manager was presented and noted. The Mayor advised that all was in order for the one big event of this year and all help would be welcomed.

21/08/17 Licensing

This item had been added to the agenda in error and was not discussed.

21/08/18 Youth Pledge for Employers Scheme

The SCC Youth Pledge for Employers scheme was presented and discussed and the following was agreed:

21/08/18.01 Resolved

That NTC supports the scheme and helps to raise awareness of the scheme locally.

21/08/19 Correspondence

No further items were noted.

21/08/20 Date of the next Meeting

Extra Ordinary meeting Monday 13th September in the Memorial Hall to discuss cricket.

Town Council meeting Monday 27th September 2021 in the Memorial Hall.

Meeting closed at 6:50pm

Signed: _____ Date: _____

Summary of Resolutions

Resolution	Resolution Wording
<u>21/08/7.01 Resolved</u>	That Merrow Golden is consulted regarding the next steps and costs involved in continuing to work on the Town Council's behalf on this matter and to liaise with the Expert Witness and Rachel Wood.
<u>D/21/08/11.01 Resolved (D/21/08/7.03 Recommendation)</u>	The Committee supported the application subject to there being no vehicle vehicular (other than emergency) access onto Rowley Drive with only pedestrian and cycle access over the horsewalk and the Committee looks forward to seeing the detailed plans to improve an important entrance to the Town.
<u>21/08/12.01 (CL/21/08/8.01 Recommendation)</u>	That the quote from Cater-Kwik Ltd to replace the dishwasher in the Memorial Hall for £1,748.99 including a two-year parts and labour warranty be approved
<u>21/08/12.02 (CL/21/08/10.01 Recommendation)</u>	That SCC are requested to improve the quality and diversity of speed devices that they allow to be installed.
<u>21/08/13.01 (NP/21/08/7.01 Recommendation)</u>	That a letter of thanks be sent to Nick Patton for the Jockey Club Estates' work to clear Newmarket Brook.

<u>21/08/14.01 Resolved</u> <u>(***H/21/08/11.01 Recommendation***)</u>	That, subject to references being received, a candidate be offered the position of Deputy Town Clerk to commence 1 st September.
<u>21/08/14.02 Resolved</u> <u>(***H/21/08/11.02 Recommendation***)</u>	That the position of Caretaker be re-advertised; with an agency caretaker filling the post in the short-term.
<u>21/08/14.03 Resolved</u> <u>(***H/21/08/11.03 Recommendation***)</u>	That a proposal for WSC weekend safety and maintenance check provision be accepted in principle, with costs being provided to the Community and Leisure Committee for consideration of the financial implications.
<u>21/08/14.04 Resolved</u> <u>(***H/21/08/11.04 Recommendation***)</u>	That Ellis Whittam be consulted regarding correspondence from a past employee.
<u>21/08/13.01 Resolved (F/21/08/6.01 Recommendation)</u>	That the ratification of the schedules of payments for the period 01/07/2021 – 31/07/2021 (Cash Book 1 - 4) be received and adopted.
<u>21/08/15.02 Resolved (F/21/08/9.01 Recommendation)</u>	That the quote from Heelis & Lodge for £700 be accepted and that Heelis & Lodge be appointed as the internal auditor for 2021/2022.
<u>21/08/15.03 Resolved (F/21/08/9.02 Recommendation)</u>	That delegated powers be given to the Town Clerk to pilot a project to use social media to publicise meetings and items that might be of interest to the public for a period of 4 months.
<u>21/08/15.03 Resolved (***F/21/12/17.01 Recommendation***)</u>	That the request to purchase the land adjacent to 45 Field Terrace Road be refused at this time and that the Town Clerk seeks legal advice on this matter.
<u>21/08/18.01 Resolved</u>	That NTC supports the scheme and helps to raise awareness of the scheme locally.



Item 4 Newmarket TOWN COUNCIL

Minutes of the Extraordinary Meeting of Newmarket Town Council **held on Monday 13th September 2021 at 7:00pm**

Attendance:

Councillor M Jefferys (Town Mayor)
Councillor A Appleby
Councillor J Borda
Councillor J Clover
Councillor L Crissall
Councillor J De'Ath
Councillor A Drummond

Councillor D Hall
Councillor J Harvey
Councillor R Hood
Councillor P Hulbert
Councillor J Lay
Councillor P Winter
Councillor K Yarrow

Also Present: C Whitaker –Town Clerk, T Symonds – Deputy Town Clerk, J Ashton – Minute Assistant, F Stennett and D Revell – Newmarket Cricket Club, 1 Member of the Press and 8 Members of the Public.

Minute

21/09/1 Welcome

The Mayor opened the meeting and read out the Fire Safety Notice and announced that the meeting was being recorded.

21/09/2 Apologies for Absence – LGA 1972, Section 85(1) & (2)

Apologies were received from Cllr O'Neill. Cllrs Anderson and Berry were absent.

21/09/3 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

Cllr Hall declared a non-pecuniary interest in item 5.

The Mayor proposed that item 5 be brought forward and the following was agreed:

21/09/3.01 Resolved

That item 5 be brought forward.

Cllr Hall declared a non-pecuniary interest in the following item.

21/09/4 To Receive a Presentation from Newmarket Cricket Club to Discuss the Club's use of the Severals

The Mayor congratulated the Club on their performance this year and gaining promotion. Many people had expressed their appreciation that cricket is being played on the Severals and a lot of letters of support had been received.

Frank Stennett gave a presentation on the Club's progress and outlined their future plans to expand the Club and encourage children and ladies to join the Club. To achieve this, he requested the support of NTC by extending the current agreement until the end of the 2022 season.

A water connection for the cricket square to allow for a sprinkler system would be

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Minutes of the Extraordinary Meeting of Newmarket Town Council held on Monday 13th September 2021

required. Weeding and seeding to the ground would be carried out by the Jockey Club. There would be a necessity for new portable sight screens and an electronic scoreboard. Future training net requirements would be initially addressed over winter at an alternative location, with an onward outdoor location being sought.

The Mayor advised that the waiving of fees would be referred to the C&L Committee for financial consideration.

A question and answer session followed to clarify the request for support and a proposal was made for NTC to continue their support and extend the current agreement for the 2022 season. However, a point of order was raised regarding the newly elected Cllrs not seeing the current agreement and a further proposal was made to defer the resolution.

A recorded vote was requested and votes were cast as follows:

Votes for – Cllrs Appleby, Borda, Clover, Crissall, Hall, Harvey, Hulbert, Jefferys, Lay, Winter and Yarrow.

Votes against – none noted.

Abstentions – Cllrs De’Ath, Drummond and Hood.

The vote was carried and the following was agreed:

21/09/4.01 Resolved

That a resolution for NTC to continue supporting the Cricket Club by extending the current agreement for the 2022 season be deferred to the full Council meeting to be held 27th September 2021; to allow further information to be circulated to all Members to facilitate an informed decision.

Meeting closed at 7:30pm

Signed: _____

Date: _____

Summary of Resolutions

Resolution	Resolution Wording
<u>21/09/4.01 Resolved</u>	That a resolution for NTC to continue supporting the Cricket Club by extending the current agreement for the 2022 season be deferred to the full Council meeting to be held 27th September 2021; to allow further information to be circulated to all Members to facilitate an informed decision.



**SUFFOLK
CONSTABULARY**

No table of figures entries found.

PCSO 3036 BILL BUTCHER
Partnership Funded PCSO Report
AUGUST/SEPT2021



Welcome to my Latest Partnership Funded PCSO Report.

Below are some of the activities I have been involved in alongside actively supporting the Police with tasks regarding crimes reported in Newmarket, this has involved requesting and collecting CCTV and speaking with businesses that have been victims or witnesses of crime to offer support, advice and updates as well as regular intelligence submissions.(9 this Month)

CATALYTIC CONVERTER THEFTS-Following further incidents in Newmarket and surrounding areas a suspect vehicle was seen in the vicinity. Following a brief chase, the vehicle was stopped, and a Male was arrested.



- **PARK LANE**- Following a serious incident in the early hours of Sunday 22nd August I was utilised to assist with H2H and CCTV enquiries. This investigation is ongoing with a number of arrests being made.
- **ASB AT THE GUINEAS SHOPPING CENTRE**- Following an increase in ASB at this location added patrols have been put in place and it has been adopted as A Policing Priority. Additional signage highlighting the PSPO is also being looked at. The Guineas management have also issued a number of banning notices.
- **POP UP MARKET STALL**- I now have a regular slot at the Market on the first Tuesday of each month. This gives the public a chance to discuss any issues face to face and receive the most up to date crime reduction advice from Suffolk Constabulary's First Principle Crime Reduction Matrix as well as being offered cycle property marking and purse bells free of charge.
- **ROUGH SLEEPERS**-I have been Consulting with WSC homeless outreach workers following the arrival of two new rough sleepers in the town.

- **SOAP BOX DERBY**-I put together a team for this Community event and although we didn't win this time it's the taking part that counts (There is always next year) The Thin Blue Liners will return...



- **NEWMARKET FOOD & DRINK FESTIVAL**- This event took place on the 11th and 12th of September and was very well attended. I even agreed to a selfie with Celebrity Chef Rosemary Shrager



POLICE ADVICE AND GUIDANCE

I am Happy to give advice and guidance where I can. If it is something that I cannot give an immediate answer too, then I am ideally placed to seek advice from other professionals. Member of the public wanting advice on police-related matters can be signposted to the Suffolk Constabulary.

<https://www.suffolk.police.uk/contact-us>.

Bill Butcher

PCSO 3036 WILLIAM BUTCHER NTC

Forest Heath Safer Neighbourhood Team

Newmarket Police Station

101 (non-emergency)/ 999 (Emergency only).

Suffolk Police has recently launched "1st Principle".

The first phase of a new library of crime prevention, security and personal safety advice.



www.suffolk.police.uk/1stprinciple

Townclerk

From: Councillor Drummond
Sent: 15 September 2021 08:16
To: Townclerk
Subject: Portfolio change

Hi Cathy

I visited a retailer yesterday with the mayor and I told him of my new responsibility at West Suffolk and Suffolk County Council and he said that NTC ought to know about this so here it is in a nutshell:

My portfolio holder responsibilities have recently changed so I am now responsible for environmental matters as well as regulatory. I also have the honour of chairing the County wide Portfolio Holders' group that coordinates county wide work, and is specifically responsible for overseeing Suffolk's Climate Emergency Plan (SCEP).

West Suffolk have declared both a climate emergency and an environmental emergency and we have signed up to comprehensive action plans including the ambitious challenge of being carbon neutral by 2030.

I would be happy to provide more detail to the town council should this be of interest - for example the SCEP.

Best regards

Andy

Cllr. Andy Drummond
Newmarket Town Council - Scaltback Ward





@SuffolkTories



Suffolk Tories



August 2021 Town and Parish Newsletter

For more information on all stories visit:

[Suffolk County Council | Conservative Group \(suffolkconservatives.org.uk\)](https://suffolkconservatives.org.uk)

Build Back **Better**
Build Back **Stronger**
Build Back **Greener**



Statement on behalf of all Suffolk councils regarding Afghan refugees

Statement on behalf of all Suffolk councils.

“On Wednesday 18 August, the Government announced its new resettlement scheme for Afghan refugees. Whilst the full details are yet to be confirmed, it is crystal clear that the Government needs local authorities everywhere to step up and support this national effort.

“All councils in Suffolk are committed to this cause. We have already helped a small number of Afghan interpreters and their families to resettle in Suffolk, in addition to ongoing work to support unaccompanied asylum seeking children and other refugees entering the UK. In the coming days and weeks, the district, borough and county councils will continue working with the Government to do what we can to provide assistance to vulnerable refugees.

“Times like this call for acts of humanity. Suffolk will play its part.”



Make one simple change today in a bid to tackle climate change

COP26 will bring into focus the need for us all to reduce our carbon emissions in order to slow climate change

A column by Councillor Richard Rout, Deputy Leader and Cabinet Member for Finance and Environment at Suffolk County Council.

In early November, the eyes of the world will be on the UK. Glasgow, to be exact.

This is when the COP26 conference takes places.

COP26 is the UN Climate Change Conference of the Parties. It will be a momentous event and I expect some significant decisions and agreements to be made, as the world continues to combat climate change and reduce its carbon emissions.

But how will an international event affect each of us in Suffolk? Although COP26 will be an event attended by Presidents and Prime Ministers, it will impact us all.

COP26 will bring into focus the need for us all to reduce our carbon emissions in order to slow climate change. This has been the message for a long time of course, but we must all be changing our behaviours and choosing to use less energy.

And I do mean all of us.

Global industry, national corporations and governments must lead the way to enable us all to make greener choices. But slowing climate change is everyone's responsibility, we each have a duty to tackle this situation and play our part.

I'd suggest that there is at least one simple change or choice we can make immediately, which will help. My challenge to you is to make that one change today.

This could be to replace one meat-based meal each week with a plant-based one. Or start to swap over your traditional lightbulbs for LED ones. Or switching your gas or electricity tariff to one which uses 100% renewable energy. Or plan your food shopping so that you throw away less food. Or make purchases from businesses that are committed to reducing their carbon emissions. Or just boil the water you need for that morning coffee or cup of tea.

For me, making some of these changes has been a learning experience. I've discovered that it's easy to live with a plug-in vehicle without a home charger - I just need to plan my trips and use the chargers at the workplaces I visit. It was a change I made with trepidation but charging infrastructure is continually improving.

My partner is vegetarian and while I'm not, I enjoy some meat-free meals each week. Equally important for me is shopping local and making locally-sourced food choices. When I do eat meat or dairy, I choose local grass-fed options.

I now have LED lightbulbs at home and have installed smart sensors. The biggest change we've made is turning our back on fast fashion and spending a little more on clothes produced in this country and





to a higher standard. It's too easy to order multiple cheap items online, only to return most of them! Shopping local isn't just good for the local economy but it's better for environment too.

I am not claiming that by doing these simple things, we are going to reverse climate change overnight. The point is to challenge the status quo in our lives and start to change our behaviours.

And yes, organisations like Suffolk County Council must lead by example. We continue to lobby Government to make the bigger changes necessary which enable each of us to make greener choices.

Suffolk County Council has been addressing climate change challenge for many years, but we know that the organisation must be doing more and doing it more quickly. This is agreed across all Suffolk's authorities which is why, together, we have recently approved the Suffolk Climate Emergency Plan - a document to keep us accountable in our ambition to make Suffolk a carbon neutral county by 2030.

