



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 AN EXTRA-ORDINARY MEETING OF THE NEWMARKET TOWN COUNCIL

to be held at

Memorial Hall, High Street, Newmarket, CB8 8JP

Monday 31st October 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 24th October 2022**
 - a) To consider and adopt the minutes, as a true record of the proceedings
 - b) To consider any matters arising
5. **Public participation** – an invitation to members of the public to make representations to Councillors.
Resolutions can only be made on items on the agenda
Rules of public participation: no person may 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.
6. **Date of the next Meeting – Monday 28th November 2022**
7. **Exclusion of the press & public - 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 relating to individuals**
8. **To discuss a confidential contract**

Signed: 
Cathy Whitaker, Town Clerk

Date: 25th October 2022

Distribute to the following for information:

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

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Newmarket

TOWN COUNCIL

Minutes of the Meeting of Newmarket Town Council held on Monday 24th October 2022 at 6:15pm at the Memorial Hall

Attendance:

Councillor P Winter (Town Mayor)
Councillor M Anderson
Councillor J Borda
Councillor J Clover
Councillor L Crissall
Councillor D Hall

Councillor J Harvey
Councillor R Hood
Councillor P Hulbert
Councillor J Lay
Councillor M Jefferys (Deputy Mayor)
Councillor K Yarrow

Also Present: C Whitaker – Town Clerk, T Symonds – Deputy Town Clerk, J Ashton – Minute Assistant, 1 Member of the Press and 6 Members of the Public.

Minute

The Mayor opened the meeting with the sad news of the death of Councillor Warwick Hirst yesterday. Warwick was a Town Councillor from 2003 – 2019 and was Mayor from 2005 – 2007. He was also a District Councillor at Forest Heath District Council. He contributed much to this town over a period of many years. We extend our condolences to his wife Alison and his family and friends at this very sad time. The flag outside the Memorial Hall will fly at half mast from today as a mark of respect until the day after his funeral.

22/10/1 Welcome

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

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

Apologies were received from Cllrs Berry, Drummond, Ferries, Perry and O'Neill. Cllr De'Ath was absent.

22/10/3 Declaration of Members Interests & to Remind Councillors of the Need to Keep up to Date Their Register of Member's Interests and to Consider any Requests Received for Member's Dispensation

None noted. There were no member dispensation requests.

22/10/4 To Receive and Confirm the Minutes of the Town Council Meetings held on 26th September 2022 and any Matters Arising.

The minutes of the meeting held on 26th September 2022 were presented and the following amendment was made:

Page 1 – (Deputy Mayor) was added against Cllr Jefferys name

Page 2 – 22/09/6 – Typo was changed to Cllr Jefferys

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

22/10/4.01 Resolved

That the minutes of the meeting held on 26th September 2022 be adopted and signed

as a correct record by the Town Mayor.

There were no matters arising.

22/10/5 Public Open Session

A member of the public spoke about the speed of the traffic on Fordham Road resulting in 5 accidents involving riders and horses in the last 6 months and asked if there is any way the traffic can be made to slow down.

Town Clerk advised that surveys were underway for new sites for the Speed Indicator Devices and Fordham Road is included. SCC can also deploy an Automatic Number Plate Recognition Camera to hot spots on application by the Town Council. The camera is able to take photos of number plates and warning letters can be sent to those found to be speeding.

Cllr Hood reported that she has raised these issues with both WSC and SCC to no avail and requested that any factual evidence be sent to her to build a solid case for action to be taken.

Two members of the public wished to speak to item 11 Weatherby Crossing and would be allowed to make comments when the item is discussed.

22/10/6 Councillor Reports

Suffolk County Council (SCC) – Cllr Hood reported that the monthly newsletter had been sent out.

West Suffolk Council (WSC) – none noted.

Ward – Cllr Yarrow reported that he will be meeting with the Flagship Property Sales Manager on Tuesday 1st November to discuss housing stock in Newmarket. The meeting will be held at 11:00 in the Ernest Cassel Room with all Councillors invited to attend or send in any questions.

Contact with a representative of Flagship regarding the Icwel Hill properties has also been made.

Newmarket Community Reserve will be receiving 300 trees in December and are looking for accessible areas to plant them. Cllr Lay suggested planting the trees on the George Lambton playing field and requested details on the type of trees to take this forward with WSC.

Three members of the public left the meeting.

Outside bodies – The Mayor and Town Clerk had attended a meeting with the Newmarket Community Network to discuss the Yellow Brick Road and will be visiting the Community Orchard on 31st October 2022.

