



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 28th November 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

AGENDA

1. **Welcome** - The Mayor to read the fire 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 meeting held 31st October 2022**
 - a) To consider and adopt the minutes, as a true record of the proceedings
 - b) To consider any matters arising
5. **West Suffolk Citizen's Advice Bureau** – short presentation, questions and answers with a member of the Citizens' Advice Bureau
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. **Councillor Reports** - to receive and note reports (if any) from County and District Councillors, Ward Reports and outside bodies reports from Town Councillors
8. **Announcements** - To receive the Town Mayor's and Deputy Mayor's Announcements (if any)
9. **Committee Meetings**
 - a) To receive the minutes and consider and approve any recommendations from the Human Resources meeting held on 31st October 2022
 - b) To receive the minutes and consider and approve any recommendations from the Development & Planning meetings held on 7th November 2022 and 21st November 2022
 - c) To receive the minutes and consider and approve any recommendations from the Leisure Services meeting held on 7th November 2022
 - d) To receive the minutes and consider and approve any recommendations from the Finance & Policy meeting held on 21st November 2022
10. **Suffolk Constabulary PCSO**
 - a. To receive a report from the PCSO

Distribute to the following for information:

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

- b. To receive a report regarding the 2023/2024 Newmarket PCSO contract
- 11. Yellow Brick Road (to follow)**
 - a. To receive a report from the YBR Working Group
 - b. To receive a report regarding the Community Orchard and surrounding area
- 12. Newmarket Neighbourhood Plan Review** – to receive an update report from the NPP Working Group (to follow)
- 13. Recycling** – To discuss the absence of a Recycling Centre in Newmarket
- 14. Memorialisation of Covid across Suffolk** – to consider a grant-funded memorial garden bed in the War Memorial Garden area
- 15. To consider that Newmarket Town Council calls for the resignation of the MP for West Suffolk, Matt Hancock, by writing to him and publicising this in the local media** (Proposed by Cllr L Crissall, seconded by Cllr K Yarrow)
- 16. Correspondence**
- 17. Office Closure Hours** – to approve the closure of the Town Council offices and services between Monday 26th December 2022 and Monday 2nd January 2023; including relevant bank holidays, two discretionary days and one annual leave day
- 18. Date of the next Meeting – Monday 19th December 2022**

Signed: 
Cathy Whitaker, Town Clerk

Date: 22nd November 2022

Distribute to the following for information:

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



Newmarket

TOWN COUNCIL

Minutes of the Extraordinary Meeting of Newmarket Town Council held on Monday 31st October 2022 at 6:15pm at the Memorial Hall

Attendance:

Councillor P Winter (Town Mayor)
Councillor J Borda
Councillor J Clover
Councillor L Crissall
Councillor J De'Ath
Councillor A Drummond

Councillor J Ferries
Councillor R Hood
Councillor P Hulbert
Councillor J Lay
Councillor M Jefferys (Deputy Mayor)
Councillor S Perry
Councillor K Yarrow

Also Present: C Whitaker – Town Clerk, T Symonds – Deputy Town Clerk and J Ashton – Minute Assistant.

Minute

22/10/24 Welcome

The Chairman opened the meeting and read the fire safety notice and confirmed that proceedings were being recorded.

22/10/25 Apologies for Absence – LGA 1972, Section 85(1) & (2)

Apologies were received from Cllrs Anderson, Harvey and O'Neill. Cllrs Berry and Hall were absent.

22/10/26 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.

22/10/27 To Receive and Confirm the Minutes of the Town Council Meetings held on 24th October 2022 and any Matters Arising.

The minutes of the meeting held on 24th October 2022 were presented and the following was agreed:

22/10/27.01 Resolved

That the minutes of the meeting held on 24th October 2022 be adopted and signed as a correct record by the Town Mayor.

Matters arising:

Page 2 22/10/6 – Cllr Yarrow reported that the meeting with the Flagship Property Sales Manager on 1st November was not going ahead as planned and will be rearranged.

22/10/28 Public Open Session

No members of the public were present.

22/10/29 Date of the next Meeting

Monday 28th November 2022 at 6.15pm in the Memorial Hall

22/10/30 Exclusion of the Press & Public

With the vote being unanimous, it was:

22/10/30.01 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.

22/10/31 *To Discuss a Confidential Contract*****

A confidential report on an existing contract was considered and the following was agreed:

*****22/10/31.01 Resolved*****

That NTC engages with Edmondson Hall solicitors to amend the existing licence to be an annual licence, not a rolling one. That a letter be sent to terminate the existing licence, as per the terms within it. That an annual licence for 2023 be introduced with the exact same terms otherwise for signature by 30th November 2022. That the 2023 schedule be requested with a cut-off date for receipt. That four pro-forma invoices for one quarter of the annual fees be sent, with payment dates of 01/01/23, 01/04/23, 01/07/23, 31/08/23. The 2023 booking will be secured on receipt of the 01/01/23 payment deposit. That the Annual fees agreed at Full Town Council 26/09/2022 be applied.

Meeting closed at 6:20pm

Signed: _____

Date: _____

Summary of Resolutions

Resolution	Resolution Wording
<u>***22/10/31.01 Resolved***</u>	That NTC engages with Edmondson Hall solicitors to amend the existing licence to be an annual licence, not a rolling one. That a letter be sent to terminate the existing licence, as per the terms within it. That an annual licence for 2023 be introduced with the exact same terms otherwise for signature by 30 th November 2022. That the 2023 schedule be requested with a cut-off date for receipt. That four pro-forma invoices for one quarter of the annual fees be sent, with payment dates of 01/01/23, 01/04/23, 01/07/23, 31/08/23. The 2023 booking will be secured on receipt of the 01/01/23 payment deposit. That the Annual fees agreed at Full Town Council 26/09/2022 be applied.



Newmarket

TOWN COUNCIL

Minutes of the Extraordinary Meeting of the Human Resources Committee

Held on Monday 31st October 2022 at 6:25pm

Attendance:

Councillor K Yarrow (Chairman)
Councillor A Drummond
Councillor R Hood

Councillor P Hulbert
Councillor M Jefferys
Councillor J Lay
Councillor P Winter

Also present: C Whitaker – Town Clerk, T Symonds – Deputy Town Clerk and J Ashton – Minute Assistant.

Minute

H/22/10/13 Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded

The Fire Notice was not required.

H/22/10/14 Apologies for Absence

Apologies were received from Cllr Harvey. Cllr Hall was absent.

H/22/10/15 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 Member's Dispensation

None noted. There were no requests for dispensations.

H/22/10/16 To Receive and Confirm for Accuracy the Minutes of the Human Resources Meeting Held on Monday 17th October 2022 and Any Matters Arising

Members received the minutes of the Human Resources Committee Meeting held on Monday 17th October 2022 and the following was agreed:

H/22/10/16.01 Resolved

That the minutes of the Human Resources Committee meeting held on Monday 17th October 2022 be adopted and be signed as a correct record by the Chairman of the Human Resources Committee.

There were no matters arising.

H/22/10/17 Public Open Session

No members of the public were present.

H/22/10/18 Budget 2023/2024

A recommendation from the HR working group regarding the version 2 draft budget for the municipal year 2023/2024 for the Human Resources Committee was considered and the following was agreed:

H/22/10/18.01 Recommendation

That version 2 of the draft HR budget for the municipal year 2023/2024 be

Minutes of the Extraordinary Human Resources Committee held on 31st October 2022

received and adopted.

H/22/10/19 **Date of Next Meeting**
Monday 22nd May 2023, or sooner if required.

Meeting closed at 6:30pm

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>H/22/10/18.01 Recommended</u>	That version 2 of the draft HR budget for the municipal year 2023/2024 be received and adopted.



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee **Held on Monday 7th November 2022 at 6.15pm**

Attendance:

Councillor J Lay (Chairman)
Councillor J Berry
Councillor J Clover
Councillor A Drummond

Councillor J Ferries
Councillor J Harvey
Councillor R Hood
Councillor P Hulbert

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

Minute	Action by
D/22/11/1 <u>Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded</u> The Chairman opened the meeting and read out the Fire Notice and that the meeting may be filmed or recorded.	
D/22/11/2 <u>Apologies</u> Apologies were received from Cllr Jefferys. Cllr Hall was absent.	
D/22/11/3 <u>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</u> Cllr Hood declared an interest in applications: D/22/1766/TCA and D/22/1787/TCA. There were no requests for dispensations.	
D/22/11/4 <u>To Confirm the Minutes of the Meeting Held on 17th October 2022 and any Matters Arising</u> Members received the minutes of the Development & Planning Committee held on 17th October 2022 and the following was agreed: <u>D/22/11/4/01 Resolved</u> That the minutes of the Development & Planning Committee held on 17th October 2022 be adopted and signed as a true record by the Chairman of the Development & Planning Committee.	
<i>Cllr Berry Joined the meeting</i> Matters arising. Page 2 – D/22/10/22.03 Resolved – It was noted that the WSC Tree Officer had approved the felling of the Chestnut Tree on the Severals despite the strong objections of the Committee. The Chairman, Cllr Drummond and Town Clerk will contact the Tree Officer to request an explanation for felling the tree and to establish if the Tree Officer visited the site; to communicate with WSC in the hope of a better outcome in this case.	