I'm proud of the work Suffolk County Council has been doing for a number of years now. We are planting trees and hedgerows. We are supporting businesses with advice and funding to reduce their carbon emissions. We are running schemes to reduce the cost of solar panels on homes. We are providing the infrastructure to encourage walking and cycling. We are providing greener ways to travel. We are installing electric vehicle charging points in rural areas. There is much, much more besides, but we are working hard to develop this work.

Don't worry if you're still not sure what it means to you, your business or your community. With COP26 just three months away, organisations and authorities across Suffolk are planning events across the county to talk net zero and being carbon neutral. Whether at the start of your net zero journey, or you're looking to make the next step, these events will guide and inspire you.

The www.greensuffolk.org website will be updated soon with these Suffolk events. I'd recommend it as a great place to start finding out more.



Suffolk plans climate change events ahead of COP26

It was announced on August 11th that in the build-up to COP26, events around Suffolk will showcase local businesses and people who are tackling climate change, to inspire others to follow. The events aim to encourage businesses and residents to do more personally and professionally to reduce carbon emissions and therefore slow the increase of climate change.

One of the events confirmed to be taking place in Suffolk is the visit of the national Zero Carbon Tour, organised by Planet Mark. The Tour sees a fully electric 'Carbon Battle Bus' making visits around the country before arriving at the COP26 conference.

Councillor Richard Rout, member of the Suffolk Climate Change, Environment and Energy Portfolio Holders' Group, and deputy leader and cabinet member for Finance and Environment at Suffolk County Council, said:

"I'm delighted that Suffolk has been chosen to be part of the national Zero Carbon Tour, as I'm proud of all the climate change work that is going on here. I want more people to hear about it. Although many local authorities declared climate emergencies in the last couple of years, I want people to know that Suffolk has been addressing climate change for many years before that.

"But we must all be doing more to reduce our carbon emissions. Which is why colleagues from across the county have recently worked hard to produce and approve the Suffolk Climate Emergency Plan. This gives Suffolk's public sector organisations a framework and commitment to each pursue our own net zero strategies, whilst working together for the benefit of Suffolk. Together, we are supporting and guiding our residents, communities and businesses to make the changes required to best set Suffolk on the path for carbon neutrality by 2030.

"I think the COP26 conference will be an influential moment in our ambitions for Suffolk to achieve net zero by 2030. Coupled with the recent IPCC global warming report, it should focus everyone's minds that each resident and business must be doing more and doing it more quickly."

The purpose of the Zero Carbon Tour is to discuss the concept of net zero carbon and why it is critical for businesses. Suffolk's businesses, organisations and community groups will share their stories about how they have started their journeys to net zero. This will inspire and give confidence to those considering how to reduce their carbon emissions.

Steve Malkin, Founder and CEO, Planet Mark, said:

"There is no doubt, we are living in a seminal and historic moment in time. 2020 – 2030 has been coined the Decade of Action, a period in which we need to tackle the climate crisis and halt biodiversity loss. The global pursuit of net zero carbon emissions is a huge undertaking, and only possible with help from businesses and communities alike.

"We are excited to bring the net zero message to Ipswich, and share the 'carbon stories' of organisations, community groups and individuals playing their part in creating a sustainable future for Suffolk, the United Kingdom and beyond."

It will be visiting the University of Suffolk in Ipswich on 1 September 2021 and [you can register your place here](#).

This event and others are taking place across Suffolk in the lead up to COP26, as part of Suffolk's collective campaign of Creating The Greenest County, and be net zero by 2030. As part of the Suffolk

Climate Emergency Plan, these events look to encourage collaborative action by educating and engaging with residents and businesses to develop net zero journey.

Other events which are being planned in Suffolk in the lead up to COP26 include:

- August/September – Webinars for Suffolk’s voluntary sector (Suffolk County Council)
- 1 September – Zero Carbon Tour visits Ipswich
- 12 October – Ten Steps to Net Zero (Suffolk Chamber of Commerce)
- 21-22 October – Local Energy Showcase (Babergh and Mid Suffolk District Council)
- TBC October - A Greener NHS day
- 12 November – Greenest County Awards (Suffolk County Council)
- 23-25 November – Low Carbon Homes

All events are subject to change, visit www.greensuffolk.org for the latest details and information about starting your journey to net zero.





Suffolk's new Chief Fire Officer appointed

On August 12th, Jon Lacey was appointed to the post of Suffolk's Chief Fire Officer and Executive Director for Fire and Public Safety.

Starting in November, Jon will lead Suffolk Fire and Rescue Service and its staff, as well as having responsibility for Suffolk County Council's Trading Standards and emergency planning services and being a member of the corporate leadership team.

Jon will bring a wealth of experience to Suffolk, gained from a 24 year career with fire and rescue services. He began in 1993 as an on-call firefighter with West Sussex Fire and Rescue Service, before becoming a wholetime firefighter.

He is currently Assistant Chief Fire Officer at West Sussex Fire and Rescue Service and has responsibility for Prevention, Protection and Response, as well as the county council's Resilience and Emergency Team, a service like Suffolk's Joint Emergency Planning Unit.

Councillor Andrew Reid, Cabinet Member for Public Health, Public Protection and Communities at Suffolk County council, said:

"I welcome Jon's appointment, he will bring great experience and knowledge to Suffolk. The role is a very important one to keeping Suffolk safe - of course he will lead our Fire and Rescue Service, but also has responsibilities across the council, including Trading Standards and emergency planning. It is an exciting time for him to be joining us, following the Service's 'Good' rating by Her Majesty's Inspectorate and the investment we are putting into operational equipment and new fire stations."

Nicola Beach, Suffolk County Council Chief Executive, said:

"I am delighted that Jon has accepted the offer to join us in Suffolk. We put all candidates through an extremely thorough process over a number of weeks, in front of wide-ranging and diverse panels. Jon presented himself very well during interviews and presentations and we all felt that he is someone who brings strong experience to the team and someone we would enjoy working alongside."

Dan Fearn, Suffolk's Deputy Chief Fire Officer will continue in the role of Chief Fire Officer and Executive Director on an interim basis until Jon starts his role in November.





Suffolk targets devolution talks with Government

It was announced on August 17th that public sector leaders in Suffolk say they welcome early discussions with Ministers about a possible devolution deal for Suffolk.

In a joint letter sent to Rt Hon Robert Jenrick MP, the leaders of all of Suffolk's six councils and Police and Crime Commissioner Tim Passmore, said:

"Suffolk has already demonstrated its credibility as a place where Government will find strong and ambitious delivery partners.

"The Suffolk Public Sector Leaders (SPSL) group...has a track record of effective partnership working. These robust relationships enable more innovative ways of working, including exploring opportunities for devolution as part of a County Deal.

"Suffolk...is an ideal place to help Government demonstrate how levelling up can work in diverse geographies. Suffolk has a strong offer to make to Government and we would welcome early discussions with MHCLG Ministers to explore proposals for a County Deal ahead of the White Paper being published."

The Government wrote to councils in July 2021, setting out its ambition to make available to county areas the kind of devolved decision-making powers and public funding currently enjoyed by larger cities and urban areas. It's part of the Government's Levelling Up agenda and will see a White Paper published in the coming months.

Councillor Suzie Morley, Leader of Mid Suffolk District Council and chair of the SPSL, said:

"Suffolk is known for working well together. Whether it's partners joining forces during the COVID-19 pandemic, pooling public funding for the greater good or developing shared strategic priorities, collaboration is what we're good at.

"From inclusive economic growth and community safety to climate change and strong communities, we're focused on collaborative actions that deliver the biggest and best additional benefits for our communities.

"We believe this makes Suffolk a strong contender to work with the Government as part of its Levelling Up agenda."

It is understood that Suffolk's approach involving all councils is rare among other expressions of interest being submitted to Government, a point that has been welcomed by the county's seven MPs.

In an accompanying letter to Robert Jenrick MP, they said:

"We are...writing to wholeheartedly support the vision set out, collectively, by Suffolk County Council and all of Suffolk's District and Borough Councils. We believe this unity of purpose behind taking the next step in devolution through a County Deal can not just help persuade you that we should be in the vanguard of the next stage of devolution, but also that Suffolk can use such a deal to deliver better services locally.

"This is not a recent or short-lived view. For many years local leaders in Suffolk at all levels have worked more closely together, and have put forward constructive propositions for further





improvements. We hope to work with you on your forthcoming White Paper to show that strong local leadership and strengthened local governance can deliver better.”

Read a copy of [the letter sent to Robert Jenrick MP](#) (PDF, 207KB), as well the [supportive letter from Suffolk’s seven MPs](#) (PDF, 205KB).

Suffolk homeowners can cut carbon emissions as successful solar panel buying scheme returns

On August 25th it was announced that Suffolk residents will come together to invest in renewables through a group-buying scheme for solar panels and battery storage.

Solar Together Suffolk, in conjunction with Suffolk County Council, helps homeowners feel confident that they are paying the right price for a high-quality installation from pre-approved installers.

This innovative scheme builds on three years of the highly successful Solar Together programme run in Suffolk. Since 2018, the scheme has installed solar panel systems in 1,028 households across the county. On average, homeowners have saved 33% on installation costs, £263 on energy bills in year one, and stopped harmful carbon emissions entering the atmosphere.

Suffolk residents have until 27 September 2021 to register their interest, for free and with no obligation, to join the group-buying scheme to have solar panels installed at their home. Not only does Solar Together Suffolk offer solar panels, but also optional battery storage and retrofit battery storage for residents who have already invested in solar panels.

Suffolk County Councillor Richard Rout, Deputy Leader and Cabinet Member for Finance and Environment, said:

“I’m delighted that we’re able to run Solar Together Suffolk for another year, as we have seen a real appetite amongst residents to play their part and invest in ways to reduce their carbon emissions. This is one of the many schemes we are offering, as Suffolk County Council aims to make the county net zero by 2030.

“The council itself has had solar panel installations for many years, which are located on around 100 of our properties. We have also been trialling battery storage too. This means that we rely less on the grid for our energy, by harnessing energy from the sun. Suffolk’s councils have worked together for many years to reduce carbon emissions and slow climate change. We now do this through the Suffolk Climate Emergency Plan, and with COP26 on the horizon we will all need to focus on how we can all lower our carbon footprint and help make Suffolk a carbon neutral county.”

How does it work?

- Until 27 September: Householders can register to become part of the group, for free and without obligation, at www.solartogether.co.uk/suffolk
- 28 September: Pre-vetted UK solar PV installers participate in an auction. They are able to offer competitive pricing as the volume and geographic concentration makes it possible for them to realise greater efficiencies, which they pass on with lower prices for installations.
- After the auction, registered households will receive a personal recommendation which is specific to the details they submitted in their registration.
- If they choose to accept their recommendation, the specifics of their installation will be confirmed with a technical survey after which a date can be set for the installation of their solar PV system.
- Telephone and email helpdesks are on-hand throughout the whole process which, together with information sessions, will allow households to make an informed decision in a safe and hassle-free environment.



Suffolk County Council brings [Solar Together Suffolk](#) to residents as part of the Suffolk Climate Change Partnership, on behalf of all of Suffolk's local authorities. This is in partnership with independent experts iChoosr to make the transition to clean energy as cost effective and hassle-free as possible. Across the UK, iChoosr has delivered almost 5,000 installations to date and over 80,000 tonnes of avoided lifetime carbon emissions.

Marie-Louise Abretti, iChoosr UK Solar Manager added:

"The Solar Together group-buying scheme offers a simple process and the reassurance of a trusted and vetted installer for residents of Suffolk who are looking for ways to reduce their carbon emissions, save on energy bills and increase their independence from the grid."

What other Suffolk residents have said:

"All very painless and straightforward. Being part of a large group gives you the confidence that problems will be resolved should they arise, but none did!" Peter, Bury St Edmunds; 16 panels installed.

"Excellent! Solar Together Suffolk took all the hassle of finding a provider, and the group-buying secured me a better discount than trying to do this on my own. It was a no-brainer. Richard, Bures St Mary; 24 panels installed."



Suffolk health chiefs alarm as covid cases shoot up ahead of sunny bank holiday weekend

On August 26th it was stated that the number of Covid cases in Suffolk have risen by 22% in the last week and this increase is set to continue.

This has prompted Suffolk's Director of Public Health to issue an urgent warning ahead of the Bank Holiday weekend.

Stuart Keeble made the warning after Suffolk's weekly case hit 231.1 cases per 100,000 population.

This is in comparison to 189.9 per 100,000 the previous week and is a steep rise compared to case growth in the East of England.

In the week to 25 August, there were 1,904 new cases of COVID-19 in Suffolk, compared to 1,597 cases up to 18 August. Each of the five districts have experienced a week-on-week increase, with a high number of cases recorded in Newmarket and Lowestoft in the last two weeks.

Areas around north Newmarket have the highest weekly rates with 702.7 cases per 100,000 population and Lowestoft and Kirkley are the second highest with 517.1 cases per 100,000 population. Other areas around Lowestoft are also seeing higher than average cases (Gunton West with 392.5 per 100,000 and Lowestoft Central 379.1 per 100,000).

There has also been an almost doubling in the case rate in Suffolk's 60+ population over the last month with a rate of 80.9 per 100,000 on 19 August, up from 42.2 per 100,000 on 17 July.

The number of hospital beds occupied by positive patients has also risen in Suffolk's four hospitals with 76 patients and there have been two COVID-19 deaths in the most recent week of data.

Ahead of the Bank Holiday Weekend, Mr Keeble, Director of Public Health at Suffolk County Council, is encouraging people to enjoy the weather but warning them to do it carefully and with consideration for other people. This including sticking to Covid-safe measures, such as mask wearing and keeping your distance.

Mr Keeble said:

"We want people to get out and about this bank holiday weekend – whether that's building sandcastles at the beach, enjoying a proper pint with friends or going on adventures throughout our beautiful county. But we need everyone to do so carefully, and be kind to people who are still very vulnerable to COVID. Sadly, this disease is still very much in our communities – and while it is hugely important that we live our lives to the fullest and enjoy all that Suffolk has to offer, we must do this with caution.

"This means wearing a mask or keeping your distance when you feel it is appropriate or to protect vulnerable people around us. Every act of kindness and consideration to those around you, helps us keep one another safe and stop the spread of the virus."

A new video has been launched by the Suffolk Resilience Forum ahead of the Bank Holiday to encourage people to **Add Kindness** to their daily lives and help keep people Covid-safe. [View it here](#). The **Add Kindness** campaign aims to encourage people to act with consideration for others when out and about. This may include wearing a mask, or keeping your distance, when appropriate.



