



Newmarket

TOWN COUNCIL

held on Monday 25th October 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 L Crissall
Councillor J Ferries
Councillor A Drummond

Councillor D Hall
Councillor J Harvey
Councillor R Hood
Councillor P Hulbert
Councillor J Lay
Councillor C O'Neill
Councillor P Winter
Councillor K Yarrow

Also Present: T Symonds – Deputy Town Clerk, J Ashton – Minute Assistant, Cllr K Soons – WSC,
1 Member of the Press and 1 Member of the Public.

Minute

21/10/1 Welcome

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

21/10/2 Apologies for Absence – LGA 1972, Section 85(1) & (2)

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

21/10/3 Declaration Of Acceptance of Office

It was confirmed that Cllr Ferries had signed the Acceptance of Office and requested that he be a member of the C&L, D&P and NNP Committees and the following was agreed:

21/10/3.01 Resolved

That Cllr Ferries be appointed as a member of the Community & Leisure, Development & Planning and Neighbourhood Plan Committees.

21/10/4 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. There were no member dispensation requests.

21/10/5 To Receive and Confirm the Minutes of the Town Council Meetings held on 27th September 2021 and any Matters Arising.

The minutes of the meeting held on 27th September 2021 were presented and the following was agreed:

21/10/5.01 Resolved

That the minutes of the meeting held on 27th September 2021 be adopted and signed as a correct record by the Town Mayor.

There were no matters arising.

21/10/6 Public Open Session

None noted.

21/10/7 **Suffolk Constabulary**

The monthly PCSO report was received and noted.

21/10/8 **Councillor Reports**

SCC – The September Town and Parish Newsletter was noted. Cllr Hood reported that she had visited Foley House and met with the CAB. They were now up and running in the new premises and appointments can be booked by phone or email.

West Suffolk Council (WSC) – Cllr Soons congratulated Cllr Ferries on his election and thanked him for his efforts on the fly tipping issues. She was keen to push for allotments on the Studlands BMX track. However, the Mayor reported that a request had recently been made to re-instate the BMX track with improvements. Residents would need to be consulted on what they want for this site. NTC policy remains to support allotments wherever they are sited.

Ward – Cllr Yarrow (Freshfields Ward) reported that the litter picking equipment was now stored at the Memorial Hall and collection/returns will be managed by NTC staff. There was still no response regarding weeding of pavements from SCC and there was uncertainty regarding responsibility for the area. Residents were being urged to contact SCC Highways direct.

The Mayor reported that the High Street had been cleared but further action was required for residential areas.

Outside bodies – There was nothing to report

21/10/9 **Mayors Announcements**

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

6th October - launched the Newmarket Samba Band.

21/10/10 **To Receive the Minutes and Consider any Recommendations from the D&P Committee Meetings held on 4th and 18th October 2021**

The Chairman of the Development & Planning Committee presented the minutes and recommendations from the Development & Planning Committee meetings held on 4th and 18th October 2021.

(D/21/10/12.01 Recommendation)

That NTC considers the following two alternatives:

- 1. To select an option in the Development Brief presented at the last full Council meeting.**
- 2. That the whole of the St Felix site and George Lambton Playing Fields are retained solely for sports use.**

A proposal was made to defer this item to be considered under item 15 and the following was agreed:

D/21/10/10.01 Resolved

That Recommendation D/21/10/12.01 be considered under item 15.

Cllr Soons left the meeting

D/21/10/10.02 Resolved (D/21/10/23.03 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.

21/10/11 To Receive the Minutes and Consider any Recommendations from the Community & Leisure Services Committee Meeting held on 4th October 2021

The Chairman of the Community and Leisure Services Committee presented the minutes and recommendations of the Community & Leisure Services Committee meeting held on 4th October 2021.

21/10/11.01 Resolved (CL/21/10/8.01 Recommendation)

That the project proceeds when the relevant licence has been obtained and that delegated powers be given to the Town Clerk to select quotes for the work and purchase of new cycle rails within delegated spending powers.

21/10/11.02 Resolved (CL/21/10/9.01 Recommendation)

That quotes be obtained to remove the tin shed and concrete base to allow for re-grassing the area, to concrete the spoil area and install a hedge for the a 2-bay spoil area.

21/10/11.03 Resolved (CL/21/10/10.01 Recommendation)

That further quotes be obtained and that delegated powers be given to the Town Clerk to select an appropriate quote to proceed.