Page 5 – D/22/10/30.01 Resolved – Town Clerk was asked to arrange for photos to be taken of any illegal signs around Town for Cllr Hood to report to SCC to take action.

D/22/11/5 Public Open Session

A member of the public spoke to item 14 and pointed out that the horse walk in Fordham Road had always been too narrow. He raised the following points:

- Is the design of the horse walk the problem? Is it time to close it and put the road back to the way it was and horses use the Snailwell Road crossing?
- Were the VDIs on the road?
- Was the police and the Health and Safety Executive informed about the accidents? He had not been able to find any information about this.
- What can the police do? Could the PCSO do anything?
- Could the Jockey Club do anything by allocating staff to man the crossing at the Drill Hall?
- Has a Risk Assessment been carried out?

D/22/11/6 Impact of Newmarket Neighbourhood Plan Policies on Applications Being Considered

Policy 14 applied to the tree applications.

D/22/11/7 Planning Applications

Week Commencing 10/10/2022, 17/10/2022 and 24/10/2022

Cllr Hood declared a non-pecuniary interest in the following application and abstained from the vote

D/22/11/7/1 DC/22/1766/TCA - Trees in a conservation area notification - two Beech (indicated on plan) fell - Abington Place 44 Bury Road Newmarket Suffolk.

D/22/11/7.01 Resolved

The Committee actively encourages responsible tree management and objects to the felling of healthy trees. The Committee objected to this application and requested that the application be submitted to the Tree Officer for consideration. If the trees are to be felled, that they be felled outside of the bird nesting season and the Committee requests that suitable replacements be planted.

D/22/11/7/2 DC/22/1762/TCA - Trees in a conservation area notification - a. one Bay (T1 on plan) overall crown reduction by 4.5 metres b. one Walnut (T2 on plan) overall crown reduction by 2.5 metres - 2 Meynell Gardens Newmarket Suffolk.

D/22/11/7.02 Resolved

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

Cllr Hood declared an interest in the following application and left the meeting.

D/22/11/7/3 D/22/1787/TCA - Trees in a conservation area notification - one Horse Chestnut (T1 on plan) pollard to 4.5 metres above ground level; one Horse Chestnut (T2 on plan) and one Maple (T3 on plan) fell - Clarehaven Stable 57 Bury Road Newmarket Suffolk.

D/22/11/7.03 Resolved

The Committee actively encourages responsible tree management and objects to the felling of healthy trees. The Committee objected to this application and requested that the application be submitted to the Tree Officer for consideration. If the trees are to be felled, that they be felled outside of the bird nesting season and the Committee requests that suitable replacements be planted.

Cllr Hood returned to the meeting.

D/22/11/7/4 DC/22/1704/FUL - Planning application - a. extension and refurbishment of existing stables with apartment and office on first floor b. two detached dwellings with associated landscaping, garage and parking c. alteration and refurbishment of existing barn to be used for storage d. existing outbuilding refurbished to form new stable block e. enclosed horse walker f. alterations to muck area - Calder Park Stables Hamilton Road Newmarket Suffolk.

D/22/11/7.04 Resolved

The Committee voiced no objections subject to the accommodation only being used for equine staff working in the training yard and are not privately sold.

D/22/11/8 Amended and Deferred Planning Applications

D/22/11/8/1 D/22/1489/HH - Householder planning application - a. entryway relocated on front elevation b. addition of pitched roof to front elevation c. raising of existing roof to create habitable second floor rooms d. two dormer windows to front elevation e. replacement windows to front and side elevation f. first floor side extension above existing garage g. two storey rear extension h. single storey rear extension. i. Demolition of two chimneys - 25 Hamilton Road Newmarket Suffolk.

D/22/11/8.01 Resolved

The Committee voiced no objections.

D/22/11/9 Planning Appeals

None noted.

D/22/11/10 East Cambs Planning Applications

None noted. A response on the Kennett Garden Village was still awaited to a second letter being sent to East Cambs and the following was agreed:

D/22/11/10.01 Resolved

That the letter be sent to all East Cambs District Council Cllrs to point out the strain the development will put on the Town community and resources and to reiterate that the Section 106 agreement should be providing some funding towards relevant infrastructure.

D/22/11/11 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

West Suffolk Planning Determinations received during weeks commencing, 1/10/2022, 17/10/2022 and 24/10/2022

Applications	Description	Address	WS	NTC Decision
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			Decision		
DC/22/1621/TCA	Trees in a conservation area notification - one Horse Chestnut (T1 on plan) repollard up to five metres to previous pruning points	16 The Severals Newmarket Suffolk	Approved	No objections	
DC/22/1509/TPO	Tree preservation order TPO 032 (1960) and TPO 005 (2022) - one Laurel (T1 on plan, within area A1 on order) and one Yew (T2 on plan, T14 on order) crown lift to two metres above roof; one Chestnut (T3 on plan, within area A1 on order) overall crown reduction by four metres; two Walnut (G4 on plan, within area A1 on order) overall crown reduction by two metres	18 Paget Place Newmarket Suffolk	Approved	No Objections	
DC/22/1463/TPO	Tree preservation order TPO 013 (1988) - two Horse Chestnuts (T1 and T2 on plan, T1 and T2 on order) crown lift to 3 metres; four Lime (T3, T4, T5 and T6 on plan, T3, T4, T5 and T6 on order) crown lift to 4 metres above ground level	The Gallops Old Station Road Newmarket Suffolk	Approved	No objections	
NMA(A)/17/1881	Non material amendment to DC/17/1881/FUL - changes to landscaping in the south east portion of the site	The Silks 69 Exning Road Newmarket Suffolk	Approved	No comment	
DC/22/1666/TCA	Trees in a conservation area notification - two Lime (1 and 2 on plan) re-pollard to 4.5 metres above ground level	Eastcote 45 Bury Road Newmarket Suffolk	Approved	No objections	
DC/22/1468/P3CMA	Prior approval application under Part 3 of the Town and Country Planning (General Permitted Development) Order 2015 – change of use from commercial (class E) to one dwelling (class C3)	18 Park Lane Newmarket Suffolk	Approved	No objections	
DC/22/1444/TPO	Tree preservation order TPO 02 (1980) - one Lime (T1 on plan, T100 on order) - Prune to appropriate pruning points to achieve 2.5 to 3 metres clearance from structures. One Lime (T2 on plan, T98 on order) reduce crown height by 2-3 metres to remove dead and dying areas in upper canopy.	9 Cecil Lodge Close Falmouth Avenue Newmarket Suffolk	Approved	No objections	
DC/22/1821/TCA	Trees in a conservation area notification - one Chestnut (indicated on plan) fell	Green Lodge The Severals Newmarket Suffolk	Approved	Objected	
DC/22/1702/HH	Householder planning application - a. porch with pitched roof b. single storey side extension (following demolition of existing conservatory) c. single storey rear extension	504 Aureole Walk Newmarket Suffolk	Approved	No objections	
DCON(A)/21/1964	Application to discharge condition four (surface water drainage verification report) of DC/21/1964/FUL	Solario Yard Tattersalls The Avenue Newmarket Suffolk	Approved	No comment	
DC/22/1533/TPO	Tree preservation order TPO 004 (2012) - one Horse Chestnut (T1 on plan, T19 on order) overall crown reduction by up to three metres, one	3 Arborfield Drive Newmarket Suffolk	Approved	Objected	

	Sycamore (T2 on plan, T16 on order) fell				
DCON(B)/13/0408/OUT	Application to discharge conditions 16 (A14 slip road) and 25 (Rayes Lane/Fordham Road horse crossing) of application DC/13/0408/OUT	Hatchfield Farm Fordham Road Newmarket Suffolk	Approved	No comment	
DCON(B)/13/0408	Application to discharge condition 20 archaeological work) of application DC/13/0408/OUT	Hatchfield Farm Fordham Road Newmarket Suffolk	Approved	No comment	

It was noted that the trees in applications DC/22/1821/TCA and DC/221533TPO had been approved for felling and these will be added to the discussions to be held with the WSC Tree Officer.