Suffolk Fire and Rescue Service adds four new enhanced appliances to its fleet, fitted with solar panels

On August 27th Suffolk Fire and Rescue Service unveiled its state-of-the-art rescue vehicles and equipment to equip firefighters with the latest technology for rescues.

Four new “enhanced rescue tenders” will be based at Bury St Edmunds, Lowestoft, Newmarket and Princes Street (Ipswich), giving cover across the county and strengthening the emergency response across Suffolk’s communities.

The new equipment and vehicles are also the latest innovations in green technology, supporting Suffolk County Council’s climate emergency declaration and ambitions to be net zero by 2030. The fire appliances are the first in Suffolk to be fitted with solar panels, have more fuel-efficient engines and also carry battery powered hydraulic rescue equipment.

Dan Fearn, Temporary Chief Fire Officer, said:

“This is a significant investment in the Service’s capability to deal with many types of rescues, including those on Suffolk’s roads. To make sure we get the best equipment possible, we’ve carried out extensive operational testing and spent time getting feedback from staff.

“The equipment carried on-board is dedicated specialist equipment for carrying out rescues, ranging from car crashes to building collapses and making the scene of an incident safe.

“My team is made up of exceptional operational and non-operational staff. I want to give them the best possible equipment so that they can carry out their work to the best of their ability.”

Councillor Andrew Reid, Suffolk County Council Cabinet Member for Public Health, Public Protection, & Communities, said:

“The vehicles are strategically placed across the county to deliver the fastest response to the community of Suffolk. I’m delighted that we’ve been able to add this next-generation equipment to our growing fleet. We have also recently introduced three new command support vehicles and we have further investment in the pipeline.

“Suffolk County Council aims to be a net zero authority by 2030, and I applaud the Service for setting an excellent example by embedding this ambition in its procurement.”



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Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee **Held on Monday 6th September 2021 at 6.15pm**

Attendance:

Councillor C O'Neill (Chairman)
 Councillor A Appleby
 Councillor A Drummond

Councillor D Hall
 Councillor P Hulbert
 Councillor M Jefferys

Also Present: C Whitaker – Town Clerk, T Symonds – Deputy Town Clerk, J Ashton – Minute Assistant and 1 Member of the Public

Minute

D/21/09/1 Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded

The Chairman opened the meeting, read out the fire safety briefing and announced that no fire alarm was planned and that the meeting may be filmed or recorded.

D/21/09/2 Apologies

Apologies were received from Cllrs Berry, Clover and Hood.

D/21/09/3 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

None noted.

D/21/09/4 To Confirm the Minutes of the Meeting Held on 16th August 2021 and any Matters Arising

Members received the minutes of the Development & Planning Committee held on 16th August 2021 and the following was agreed:

D/21/09/4.01 Resolved

That the minutes of the Development & Planning Committee held on 16th August 2021 be adopted and signed as a true record by the Chairman of the Development & Planning Committee.

There were no matters arising.

D/21/09/5 Public Open Session

A member of the public spoke to application DC/21/1612/FUL and welcomed the new hospital facilities but raised concerns about the location of the proposed development within the hospital site in relation to its proximity to White Lodge residential apartments on Exning Road. The new hospital building is not in keeping with the existing hospital building or other buildings on the site, being 50% taller and therefore there are issues of light block and loss of privacy to the residents of White Lodge.

The Chairman proposed to bring forward application DC/21/1612/FUL and the following was agreed:

D/21/09/5.01 Resolved

That application DC/21/1612/FUL be brought forward.

D/21/09/6 Impact of Newmarket Neighbourhood Plan Policies on Applications Being Considered

NNP Tree Policies and Policy 70 relating to facilities at the Newmarket Community Hospital.

D/21/09/7 Planning Applications

Week Commencing 09/08/2021

D/21/09/7/1 DC/21/1612/FUL- Planning application – two storey 32 bed inpatient ward Newmarket Community Hospital 56 Exning Road Newmarket Suffolk.

D/21/09/7.01 Recommendation

The Committee requested an extension until the end of the month to allow for a site visit. The Committee welcomed the new facility and were pleased to support the new building, but requested that other sites be considered; in particular site C, and that the opinions of nearby residents should be seriously considered

A member of the public left the meeting

Week Commencing 09/08/2021

D/21/09/7/2 DC/21/1649/TCA - Trees in a conservation area notification - a. group of mixed trees/shrubs (G1 on plan) fell; b. group of mixed trees/shrubs (G2 on plan) crown lift to 0.5 metres off boundary wall - Barkway House 18 Bury Road Newmarket.

D/21/09/7.02 Resolved

The Committee actively encourages responsible tree management. The Committee does not object to this application.

Week commencing 16/08/2021

D/21/09/7/3 DC/21/1570/HH – Householder planning application - front porch - 211 Tulyar Walk Newmarket.

D/21/09/7.03 Resolved

The Committee voiced no objections.

D/21/09/7/4 DC/21/1563/HH – Householder planning application - single storey rear extension (following demolition of existing conservatory) - 10 Hill Close Newmarket.

D/21/09/7.04 Resolved

The Committee voiced no objections.

D/21/09/7/5 DC/21/1117/FUL – Planning application – partial change of use of first floor from offices/retail (class E) to residential (class C3) to create five flats - 116-118 High Street Newmarket.

D/21/09/7.05 Resolved

The Committee objected on the grounds of the layout and density of the building. The building is too small for 5 flats to meet minimum space requirements and feels that 4 flats would be more appropriate.

Week commencing 23/08/2021

D/21/09/7/6 DC/21/1590/FUL – Planning application - a. one mezzanine floor in Unit 1d b. nine ground floor windows, two ground floor pedestrian doors and six first floor windows c. two external floor mounted condenser units - Unit 1B And Unit 1C And 1D Newmarket Business Park Studlands Park Avenue Newmarket Suffolk.

D/21/09/7.06 Resolved

The Committee voiced no objections.

D/21/09/7/6 DC/21/1580/FUL – Planning application - storage warehouse (class B8 - storage and 7distribution) - Unit 4 Albion Court 9 Studlands Park Avenue Newmarket Suffolk.

D/21/09/7.07 Resolved

The Committee voiced no objections subject to ensuring that the trees in the drawings are planted as stated and that WSC enforces a condition for appropriate hedging and greenery to the rear for screening and that additional lighting be installed to improve the lighting on the Yellow Brick Road. The Committee would ask that consideration is given to the close proximity of the site to the Yellow Brick Road with respect to Policy 17 of the Newmarket Neighbourhood Plan.

D/21/09/8 Amended and Deferred Planning Applications

D/21/09/8/1 DC/21/0604/FUL - Planning application - a. construction of one dwelling b. conversion of existing detached garage to dwelling c. associated car port, outbuildings, parking, garden and associated infrastructure - Nowell Lodge Fordham Road Newmarket.

D/21/09/8.01 Resolved

The Committee voiced no objections.

D/21/09/8/2 DC/21/0988/FUL – Planning application - Installation of six floodlights to existing rugby pitch, following removal of existing 3No. floodlights on south-eastern boundary - Scaltback Middle School, Clubhouse, Elizabeth Avenue, Newmarket.

D/21/09/8.02 Resolved

The Committee voiced no objections.

Cllr Drummond abstained from voting on the following application.

D/21/09/8/3 DC/21/0152/FUL – Hybrid Planning Application - A. Full planning for 205 dwellings, garages, new vehicular accesses, pedestrian/cycle accesses, landscaping and associated open space and B. Outline planning - early years education facility - Land South Of, Burwell Road, Exning, Suffolk.

D/21/09/8.03 Recommendation

The Committee commented regarding the cumulative impact of development on

and beyond Exning Road with regard to increased traffic and requested that this is considered as part of any Section 106 agreement to improve the infrastructure.

It was noted that this application had been deferred at the Development and Planning Committee at WSC.

Cllr Drummond abstained from the vote.

D/21/09/9 East Cambs Planning Applications

D/21/09/10/1 21/00599/FUL – Proposed erection of 8 no. dwellings all associated works – Site South of 104 Crockfords Road Newmarket Suffolk.

This application was withdrawn.

D/21/09/10 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

West Suffolk Planning Determinations received during weeks commencing, 9/08/2021, 16/08/2021 & 23/08/2021

Applications	Description	Address	WS Decision	NTC Decision
DC/21/1318/HH	Householder planning application - a. two storey side and rear extension (following demolition of existing garage, workshop and shed) b. single storey rear extension	14 Exning Road Newmarket	Approved	No objections
DC/21/1312/HH	Householder planning application - single storey partial front extension and single storey side extension with one roof light	11 Golden Miller Close Newmarket	Approved	No objections
DC/21/0653/FUL	Planning application - change of use of first floor vacant beauty salon (sui generis) into two dwellings (class C3)	6-7 Crown Walk Newmarket Suffolk	Approved	No objections
DC/21/1298/HH	Householder planning application - alterations to fenestration of front Elevation	80 Drinkwater Close Newmarket	Approved	No objections

D/21/09/11 Delegation Panel Decisions

None noted.

D/21/09/12 Licensing

None noted.

D/21/09/13 Air BnB Properties

A meeting with WSC Planning Officers is still awaited.

D/21/09/14 Correspondence

None noted.

D/21/09/15 Date of Next Meeting

Monday 20th September 2021 at 6.15pm at the Memorial Hall.

D/21/09/16 To Note any Items for Next Meeting

- Air BnB Properties
- Request from West Suffolk for Tree Wardens.

Meeting closed at 6:56pm.

Signed _____ Date _____

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/21/09/7.01 Recommendation</u>	The Committee requested an extension until the end of the month to allow for a site visit. The Committee welcomed the new facility and were pleased to support the new building, but requested that other sites be considered; in particular site C, and that the opinions of nearby residents should be seriously considered
<u>D/21/09/7.02 Resolved</u>	The Committee actively encourages responsible tree management. The Committee does not object to this application.
<u>D/21/09/7.03 Resolved</u>	The Committee voiced no objections.
<u>D/21/09/7.04 Resolved</u>	The Committee voiced no objections.
<u>D/21/09/7.05 Resolved</u>	The Committee objected on the grounds of the layout and density of the building. The building is too small for 5 flats to meet minimum space requirements and feels that 4 flats would be more appropriate.
<u>D/21/09/7.06 Resolved</u>	The Committee voiced no objections.
<u>D/21/09/7.07 Resolved</u>	The Committee voiced no objections subject to ensuring that the trees in the drawings are planted as stated and that WSC enforces a condition for appropriate hedging and greenery to the rear for screening and that additional lighting be installed to improve the lighting on the Yellow Brick Road. The Committee would ask that consideration is given to the close proximity of the site to the Yellow Brick Road with respect to Policy 17 of the Newmarket Neighbourhood Plan.
<u>D/21/09/8.01 Resolved</u>	The Committee voiced no objections.
<u>D/21/09/8.02 Resolved</u>	The Committee voiced no objections.
<u>D/21/09/8.03 Recommendation</u>	The Committee commented regarding the cumulative impact of development on and beyond Exning Road with regard to increased traffic and requested that this is considered as part of any Section 106 agreement to improve the infrastructure.

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Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee **Held on Monday 20th September 2021 at 6.15pm**

Attendance:

Councillor C O'Neill (Chairman)
 Councillor A Appleby
 Councillor J Berry
 Councillor A Drummond

Councillor D Hall
 Councillor R Hood
 Councillor P Hulbert
 Councillor M Jefferys

Also Present: C Whitaker – Town Clerk, T Symonds – Deputy Town Clerk, J Ashton – Minute Assistant, 1 Member of the Press and 1 Member of the Public

Minute

D/21/09/17 Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded

The Chairman opened the meeting, read out the fire safety briefing and announced that no fire alarm was planned and that the meeting may be filmed or recorded.

D/21/09/18 Apologies

Apologies were received from Cllr Clover.

D/21/09/19 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

None noted.

D/21/09/20 To Confirm the Minutes of the Meeting Held on 6th September 2021 and any Matters Arising

Members received the minutes of the Development & Planning Committee held on 6th September 2021 and the following amendment was made:

Page 1 - spelling error corrected to read "Deputy"

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

D/21/09/20.01 Resolved

That the minutes of the Development & Planning Committee held on 6th September 2021 be adopted and signed as a true record by the Chairman of the Development & Planning Committee.

There were no matters arising.

D/21/09/21 Public Open Session

None noted.

D/21/09/22 Impact of Newmarket Neighbourhood Plan Policies on Applications Being Considered

None noted.

D/21/09/23 Planning Applications

Week commencing 30/08/2021 – There were no planning applications to consider.

Week Commencing 06/09/2021

D/21/09/23/1 DC/21/1721/HH- Householder planning application - first floor front extension over existing garage - 1 Station Approach Newmarket.

D/21/09/23.01 Recommendation

The Committee voiced no objections.

Cllr Hood declared a non-pecuniary interest in the following application.

D/21/09/23/2 DC/21/1693/HH - Householder planning application - single storey rear extension following demolition of existing conservatory - 49 Heasman Close Newmarket.

D/21/09/23.02 Resolved

The Committee voiced no objections.

D/21/09/24 Amended and Deferred Planning Applications

D/21/09/24/1 DC/21/1026/FUL - Planning application - a. extension and refurbishment of existing stables with two apartments at first floor; b. three detached dwellings with associated landscaping and parking - Calder Park Stables Hamilton Road Newmarket.

D/21/09/24.01 Resolved

The Committee voiced no objections, subject to previous comments of “that the dwelling only being used by staff employed at the stable and on condition that the dwellings cannot be sold separately” being applied.

D/21/09/24/2 DC/21/0988/FUL- Planning application - Installation of six floodlights to existing rugby pitch, following removal of existing 3No. floodlights on south-eastern boundary - Scaltback Middle School, Clubhouse , Elizabeth Avenue, Newmarket.

D/21/09/24.02 Resolved

The Committee voiced no objections.

D/21/09/25 East Cambs Planning Applications

None noted.

D/21/09/26 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

West Suffolk Planning Determinations received during weeks commencing, 30/08/2021 & 06/09/2021

Applications	Description	Address	WS Decision	NTC Decision
DC/21/1418/FUL	Planning application - installation of Medpoint machine	Lords Pharmacy The Guineas Shopping Centre Newmarket	Approved	No objections
DC/21/1417/ADV	Advertisement application - non illuminated vinyl graphic on Medpoint machine	Lords Pharmacy The Guineas Shopping Centre Newmarket	Approved	No objections

DC/21/1256/P3OPA	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 office to dwellinghouse(s) (class C3) to create two dwellings	116-118 High Street Newmarket Suffolk	Approved	No objections
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D/21/09/27 Delegation Panel Decisions

D/21/0927/1 DC/21/0706/VAR - Planning application - removal of conditions five and six and variation of condition two of DC/17/1614/FUL to allow the use of UPVC windows and doors - Oakfield Surgery, Vicarage Road, Newmarket.