22/10/7 Mayors Announcements

The Mayor reported that in addition to attending committee meetings, working groups and other meetings, her activities included the following:

15th October – attended a Civic Service for the Mayor of Ipswich at the St Mary-le-Tower Church, Ipswich.

22nd October – attended a Community Bulb Planting event on Munchkins Green, Yellow Brick Road.

22/10/8 To Receive the Minutes and Consider any Recommendations from the D&P Committee Meetings held on 26th September 3rd October and 17th October 2022

The Chairman of the Development & Planning Committee presented the minutes and recommendations from the Development & Planning Committee meeting held on 26th September 3rd October and 17th October 2022.

22/10/8.01 Resolved (D/22/09/32.01 Recommendation)

That Rachel Wood be consulted and subject to the amendments being made, that written representation from NTC be approved.

22/10/8.02 Resolved (D/22/10/5.01 Recommendation)

The Committee supports the outline plan in principle subject to the following conditions:

- **That Queensbury Lodge be retained as a starter yard.**
- **That there is no vehicle access to the horse walk except for emergency vehicles.**
- **That the block of flats be restricted to three storeys.**
- **That the façade of the historic White Lion pub and the clunch-built wall be retained and maintained.**
- **The Committee does not agree with the WSC requirement for mitigation preventing excess dog walking on Devil's Dyke.**
- **That the entrance and exit to the Town be carefully considered as it is onto a very busy road.**

Cllr Soons joined the meeting

22/10/9 To Receive the Minutes and Consider any Recommendations from the Community Services Committee Meeting held on 3rd October 2022

The Chairman of the Leisure Services Committee presented the minutes and recommendations of the Leisure Services Committee meeting held on 3rd October 2022.

22/10/9.01 Resolved (C/22/10/9.01 Recommendation)

That the quote from Mead Construction for £2,780 + VAT be accepted.

22/10/10 To Receive the Minutes and Consider any Recommendations from the Finance & Policy Committee Meeting held on 26th September 2022

The Chairman of the Finance & Policy Committee presented the minutes and recommendations of the Finance & Policy Committee meeting held on 26th September 2022.

22/10/10.01 Resolved (F/22/09/6.01 Recommendation)

That the ratification of the schedules of payments for the period 01/07/2022 – 31/08/2022 (Cash Book 1 - 4) be received and adopted.

22/10/10.02 Resolved (F/22/09/9.01 Recommendation)

That a further grant to CAB West Suffolk for £2,000 be approved and that £2,000 be vired from account 4076/101 to account 4075/101.

22/10/10.03 Resolved (F/22/09/9.02 Recommendation)

That a grant for £500 be awarded to Newmarket BID to support the Christmas

Lights Switch On.

22/10/11 To Receive the Minutes and Consider any Recommendations from the Performance & Audit Committee Meeting held on 17th October 2022

The Chairman of the Performance & Audit Committee presented the minutes and recommendations of the Performance & Audit Committee meeting held on 17th October 2022. There were no recommendations.

22/10/12 To Receive the Minutes and Consider any Recommendations from the Human Resources Committee Meeting held on 17th October 2022

The Chairman of the Human Resources Committee presented the minutes and recommendations of the Human Resources Committee meeting held on 17th October 2022.

22/10/12.01 Resolved (H/22/10/9.01 Recommendation)

That a task and finish HR Working Group meet as soon as possible to consider the draft HR budget for 2023/2024, consisting of Cllrs Hall, Harvey and Yarrow. To report recommendations to an Extraordinary Meeting of the HR Committee; date to be decided.

22/10/13 Suffolk Constabulary

The monthly PCSO report was received and noted.

22/10/14 External Audit

The External Audit Report from PKF Littlejohn for 2021/2022 was presented and the following was agreed:

22/10/14.01 Resolved

That the External Audit Report from PKF Littlejohn for 2021/2022 be received and approved.

Thanks were given to the Town Clerk for her diligent work.

22/10/15 Weatherby Crossing

A further objection from Network Rail was considered and the following was agreed:

22/10/15.01 Resolved

That Merrow Golden be engaged to read the representations from Network Rail and produce a written representation on behalf of Newmarket Town Council.

Town Clerk advised that all of the information is available on the NTC website regarding the Network Rail objection. A member of the public thanked NTC for their continued support on this important issue and he was optimistic that Merrow Golden would be able to successfully challenge the Network Rail objection.

22/10/16 Cost of Living Crisis

A report regarding community plans to mitigate the cost-of-living crisis over the winter was presented and considered. Cllr Lay offered to make enquiries with SCC for additional funding. The following was agreed:

22/10/16.01 Resolved

That NTC provide digital publicity services to the community and the Town Clerk

expedites the work on the InfoLink central system.