D/22/11/12 Delegation Panel Decisions

None noted.

D/22/11/13 Licensing

None noted.

D/22/11/14 Speeding

The issue of traffic speed on Fordham Road was considered and the following was agreed:

D/22/11/14.01 Resolved

That Cllrs Hood and Drummond be asked to provide funds from their locality budgets to purchase an additional SID for the Fordham Road; investigation into the exact location to be carried out.

D/22/11/15 Correspondence

A response from West Suffolk regarding HGV issues on Exning Road and Studlands will be added to the next agenda.

D/22/11/16 Date of Next Meeting

Monday 21st November 2022 at the Memorial Hall.

Meeting closed at 7:02pm

Signed by the Chairman Date Monday 21st November 2022

Summary of Resolutions/Recommendations

Book Number 86 2022 - 2023

Minutes of Development & Planning Committee held on Monday 7th November 2022

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/22/11/7.01 Resolved</u>	The Committee actively encourages responsible tree management and objects to the felling of healthy trees. The Committee objected to this application and requested that the application be submitted to the Tree Officer for consideration. If the trees are to be felled, that they be felled outside of the bird nesting season and the Committee requests that suitable replacements be planted.
<u>D/22/11/7.02 Resolved</u>	The Committee actively encourages responsible tree management and does not object to this application.
<u>D/22/11/7.03 Resolved</u>	The Committee actively encourages responsible tree management and objects to the felling of healthy trees. The Committee objected to this application and requested that the application be submitted to the Tree Officer for consideration. If the trees are to be felled, that they be felled outside of the bird nesting season and the Committee requests that suitable replacements be planted.
<u>D/22/11/7.04 Resolved</u>	The Committee voiced no objections subject to the accommodation only being used for equine staff working in the training yard and are not privately sold.
<u>D/22/11/8.01 Resolved</u>	The Committee voiced no objections.
<u>D/22/11/10.01 Resolved</u>	That the letter be sent to all East Cambs District Council Cllrs to point out the strain the development will put on the Town community and resources and to reiterate that the Section 106 agreement should be providing some funding towards relevant infrastructure.
<u>D/22/11/14.01 Resolved</u>	That Cllrs Hood and Drummond be asked to provide funds from their locality budgets to purchase an additional SID for the Fordham Road; investigation into the exact location to be carried out.



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee **Held on Monday 21st November 2022 at 6.15pm**

Attendance:

Councillor J Lay (Chairman)
Councillor A Drummond
Councillor J Harvey

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 2 Members of the Public.

Minute	Action by
D/22/11/17 <u>Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded</u> The Chairman opened the meeting and read out the Fire Notice and that the meeting may be filmed or recorded.	
D/22/11/18 <u>Apologies</u> Apologies were received from Cllr Berry, Clover, Ferries and Hood. Cllr Hall was absent.	
D/22/11/19 <u>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</u> None noted. There were no requests for dispensations.	
D/22/11/20 <u>To Confirm the Minutes of the Meeting Held on 7th November 2022 and any Matters Arising</u> Members received the minutes of the Development & Planning Committee held on 7 th November 2022 and the following was agreed: <u>D/22/11/20/01 Resolved</u> That the minutes of the Development & Planning Committee held on 7th November 2022 be adopted and signed as a true record by the Chairman of the Development & Planning Committee. There were no matters arising.	
D/22/11/21 <u>Public Open Session</u> A member of the public spoke to the Parking issues at Barham Close and reported that there had been visits from enforcement officers who helpfully explained illegal parking and things had been a little better recently. Additional information was requested from the residents for Cllrs Drummond and Hood to take this issue forward. A member of the public spoke to the speed issues in Fordham Road and proposed	

that a 20mph zone should be requested from the Clock Tower to the Snailwell Road Horse Crossing.

A proposal was made to bring forward item 18 and the following was agreed:

D/22/11/21.01 Resolved

That item 18 be brought forward.

D/22/11/22 Fordham Road

A proposal to introduce a 20mph zone on Fordham Road, which had support from the schools, together with a proposal to introduce weight-limiting for HGVs through the town centre were considered and the following was agreed:

D/22/11/22.01 Recommendation

That a request to introduce a 20mph zone on Fordham Road from the Clock Tower to the Snailwell Horse Crossing be submitted to SCC Highways. That the possibility of extending the 20mph zone to other parts of the Town be explored. That a weight-limiting zone also be applied to the 20mph in Fordham Road.

D/22/11/23 Impact of Newmarket Neighbourhood Plan Policies on Applications Being Considered

None noted.

D/22/11/24 Planning Applications

Week Commencing 31/10/2022 and 07/11/2022

D/22/11/24/1 DC/22/1913/VAR - Planning application - variation of condition two of DC/21/2135/FUL to enable use of revised plans to allow additional floor space for the roof extension with five dormer windows to second floor – Flat 2 Sun Lane Newmarket Suffolk.

D/22/11/24.01 Resolved

The Committee voiced no objections.

D/22/11/24/2 DC/22/1915/P3CMA - Prior Approval Application under Part 3 of the Town and Country Planning (General Permitted Development) Order 2015 - change of use from second floor offices (class E) to five dwellings (class C3) - Second Floor 96 High Street Newmarket Suffolk.

D/22/11/24.02 Resolved

The Committee objected on the grounds of overdevelopment of the site and on scale and layout; with the space being too small for 5 dwellings for human habitation.

D/22/11/24/3 DC/22/1894/FUL - Planning application - a. conversion of existing two properties to one dwelling; b. two storey rear extension; c. front porch; d. install windows; e. ancillary annexe - 1 Stanley Stud Cottages Snailwell Road Newmarket Suffolk.

D/22/11/24.03 Resolved

The Committee voiced no objections.

D/22/11/24/4 DC/22/1923/P3CMA - Prior Approval Application under Part 3 of the Town and Country Planning (General Permitted Development) Order 2015 - change of use commercial (class E) to seven dwellings (class C3) - Rutland Chambers 19 High Street Newmarket Suffolk.

D/22/11/24.04 Resolved

The Committee objected on the lack of daytime parking and an unreliable public transport service, in Newmarket; particularly regarding buses to Cambridge and Bury St Edmunds.

D/22/11/24/5 DC/22/1955/HH - Householder planning application - a. porch extension b. wrap around extension to the side and rear (following demolition of existing porch, garage and conservatory) - 67 Edinburgh Road Newmarket Suffolk.

D/22/11/24.05 Resolved

The Committee voiced no objections.

D/22/11/24/6 DC/22/1503/HAZ - Hazardous substances consent - storage of 40 tonnes of liquefied petroleum gas at six locations around the site - Rowley Mile Racecourse Newmarket Suffolk.

D/22/11/24.06 Resolved

The Committee voiced no objections subject to the approval of the relevant Health & Safety and Environmental Officers.

D/22/11/25 Amended and Deferred Planning Applications

None noted.

D/22/11/26 Planning Appeals

None noted.

D/22/11/27 East Cambs Planning Applications

22/00039/RMM – Approval of the details for reserved matters for Appearance, Landscaping, Layout and Scale of planning application 18/01435/OUM or up to 41 new homes to include 13 affordable dwellings, accessible bungalows, over 55's bungalows and public open spaces with public footpaths/cycle ways – Site East of Clare Stables Stetchworth Road Dullingham Suffolk.

D/22/11/27.01 Recommendation

That the previous objections of the Committee be submitted to East Cambs District Council.

D/22/11/28 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

West Suffolk Planning Determinations received during weeks commencing, 31/10/2022 and 07/11/2022

Applications	Description	Address	WS Decision	NTC Decision	
DC/22/1766/TCA	Trees in a conservation area notification - two Beech (indicated on plan) fell	Abington Place 44 Bury Road Newmarket Suffolk	Approved	Objected	
DC/22/15762/TCA	Trees in a conservation area notification - a. one Bay (T1 on plan) overall crown reduction by 4.5 metres b. one Walnut (T2 on plan) overall crown reduction by 2.5 metres	2 Meynell Gardens Newmarket Suffolk	Approved	No Objections	
DC/22/1555/TPO	TPO 013 (1991) tree preservation order - three Beech (T032, T033 and T035 on plan, within area A 4 on order) fell	Godolphin Stables Snailwell Road Newmarket Suffolk	Approved	Objected	
DC/22/1506/TPO	Crown reduce by up to 2 metres all round, to appropriate pruning points in line with B S3998:2010, pruning to side shoots at least 1/3rd diameter of stem to be cut, with no pruning wounds exceeding 75mm in diameter.	8 Heasman Close Newmarket Suffolk	Approved	No objections	
DC/22/1308/HH	Householder planning application - a. single storey rear extension b. installation of two roof lights	30 St Fabians Close Newmarket Suffolk	Approved	No objections	
DC/22/1787/TCA	Trees in a conservation area notification - one Horse Chestnut (T1 on plan) pollard to 4.5 metres above ground level; one Horse Chestnut (T2 on plan) and one Maple (T3 on plan) fell	Clarehaven Stable 57 Bury Road Newmarket Suffolk	Approved	Objected	
DC/22/1472/FUL	Planning application - use of dwelling for a mixed residential use and childminding	9 Cecil Lodge Close Falmouth Avenue Newmarket Suffolk	Approved	No objections	

It was noted that WSC no longer have a Tree Officer and there is no monitoring of replacement planting. An item will be added to the next agenda to address this issue.