The Delegation Panel referred this application to the Development Control Committee - Concerned about use of UPVC in the Conservation Area – to better understand why these would be acceptable in this case.

D/21/09/28 Licensing
None noted.

D/21/09/29 Tree Warden Scheme
The West Suffolk Council notice calling for voluntary Tree Wardens for Newmarket was noted. It was reported that the Newmarket Community Nature Reserve Group had indicated an interest in covering this role and the following was agreed:

D/21/09/29.01 Resolved

That the Newmarket Community Nature Reserve Group be invited to a meeting to discuss the role of Voluntary Tree Wardens.

D/21/09/30 Air BnB Properties
A response from WSC Planning Officers was still awaited.

D/21/09/31 DC/19/0063/FUL
The Allied Mechanical application to reinstate the footpath, as required by condition 18 to reinstate the footpath before the buildings are used in the planning permission, was considered and the following was agreed:

D/21/09/31.01 Resolved

That a letter be sent to Allied Mechanical requesting an update on plans to reinstate the footpath and to West Suffolk Planning regarding planning enforcement action if applicable.

D/21/09/32 Correspondence
West Suffolk Council – Local Plan consultation review of sustainable settlements was received and noted. The following was agreed:

D/29/09/32.01 Recommendation

That a response to the consultation be sent regarding the insufficient bus services into Newmarket which is not regular and a total absence of a service on Sunday evenings.

Sunnica – postponement of the DCO submission date to 12th November 2021 to
Book Number 62 2021 - 2022

allow further targeted consultation due to the changes to the Order Limits was noted.

D/21/09/33 Date of Next Meeting

Monday 4th October 2021 at 6.15pm at the Memorial Hall.

D/21/09/34 To Note any Items for Next Meeting

- Air BnB Properties

Meeting closed at 6:42pm.

Signed _____ Date _____

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/21/09/23.01 Resolved</u>	The Committee voiced no objections.
<u>D/21/09/23.02 Resolved</u>	The Committee voiced no objections.
<u>D/21/09/24.01 Resolved</u>	The Committee voiced no objections.
<u>D/21/09/24.02 Resolved</u>	The Committee voiced no objections.
<u>D/21/09/29.01 Resolved</u>	That the Newmarket Community Nature Reserve Group be invited to a meeting to discuss the role of Voluntary Tree Wardens.
<u>D/21/09/31.01 Resolved</u>	That a letter be sent to Allied Mechanical requesting an update on plans to reinstate the footpath and to West Suffolk Planning regarding planning enforcement action if applicable.
<u>D/21/09/32.01 Recommendation</u>	That a response to the consultation be sent regarding the insufficient bus services into Newmarket which is not regular and a total absence of a service on Sunday evenings.



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Community & Leisure Services Committee **Held on Monday 6th September 2021 at 7:00 pm**

Attendance:

Councillor P Winter (Chairman)
 Councillor A Appleby
 Councillor J Borda
 Councillor L Crissall
 Councillor J D'Ath
 Councillor A Drummond

Councillor D Hall
 Councillor J Harvey
 Councillor P Hulbert
 Councillor M Jefferys
 Councillor K Yarrow

Also Present: C Whitaker – Town Clerk, T Symonds – Deputy Town Clerk, C Argyroudi – Events Manager, J Ashton – Minute Assistant, Cllr O'Neill, 1 Member of the Press 1 member of the public, L Eatock and J Asker - Newmarket Community Arts

Minute

CL/21/09/1 Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded

The Chairman opened the meeting read out the fire safety briefing and announced that no fire alarm was planned and that the meeting may be filmed or recorded.

CL/21/09/2 Apologies for Absence

Apologies were received from Cllrs Anderson and Hood.

CL/21/09/3 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 Yarrow declared a non-pecuniary interest in item 11.

CL/21/09/4 To Receive and Confirm for Accuracy the Minutes of the Community and Leisure Services Committee Meeting Held on Monday 2nd August 2021 and Any Matters Arising

Members received the minutes of the Community and Leisure Services Committee meeting held on 2nd August 2021 and the following was agreed:

CL/21/09/4.01 Resolved

That the minutes of the Community and Leisure Services Committee meeting held on 2nd August 2021 be adopted and signed as a true record by the Chairman of the Community and Leisure Services Committee.

There were no matters arising.

CL/21/09/5 Public Open Session

No members of the public wished to speak.

CL/21/09/6 To Receive the Accounts

The accounts for August 2021 were received and noted.

Book number 23 2021 -2022

Minutes of Community & Leisure Services Committee held on Monday 6th September 2021

CL/21/09/7 Service Level Agreement

The Chairman gave an update on the SLA contract and the following was agreed:

CL/21/09/7.01 Recommendation

That 3 quotes be obtained to tender for the outside services SLA and a Working Group be set up consisting of the Town Clerk, Cllrs Winter, Jefferys, De'Ath, Hall and Crissall to negotiate a new SLA for April 2022

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

CL/21/09/7.01 Resolved

That item 15 – Weed Killer be brought forward.

Cllr Yarrow declared non-pecuniary interest in the following item.

CL/21/09/8 Weed Killer

The use of weed killer and glyphosate-formulated weed killers in Newmarket and the surrounding area with relation to harmful effects was discussed and the following was agreed:

CL21/09/8.01 Recommendation

That NTC requests that the bodies responsible for the SLA in the Newmarket area do not use glyphosate-based products to control the weeds. That the SLA Working Group explores the practicalities of the alternatives and their effectiveness.

CL/21/09/9 Horse Walks

The Chairman presented examples of the replacement fencing proposed for St Mary's Square area by Jockey Club Estates, who were looking for suitable material and costings.

CL/21/09/10 Memorial Gardens

Weekend litter and safety checks – historically this is carried out by the Town Keeper and Caretaker, but takes valuable hours away from those available during the week. A quote from WSC to provide a Saturday morning service and a proposal for volunteer Councillors was considered and the following was agreed:

CL/21/09/10.01 Recommendation

That a trial of volunteer Councillors be used to clear weekend litter and conduct safety checks in the Memorial Gardens starting from 11th September for a period of 2 months.

Special Needs Activity – the plan to offer exclusive use of the Memorial Hall Gardens for carers of special needs children and their siblings had stalled and needs to be taken forward. The following was agreed:

CL/21/09/10.02 Recommendation

That the Chairman takes forward the proposal to offer exclusive use of the

Book number 24 2021 -2022

Memorial Hall Gardens for carers of special needs children and their siblings for two hours one morning per week.

Inclusive equipment and activities - a sensory wall was installed and bark chippings were laid which were compatible with wheelchair and buggy access as part of the Memorial Garden Masterplan. The new splash-pad area and birds' nest swing that were installed are also special needs compliant, but more inclusive equipment is required and the following was agreed:

CL21/09/10.03 Recommendation

That a re-assessment of the small play area equipment and surfacing be carried out within the 2022-23 budget preparation.

Cllr O'Neill left the meeting

CL/21/09/11 Memorial Hall

A report on the street furniture at the front of the Memorial Hall and 3 quotes for essential window maintenance was presented and considered. The following was agreed:

CL/09/11.01 Recommendation

That a licence from SCC be obtained for £150 to move the street furniture and that the COVID-19 grant be used to install new cycle rings. That a plan and quotes be presented to the Community and Leisure Committee for approval. That the quote from Lister Decorators to paint the Memorial Hall windows for £2,285 be approved.

New planters will require sourcing and costs to be included in the 2022/23 budget.

CL/21/09/12 Newmarket Community Arts

A request for bookings at the Memorial Hall and Pavilion was considered and the following was agreed:

CL/21/09/12.01 Recommendation

That the request from Newmarket Community Arts to be given free use of the Pavilion for 16+ Samba and adult dance classes be approved; this for a maximum of one year, with a review after six months.

CL/21/09/12.02 Recommendation

That the request to use the Memorial Hall for lantern making workshops in November 2021 be approved.

The proposal for NTC to lease a property on the High Street from Jockey Club Estates for a Community Arts hub was considered and the following was agreed:

CL/21/09/12.03 Recommendation

That NTC enters into discussions with Jockey Club Estates regarding the lease of a High Street premises for £1.00pa for Newmarket Community Arts to use as an Arts Centre.

CL/21/09/13 Queen's Platinum Jubilee

A report from a 2018 survey report and recommendations for work to be carried out at the Clock Tower was considered and the following was agreed:

CL/21/09/13.01 Recommendation

That quotes be sought to carry out the recommended refurbishment work at the Clock Tower.

Proposals for a new Platinum Jubilee flower bed in the Memorial Gardens and a planting scheme for the hanging baskets and Town planting was considered and the following was agreed:

CL/21/09/13.02 Recommendation

That a new Platinum Jubilee flower bed be created in the Memorial Gardens and that the hanging baskets and High Street planting be planted in the Queen's racing colours of red, purple and yellow.

CL/21/09/14 Newmarket Clock Tower

A report to upgrade the lighting system at the Clock Tower was considered and the following was agreed:

CL/21/09/14.01 Recommendation

That the Clock Tower Lighting system be upgraded and that further quotes be obtained.

CL/21/09/15 Speeding

This item was deferred to the next meeting.

CL/21/09/16 Update on Newmarket Events

Soap Box Derby 2021 Debrief – Events Manager presented a report on the event detailing income, expenditure and feedback, and although it had been a successful event there were some safety issues that need to be addressed. There were many positive public comments received. However, going forward, the need to consider whether the Council has the capacity to put on such a large event with no income being received was recognised. The Committee were very grateful for the support from Jockey Club Estates and the following was agreed:

CL/21/09/16.01 Recommendation

That a letter of thanks be sent to Jockey Club Estates for their support with the Soapbox Derby event.

Summer Entertainment Debrief - Events Manager presented a report on the feedback from the Market Place team and Newmarket Community Arts on the successful Summer entertainment programme and the following was agreed:

CL/21/09/16.02 Recommendation

That the Summer Entertainment event for next year be rebranded to "Earth Arts Festival" and that the organisation and running of the event be assigned to Market Place and Newmarket Community Arts.

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CL/21/09/16.03 Recommendation

That the Summer entertainment budget for 2022/23 be increased by £3,450 to cover production costs.

A member of the public left the meeting

Yoga/Pilates Debrief - Events Manager presented a report on this new Wellbeing event and the following was agreed:

CL/21/09/16.04 Recommendation

That free yoga classes be added to the 2022 Event calendar and that 1 class per week be booked from May to the end of August 2022 with the Pavilion/Memorial Hall being used as a back-up venue for inclement weather.

Remembrance Day Arrangements – The Chairman reported that NTC would be organising the arrangements this year. A short service will be held at the War Memorial where wreaths will be laid followed by a parade down the High Street to a Service at Tattersalls. Refreshments are usually served at the Bowls Club after the Service and a proposal to discontinue this was considered. The following was agreed:

CL/21/09/16.05 Recommendation

That refreshments are not served following the Service at Tattersalls.

YBR Planting Event – The Community daffodil bulb planting event will be held on Saturday 2nd October 2021 on the green and around the sump at the Yellow Brick Road.

Christmas 2021 – Events Manager reported that the event will be held 18th December 2021 and a proposal was made to move the event from Memorial Gardens to the George Lambton playing fields. This would give more space for a bigger event and be linked to the lantern parade on the Yellow Brick Road from 11:00am – 6:00 pm and the Newmarket Community Network play. Events manager was requested to provide a detailed proposal with costs.

A member of the public left the meeting

CL/21/09/17 Correspondence

Use of the Bill Tutte Memorial for Events – A request from Hughes Electrical to use the Bill Tutte Memorial to mark their 100 year anniversary was considered and the following was agreed:

CL/21/09/17.01 Recommendation

That the request from Hughes Electrical to use the Bill Tutte Memorial be approved, with a condition that the surfacing be left undamaged

Note of thanks from Newmarket Charitable Foundation – the kind note of thanks for organising the Newmarket Summer Night Walk was welcomed and noted.

A suggestion to consider a mural to mark the Platinum Jubilee – deferred to next meeting

Book number 27 2021 -2022

Fund-raising event on the Severals – the request was referred to the Town Clerk.

A member of the public left the meeting

CL/21/09/18 Date of Next Meeting

Monday 4th October 2021 at the Memorial Hall.

CL/21/09/19 Items for Next Agenda

- Memorial Gardens Security Report
- Speeding Report
- Platinum Jubilee Mural
- Clock tower lighting and refurbishment
- Christmas Event

CL/21/09/20 Exclusion of the Press & Public

With the vote being unanimous, it was:

CL/21/09/20.01 Resolved

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

The press left the meeting.

CL/21/09/21 *Opening times of the Memorial Gardens*****

The arrangements for the opening and closing of the Memorial Gardens was discussed and the following was agreed:

*****CL/21/09/21.01 Recommendation*****

That the current agreement for opening and closing the Memorial Gardens be terminated and that the duties be covered by the Town Keeper/Abbey Security.

The 2022/23 budget will need to reflect the new costs and a presentation for a vote of thanks will be arranged for the current provider.

Meeting closed at 8:43pm

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>CL/21/09/7.01 Recommendation</u>	That 3 quotes be obtained to tender for the outside services SLA and a Working Group be set up consisting of the Town Clerk, Cllrs

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	Winter, Jefferys, De'Ath, Hall and Crissall to negotiate a new SLA for April 2022.
<u>CL/21/09/8.01 Recommendation</u>	That NTC requests that the bodies responsible for the SLA in the Newmarket area do not use glyphosate-based products to control the weeds. That the SLA Working Group explores the practicalities of the alternatives and their effectiveness.
<u>CL/21/09/10.01 Recommendation</u>	That a trial of volunteer Councillors be used to clear weekend litter and conduct safety checks in the Memorial Gardens starting from 11 th September for for a period of 2 months.
<u>CL/21/09/10.02 Recommendation</u>	That the Chairman takes forward the proposal to offer exclusive use of the Memorial Hall Gardens for carers of special needs children and their siblings for two hours one morning per week.
<u>CL/21/09/10.03 Recommendation</u>	That a re-assessment of the small play area equipment and surfacing be carried out within the 2022-23 budget preparation.
<u>CL/21/09/11.01 Recommendation</u>	That a licence from SCC be obtained for £150 to move the street furniture and that the COVID-19 grant be used to install new cycle rings. That a plan and quotes be presented to the Community and Leisure Committee for approval. That the quote from Lister Decorators to paint the Memorial Hall windows for £2,285 be approved.
<u>CL/21/09/12.01 Recommendation</u>	That the request from Newmarket Community Arts to be given free use of the Pavilion for 16+ Samba and adult dance classes be approved; this for a maximum of one year, with a review after six months.
<u>CL/21/09/12.02 Recommendation</u>	That the request to use the Memorial Hall for lantern making workshops in November 2021 be approved.
<u>CL/21/09/12.03 Recommendation</u>	That NTC enters into discussions with Jockey Club Estates regarding the lease of a High Street premises for £1.00pa for Newmarket Community Arts to use as an Arts Centre.
<u>CL/21/09/13.01 Recommendation</u>	That quotes be sought to carry out the recommended refurbishment work at the Clock Tower.
<u>CL/21/09/13.02 Recommendation</u>	That a new Platinum Jubilee flower bed be created in the Memorial Gardens and that the hanging baskets and High Street planting be planted in the Queen's racing colours of red, purple and yellow.
<u>CL/21/09/14.01 Recommendation</u>	That the Clock Tower Lighting system be upgraded and that further quotes be obtained.