21/10/11.04 Resolved (CL/21/10/11.01 Recommendation)

That further quotes be obtained for a mini SID unit and that applications for site suitability at Icewell Hill, Edinburgh Road and Fordham Road be progressed. That £4000 be allocated to the 2022/23 budget to purchase an additional device.

21/10/11.05 Resolved (CL/21/10/12.01 Recommendation)

That a letter be sent to SCC and West Suffolk Council to point out that residents want to be proud of their Town with a request and that action is taken to address the weed issues as a priority.

21/10/11.06 Resolved (CL/21/10/15.01 Recommendation)

That NTC facilitates the setting up of a volunteer group by promoting the initiative on social media and to provide a hub to co-ordinate a litter picking rota and the collection of equipment.

21/10/12 To Receive the Minutes and Consider any Recommendations from the Neighbourhood Plan Committee Meetings held on 11th October 2021

The Chairman of the Neighbourhood Plan Committee presented the minutes and recommendations from the Neighbourhood Plan Committee meeting held on 11th October 2021.

21/10/12.01 Resolved (N/21/10/7.01 Recommendation)

That a contribution to West Suffolk Council for the clearance of Newmarket Brook of £2,000 from account 4116/209 be approved subject to an ongoing maintenance

plan being put in place.

21/10/12.02 Resolved (N/21/10/9.01 Recommendation)

That each Cllr selects 5 priorities with a short brief to explain the reasoning.

The Mayor asked for the selected NNP Priorities to be sent to admin by 1st November 2021.

21/10/13 To Receive the Minutes and Consider any Recommendations from the Human Resources Committee Meetings held on 11th October 2021

The Chairman of the Human Resources Committee presented the minutes and recommendations from the Human Resources Committee meetings held on 11th October 2021.

21/10/13.01 Resolved (*H/21/10/10.01 Recommendation***)**

That Mr Michael Boocock be employed as Assistant Town Keeper. That the Deputy Town Clerk's contracted hours of work be increased to 30 hours per week.

21/10/14 To Receive the Minutes and Consider any Recommendations from the F&P Committee Meetings held on 18th October 2021

The Chairman of the Finance & Policy Committee presented the minutes and recommendations from the Finance & Policy Committee meetings held on 18th October 2021.

21/10/14.01 Resolved (F/21/10/6.01 Recommendation)

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.

21/10/14.02 Resolved ((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.

21/10/14.03 Resolved ((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.

21/10/14.04 Resolved (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.

21/10/15 Soapbox Accounts 2021

The Soapbox Accounts 2021 were received and noted.

A query was raised regarding the fees paid to Derek Thompson as it was understood that his services had been offered for free. The Mayor confirmed that this was a genuine misunderstanding and the Town Clerk had recommended that any future offers of free services are made in writing.

A discussion was held on what to do with the excess funds from the event and the following was agreed:

21/10/15.01 Resolved

That the excess funds from the Soapbox event be referred to the F&P Committee to consider.

21/10/16 Meeting Schedule

A report was presented and discussed on the review of Committee process, delegation and terms of reference. After further debate the following was agreed:

A recorded vote was requested:

Votes For: Cllrs Appleby, Borda, Crissall, Ferries, Jefferys, Hall, Harvey, O'Neill and Yarrow.

Votes Against: Cllrs Berry, Drummond, Hood, Hulbert and Lay.

21/10/16/.01 Resolved

That NTC approves the proposed changes to the Committee Process in principle and that Councillors to provide feedback. That the final proposals be presented to Finance & Policy Committee and full Council in the next (November 2021) committee cycle with a view of implementation from February 2022, initially for a 6-month period after which, this is reviewed.

The Financial Regulations were revised to support the principle and will be presented to F&P Committee and full Council in November 2021.

21/10/17 Parking Working Group Report

The group presented a report on the All Saints Resident Parking Zone and the plans of SCC Highways to consult residents. The consultation will close 5th November.

21/10/18 High Street Improvements

Proposals for the agenda for a Meeting of the Town on High Street Regeneration were considered and the following was agreed:

21/10/18.01 Resolved

That an Extraordinary Meeting of the Town be held on High Street Regeneration and that a Working Group be set up to organise the agenda.

21/10/19 Former St Felix Middle School Site

The D&P Recommendation D/21/10/12.01 was considered.