D/22/11/29 Delegation Panel Decisions

None noted.

D/22/11/30 Sunnica

The WSC Cabinet's objection to the development was welcomed and noted. The dates and times for the Sunnica Hearing at the Memorial Hall from 6th to 9th December 2022 at various times were also noted.

D/22/11/31 Licensing

None noted.

D/22/11/32 Enforcement

This item was deferred to the next meeting.

D/22/11/33 Traffic

This item was discussed at item 22.

D/22/11/34 Barham Close

This item was discussed at item 21.

D/22/11/35 Correspondence

None noted.

D/22/11/36 Date of Next Meeting

Monday 5th December 2022 at the Memorial Hall.

Meeting closed at 6:56pm

Signed _____ Date _____

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/22/11/21.01 Recommendation</u>	That a request to introduce a 20mph zone on Fordham Road from the Clock Tower to the Snailwell Horse Crossing be submitted to SCC Highways. That the possibility of extending the 20mph zone to other parts of the Town be explored. That a weight-limiting zone also be applied to the 20mph in Fordham Road.
<u>D/22/11/24.01 Resolved</u>	The Committee voiced no objections.
<u>D/22/11/24.02 Resolved</u>	The Committee objected on the grounds of overdevelopment of the site and on scale and layout; with the space being too small for 5 dwellings for human habitation.
<u>D/22/11/24.03 Resolved</u>	The Committee voiced no objections.
<u>D/22/11/24.04 Resolved</u>	The Committee objected on the lack of daytime parking and an unreliable public transport service in Newmarket; particularly regarding buses to Cambridge and Bury St Edmunds.
<u>D/22/11/24.05 Resolved</u>	The Committee voiced no objections.
<u>D/22/11/24.06 Resolved</u>	The Committee voiced no objections subject to the approval of the relevant Health & Safety and Environmental Officers.
<u>D/22/11/27.01 Recommendation</u>	That the previous objections of the Committee be submitted to East Cambs District Council.

Blank



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Leisure Services Committee Held on Monday 7th November 2022 at 7:10 pm

Attendance:

Councillor J Ferries (Chairman)
Councillor J Borda
Councillor J Harvey
Councillor R Hood

Councillor P Hulbert
Councillor S Perry
Councillor P Winter
Councillor K Yarrow

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

Minute

L/22/11/1 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.

L/22/11/2 Apologies for Absence

Apologies were received from Cllrs Anderson, Crissall, De'Ath, Drummond, Jefferys and Lay. Cllr Hall was absent.

L/22/11/3 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. There were no requests for dispensations.

L/22/11/4 To Receive and Confirm for Accuracy the Minutes of the Leisure Services Committee Meeting Held on Monday 5th September 2022 and Any Matters Arising

Members received the minutes of the Leisure Services Committee meeting held on 5th September 2022 and the following was agreed:

L/22/11/4.01 Resolved

That the minutes of the Leisure Services Committee meeting held on 5th September 2022 be adopted and signed as a true record by the Chairman of the Leisure Services Committee.

Matters arising:

Page 1 – L/22/09/4.01 – Matters arising - L/22/07/10 – A request was made to follow up the moving of the SID on Bury Road to the opposite side. Town Clerk reported that this recommendation had been referred to the Community Services Committee to consider.

L/22/11/5 Public Open Session

No members of the public were present.

Book number 8 2022 -2023

Minutes of Community & Leisure Services Committee held on Monday 7th November 2022

L/22/11/6 To Receive the Accounts

The accounts for October 2022 were received and noted.

A member of the public joined the meeting.

L/22/11/7 Budget 2023/2024

The draft LS budget for the municipal year 2023/2024 was considered and the following was agreed:

L/22/11/7.01 Recommendation

That the draft Leisure Services budget for the municipal year 2023/2024 be received and approved.

L/22/11/8 Memorial Gardens

The WSC Memorial Gardens safety report was received and noted.

L/22/11/9 Soapbox Derby

Debrief Report – a debrief report was considered and the following was agreed:

L/22/11/9.01 Recommendation

That the bales be replaced with new safety barriers for future events and to consider the cost of hiring a wide screen for spectators to watch across Warren Hill and to advertise sponsors.

Soapbox Derby Accounts – the accounts were presented and the following was agreed:

L/22/11/9.02 Recommendation

That the net sponsorship/grants (a total of £1,41.67) be divided between the two nominated charities and that future Soapbox budgets reflect that sponsorship money received (minus publicity costs) be passed to the charity(s) and that sponsorship request information reflects this matter clearly.

Frequency of Soapbox Derby Events –the frequency of the event was discussed and projected costs were requested for next year to consider this item fully at the next meeting.

L/22/11/10 Events

Christmas 2022 – an update was given on the arrangements for the Christmas 2022 event and the following was agreed:

L/22/11/10.01 Recommendation

That a donation of £150.00 be made to the charities of Newmarket Lions, as a result of collaboration at the Santa's Free Workshop.

Coronation Event 6th May 2023 – putting on an event was discussed and the following was agreed:

L/22/11/10.02 Recommendation

Book number 9 2022 -2023

That a Community event be held to celebrate the King's Coronation in May 2023. A Task and Finish Working Group to be set up, with Terms of Reference "to consider the date and details of a Coronation Community Event and report to full council."

L/22/11/11 Newmarket Venues

The Events Manager presented a report on the bookings for September and October, noting that £2,147.37 income was received in September and £3,559.73 in October 2022; £22,474.67 Year-To-Date.

Bookings for October - The comedy night was cancelled following reduced ticket sales due to the cost-of-living crisis. A blood donation booking was cancelled due to staff shortage

Bookings for November include: 3x Diabetes sessions £148.75, 3x Blood donations £1050, Weekly dance sessions £304, Birthday party £250, Monthly dance event £120, Public consultation £174, Community club annual event £90, Sports Pavilion daily booking £1,833.26, Sports Pavilion weekly meeting £54, Several outdoor weekly exercise classes £74.97.

Bookings for December include: Weekly dance sessions £228, 3-day Public Consultation £1000, Event £120, 3-day Photography workshop £360, 1x diabetes session £51.88, Theatre workshop £83.33, New Year Eve party £623.50, Sports Pavilion daily booking £1,416.61, Sports Pavilion outdoor weekly exercise classes £49.98, Sports Pavilion birthday party £100.

L/22/11/12 Correspondence

None noted

L/22/11/13 Date of Next Meeting

Monday 9th January 2023 at the Memorial Hall.

L/22/11/14 Exclusion of the Press and Public

With the vote being unanimous, it was:

L22/11/14.01 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.

L/22/11/15 *To discuss a Pop-up Leisure Event*****

A proposal for a pop-up event to be held on the Several's free of charge was considered and the following was agreed:

*****L/22/11/15.01 Recommendation*****

That Newmarket Town Council collaborates with a local stakeholder by providing Several's ground at no cost for the location of a potential pop-up event in February. That a 3-phase electrical connection be installed to provide the required electrical connection (this facility would be useful to the Council for on-going outdoor event

Book number 10 2022 -2023

requirements.) That NTC assists with publicity for the event.

Further detailed information will be available publicly once confirmation that the event will go ahead.

Meeting closed at 8:00pm.

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>L/22/11/7.01 Recommendation</u>	That the draft Leisure Services budget for the municipal year 2023/2024 be received and approved.
<u>L/22/11/9.01 Recommendation</u>	That the bales be replaced with new safety barriers for future events and to consider the cost of hiring a wide screen for spectators to watch across Warren Hill and to advertise sponsors.
<u>L/22/11/9.02 Recommendation</u>	That the net sponsorship/grants a total of £1,41.67 be divided between the two nominated charities and that future Soapbox budgets reflect that sponsorship money received (minus publicity costs) be passed to the charity(s) and that sponsorship request information reflects this matter clearly.
<u>L/22/11/10.01 Recommendation</u>	That a donation of £150.00 be made to the charities of Newmarket Lions, as a result of collaboration at the Santa's free workshop.
<u>L/22/11/10.02 Recommendation</u>	That a Community event be held to celebrate the King's Coronation in May 2023. A Task and Finish Working Group to be set up, with Terms of Reference "to consider the date and details of a Coronation Community Event and report to full council."
<u>***L/22/11/15.01 Recommendation***</u>	That Newmarket Town Council collaborates with a local stakeholder by providing the Severals ground at no cost for the location of a potential pop-up event in February 2023. That a 3-phase electrical connection be installed to provide the required electrical connection <i>(this facility would be useful to the Council for on-going outdoor event requirements.)</i> That NTC assists with publicity for the event.