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<u>CL/21/09/16.01 Recommendation</u>	That a letter of thanks be sent to Jockey Club Estates for their support with the Soapbox Derby event.
<u>CL/21/09/16.02 Recommendation</u>	That the Summer Entertainment event for next year be rebranded to “Earth Arts Festival” and that the organisation and running of the event be assigned to Market Place and Newmarket Community Arts.
<u>CL/21/09/16.03 Recommendation</u>	That the Summer entertainment budget for 2022/23 be increased by £3,450 to cover production costs.
<u>CL/21/09/16.04 Recommendation</u>	That free yoga classes be added to the 2022 Event calendar and that 1 class per week be booked from May to the end of August 2022 with the Pavilion/Memorial Hall being used as a back-up venue for inclement weather.
<u>CL/21/09/16.05 Recommendation</u>	That refreshments are not served following the Service at Tattersalls.
<u>CL/21/09/17.01 Recommendation</u>	That the request from Hughes Electrical to use the Bill Tutte Memorial be approved, with a condition that the surfacing be left undamaged.
<u>***CL/21/09/21.01 Recommendation***</u>	That the current agreement for opening and closing the Memorial Gardens be terminated and that the duties be covered by the Town Keeper/Abbey Security.



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Neighbourhood Plan Committee **Held on Monday 13th September 2021 at 6:15pm**

Attendance:

Councillor A Appleby (Chairman)
Councillor L Crissall
Councillor A Drummond
Councillor J De'Ath
Councillor D Hall
Councillor M Jefferys

Councillor J Harvey
Councillor R Hood
Councillor P Hulbert
Councillor K Yarrow
Councillor P Winter
R Wood

Also Present: C Whitaker – Town Clerk, T Symonds – Deputy Town Clerk, J Ashton – Minute Assistant and 3 Members of the Public.

Minute

N/21/09/1 **Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded**

The Chairman opened the meeting read out the fire safety briefing and announced that no fire alarm was planned and that the meeting may be filmed or recorded.

N/21/09/2 **Apologies for Absence**

Apologies were received from Cllr O'Neill.

Cllr Hall joined the meeting.

N/21/09/3 **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.

N/21/09/4 **To Receive and Confirm for Accuracy the Minutes of the Meeting Held on Monday 9th August 2021 and Any Matters Arising**

Members received the minutes of the Neighbourhood Plan Committee Meeting held on Monday 9th August 2021 and the following was agreed:

N/21/09/4.01 Resolved

That the minutes of the Neighbourhood Plan Committee meeting held on Monday 9th August 2021 be adopted and would be signed as a true record by the Chairman of the Neighbourhood Plan Committee.

There were no matters arising

N/21/09/5 **Public Open Session**

No members of the public wished to speak.

Minutes of the Neighbourhood Plan Committee held on 13th September 2021

Book Number 14 2021 – 2022

N/21/09/6 To Receive the Accounts

The accounts for August 2021 were received and noted.

N/21/09/7 Community Actions Working Group Reports

Parking & Transport Strategy (E4/E9/E10) – Currently awaiting progress with the RPZ (Resident's Parking Zone). There was nothing further to report.

Public Realm & Associated Initiatives (F3/C3) – There was nothing further to report.

Yellow Brick Road (C7) – It was reported that Community bulb planting day will start at 10:00am on Saturday 2nd October on the green.

2 members of the public joined the meeting

Volunteer Working Group – There was nothing further to report.

SEND Provision (B3i) – There was nothing further to report.

Museum Working Group (A7)/ Local History Trail – There was nothing further to report.

Newmarket Market (A9) – There was nothing further to report.

Horse & Public Safety (E6/E7) – There was nothing further to report.

Affordable Housing (D3) – The report on Community Land Trusts was considered and the following was agreed:

N/21/09/7.01 Recommendation

That NTC approve that the Working Group would create a plan to consult on whether a Community Land Trust would be beneficial to Newmarket and seek views from the community at large, with a view to encourage interested people to come together to setup a Community Land Trust. That the Working Group work with other organisations, such as Eastern Community Homes, to get advice and support on developing plans for a Community Land Trust.

N/21/097.02 Recommendation

That NTC becomes a member of the National Community Land Trust Network for £75 for the first year, and £150 per year thereafter.

N/21/09/8 Correspondence

East of England High Street Survey – was noted.

N/21/09/9 Date of Next Meeting

Monday 11th October 2021.

N/21/09/10 Items for Next Agenda

- **In place of Working Group Reports, to reassess priorities for the NNP Committee**
- **Future of the NNP Committee, considering ongoing format**

Meeting closed at 6:25pm

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>N/21/09/7.01 Recommendation</u>	That NTC approve that the Working Group would create a plan to consult on whether a Community Land Trust would be beneficial to Newmarket and seek views from the community at large, with a view to encourage interested people to come together to setup a Community Land Trust. That the Working Group work with other organisations, such as Eastern Community Homes, to get advice and support on developing plans for a Community Land Trust.
<u>N/21/09/7.02 Recommendation</u>	That NTC becomes a member of the National Community Land Trust Network for £75 for the first year, and £150 per year thereafter.

BLANK



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Finance & Policy Committee
Held on Monday 20th September 2021 at the Memorial Hall at 7:00pm

Attendance:

Councillor D Hall (Chairman)
Councillor A Appleby
Councillor J Borda
Councillor A Drummond
Councillor J Harvey

Councillor R Hood
Councillor P Hulbert
Councillor M Jefferys
Councillor C O'Neill
Councillor K Yarrow

Also Present: C Whitaker – Town Clerk, T Symonds – Deputy Town Clerk, J Ashton – Minute Assistant, Cllr P Winter, 1 Member of the Press and 1 Member of the Public.

Minute

- F/17/09/1 Chairman to Read the 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 confirmed that proceedings may be filmed or recorded.
- F/17/09/2 Apologies for Absence**
None noted.
- F/17/09/3 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 Hall declared a non-pecuniary interest in item 12.
- F/17/09/4 To Confirm the Minutes of the Meeting Held on 16th August 2021 and any Matters Arising**
Members received the minutes of the Finance & Policy Committee meeting held on 16th August 2021 and the following was agreed:

F/21/09/4.01 Resolved
That the minutes of the Finance & Policy Committee meeting held on 16th August 2021 be adopted and signed as a true record by the Chairman of the Finance & Planning Committee.

There were no matters arising.
- F/17/09/5 Public Open Session**
No members of the public wished to speak.
- F/17/09/6 Submission of Schedules of Payments for Information CB1 - CB4 2021**
Members reviewed CB1 - CB4 for August 2021 and the following was agreed:

F/21/09/6.01 Recommendation

That the ratification of the schedules of payments for the period 01/08/2021 – 31/08/2021 (Cash Book 1 - 4) be received and adopted.

F/17/09/7 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 31/08/2021 (month 5) for the Town Council's Current, Petty Cash, Salaries and Barclaycard Cashbooks.

F/17/09/8 To Receive the Income and Expenditure

The Income and Expenditure reports for August 2021 were received and noted.

F/17/09/9 Grant Application

A grant application from Abbeycroft Leisure to support a Teen Chill project was considered and the following was agreed:

F/21/09/09.01 Recommendation

That the grant application from quote from Abbeycroft Leisure to support a Teen Chill project for £3,000 be approved.

F/17/09/10 Health and Safety

The monthly Health and Safety report was received and noted.

F/17/09/11 Weatherby Crossing

A report on the Network Rail Objection and Public inquiry scheduled for 1st & 2nd February 2022 and legal representation by Merrow Golden was considered and the following was agreed:

F/21/09/11.01 Recommendation

That Merrow Golden be instructed to represent NTC at the Network Rail Inquiry to the value of £2,000.

F/17/09/12 The Pavilion

A detailed report on the financial implications to extend the Cricket Club agreement to use the Pavilion for the 2022 season was considered and the following was agreed:

F/21/09/12.01 Recommendation

That the request from the Cricket Club to extend the agreement to use the Pavilion for the 2022 season, subject to amendments to the financial details under the Terms & Conditions and subject to full town council approval of the non-financial Terms & Conditions be approved.

F/21/09/12.02 Recommendation

That the 2022/23 budget for Pavilion income make provision for the anticipated reduction with regard to the Cricket Club contract for the 2022 cricket season.

F/17/09/13 Correspondence

None noted.

F/17/09/14 Date of Next Meeting

Monday 18th October 2021 at the Memorial Hall.

F/17/09/15 Items for the Next Agenda

- Field Terrace Allotment Land

Meeting closed at 7:21pm

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>F/21/09/6.01 Recommendation</u>	That the ratification of the schedules of payments for the period 01/08/2021 – 31/08/2021 (Cash Book 1 - 4) be received and adopted.
<u>F/21/09/9.01 Recommendation</u>	That the grant application from quote from Abbeycroft Leisure to support a Teen Chill project for £3,000 be approved.
<u>F/21/09/11.02 Recommendation</u>	That Merrow Golden be instructed to represent NTC at the Network Rail Inquiry.
<u>F/21/09/12.01 Recommendation</u>	That the request from the Cricket Club to extend the agreement to use the Pavilion for the 2022 season, subject to amendments to the financial details under the Terms & Conditions and subject to full town council approval of the non-financial Terms & Conditions, be approved.
<u>F/21/09/12.02 Recommendation</u>	That the 2022/23 budget for Pavilion income make provision for the anticipated reduction with regard to the Cricket Club contract for the 2022 cricket season.

BLANK



Report to	Full Council
Subject	Pavilion / Use of.. by Newmarket Cricket Club (NCC) for 2022 season
Purpose	Information/Decision
Classification	Unrestricted
Meeting date	27th September 2021
Item number	11
Written By	Cathy Whitaker CLERK

Summary: This report gives information regarding the request by the Newmarket Cricket Club (NCC) for the use of the Severals and Pavilion for the 2022 cricket season and addresses points other than those of a financial nature which were considered at the Finance & Policy Committee on 20th September 2021. A recommendation to full council regarding finance is included in the minutes of that meeting.

1.	Introduction
a.	NCC attended the Extraordinary Council Meeting on 13 th September 2021 to request the continued use of the Pavilion and Severals for the 2022 cricket season. (Notes attached)
b.	A decision could not be made at that meeting due to lack of relevant information and it was decided to defer the financial aspect of the NCC proposals to the Finance & Policy meeting on 20 th September, with full consideration of the request at full council on 27 th September.
2.	Context
a.	NCC had an agreement for the 2021 cricket season (contract attached with this report for information). The agreement was for complimentary use of the Severals and Pavilion for the pre-agreed dates and times for the 2021 season only.
b.	Whilst the cricket club has not had full use of the Pavilion due to the pandemic and the occurrence of Legionella in the showers, there have been some operational issues during the season. • Cleaning/Rubbish/Clearance: there were occasions of rubbish being left on the floor and the toilets being left in an unacceptable condition, causing NTC staff to be required to perform extra cleaning. Chairs were not placed back in the storage area. Rubbish bags and bottles were left in the Pavilion. This is against the 2021 agreement. NTC has now supplied a trade waste bin and plastic bins for the Severals. The grass cuttings from the cricket square have persistently been put into the trade waste bin, resulting in there being no room for the general rubbish. • Storage: The Pavilion storage area has been completely taken over with cricket items. This has resulted in town council storage items being moved into the disabled shower and corridors; the shower is out of use and the fire exits were blocked. The cricket gazebos were put into the chair store blocking access to the chairs for other clients. The cricket roller and grass cutting machinery in the store are causing a pervasive smell of petrol throughout the building. Whilst most of these points were not an issue during the Legionella closure, once the Pavilion is let again it will become a significant problem. • Damage to the building/Repairs: The store room has had multiple items attached to the

	walls (helmets, tools, etc). This is against the terms of the 2021 agreement. On one occasion a hole was drilled through into the toilets behind the store and an attempted repair is not to the required standard.
c.	Past meetings with the cricket club have included detail of requests to erect all-season practice nets, a fixed electronic scoreboard and fencing on the Severals, although all except the scoreboard have since been withdrawn. A request to store new sight-boards to the side of the Pavilion has been made.
3.	Proposal/Options
a.	NCC 2021 agreement to be amended for the 2022 season.
b.	A separate storage facility for all cricket items and machinery.
c.	Regular monitoring of the terms of the agreement being met to take place.
d.	NCC to be responsible for the total cutting of the Severals ground (cricket square, out-field and remaining areas) for the entirety of the cricket season.
4.	Financial/Resource Implications
a.	The financial implications of a 2022 cricket season with use of the Severals and Pavilion have been addressed at the Finance & Policy Committee on 20 th September; resulting in a recommendation to full council at this meeting.
b.	There is a necessity for the town council to make good the sub-standard repair to the store wall.
5.	Next Steps/Recommendations
a.	That the NCC agreement be extended to include the 2022 season, with amendments. (see attached proposed 2022 agreement)
b.	That a cricket club/NTC liaison group be set up to meet on-site fortnightly to monitor the agreement and discuss any issues and suggestions throughout the season.
c.	That a repair to the wall in the Pavilion is carried out.
d.	That a separate storage unit be situated behind the Pavilion (subject to planning permission): this to be fully funded by the cricket club and all cricket items (including the NTC cricket machinery) to be relocated to it.
e.	That the club's sight-screens be stored on the side of the Pavilion with security padlocks.
f.	That the grass cutting on the Severals during the cricket season be the full responsibility of NCC; enabling this to be removed from the SLA for this period.