That NTC considers the following two alternatives:

- 1. To select an option in the Development Brief presented at the last full Council meeting.**
- 2. That the whole of the St Felix site and George Lambton Playing Fields are retained solely for sports use.**

After further debate the following was agreed:

21/10/19.01 Resolved

That the whole of the St Felix site and George Lambton Playing Fields are retained

solely for sports use

21/10/20 Correspondence

The Forest Heath Parishes Group initial meeting postponed to be held on Wednesday 3rd November 2022 was noted.

A member of the public left the meeting

PCC Consultation on the new Police and Crime Plan with a closing date of 22nd November 2021 was deferred to C&L Committee to consider a response.

21/10/21 Date of the next Meeting

Monday 22nd November 2021 in the Memorial Hall.

21/10/22 Items for the next Agenda

None noted

Meeting closed at 7:22pm

Signed: By The Chairman

Date: 22nd November 2021

Summary of Resolutions

Resolution	Resolution Wording
<u>D/21/10/10.02 Resolved</u>	That Recommendation D/21/10/12.01 be considered under item 15.
<u>D/21/10/10.02 Resolved (D/21/10/23.01 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.
<u>21/10/11.01 Resolved (CL/21/10/8.01 Recommendation)</u>	That the project proceeds when the relevant licence has been obtained and that delegated powers be given to the Town Clerk to select quotes for the work and purchase of new cycle rails within delegated spending powers.
<u>21/10/11.02 Resolved (CL/21/10/9.01 Recommendation)</u>	That quotes be obtained to remove the tin shed and concrete base to allow for re-grassing the area, to concrete the spoil area and install a hedge for the a 2-bay spoil area.
<u>21/10/11.03 Resolved (CL/21/10/10.01 Recommendation)</u>	That further quotes be obtained and that delegated powers be given to the Town Clerk to select an appropriate quote to proceed.
<u>21/10/11.04 Resolved (CL/21/10/11.01 Recommendation)</u>	That further quotes be obtained for a mini SID unit and that applications for site suitability at Icwel Hill, Edinburgh Road and Fordham Road be progressed. That £4000 be allocated to the 2022/23 budget to purchase an additional device.
<u>21/10/11.05 Resolved (CL/21/10/12.0 Recommendation)</u>	That a letter be sent to SCC and West Suffolk Council to point out that residents want to be proud of their Town

	with a request and that action is taken to address the weed issues as a priority.
<u>21/10/11.06 Resolved (CL/21/10/15.01 Recommendation)</u>	That NTC facilitates the setting up of a volunteer group by promoting the initiative on social media and to provide a hub to co-ordinate a litter picking rota and the collection of equipment.
<u>21/10/12/10.01 Resolved (N/21/10/07.01 Recommendation)</u>	That a contribution to West Suffolk Council for the clearance of Newmarket Brook of £2,000 from account 4116/209 be approved subject to an ongoing maintenance plan being put in place.
<u>21/10/12/10.02 Resolved (N/21/10/09.01 Recommendation)</u>	That each Cllr selects 5 priorities with a short brief to explain the reasoning.
<u>21/10/13.01 Resolved</u> <u>(***H/21/10/10.01 Recommendation***)</u>	That Mr Michael Boocock be employed as Assistant Town Keeper. That the Deputy Town Clerk's contracted hours of work be increased to 30 hours per week.
<u>21/10/14.01 Resolved (F/21/10/6.01 Recommendation)</u>	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.
<u>21/10/14.02 Resolved ((F/21/10/09.01 Recommendation)</u>	That the grant application from Magpas Air Ambulance to support the Future 50 Appeal for £1,000 be approved.
<u>21/10/14.03 Resolved ((F/21/10/10.01 Recommendation)</u>	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.
<u>21/10/14.04 Resolved (F/21/10/11.01 Recommendation)</u>	That the Town Clerk and the Chair of Finance & Policy look into getting a cost-effective Licence to Use agreement drawn up.
<u>21/10/15.01 Resolved</u>	That the excess funds from the Soapbox event be referred to the F&P Committee to consider.
<u>21/10/16.01 Resolved</u>	That NTC approves the proposed changes to the Committee Process in principle and that Councillors to provide feedback. That the final proposals be presented to Finance & Policy Committee and full Council in the next (November 2021) committee cycle with a view of implementation from February 2022, initially for a 6-month period after which, this is reviewed.
<u>21/10/18.01 Resolved</u>	That an Extraordinary Meeting of the Town be held on High Street Regeneration and that a Working Group be set up to organise the agenda.
<u>21/10/19.01 Resolved</u>	That the whole of the St Felix site and George Lambton Playing Fields are retained solely for sports use