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Finance & Policy Committee **Held on Monday 21st November 2022 at the Memorial Hall at 7:00pm**

Attendance:

Councillor J Harvey (Chairman)
Councillor J Borda
Councillor A Drummond
Councillor R Hood

Councillor P Hulbert
Councillor M Jefferys
Councillor S Perry
Councillor K Yarrow

Also Present: C Whitaker – Town Clerk, T Symonds – Deputy Town Clerk, J Ashton – Minute Assistant.

Minute

- F/22/11/1 Chairman to Read the Fire Safety Notice and Announce that Proceedings may be filmed or Recorded**
The Chairman opened the meeting and advised that the Fire Safety Notice was not required and confirmed that proceedings may be filmed or recorded.
- F/22/11/2 Apologies for Absence**
Apologies were received from Cllr Ferries and Lay. Cllr Hall was absent.
- F/22/11/3 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. There were no requests for dispensations.
- F/22/11/4 To Confirm the Minutes of the Meeting Held on 26th September 2022 and any Matters Arising**
Members received the minutes of the Finance & Policy Committee meeting held on 26th September 2022 and the following was agreed:

F/22/11/4.01 Resolved
That the minutes of the Finance & Policy Committee meeting held on 26th September 2022 be adopted and signed as a true record by the Chairman of the Finance & Planning Committee.

There were no matters arising.
- F/22/11/5 Public Open Session**
No members of the public were present.
- F/22/11/6 Submission of Schedules of Payments for Information CB1 - CB4 2022**
Members reviewed CB1 - CB4 for September and October 2022 and the following was agreed:

F/22/11/6.01 Recommendation

That the ratification of the schedules of payments for the period 01/09/2022 – 31/10/2022 (Cash Book 1 - 4) be received and adopted.

F/22/11/7 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 30/09/2022 and 31/10/2022 (months 6 and 7) for the Town Council's Current, Petty Cash, Salaries and Barclaycard Cashbooks.

F/22/11/8 To Receive the Income and Expenditure

The Income and Expenditure reports for October 2022 were received and noted.

F/22/11/9 Grants

A grant application from 6th Newmarket Brownies was considered and the following was agreed:

F/22/11/9.01 Recommendation

That a grant request from 6th Newmarket Brownies for £250 be approved.

An update on the Youth Worker for the Teen Chill Programme from Abbeycroft Leisure was noted. NTC had previously awarded a grant to support the project the following was agreed:

F/22/11/9.02 Recommendation

That the request from Abbeycroft Leisure for NTC to assist with the recruitment of a Youth Worker to cover the Teen Chill Projects at Newmarket and Brandon be approved; this by way of the NTC website.

F/22/11/10 Budget 2023/2024

The draft F&P budget for the municipal year 2023/2024 was considered and the following was agreed:

F/22/11/10.01 Recommendation

That the draft F&P budget for the municipal year 2023/2024 be received and approved.

F/22/11/11 Committee Schedule

The new schedule of Committee meetings was reviewed and the following was agreed:

F/22/11/11.01 Recommendation

That the successful trial be continued and become the established schedule going forward. That the revised schedule for Committee meetings from December 2022 to 2nd May 2023 be approved. That the Committee titles revert to those prior to the trial. That the Committee meeting schedule from 9th May 2023 be approved at the Annual Meeting of the Council in

May 2023.

F/22/11/12 LGA Code of Conduct

Guidance regarding the changes to declarations of interest at meetings was noted and the Town Clerk was requested to send the information to all Councillors.

F/22/11/13 Policies

Civility and Respect Pledge (NALC, SLCC and SALC) – a proposal to sign up to the pledge and to introduce a **Dignity at Work Policy** was considered and the following was agreed:

F/22/11/13.01 Recommendation

That NTC signs up to the Civility and Respect Pledge (NALC, SLCC and SALC). That the Town Clerk attends relevant training sessions on Civility and Respect. That NTC support the continued lobbying for change in legislation to support the Civility and Respect Pledge, including sanctions where appropriate. That the Dignity at Work Policy be received and approved. That the Bullying & Harassment Statement be added to the NTC website.

Grants & Funding Policy – an amended Grants Funding Policy was considered and the following was agreed:

F/22/11/13.02 Recommendation

That the revised Grants & Funding Policy be received and adopted.

Defibrillators - A previous resolution for defibrillator information and locations be added to the NTC website was reconsidered and the following was agreed:

F/22/11/13.03 Recommendation

That NTC does not add information and locations of defibrillators to the NTC website due to NTC not owning them; a database would be difficult to keep up to date and accurate and the public are given the location of registered defibrillators when contacting the emergency services.

F/22/11/14 Health and Safety

The monthly health and safety report was presented and noted

F/22/11/15 Interim Audit

The Interim internal audit report from Heelis & Lodge Local Council Services was received and noted.

Thanks were given to the Town Clerk and staff for the assistance given during the audit and for the quality of the documentation.

F/22/11/16 Correspondence

None noted.

F/22/11/17 Date of Next MeetingMonday 23rd January 2023 at the Memorial Hall.

Meeting closed at 7:35pm

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>F/22/11/6.01 Recommendation</u>	That the ratification of the schedules of payments for the period 01/09/2022 – 31/10/2022 (Cash Book 1 - 4) be received and adopted.
<u>F/22/11/9.01 Recommendation</u>	That a grant request from 6 th Newmarket Brownies for £250 be approved.
<u>F/22/11/9.02 Recommendation</u>	That the request from Abbeycroft Leisure for NTC to assist with the recruitment of a Youth Worker to cover the Teen Chill Projects at Newmarket and Brandon be approved; this by way of NTC website.
<u>F/22/11/10.01 Recommendation</u>	That the draft F&P budget for the municipal year 2023/2024 be received and approved.
<u>F/22/11/11.01 Recommendation</u>	That the successful trial be continued and become the established schedule going forward. That the revised schedule for Committee meetings from December 2022 to 2 nd May 2023 be approved. That the Committee titles revert to those prior to the trial. That the Committee meeting schedule from 9 th May 2023 be approved at the Annual Meeting of the Council in May 2023.
<u>F/22/11/13.01 Recommendation</u>	That NTC signs up to the Civility and Respect Pledge (NALC, SLCC and SALC). That the Town Clerk attends relevant training sessions on Civility and Respect. That NTC support the continued lobbying for change in legislation to support the Civility and Respect Pledge, including sanctions where appropriate. That the Dignity at Work Policy be received and approved. That the Bullying & Harassment Statement be added to the NTC website.
<u>F/22/11/13.02 Recommendation</u>	That the revised Grants & Funding Policy be received and adopted.
<u>F/22/11/13.03 Recommendation</u>	That NTC does not add information and locations of defibrillators to the NTC website due to NTC not owning them; a database would be difficult to keep up to date and accurate and the public are given the location of registered defibrillators when contacting the emergency services.



SUFFOLK
CONSTABULARY

Item 10a

PCSO REPORT OCTOBER/ NOVEMBER 2022

WELCOME TO MY MONTHLY PARTNERSHIP FUNDED PCSO REPORT.

Listed below are just some of the activities I have been involved in alongside actively supporting the Police in Newmarket with taskings regarding crimes and investigations.

This would typically include the requesting and collection of CCTV and reassurance for individuals and businesses who may have been either victims or witnesses of crime as well as making regular intelligence submissions. (11th this Month)

NEWMARKET POLICING PRIORITIS

1-AQUISITIVE CRIME-Theft of/from Motor Vehicles, Thefts and burglaries from rural farms and businesses, Thefts from person, Garage break ins, Theft of Pedal Cycles.

2-OUTSTANDING SUSPECTS-Focus on reducing the number of outstanding suspects for crimes/investigations.

3-PULSE PATROLS-To be conducted at the following locations:
Churchill Court, Guineas Shopping Centre, Howard De Walden Way,

PCC VISIT-On 11/10/2022 the PCC visited Newmarket along with the Rural Crime Team for a public engagement on the Tuesday Market Place.