Newmarket TOWN COUNCIL

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Telephone: 01638 667227

Town Mayor: Councillor Michael Jefferys

Town Clerk: Cathy Whitaker

NEWMARKET CRICKET CLUB AGREEMENT 2022

THIS AGREEMENT is between Newmarket Town Council (the "Council") and Newmarket Cricket Club, 3 Manchester House, 113 Northgate Street, Bury St Edmunds, IP33 1HP (the "Cricket Club").

The purpose of this Agreement is to set out the terms and conditions for the Cricket Club to host cricket fixtures and cricket training sessions.

TERMS & CONDITIONS

1. The Council permits the Cricket Club the use, as specified, of the Sports Pavilion building and the land known as the Severals (collectively the "Severals") for the purpose of cricket use only.

2. The Council agree to support the Cricket Club by offering the complimentary use of the Severals and Sports Pavilion with changing rooms/showers for the 2022 cricket season only (9/4/22-18/9/22). This is with the exception of the below chargeable fees.

A one-off payment of £700 for Pavilion Hire: *to be paid in advance of the start of the cricket season.*

Cleaning charges: *charged as assessed by NTC following each use of Pavilion.*

Water charges: *charged as meter reading by NTC following each use of Pavilion.*

2.1 Saturday Fixtures: Use of Sports Pavilion & The Severals.

Times: arrive from 12.00pm – Start: 1.00pm – Finish: 8.30pm

Dates: (24 Saturdays) 9/4/2022, 16/4/2022, 23/4/2022, 30/4/2022, 7/5/2022, 14/5/2022, 21/5/2022, 28/5/2022, 4/6/2022, 11/6/2022, 18/6/2022, 25/6/2022, 2/7/2022, 9/7/2022, 16/7/2022, 23/7/2022, 30/7/2022, 6/8/2022, 13/8/2022, 20/7/2022, 27/8/2022, 3/9/2022, 10/9/2022, 17/9/2022.

2.2 Sunday Fixtures: Use of Sports Pavilion & The Severals.

Times: arrive from 12.00pm – Start: 1.30pm – Finish: 8.30pm

Dates: (24 Sundays) 10/4/2022, 17/4/2022, 24/4/2022, 1/5/2022, 8/5/2022, 15/5/2022, 22/5/2022, 29/5/2022, 5/6/2022, 12/6/2022, 19/6/2022, 26/6/2022, 3/7/2022, 10/7/2022, 17/7/2022, 24/7/2022, 31/7/2022, 7/8/2022, 14/8/2022, 21/8/2022, 28/8/2022, 4/9/2022, 11/9/2022, 18/9/2022.

2.3 Bank Holiday Monday: Use of Sports Pavilion & The Severals.

Times: arrive from 12.00pm – Start: 1.30pm – Finish: 8.30pm

Date: (1 BH date) 29/8/2022.

2.4 Midweek Practice: Use of The Severals ONLY. (No access to the Pavilion, its showers, changing rooms and toilets; with the exception of the storage area using the outside access)

Times: Start: 5.30pm – Finish: 9.00pm

Dates: 20/4/2022, 27/4/2022, 4/5/2022, 11/5/2022, 18/5/2022, 25/5/2022, 1/6/2022, 8/6/2022, 15/6/2022, 22/6/2022, 29/6/2022, 6/7/2022, 13/7/2022, 20/7/2022, 27/7/2022, 3/8/2022, 10/8/2022, 17/8/2022, 24/8/2022, 31/8/2022.

2.5 Senior Club: Use of The Severals ONLY. (No access to the Pavilion, its showers, changing rooms and toilets; with the exception of the storage area using the outside access)

Times: Start: 5.30pm – Finish: 9.00pm

Dates: 21/4/2022, 28/4/2022, 5/5/2022, 12/5/2022, 19/5/2022, 26/5/2022, 2/6/2022, 9/6/2022, 16/6/2022, 23/6/2022, 30/6/2022, 7/7/2022, 14/7/2022, 21/7/2022, 28/7/2022, 4/8/2022, 11/8/2022, 18/8/2022, 25/8/2022, 1/9/2022.

2.6 Junior Club: Use of The Severals ONLY. (No access to the Pavilion, its showers, changing rooms and toilets; with the exception of the storage area using the outside access)

Times: Start: 5.30pm – Finish: 9.00pm

Dates: 22/4/2022, 29/4/2022, 6/5/2022, 13/5/2022, 20/5/2022, 27/5/2022, 3/6/2022, 10/6/2022, 17/6/2022, 24/6/2022, 1/7/2022, 8/7/2022, 15/7/2022, 22/7/2022, 29/7/2022, 5/8/2022, 12/8/2022, 19/8/2022, 26/8/2022, 2/9/2022.



Newmarket

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Town Clerk: Cathy Whitaker

2.7 Fixtures and training times stated on this agreement may be cancelled by the Council if required for existing events, subject to giving NCC sufficient notice.

3. Timings:

3.1 No cricket, and no music, no public address are allowed at the Severals before **12:30**.

3.2 No activity close to the horse walk before **13:00**

3.3 Cricket matches will not commence before **13:00**

3.4 Teams may not arrive at the Sports Pavilion before **12:00**

3.5 Sport Pavilion parking **12:00** for playing staff of the teams and officials (away from Severals horse work)

3.6 Should the booking time run beyond the times noted on this Agreement, the additional time will be charged to the Cricket Club.

3.7 The Cricket Club shall not access the Pavilion outside the times and dates noted on this Agreement, without the agreement of the Town Council. Onsite parking will not be available during these visits.

3.8 The Cricket club shall encourage spectators to be mindful and considerate of the horse training taking place before **13:00**

4. Parking at the Severals:

4.1 Parking at the Severals is strictly limited to the playing staff of the teams and officials (umpires) sessions those taking part in that activity. It is the responsibility of the Cricket Club to manage and control parking at the site. Parking is limited to the far perimeter of the Severals field and the available parking slots at the Severals Pavilion. The Cricket Club agrees to undertake any repairs to the ground as a direct result of vehicle parking.

4.2 Parking at the Severals is not allowed for visitors, spectators or public vehicles. All vehicles should be parked at a designated car park and parking elsewhere shall be discouraged. It is the responsibility of the Cricket Club to manage and control parking at the site (details of public car parks are available on request).

5. Storage:

5.1 The Cricket Club shall not use the outside store or the inside chair store or any other rooms in the Sports Pavilion for the storage of any items.

5.2 The Cricket Club shall be allowed to apply for permission to erect a temporary secure storage structure for the 2022 cricket season, subject to planning permissions, at the rear of the Sports Pavilion building. This storage facility must be in place by the start of the 2022 cricket season.

5.3 All cricket machinery, including that which is supplied by the town council, must be stored in the temporary storage.

6. Grounds Maintenance:

6.1 The preparation and maintenance of the cricket square is the responsibility of the Cricket Club.

6.2 The Cricket Club is responsible for fencing the cricket square to protect the area from other events that take place in the Severals

6.3 The Cricket Club is responsible for the grass cutting of the Severals in its entirety for the period of the 2022 cricket season.

7. Permissions at the Severals:

7.1 The Cricket Club shall be allowed to erect a gazebo on the Severals located as close to the Sports Pavilion as possible and away from the horse walk on the Severals.

7.2 The Cricket Club shall be allowed to erect two flags at either side of the Sports Pavilion building,



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subject to relevant planning permission being granted and all requests to erect flags shall be directed to the town clerk in the first instance.

7.3 Any scoreboard (or other structure) shall be temporary and portable and stored between matches.

7.4 Sight-boards may be stored, attached securely to the side wall of the Pavilion building between matches.

8. Cleaning and Clearance:

8.1 The Cricket club agrees to supervise and manage the fixtures and the training dates above and shall comply with all requirements of any local county or other authority and shall be responsible for clearance of all rubbish and other items at the end of each booking.

8.2 The Cricket club agrees to undertake the cleaning and tidying of the Sports Pavilion and shall be responsible for the clearance of all rubbish and other items at the end of each booking.

8.3 If the Sports Pavilion and the Severals are left in untidy/unclean state or litter left on the Severals, then any costs incurred/cleaning hours shall be directly charged to The Cricket Club.

9. Damage/Loss/Injury:

9.1 The Cricket Club agrees to take such steps as shall be necessary so as not to damage the Severals and Sports Pavilion or any equipment contained therein or thereon and not to permit anything to be done which could damage the Severals or any equipment.

9.2 Should damage occur, the Cricket Club agrees to undertake repairs for any damage to the Severals and its surrounding land, subject to agreement by the town clerk.

9.3 Should damage occur, the Cricket Club agrees to undertake repairs for any damage to the Sports Pavilion, subject to agreement by the town clerk.

9.4 The Cricket Club shall be liable for any loss or damage to the Council's property including walls, light fittings and equipment (including items hired for their use) or injury to any person including Town Council staff during cricketing activities. The Cricket Club reserves the right to carry out repairs or replacement to any damage or repairs. The Council reserves the right to insist that any repairs or replacement are to the standard required by Newmarket Town Council.

9.5 Any cost to the Council of making good any damage done to the Sport Pavilion and/or Severals or equipment will be invoiced to the Cricket Club.

9.6 The Council accepts no liability for any loss, theft or damage, howsoever or by whomsoever caused, of or to any goods or property whatsoever of the Cricket Club in or upon the Sport Pavilion and/or Severals;

9.7 The Council must ensure that the Sports Pavilion is safe for the purpose for which the Cricket Club intend to use it and shall be responsible for ensuring all activities performed in the Sport Pavilion give reasonable consideration to other users of the premises;

10. The Cricket Club shall:

10.1 ensure that all appropriate licenses and permits are obtained at its own cost and the Council agrees to support obtaining the necessary licenses and permits if so requested in writing;

10.2 carry out a risk assessment for the fixtures and training dates and submit copies to the Council by 30th March 2021;

10.3 obtain Public Liability Insurance in the sum of at least £1,000,000 and provide evidence thereof to the Council by 16th April 2021;

10.4 familiarise themselves with the location of the fire exit and fire appliances. The Cricket Club is responsible for ensuring that all doorways, corridors, exits, emergency exits and entrances are



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kept unobstructed at all time.

10.5 ensure that Fire and safety regulations of the Sports Pavilion are observed – a copy accompanies this Agreement.

10.6 observe the Council's "No smoking policy" within the Sports Pavilion and on the veranda area.

11. The Cricket Club shall not sublet the Sport Pavilion and/or Severals.

12. The Council will not let the Severals to any other cricket club, for the duration of this agreement.

13. Either party may cancel the fixtures and/or training sessions for the public good in the event of an Act of God, extreme weather, natural disaster, bomb or threat or for other significant reason.

17. Payment Terms:

17.1 The Cricket Club will receive a monthly invoice with the cleaning & water charges. Payment is due the 21st of each month;

17.2 Where invoices remain unpaid for a period exceeding 30 days from date of invoice, this will be termed "overdue";

17.3 The Council reserve the right to claim interest on overdue invoices pursuant to "Late Payment of commercial Debts (Interest) Act 1998";

17.4 The Council reserves the right to refuse future bookings until invoice(s) are settled and may request full prepayment on all subsequent bookings. If any invoice is under query, this may not necessarily be applied.

18. Sports Pavilion

18.1 Nothing may be fixed to the walls, woodwork or furniture using pins, nails, glue or tape except such Cricket Club photos, posters and noticeboards as may be agreed.

18.1 The Sport Pavilion and Severals shall be left clean, with furniture set up as it was found.

18.2 The Cricket Club may request that the Council set up to their requirements and tidy up following the hirer period, at a standard charge;

18.3 If the Cricket Club serves beverages and all refreshments, it is responsible for all clean-up and other food arrangements;

18.4 No attendance is permitted at the Sport Pavilion for Cricket Club or their suppliers other than at booked times. Suppliers must have agreed their collections in advance as the Council does not accept responsibility for any items left;

18.5 The Cricket Club shall dispose of all waste in the bins provided;

18.6 The Council may assess cleaning charges if the Sport Pavilion and Severals are not left in a clean and tidy condition.

19. The Cricket Club shall obtain prior permission from the Council to use the Council address as RSVP address from the Cricket Club matches and/or trainings sessions.

20. Media interviews or reporting on matchdays or on the subject of Cricket activities are permitted at the Severals.

21. The Cricket Club is permitted one sign, the design which has to be approved by the council and shall be responsible for obtaining appropriate planning permission.

21.1 The Cricket Club is permitted to affix other signage and promotional material to promote Cricket and



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the Cricket Clubs activities with the prior agreement of the Council. Any signage will be temporary and seasonal. Any promotional material shall be confined to the Pavilion end of the Severals including the positioning of the gazebo.

22. It is Council's Policy that all staff, working in front line Leisure Services, receive an enhanced Disclosure Barring Service (DBS) check. This policy is designed to safeguard children and vulnerable adults. It is the condition of this agreement that all Cricket Club coaches and volunteers working with children and vulnerable adults have undertaken DBS checks in line with English Cricket Board policy.

23. The Cricket Club is responsible for ensuring that all users of the Sport Pavilion and Severals comply with any rules and regulations specified by the Council whether they be verbally or in writing. This is to include any reasonable instructions issued by the Town Council staff;

23.1 The Youth Team shall be supervised at all times and boisterous behaviour shall be discouraged to avoid injury and any damage to the Sport Pavilion and/or Severals.

24 This Agreement will terminate at the conclusion of the 2022 cricket season, as defined by the final league match

24.2 This Agreement does not imply or grant ANY proprietary or other rights to the Cricket Club-

24.3 The Agreement will be reviewed on a fortnightly basis onsite with representatives of Newmarket Town Council and the Cricket Club, and with consultation with the Jockey Club as required.

24.4. The law of this Agreement is that of England and Wales and the Courts of England and Wales have the exclusive jurisdiction over any dispute arising.



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Independence of the Newmarket Cricket Club.

It is expressly understood and agreed by the parties that the Cricket Club is not owned, operated, affiliated or otherwise under the direction or control of the Council. The Council has no authority or control over any aspect of the Cricket Club, except as provided in this Agreement.

Agreement

I acknowledge this agreement and understand and accept the terms and conditions of the Newmarket Cricket Club 2022 Agreement

Signed on behalf of Newmarket Town Council

Name:

Date:

Signed on behalf of the Newmarket Cricket Club

Name:

Address:

Date:

Newmarket Cricket Club – Newmarket Town

Council Meeting September 13 2021

Thank you for your time and opportunity to update you on the aims for the Club for the 2022 season.

I am going to outline these aims to you and ask that you save any questions you may have until I have finished this summary

Our promotion brings fresh challenges. And for a newly formed club these challenges are greater.

