



# Newmarket

## TOWN COUNCIL

### **Minutes of a Meeting of the Finance & Policy Committee** **Held on Monday 18<sup>th</sup> October 2021 at the Memorial Hall at 7:00pm**

#### **Attendance:**

Councillor D Hall (Chairman)  
Councillor J Borda  
Councillor A Drummond  
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.

#### **Minute**

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- F/21/10/1      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/21/10/2      Apologies for Absence**  
Apologies were received from Councillors Appleby and Harvey.
- F/21/10/3      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**  
Councillor Drummond declared a non-pecuniary interest in item 10.
- F/21/10/4      To Confirm the Minutes of the Meeting Held on 20<sup>th</sup> September 2021 and any Matters Arising**  
Members received the minutes of the Finance & Policy Committee meeting held on 20<sup>th</sup> September 2021 and the following was agreed:  
**F/21/10/4.01 Resolved**  
**That the minutes of the Finance & Policy Committee meeting held on 20<sup>th</sup> September 2021 be adopted and signed as a true record by the Chairman of the Finance & Planning Committee.**  
  
There were no matters arising.
- F/21/10/5      Public Open Session**  
There were no members of the public in attendance.
- F/21/10/6      Submission of Schedules of Payments for Information CB1 - CB4 2021**  
Members reviewed CB1 - CB4 for September 2021 and the following was agreed:  
**F/21/10/6.01 Recommendation**

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**That the ratification of the schedules of payments for the period 01/09/2021 – 30/09/2021 (Cash Book 1 - 4) be received and adopted.**

**F/21/10/7     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 30/09/2021 (month 6) for the Town Council's Current, Petty Cash, Salaries and Barclaycard Cashbooks.

**F/21/10/8     To Receive the Income and Expenditure**

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

**F/21/10/9     Grant Application**

A grant application from Magpas Air Ambulance regarding the Future 50 Appeal was considered and the following was agreed:

**F/21/10/09.01 Recommendation**

**That the grant application from Magpas Air Ambulance to support the Future 50 Appeal for £1,000 be approved.**

**F/21/10/10     Newmarket BID**

Sponsorship of window vinyls for empty shops in the High Street was considered and the following was agreed:

**F/21/10/10.01 Recommendation**

**That the request to sponsor window vinyls for empty shops in the High Street for £2,000 be approved. Funding would be via the Neighbourhood Plan Town Improvement budget – account 4117/209.**

**F/21/10/11     Field Terrace Road Allotment Land**

A verbal update was given on the lease, which ends 3/11/21, and the following was agreed:

**F/21/10/11.01 Recommendation**

**That the Town Clerk and the Chair of Finance & Policy look into getting a cost-effective Licence to Use agreement drawn up.**

**F/21/10/12     Health and Safety**

The monthly Health and Safety report was received and noted. It was noted that the risk levels on the report require a legend for identification.

**F/21/10/13     Correspondence**

None noted.

**F/21/10/14     Date of Next Meeting**

Monday 15<sup>th</sup> November 2021 at the Memorial Hall.

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**F/21/10/15 Items for the Next Agenda**

None noted.

Meeting closed at 7.27pm

Signed by the Chairman

Date 15<sup>th</sup> November 2021

**Summary of Recommendations**

| <b>Recommendation</b>                      | <b>Recommendation Wording</b>                                                                                                                                                                       |
|--------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b><u>F/21/10/6.01 Recommendation</u></b>  | <b>That the ratification of the schedules of payments for the period 01/09/2021 – 30/09/2021 (Cash Book 1 - 4) be received and adopted.</b>                                                         |
| <b><u>F/21/10/9.01 Recommendation</u></b>  | <b>That the grant application from Magpas Air Ambulance to support the Future 50 Appeal for £1,000 be approved.</b>                                                                                 |
| <b><u>F/21/10/10.01 Recommendation</u></b> | <b>That the request to sponsor window vinyls for empty shops in the High Street for £2,000 be approved. Funding would be via the Neighbourhood Plan Town Improvement budget – account 4117/209.</b> |
| <b><u>F/21/10/11.01 Recommendation</u></b> | <b>That the Town Clerk and the Chair of Finance &amp; Policy look into getting a cost-effective Licence to Use agreement drawn up.</b>                                                              |