ENGAGEMENT OPPORTUNITYS

Additional engagements this month have included attendance at the Newmarket Islamic Cultural Centre where I was invited along for Friday Prayers and was made very welcome. I was also invited along to Fairstead House Nursery to speak to the children about the role of the Police.





REMEMBRANCE 2022

I have actively been supporting The RBL in this years poppy campaign and along with our Police Cadets took part in Newmarkets Remembrance Parade on 13/11/2022.

Additionally I also attended the Armistice service at Newmarket War Memorial on 11/11/2022.



ADDITIONAL SPEED CHECKS

Have been carried out at various locations in and around Newmarket including **FORDHAM ROAD**. These are in addition to the regular visits by The Safety Camera Team.

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

[CRIME PREVENTION ADVICE](#)

[REPORT CRIME ONLINE](#)



Report to	Full Town Council
Subject	Town Council Funded PCSO position
Purpose	Information/Decision
Classification	Unrestricted
Meeting date	28th November 2022
Item number	10b
Written By	Cathy Whitaker CLERK
Summary: This report outlines information regarding the currently council-funded PCSO post in Newmarket and gives options to consider for April 2023.	
1.	Introduction
a.	For the past four years the Town Council has funded a PCSO in Newmarket at the following cost:- April 2019 to March 2021 – 2-year contract at £34,000 per annum April 2021 to March 2023 – 2-year contract at £36,000 per annum
b.	This provided a full-time PCSO position on a standard shift pattern between the hours of 8am and 6pm, Monday to Sunday based in Newmarket.
2.	Context
a.	The current contract is ending 31 st March 2023. Council needs to consider how to proceed from April 2023.
b.	The Mayor and the Clerk had an initial meeting with Inspector Connor Lyon, Suffolk Constabulary, to discuss the matter.
c.	As part of Insp. Lyon's Forest Heath locality plans there will be a Suffolk Constabulary fully-funded full-time PCSO in the Newmarket locality working on a shift pattern. - The new post will start either early-January or 1st April 2023. - This post could at times be deployed elsewhere within the locality (Mildenhall / Brandon). - It is likely that the existing council-funded PCSO position will be vacant at that time and that there could be a recruitment delay into that post.
3.	Options
a.	Negotiate a new two-year contract (April 2023-March 2025) in line with current Suffolk Constabulary Service Level Agreement.
b.	Defer any new contract for one year with a reassessment of the situation after six months; this would give six months to negotiate with Suffolk Constabulary for 1 st April 2024 if necessary.
4.	Financial/Resource Implications
a.	The F&P recommended 23/24 budget includes an estimation of £38,000 per annum at this stage.
b.	Should the contract be deferred for one year, 50% of the budgeted amount would go into an EMR should it be necessary to pick up the contract in the near future.
5.	Next Steps/Recommendations
a.	Council to consider the merits of both options and take a vote.

Blank



Report to	Full Town Council
Subject	Memorialisation of Covid across Suffolk
Purpose	Decision
Classification	Unrestricted
Meeting date	28th November 2022
Item number	14
Written By	Cathy Whitaker CLERK
Summary: This report gives details of an available grant to create a memorial area (outdoor space and planting) to support emotional wellbeing and recovery through nature and enable access to a safe and nurturing space to allow reflection.	
1.	Introduction
a.	The Suffolk Mental Health programme invited applications for funding from public bodies for the above.
b.	Attached is the submission for NTC to provide a 'Covid Remembrance Garden'.
2.	Context
a.	Since the pandemic, people are experiencing heightened issues with mental health and isolation; especially the already vulnerable, elderly and anxious – but also many who have never before experienced these issues.
b.	This project will bring awareness and openness to the subject of mental and emotional well-being, acknowledgement the real new 'normal' that people find themselves in now. It will encourage people to learn more and seek or provide help. It will provide a physical, comfortable space for reflection to support well-being, as well as information about mental health and where to gain help if required.
3.	Options
a.	Provision/creation of a Covid Remembrance Garden bed in the War Memorial Garden area.
b.	On completion, a service of commemoration and remembrance – possibly annual event over some following years.
c.	Collaboration with the local civic church and the local mental health services for guidance.
d.	Timescale target: March 2023 completion with a remembrance service being held around the anniversary of the first lockdown announcement (23 rd March).
4.	Financial/Resource Implications
a.	Confirmed Grant Funding: The Covid Flower Beds – preparation, planting, 3 benches with plaques, Granite Wedge memorial, Mental Health Awareness board. Total Estimated Cost £5,000
b.	Some Locality Budget (£300) to be applied for. NTC funding (£300).
c.	NTC to provide funding for any costs associated with the Service of Commemoration.
5.	Recommendations
a.	That the grant funding from Suffolk Public Mental Health programme is accepted.
b.	That a Covid Memorial be created and a service of commemoration and remembrance be provided.

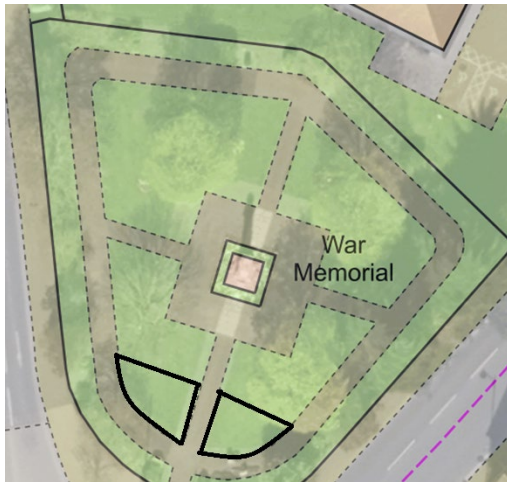
SCC Public Mental Health Grant Fund Application Form

Submission date:	21/10/2022
Project name:	Newmarket COVID Remembrance Garden
Name of organisation applying:	Newmarket Town Council
Organisation address:	King Edward VII Memorial Hall High Street, Newmarket, CB8 8JP
Name of primary contact:	Cathy Whitaker, Town Clerk
Contact details:	Email address: townclerk@newmarket.gov.uk Telephone number: 01638 661777 Website: www.newmarket.gov.uk
Organisation's legal structure: (tick one)	Voluntary and community organisation ☐ Constituted group or club ☐ Registered charity ☐ Charitable incorporated organisation (CIO) ☐ Not-for-profit company ☐ Community interest company (CIC) ☐ School, College, University ☐ Statutory body (including local authorities, town, parish and community council) ☒ Community benefit society ☐ Trust ☐
Governing documents	Do you have a constitution/governing document/Articles of Association/set of rules? Yes ☒ No ☐ (If yes please include a copy of your governing documents with your application form) Do you have a management committee with a minimum of three independent members? Yes ☒ No ☐
Accounts	Please provide a copy of your most recent end-of-year accounts. If these are more than 6 months old, you must also provide a copy of your current management accounts. These should show: - Your organisation's income and expenditure - Your organisation's unrestricted (or free) reserves

Bank account	Do you have a bank account in the organisation's name which requires at least two signatories for all transactions? Yes ☒ No ☐ Are all signatories unrelated and live at different addresses? Yes ☒ No ☐
Location of activity	Please indicate the geographic coverage of your activity Newmarket Memorial Garden, High Street, Newmarket
What policies does your organisation have?	For example: Safeguarding, Insurance, Health and Safety, Equal Opportunities, etc. Safeguarding, Insurance, Health & Safety, Equality, Customer Care & Social, Volunteers, Privacy, Environmental.
Subgroup- Please let us know which subgroup you wish to consider your application	Workplaces ☐ COVID Memorialisation ☒
What issue will your project address? (max. 500 words)	What is the issue? Since the pandemic people in our parish are experiencing issues with their mental health and with isolation. Who does it affect? Especially the already vulnerable, elderly and anxious, but also many who have never experienced these issues are now finding themselves affected. How does it affect them? Experiencing fear, isolation, anxiety, helplessness, depression, grief. As a direct result of the pandemic. Why does it affect them? Everything changed and for long period of time – still ongoing for many. Many are still struggling with these new feelings and will continue to do so for years to come, if not for life. How does your proposal align to the 'Public Mental Health Principles'? Our project will bring awareness and openness to the subject of mental and emotional well-being, acknowledgement that the situation is real, encouragement for people to learn more and seek or provide help. Provide physical, comfortable space for reflection to support well-being. As well as information about mental health and where to gain help if required.
What is your project proposing to do? (max. 500 words)	Explain the service/activity you want grant funding for A 'COVID remembrance' garden with service of commemoration and remembrance. Have you used co-production to develop your project/activity? It will be a Town Council project, with liaison with local mental health services and communication with the local civic church.