The members of the Cricket Club have identified key objectives to complete before the start of life in

Division 1

Under the terms of the agreement between Newmarket Cricket Club and the Town Council the Cricket Club will continue to carry out routine maintenance to the cricketing square and outfield which in reality covers the whole ground excluding the areas that lay between the tree line and garden areas. It is true to say that as a newly formed club we were given some flexibility for the playing surface during the 2021 season. We will not receive

the same courtesy in this second year and more to the point will be expected to improve the ground during the Winter months.

Firstly, the Cricket Club is arranging the installation of a water connection from the Pavilion to the central cricketing square by a mole installation, causing minimal disruption to the surface. This connection will allow the use of a water sprinkler system at the ground to improve grass coverage and growth. This installation is being co-ordinated with the Jockey Club.

Additionally, a program of weeding and seeding at the ground is urgent, again, this activity will be co-ordinated with the Jockey Club.

In terms of Cricket, now that the club has been promoted the Club will be looking to introduce a second Saturday team, a Ladies Sunday team and Youth teams to play at the Severals. These teams will compete at a lower standard to allow those that have attended some of the training sessions this year the opportunity to play a match.

Members of the Town Council will be aware that the Council approved the waiving of fees for the Sports Pavilion for the 2021 season. Due to the discovery of legionnaires at the Pavilion and COVID this has meant that the Pavilion has been unavailable for most of the 2021 season.

The Cricket Club have been granted a free season at the Sports Pavilion which has not been possible during 2021. So, the club is requesting the waiving of fees for next season so the club receives its free season.

The club can only obtain grants from the ECB with a Ladies and Youth team setup, and this has not been possible during 2021.

The club has enrolled, at its own expense, individuals onto ECB approved coaching courses to increase the numbers of people the club can train.

The Cricket Club is planning a weekend event during the 2022 season to raise funds for the club and a local charity. The Cricket Club and the Trainers plan to repeat the successful 20/20 match next year.

The Cricket Club is looking to replace the awkward sight screens used during the 2021 season replacing these sight screens with screens that can be wheeled on and off the ground.

Another of the clubs aims is to introduce an electronic scoreboard, which will need to be situated on the Fordham Road.

TRAINING NETS

Training Nets, this subject has caused some debate. It remains an aim of the Cricket Club to continue to identify opportunities to enhance the overall sporting facilities at the Severals. That said any enhancements must remain sensitive to the overall feel of the Severals.

Training Nets feel like a natural addition to the Sports Ground and nets would cover more than one sport. However, the priorities for the Cricket Club for 2022 have now been identified as improving the Severals playing area.

The club will look at alternatives to solve the training nets question, such as temporary nets or an alternative site. In truth the issue of nets can only be solved with the support of local councils. But I am convinced that the nets would be enjoyed by many. It is a facility that Newmarket does not have and training nets such as these can cost in excess of £60,000. The club remains committed to finding a solution to the question of providing nets.

As an interim solution the club is looking to book and arrange training sessions throughout the winter months at the Sports Centre.

Finally, as Chairman I must mention the many people that have supported the club and have taken the time to write in before this meeting, such as:

1. Steven Wallis who says: I have watched a few of their games...where you can see the local support given to the team.

2. Nick Froy, Executive Headteacher Newmarket Academy says, I hope the Council will also commit to this project which has benefits for all our community

3. Dr Antony Riddick says: It has been wonderful to see the resurgence of Newmarket Cricket Club

4. Hayden Lewis says the club are looking to start a Girls/Women's team in the near future. And on this point, I can say that the club is looking to introduce a Ladies Sunday League in 2022.

5. William Jarvis says: It has been great to see Cricket back at the Severals.

6. Dr Saurabh Gupta says: The club has been excellent in providing a safe environment where everyone is welcome

7. Cheryl Roberts says: I have seen first hand all the support we have at home matches from the people of Newmarket.

8. Steve Elsom says: The proposed enhancement of facilities on the Severals should be welcomed and embraced.

9. Akram Khan says: I am writing in support of Newmarket Club proposed plans to provide training facilities for the community

10. Gareth Godfrey says: The re-emergence of cricket at purpose-built pitch and community facility has been very pleasing to witness.

All these people support the club and I thank everyone of them, and thank you for listening.

Any questions

Townclerk

From: David Revell <davrev1@btconnect.com>
Sent: 21 September 2021 12:39
To: Townclerk
Cc: Frank
Subject: Newmarket Cricket Club
Attachments: NEWMARKET COUNCIL MEETING summary september 13.docx

Dear Cathy,

Please find attached the notes for the summary given by Frank Stennett as Chairman on Monday, September 13.

Further to the summary, the Council should take into account the following:

- a) For the 2022 season Newmarket Cricket Club are intending to field a Ladies side on Sundays, and a youth team, again possibly on Sunday.
- b) For the 2022 season Newmarket Cricket Club are registering a second Saturday team to play at a lower level than the first team which will allow players who have shown an interest during training the opportunity to play a competitive game.
- c) In accordance with the agreement the Cricket club will continue to maintain the Cricket square and outfield, as advised, at the club's expense. The club had hoped to raise some funds during the 2021 season to offset maintenance costs but this was not possible due to the closure of the Pavilion.
- d) From the committee meeting on September 13 the club hopes to identify a suitable location to install cricketing nets in the future. This can only be achieved with a working partnership with the Council. As intended by the club any nets facility should be made available for others to use with the club providing coaching, if required.

Newmarket Cricket Club

3 Manchester House
113 Northgate Street
Bury St Edmunds
IP33 1HP
07780 845 435
07799 888 163



Town Mayor: Councillor Rachel Hood
Sarson

Acting Town Council Manager: Deborah

Item 12

NEWMARKET COMMUNITY ARTS LICENCE AGREEMENT 2021-2022

THIS AGREEMENT is between Newmarket Town Council ("The Council") and Newmarket Community Arts
[REDACTED] Name: Louise Eatock ("the Community Arts Chair").

The purpose of this Agreement is to set out the terms and conditions for the Community Arts to provide art classes

TERMS & CONDITIONS

1. The Council permits the Community Arts the use, as specified of The Sports Pavilion building for the purpose of the community art classes.
2. The Council agree to support the Community Arts Centre by offering the complimentary use of the Sport Pavilion for the 2021/2022 season only (October 2021 – October 2022)
2.1 Booking Days/times: Every Wednesday and Thursday from 9:00am to 8:00pm starting from 6th October 2021 to 6th October 2022.
3. Should the booking time run beyond the times noted on this Agreement, the additional time will be charged to the Community Arts Centre.
3.1 No attendance is permitted at the Sport Pavilion or their suppliers other than at booked times. Suppliers must have agreed their collections in advance as the Council does not accept responsibility for any items left.
4. Community Arts shall not access the Sports Pavilion outside the times and dates noted on this Agreement, without the agreement of the Town Council. Onsite parking will not be available during these visits.
5. The Several shall not be used for any parking.
6. The Community Arts centre agrees to supervise and manage the classes and shall comply with all requirements of any local county or other authority and shall be responsible for clearance of all rubbish and other items at the end of each booking and repairing any damage to the Sport Pavilion.
7. If the Sport Pavilion is left in untidy/unclean state or damage has been caused or then any costs incurred/cleaning hours shall be directly charged to Community Arts Centre.
8. The Sport Pavilion shall not sublet to any other organisation and/or company.
8.1 The Council will not let the Sport Pavilion to any other organisation, for the duration of this agreement.
9. The Council operates a "No smoking policy" within the Sport Pavilion.
10. Either party may cancel the art classes for the public good in the event of an Act of God, extreme weather, natural disaster, bomb or threat or for other significant reason.
11. The Community Arts Centre shall be liable for any loss or damage to the Council's property including walls, light fittings and equipment (including items hired for their use).
12. Nothing may be fixed to the walls, woodwork or furniture using pins, nails, glue or tape
13. The Sport Pavilion shall be left clean, with furniture set up as it was found.
14. If the Community Arts Centre serves beverages and all refreshments, it is responsible for all clean-up and other food arrangements.

Name: _____

Date:

Signed on behalf of the Community Arts Organiser

Name:

Address:

Date:

BLANK

Newmarket Town Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2021

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Accounts and Audit Regulations 2015 (SI 2015/234)

	Notes
1. The audit of accounts for Newmarket Town Council for the year ended 31 March 2021 has been completed and the accounts have been published.	This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.
2. The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of Newmarket Town Council on application to: (a) <u>MRS C. WHITAKER; TOWN CLERK</u> <u>NEWMARKET TOWN COUNCIL</u> <u>MEMORIAL HALL, HIGH STREET.</u> <u>NEWMARKET. CB8 8JP.</u> (b) <u>MONDAY - THURSDAY</u> <u>10 AM - 2 PM.</u>	(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR (b) Insert the hours during which inspection rights may be exercised
3. Copies will be provided to any person on payment of £ <u>1.00</u> (c) for each copy of the Annual Governance & Accountability Return.	(c) Insert a reasonable sum for copying costs
Announcement made by: (d) <u>Quaker, TOWN CLERK</u>	(d) Insert the name and position of person placing the notice
Date of announcement: (e) <u>23/8/2021.</u>	(e) Insert the date of placing of the notice

Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

NEWMARKET TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

	Agreed		Yes means that this authority:
	YES	NO	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.
			✓

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

24/05/2021

and recorded as minute reference:

21/05/24.01

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

M. McFadyen

Clerk

D. Barnes

www.newmarket.gov.uk

Section 2 – Accounting Statements 2020/21 for

NEWMARKET TOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
1. Balances brought forward	273,886	316,888	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	565,779	665,114	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	148,648	101,658	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	153,717	151,954	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	89,878	89,864	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	427,830	371,647	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	316,888	470,195	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	342,857	453,709	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	4,481,701	4,504,449	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	889,349	836,134	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.
		✓	N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2021 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

Quiter

Date

28/04/2021

I confirm that these Accounting Statements were approved by this authority on this date:

24/05/2021

as recorded in minute reference:

21/05/24.02

Signed by Chairman of the meeting where the Accounting Statements were approved

M. Welling

Section 3 – External Auditor Report and Certificate 2020/21

In respect of

NEWMARKET TOWN COUNCIL – SF0285

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2021; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2020/21

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

3 External auditor certificate 2020/21

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2021.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

PKF Littlejohn LLP

Date

21/08/2021

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

Townclerk

From: Hempstead, Louise <louise.hempstead@westsuffolk.gov.uk>
Sent: 21 September 2021 09:27
Subject: Market Relocation

Message sent on behalf of Cllrs Peter Stevens & Susan Glossop

Dear Newmarket Town Council members,

As you are aware we are currently operating our market from the High Street in Newmarket. We have unfortunately had incidents where barriers and gazebos have blown into the highway from the adjacent market. We recently commissioned a Highways Safety Review which has confirmed our view that the dynamics of this location are such that we are presented with an unacceptable health and safety risk. This needs to be addressed urgently.

Plans are therefore in place to relocate the current market from the High Street to a temporary location. The market will be relocated to Market Square, Newmarket from Tuesday 28 September 2021. There is an imperative to move swiftly and whilst we have undertaken some engagement, it has not been possible to do a full options appraisal and engagement within the necessary timeframe.

We have however sought views and have given consideration to the suggestions made by local members to consider the area outside TK Maxx and close to Busy Bee for the temporary location instead of the market square but unfortunately this is not a sufficient size to accommodate our existing traders.

We note the concerns raised by a number of you regarding Market Square and will seek to understand these further as we explore options for a permanent solution. . Meanwhile our team will work on initiatives to support the market in the transition.

We would be pleased to have any suggestions regarding the location from local members, the town Council, stakeholders and traders at this early stage. Meanwhile our team will work on initiatives to support the market in the transition.

In assessing appropriate permanent options we will consider:

- Safety (from a user and trader perspective and considering the wider environment which could give rise to safety issues)
- Financial implications
- Level of existing footfall and potential to drive footfall for other surrounding businesses
- Physical constraints – e.g. does the market fit in that area, have power and allow for further growth
- Accessibility for traders and other users
- Physical relationship with the public realm.
- Potential impacts on other surrounding uses/businesses – noise, obstructing accesses etc.

If there is anything you would like us to consider please let us know. We look forward to your further engagement later in this process and meanwhile thank you for your understanding with this important matter.

Kind Regards

Cllrs Peter Stevens & Susan Glossop
(Portfolio Holders for Operation and Growth)

Louise Hempstead
Executive Support to Director of Planning and Growth
Systems & Technical Support
Direct dial: 01284 757446
Email: Louise.Hempstead@westsuffolk.gov.uk
www.westsuffolk.gov.uk
West Suffolk Council
#TeamWestSuffolk

West Suffolk Council supports our staff to work flexibly and we respect the fact that you may also be working at different times to suit you and your organisation's needs. Please do not action or respond to this message outside of your own working hours.

West Suffolk Council is playing its part to support our communities and businesses during the COVID-19 outbreak. Prioritising this work may mean other services are impacted or you may get a slower response than normal.

[Report, pay and apply online 24 hours a day](#)
[Find my nearest for information about your area](#)

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*****-W-S-

Capital Schemes 2021/22

A14 Junction 34 to Junction 44

Niamh McGrath, Kelly Milburn, Bernie Ibekwem, Nathan Larrier
Highways England – Scheme Delivery

9 September 2021

Introductions and Housekeeping

Please turn your video camera off and mute your microphone during the presentation, this should help mitigate any connection issues.

If you would like to ask a question, please use the chat function within Teams and these will be addressed in turn at the end of the presentation. There is also an option to raise a virtual hand during this discussion.