22/10/16.02 Resolved

That £500 be set aside to provide initial assistance on request by establishments who may be creating 'warm spaces'/assistance hubs in response to the Cost-of-Living crisis.

22/10/17 Bus Transport

A report regarding bus routes 12, 11 and 11X was presented and considered. Town Clerk reported that a second hybrid meeting had been held and the Cambridge and Peterborough Combined Authority reported that the majority of routes will be covered by new services from 31st October. The details of the routes will be made available on 25th October 2022. These new arrangements will only last until March 2023. The Town Council will continue lobbying the Member of Parliament for a solution.

22/10/18 Consultation

A consultation from West Suffolk Council regarding Electric Vehicle Charger installations at Studlands was considered and Cllrs Anderson and Soons will highlight the shortcomings of the plans directly to WSC.

22/10/19 Cemetery Regulations

Two amendments to the Cemetery Regulations were considered and the following was agreed:

22/10/19.01 Resolved

That the two amendments to the Cemetery Regulations be approved and adopted with immediate effect.

22/10/20 Correspondence

None noted.

22/10/21 Date of the next Meeting

Monday 31st October 2022 at 6.15pm in the Memorial Hall

22/10/22 Exclusion of the Press & Public

With the vote being unanimous, it was:

22/10/22.01 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.

Members of the press and public left the meeting

22/10/23 To Consider a Town Event for 2023

A confidential report on Newmarket hosting an event on 6th September 2023 was considered and the following was agreed:

*****22/10/23.01 Resolved*****

That further enquires be made by the Town Clerk on funding and other events in the calendar etc.

Meeting closed at 7:05pm

Signed: _____

Date: _____

Summary of Resolutions

Resolution	Resolution Wording
<u>22/10/8.01 Resolved</u> <i>(D/22/09/32.01 Recommendation)</i>	That Rachel Wood be consulted and subject to the amendments being made, that written representation from NTC be approved.
<u>22/10/8.02 Resolved (D/22/10/5.01 Recommendation)</u>	The Committee supports the outline plan in principle subject to the following conditions: • That Queensbury Lodge be retained as a starter yard. • That there is no vehicle access to the horse walk except for emergency vehicles. • That the block of flats be restricted to three storeys. • That the façade of the historic White Lion pub and the clunch-built wall be retained and maintained. • The Committee does not agree with the WSC requirement for mitigation preventing excess dog walking on Devil's Dyke. • That the entrance and exit to the Town be carefully considered as it is onto a very busy road.
<u>22/10/9.01 Resolved (C/22/10/9.01 Recommendation)</u>	That the quote from Mead Construction for £2,780 +VAT be accepted.
<u>22/10/10.01 Resolved</u> <i>(F/22/09/6.01 Recommendation)</i>	That the ratification of the schedules of payments for the period 01/07/2022 – 31/08/2022 (Cash Book 1 - 4) be received and adopted.
<u>22/10/10.02 Resolved</u> <i>(F/22/09/9.01 Recommendation)</i>	That a further grant to CAB West Suffolk for £2,000 be approved and that £2,000 be vired from account 4076/101 to account 4075/101.
<u>22/10/10.03 Resolved</u> <i>(F/22/09/9.02 Recommendation)</i>	That a grant for £500 be awarded to Newmarket BID to support the Christmas Lights Switch On.
<u>22/10/12.01 Resolved</u> <i>(H/22/10/9.01 Recommendation)</i>	That a task and finish HR Working Group meet as soon as possible to consider the draft HR budget for 2023/2024, consisting of Cllrs Hall, Harvey and Yarrow. To report recommendations to an Extraordinary Meeting of the HR Committee; date to be decided.
<u>22/10/14.01 Resolved</u>	That the External Audit Report from PKF Littlejohn for 2021/2022 be received and approved.
<u>22/10/15.01 Resolved</u>	That Merrow Golden be engaged to read the representations from Network Rail and produce a written representation on behalf of Newmarket Town Council.
<u>22/10/16.01 Resolved</u>	That NTC provide digital publicity services to the community and the Town Clerk expedites the work on the InfoLink central system.
<u>22/10/16.02 Resolved</u>	That £500 be set aside to provide initial assistance on request by establishments who may be creating 'warm spaces'/assistance hubs in response to the Cost of Living crisis.
<u>22/10/19.01 Resolved</u>	That the two amendments to the Cemetery Regulations be approved and adopted with immediate effect.

Book Number 55 2022 -2023

Minutes of the meeting of Newmarket Town Council held on Monday 24th October 2022

*****22/10/23.01 Resolved*****

That further enquires be made by the Town Clerk on funding and other events in the calendar etc.

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