	How is the proposal responsive to collective trauma experienced over the last two years? Providing a lasting memorial: a quiet, comfortable and reflective space for reflection and commemoration with information regarding mental health issues, especially as a result of the pandemic.												
Why is your organisation applying? (max. 200 words)	Why is your organisation/partnership best placed to address this issue (experience, expertise, reach, location, contacts)? Newmarket Town Council owns the area and has local contacts. It has the staff with expertise and facilities to create the area. Will other organisations be involved in delivering the project? If so, who? What will they do? Local mental health service – to be consulted regarding the information. Civic Church providing the commemoration service.												
What will success look like? (max. 500 words)	How many people will benefit? The whole parish. Visitors to the town. What change will your project/activity create? A group area for reflection and emotional healing. How will it increase the collective understanding of Mental Health and Wellbeing? Information and awareness boards provided, in the context of the pandemic – which is relatable to all. How will it reduce the stigma associated with mental health issues? Open and informative – to encourage engagement by those with mental health issues and none.												
What will the project cost?	How much money do you need to deliver your project? Provide a breakdown of the costs below. Will any additional match funding or grants be used? The Covid Flower Beds: <table> <tr> <td>Preparation</td><td>£500</td></tr> <tr> <td>Planting</td><td>£700</td></tr> <tr> <td>3 benches with plaques</td><td>£2,100</td></tr> <tr> <td>Covid memorial - Granite wedge</td><td>£1,600</td></tr> <tr> <td>Mental Health awareness board</td><td>£700</td></tr> <tr> <td>TOTAL PROJECT COST</td><td>£5,600</td></tr> </table> Funding from Suffolk County Councillor's Locality Budget - £300 Funding from Newmarket Town Council - £300 All costs for the Service of Commemoration to be covered by Newmarket Town Council.	Preparation	£500	Planting	£700	3 benches with plaques	£2,100	Covid memorial - Granite wedge	£1,600	Mental Health awareness board	£700	TOTAL PROJECT COST	£5,600
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TOTAL PROJECT COST	£5,600												
Can the project/activity be sustained once this grant funding has ended? (max. 250 words)	If yes, please tell us how. Yes, Town Council will own and maintain the area; holding appropriate commemoration services as necessary.												
What are the key project milestones?	Identify the key dates for the delivery of the project – including start date and completion date. The aim would be to start immediately funding is confirmed with objective of March 2023 completion. Remembrance service to be held around end of March 2023 to tie in with the anniversary of the first lockdown.												

Have you applied to any of the other Public Mental Health Sub-groups?	If so, which one(s)?
No.	No.



2 flower beds filled with white and blue flowers (blue for NHS / plants with 'remembrance' theme)

Each 3 metres from corner up centre path, 5 metres across

WHITE

Locally sourced (Thompson & Morgan, Ipswich) at current prices Nov 2022

Scented double white roses	x 6 @ £21	126
Lagerstroemia indica Pixie White	x 2 @ £27	54
Phlox paniculate Rembrandt	x 14 @ £12	168
Crocus Jeanne d'Arc	4 x pack of 25 @ £9	36
Allium Mount Everest bulbs	4 x pack 3 @ £9	36

MIXED WHITE WITH BLUE

Phlox subulate Pharoah Blue Eye	x 8 @ 10	80
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BLUE

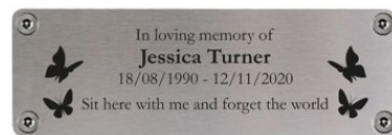
Ceanothus Gloire de Versailles	x4 @ £22	88
Forget Me Nots Blue Ball	x2 seeds pack @3	6
Rosemary Tuscan Blue	x 6 @ £6	36
Allium caeruleum	x2 20 bulbs @8	16

<u>BLUE DAZE SHRUBS TO SOURCE</u>	X 2 @ 20?	40
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PLANTING APPROX £700

BENCH AND PLAQUE x 3 £700 each

(bench plaques to reference commemoration of VOLUNTEERS, NHS, ETC.)



Blank

Townclerk

Subject: FW: MATT HANCOCK

From: JU

Sent: 07 November 2022 11:46

To: Townclerk <Townclerk@newmarket.gov.uk>;

Subject: MATT HANCOCK

Good morning,

I like everyone are dismayed and a shamed that our local Member of Parliament has chosen to abandon his duties to his constituency. By going into the jungle participating in I'm a Celeb.

As Health minster he broke his own rules and was made to resign.

He is not worthy or capable to represent our town.

Therefore I expect the Town Council to publicly call for him to resign .

JU



Thursday 3rd November 2022

Rt Hon Matthew Hancock MP
House of Commons
London
SW1A 0AA

Dear Mr Hancock,

Censure

By a majority vote the Members of Haverhill Town Council have directed me to express their displeasure at your decision to absent yourself from your duty to your constituents, to join the cast of ITV's I'm A Celebrity, Get Me Out Of Here.

At a time when unprecedented cost-of-living pressures on your residents are causing real hardship to them, and we have a failing health service locally with appalling ambulance response times, the energy crisis causing schools and other public services severe issues in maintaining services, my Members believe we need all hands on deck to fight our corner. Currently there is nobody to speak for West Suffolk in the House of Commons and your actions are unlikely to gain any sympathy for West Suffolk when all the other parliamentarians are in the chamber fighting their own corners.

By your actions you have made it clear to everyone that you see your future outside of politics. My Members ask that you do the honourable thing and resign your seat, so you can follow your chosen path and clear the pitch for someone who wants to serve the people of West Suffolk.

Yours sincerely

Colin Poole
Town Clerk



Ian Young
1 d · 🌐

Perhaps it's time for Newmarket Town Council, in fact every town council, parish council and District Council in West Suffolk to follow suit and issue the same message to Hancock.

👍 9

4 comments 2 shares

Like

Comment

Share



Ian Young

If you have any issues no matter how trivial, write to Matt now, make him work for us rather than lining his own pockets on his little jolly.

Giving some to Charity indeed! He is getting £400k on top of MP salary and claiming housing and office costs,... [See more](#)



MEMBERS.PARLIAMENT.UK

Contact information for Matt Hancock - MPs and Lords - UK

See more of Ian Young on Facebook

Log in

or

Create New Account

Townclerk

From: Townclerk
Sent: 10 November 2022 16:49
To: Deputy Town Clerk
Subject: FW: Facebook



Townclerk

From: Frank
Sent: 16 November 2022 11:07
To: Townclerk
Cc: Deputy Town Clerk; Christy Argyroudi
Subject: Newmarket Cricket Club Licence

Importance: High

Dear Cathy

Unfortunately Cricket in Newmarket is a lot more complex than just do we accept a new contract or not, due to other implications. The Newmarket Cricket Club would like the opportunity with David attending to address the FULL Council and explain why. (David as been involved with everything and as full knowledge of our negotiations and meetings, from coaching, Sport Centre upgrades to the Sports HUB)

There are potentially negative implications for residents in Newmarket if there is no Club in Newmarket. Importantly the Newmarket Sports HUB. Newmarket Cricket Club has been involved with West Suffolk and still, in bring the exciting Sports HUB project forward, the potential loss of Newmarket Cricket Club would mean the loss of available funds for the Sports HUB project which could jeopardise its delivery. This is only one implication out of many I need to stress.

Once the Newmarket Cricket Club have addressed the Full council and when councillors are in FULL knowledge of all the facts relating to cricket, Newmarket Town councillors can vote on all the Cricket related matters and decide what they may.

If Newmarket Town Council is accepting of this offer, please come back with a number of dates and times the Newmarket Cricket Club can attend a meeting with Full Council.

Kind regards

Frank Stennett
Chairman
Newmarket Cricket Club

Subject: FW: Newmarket Cricket Club

From: IY

Sent: 12 November 2022 10:13

To: Councillor Perry <councillorperry@newmarket.gov.uk>; Councillor Hood <CouncillorHood@newmarket.gov.uk>

Cc: Councillor Winter <CouncillorWinter@newmarket.gov.uk>; Townclerk <Townclerk@newmarket.gov.uk>

Subject: Newmarket Cricket Club

Dear Council Perry and Hood

I am writing to you in utter dismay, shock and disgust at the decision of Newmarket Town Council to only award Newmarket Cricket Club a 12 month contract for the Severals.

Why was there a need to change the terms of their existing contract?

For any sports club to gain financial investment from sports councils, governing bodies or the lottery, etc they need to prove to them they have stability, sustainability and the ability to grow.

It is my understanding that Newmarket Cricket were only trying to do that.

Obviously I have only heard one side of the story due to the council's decision to hold the meeting where this new contract was discussed behind closed doors. Also which I feel is yet another abuse of the laws which allow confidential business to be conducted in private to stop people gaining financially from certain issues.