- **Introductions**

- Kelly Milburn – Programme Delivery Manager
- Niamh McGrath – Project Manager
- Bernie Ibekwem / Nathan Larrier – Stakeholder Managers (Atkins)

Agenda

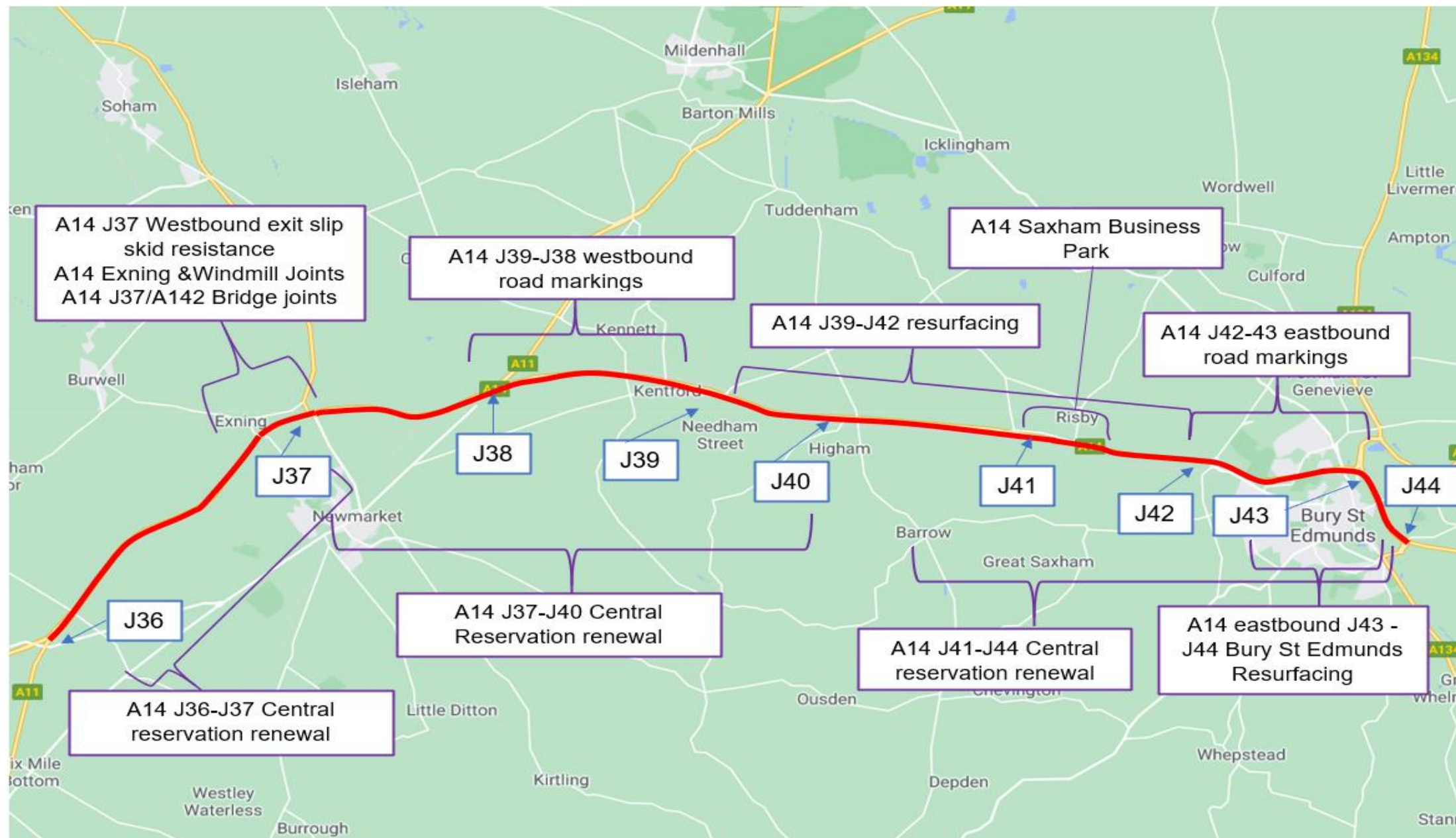
- Purpose of today's meeting
- Why we need to undertake the work
- Update on works undertaken so far
- Planned Works & Locations
- Planned closures and diversions
- Communications
- Q&A

Purpose of today's meeting

Objectives:

- Inform you about the works which directly affect Newmarket to Bury St Edmunds and how we propose to deliver them
- Understand your concerns and mitigate them where practicable
- Engage with affected stakeholders and encourage feedback
- Open lines of communication during pre-works mobilisation and throughout delivery on site

A14 Scheme Locations



Why we need to undertake the work

- A14 J37 / A142 (Fordham) Bridge
 - Replace bridge bearings, concrete repairs and parapets
- To replace life expired central reservation safety barrier + upgrading verge terminals
 - Safety requirement to improve and prevent cross over incidents
- To install new drainage due to significant flooding problems
 - Between J36-38 these have resulted in emergency lane closures previously
- To replace life expired signs
 - Safety requirement to improve visibility
- Road studs and line markings
 - To help visibility and reduce the risk of collisions
- Resurfacing
 - Long sections of mainline require resurfacing & skid resistance on slip roads
- Bridge Joints and Waterproofing (Exning and Windmill bridges)
 - 2 underbridges between J36-37 where joints are failing requiring temp repairs

Update: A14 J37 / A142 (Fordham) Bridge in construction

- Bearing replacement in progress (50% of bearings replaced)
- Bridge parapet replacement work complete and VRS works on approach sides progressing on A142
- Bridge joints replacement complete, concrete works to abutments progressing
- Scheme experiencing delays
 - Unforeseen structural issues and change in services at site
 - TM constraints due to other works on A14.
 - Resource issues and delays with material procurement during the pandemic
- Scheme completion date second week of December 2021.
- Overnight closures and few full weekend closures will be required for the scheme.
- Speed restriction and restricted lane widths imposed on A14 at J37 due to the complexity of work and for the safety of road users.

Update: Phase 1 J36-J37 Central Reservation safety barrier and drainage in construction

- Phase 1 started March 21 with lane 3 closed EB and WB from J36-37
- 70% complete with new barrier and slot drain improving drainage capacity, reduce flooding and improve road user safety
- Scheme experiencing delays
 - unforeseen ground conditions during deep drainage excavations (hard chalk)
 - TM constraints due to J37 A142 bridge works
 - Resource and material supply issues (Nationwide issue due to COVID 19 pandemic)
 - Installing cross carriageway drainage overnight requires extra shifts to have carriageway open each morning avoiding daytime closures
- Completion planned for mid-November
- Series of overnight full closures planned mid-September to November 9pm to 4am
- Working with the M&R department to share roadspace and minimise closures

Diversion routes for overnight closures J36-J37 9pm to 4am



Phase 2 J37-38 Central Reservation safety barrier and drainage in construction

- Phase 2 will follow straight from Phase 1 to install new drainage and replace safety fencing J37-38
- Closing lane 3 EB and WB from J37-38 to allow works to be completed on days and nights leaving 2 lanes open where possible
- Cross carriageway drainage overnight to avoid daytime shut downs
- November 21 to March 2022 programme, requiring a number of overnight closures EB or WB
- **Phase 3: Bridge waterproofing at Exning and Windmill (near J37) with contra flow at J37 follows from March 2022**

Diversion route for overnight closures J37 to J39 9pm to 4am

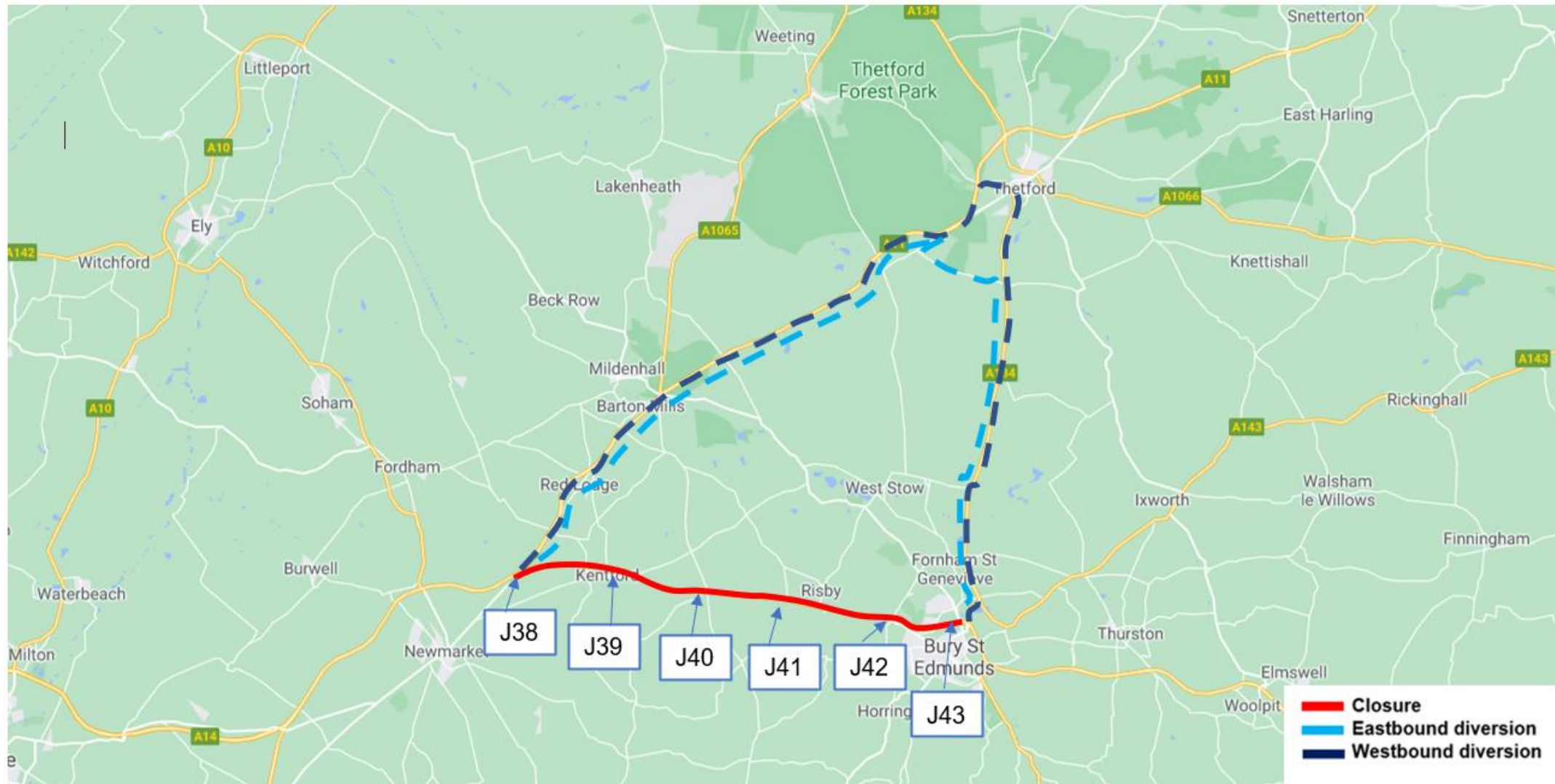


Capital Renewal schemes from J38-J44

- 33 lane km of resurfacing, new safety barrier, roadmarkings, new signs, layby repairs
- Combined roadspace and closures to merge multiple schemes together including access for routine maintenance contractors
- Delayed starting some schemes to utilise the full closures and reduce the number of closures
- J38-44 Overnight full closures from 8pm to 6am Monday to Saturday night
- Closures needed October 2021 to March 2022

Diversion route for works J38 to J43

8pm to 6am



Capital Renewal schemes from J43-J44 Eastbound

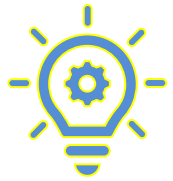
- 4.5 lane km of resurfacing, new safety barrier, roadmarkings, new signs
- Combined roadspace and closures to merge 2 schemes together including access for routine maintenance contractors
- J43-44 EB Overnight full closures from 8pm to 6am Monday to Saturday night
- Closures follow on from J38-43 closures in March 2022 for 5 weeks

Diversion route for works J43 to J44 8pm to 4am



How we are mitigating issues

- Constant liaison with Newmarket Racecourse regarding any events taking place.
- 9pm to 4am use of the diversion routes through Newmarket only
- All local COVID vaccine hubs and nearby centres identified and added to master stakeholder list.
- Stakeholder list updated with all parishes and businesses nearby affected.
- Meeting with Suffolk Highways and Suffolk Councillors regularly to give updates .
- Scheme web page to be set up with information on all works on the A14 between junction 37 and 43
- Encouraging local parishes to sign up to the website for updates and alerts
- Contra flow for Exning and Windmill Bridges to avoid full weekend closures
- **7.5tonne temporary weight restriction overnight applied for the A1101 (near Icklingham) and the B1106 to deter any HGV traffic.**
- **VMS signage will be placed at strategic junctions on the A11 and A134 diversion route, to keep traffic on the signed diversion route.**
- **Speed Safety Camera vans will be used as an additional method to manage and control traffic by detecting the speed of moving vehicles.**
- **Additional TM signage to encourage diversion traffic to stay on the diversion routes**



Communication methods

- We are writing to residents, local business and key stakeholders, affected by our works.
- We are speaking regularly to Newmarket racecourse and understand their vaccine opening hours & events
- We will ask you to add our letter to local websites, social media platforms and your weekly newsletter updates to residents and the wider community.
- We will also encourage you to share our communication with your stakeholder partners.
- Where necessary and appropriate, we will use Static Message Signs to inform traffic of the closures ahead.

Upcoming communication activities

- A scheme web page goes live with all schemes between J36-J44 (end of Sept)
- Stakeholder emails and letters to go out 2 weeks in advance of overnight closures

Media monitoring

Media Monitoring

- We will continue to monitor local websites, news bulletins and press for information on local events that may be affected by our works and provide the necessary updates.

Weekly round-up

- Updates will be disseminated via our weekly round-up news release.

Customer Contact – 24/7/365

Scheme contact

- The Project Managers will be the main contact to answer any of your questions.

Customer Contact Centre

- If you have any enquiries about this or other schemes, please contact the Highways England Customer Contact Centre on 0300 123 5000, or by e-mail to info@highwaysengland.co.uk

Any Questions?

OpsEastCapitalDeliveryTeam@highwaysengland.co.uk

Item 17b

Newmarket Community Arts requesting the use of the Memorial Hall for a Halloween workshop and part funding.

From: [REDACTED] >

Sent: 07 September 2021 15:22

To: Christy Argyroudi <Christy.Argyroudi@newmarket.gov.uk>

Subject: Re: Pavilion

Christy,

I'm regards to the Halloween event, we would like it to be sponsored in part by the town and arts centre.

We are hoping to offer handmade costume workshops, leading up to Halloween at the new shop. We are hoping to offer free pumpkins (one per family) that they can come pick up the week before the event to carve. On the actual event day we would like the memorial hall from 1-9 Sunday October 31st.

We will start at the town hall where people will

Drop off their pumpkins. Then the children will visit the shops up and down the high street in their costumes to collect candy from the shops participating (candy is supplied) going up one side and down the other, returning back to the town hall where the jack o lantern contest will be held as well as various other Halloween activities to be determined.

The jack o lanterns will be judged by members of the town council and prizes awarded.

We are requesting £150 to costume supplies, jack o lanterns and candy.

Thanks so much and looking forward hearing back in regards to this and the start date of the store front.

Best

Jenna

BLANK