Who stood to gain financially by holding this debate in an open forum? Why the need for such secrecy?

It is my opinion that our town councillors collectively have yet again failed the community it is elected to serve. We are potentially losing yet another community group to another community, a group that has plans to grow and offer sport to everybody in our community. The benefits of such in my opinion far outweigh the negatives.

Those that have pushed this issued should read the Newmarket Town Council Mission Statement again to remind themselves of their priorities to OUR community.

Our Mission is to:

Fulfil our legal responsibilities and uphold the democratic process.

Strive to improve the quality of life of the people of Newmarket, through the provision of services, activities and events.

To encourage and support community cohesion.

Newmarket Town Council is committed to:

Supporting the economic vibrancy of the town as a whole.

Providing a forum for discussion and decision making, and a platform to represent the interests of the people of Newmarket.

Promoting environmentally friendly policies.

The continued professional development of the Councillors and Officers.

At time when costs are going up and families and businesses are all struggling, we all need to work together even more to help each other through the coming months or years. Certain groups like this would have offered those inclined, to participate or just enjoy watching a bit of sport and a offer bit of respite from the difficulties and worries that they face, day in, day out.

It seem ridiculous to me that we have a sports pavilion and area that has most of the facilities needed to support sports, especially cricket, but our council is putting up obstacles rather than smashing them down and actively encouraging and working with groups to help them succeed.

Oh well, that is is our town's, our community's loss but will no doubt sadly be another community's gain. Those that pushed this issue, no forced it, must be so proud. They should think of what they actually succeeded in doing and hang their heads in shame.

Yours sincerely,

CC NTC Mayor
NTC Clerk

Townclerk

From: IY
Sent: 16 November 2022 12:00
To: Townclerk
Subject: Cricket Club
Attachments: Image.jpeg

Hi Cathy

Here is a letter regarding the Cricket Club, I am writing as a resident who is extremely upset by the councils recent contract renewal debacle as reported in the Journal, I have of course only heard one side of the issue.

Dear Councillors

After reading the report in the Journal regarding the Cricket Club and Frank Stennett's version of events, I decided to do a little bit of digging regarding hire charges, etc for other clubs in the area, well my club Worlington CC.

Frank kindly sent me a copy of an agenda from your meeting regarding season 2023, see attached.

Firstly for any club to get grants it needs to show stability and sustainability. By only offering the cricket club a 12 month contract that does not reflect either of those requirements, which will not allow the cricket club to secure funding from other sources like the ECB, lottery, sports grants, etc.

Secondly and of even more concern is the level of charges that you are proposing to charge the cricket club. They are in my opinion, looking at what other clubs in the area charge unrealistic.

Most cricket clubs charge an annual membership, in the case of my club Worlington CC, it is £80 for an adult, £45 for juniors, with a match fee for senior cricket (adults) of £7 per player and £3.50 for juniors. There are no match fees for any matches in junior cricket, it is done this way so it encourages cricket to be played by all children.

So over the course of a typical season, playing Saturday's only, that works out at approximately £12 per match and if a junior plays senior cricket up to age 21, they would pay £5.75 per match per adult match only.

Your membership fees include training nights, netting, etc. ground prep, everything.

Worlington CC run three teams and hired Tuddenham CC's ground and facilities every other weekend for the last 2 years during the season due to requiring the use of another ground to allow this to happen.

Under the terms of their contract they paid Tuddenham a fixed fee of £850 per year for 10 home matches on a Saturday, £85 per match.

This fee included access to all their facilities, clubhouse, changing rooms, bar and the use of all their equipment to enable the match to go ahead, it also included the preparation of the wicket by Tuddenham CC, the square and outfield. All the Worlington CC team had to do to prepare for the match was put out the boundary rope and put it away afterwards and ensure the premises were tidy when they completed their matches.

I appreciate that the Severals is not a private club like Tuddenham CC and that the council have to balance their budgets and justify expenditure to the wider community, however in this instance I think the proposed charges being proposed by yourselves, considering that the Town Council doesn't have the expenditure of preparing the wicket and square are extremely excessive in comparison to what others charge.

Charging the cricket club £200 plus vat for the Severals and use of the pavilion changing facilities and toilets to put a game of cricket on, when they have to prepare the square and supply the equipment is preposterous.

By voting for and imposing this level of charges, in my opinion, excessive charges, Frank quoted me a figure of £200 plus vat per match that's £240, you as a council have effectively signed the death knell of cricket in this town.

Using those figures, it equates to a match fee of over £21 per player per home match plus the additional cost to pay umpires and pay to get the square and wicket prepared and maintain their equipment.

Certain things in our community should not be run solely for profit or break even to balance the books, certain things, groups, activities need subsidies to ensure they remain viable to as much of the wider community as possible. This is why we pay our council taxes as we all have that certain responsibility to the wider community. We don't all use all the facilities that the council subsidises but appreciate their worth and benefits they bring to others. If there have been issues and added expenditure caused by the facilities being left unclean and untidy, etc, so charges have been increased to reflect that, surely a better way to deal with that would be to have something in any contract that states the council reserves the right to charge £x's for any damages or additional cleaning required at your discretion and invoice the club accordingly.

Unfortunately it looks as though cricket may yet again be lost to our town due these new charges and length of contract offered, something that everybody should be encouraging after the recent success of both women's and men's cricket at international level over the recent couple of years. In fact all sport should be encouraged and offered as much assistance as possible to allow our community to participate, watch and enjoy it as much as possible.

Remember the Town Council's Mission statement

Our Mission is to:

Fulfil our legal responsibilities and uphold the democratic process.

Strive to improve the quality of life of the people of Newmarket, through the provision of services, activities and events.

To encourage and support community cohesion.

Yours sincerely

sent from [Outlook for iOS](#)

Townclerk

From: IY>

Sent: Thursday, November 17, 2022 8:01 am

To: Councillor Winter <CouncillorWinter@newmarket.gov.uk>; Councillor Jefferys <CouncillorJefferys@newmarket.gov.uk>

Subject: My Letter -Cricket Charges

Hi Philippa and Mick

~~Hopefully you have both seen my letter regarding the levy of charges being imposed on the cricket club next year.~~
I forgot to mention, like I pointed in my letter the onus of raising funds falls on the members but in Newmarket CC's it even harder.

Unlike a lot of clubs they do not own or lease their ground, they only hire it when required or allowed. This limits their ability to raise funds even further, they need to rely on donations, grants and match fees even more to raise the money required to cover their running costs even more. Reading the 2022 contract they aren't allowed sponsorship banners, etc, fair enough, I understand that, we need to maintain the look of the town entrances but that is another revenue stream removed from them.

They can't as far I am aware rely on bar profits as I don't believe them to have a licence for alcohol sales. They also cannot run social functions like other clubs without incurring further expenditure if they wish to use the pavilion and there is the added complication of the time restrictions on the use of the pavilion, it can only be used from 9 am to 9 pm unless permission is sought from the local planning authority.

They are trying to run the club as best they can but to me it appears that there are unnecessary and very severe restrictions being placed on them which is obviously causing a lot of friction between both parties.

My view is you either want the pavilion and several used for the intended purposes it was designed and built for or you may as well pull it down and save the money that the town pays out each year to run and maintain the facilities.

Holding a contract discussion behind closed doors, without any cricket club representatives there is in my opinion very underhand and not harnessing good relations with the cricket club.

It's such a shame that it has come to this, unfortunately we have some on our council that will be quite happy that it has come to this.

What a better to enhance an entrance to our town than to see the quintessential English summer scene, a game of cricket being played on a green by 22 men, women or children in whites as you approach our High Street or pass by on your way to the racecourses.

That's our loss.

Thanks

Sent from [Outlook for iOS](#)

From: GR

Sent: 17 November 2022 09:22

Subject: Formal complaint, Severals and Cricket

I wish to formally complain about the apparent lack of proper consideration for the town with regards to the Council's lack of agreement with the Cricket Club and their ongoing use of the facilities at the Severals.

Having the Cricket Club play there in recent years has been a significant advantage in creating a welcoming and happy environment, in contrast to the ever-dwindling attractiveness of our town centre. Although I am not a cricket fan, I often stop by the Severals to enjoy the ambience of what is a quintessentially local scene.

The recent report in the local newspaper cast an extremely bad light on the Council's lack of support for the Club and the complete lack of what could reasonably be considered a fair response, would suggest that this is indeed a very one-sided argument.

The Council's function is to serve the best interests of the local community and it appears, yet again, that self-interest and/or other motivations are yet again working against local residents.

I would like to see this matter concluded successfully very quickly or a full and detailed statement from the Council, including decision makers, as to why this is not the case.

Thank you and I look forward to hearing from you.

Blank