



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 24th April 2023 at 6.15pm

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

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting.

Members of the public and press may not orally report or comment about a meeting as it takes place if present at a meeting of the Council, but otherwise may:

- a. film, photograph or make an audio recording of the meeting;
- b. use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;
- c. Report or comment on the proceedings in writing, during or after a meeting or orally after the meeting.

The Council will where possible facilitate such recording unless it is being disruptive. It will also take steps to ensure that children, the vulnerable and members of the public who object to being filmed are protected without undermining the broader purpose of the meeting

A G E N D A

1. **Welcome** - The Mayor to read the 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 27th March 2023**
 - 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. **Councillor Reports** - to receive and note reports (if any) from County and District Councillors, Ward Reports and outside bodies reports from Town Councillors
7. **Announcements** - To receive the Town Mayor's and Deputy Mayor's Announcements (if any)
8. **Committee Meetings**
 - a) To receive the minutes and consider and approve any recommendations from the Development & Planning meetings held on 3rd April 2023 & 17th April 2023 (*17th April 2023 to follow*)
 - b) To receive the minutes and consider and approve any recommendations from the Community Services meeting held on 3rd April 2023
 - c) To receive the minutes and consider and approve any recommendations from the Performance & Audit meeting held on 17th April 2023 (*to follow*)
9. **Budget 2022/2023** – to receive the final outcome report and recommendations regarding the 2022/2023 budget for Newmarket Town Council
10. **Correspondence**
 - a. West Suffolk Citizen's Advice Bureau
 - b. Any other correspondence received since this agenda issue

Distribute to the following for information:

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

11. Date of the next Meeting – Tuesday 30th May 2023

Signed: *CE Whitaker*
Cathy Whitaker, Town Clerk

Date: 18th April 2023

Distribute to the following for information:

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



Newmarket

TOWN COUNCIL

Minutes of the Meeting of Newmarket Town Council held on Monday 27th March 2023 at 6:15pm at the Memorial Hall

Attendance:

Councillor P Winter (Town Mayor)
Councillor M Anderson
Councillor J Berry
Councillor J Borda
Councillor L Crissall
Councillor A Drummond
Councillor J Ferries

Councillor J Harvey
Councillor R Hood
Councillor P Hulbert
Councillor M Jefferys
Councillor J Lay
Councillor C O'Neill
Councillor S Perry
Councillor K Yarrow

Also Present: C Whitaker – Town Clerk, T Symonds – Deputy Town Clerk, J Ashton – Minute Assistant, M Axton – WSC, 1 Member of the Press and 19 Members of the Public.

Minute

23/03/1

Welcome

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

23/03/2

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

Apologies were received from Cllr Clover. Cllrs De'Ath and Hall were absent.

23/03/3

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.

The Mayor advised that item 23 will now be considered in public and not in confidential.

23/03/4

To Receive and Confirm the Minutes of the Town Council Meeting held on 27th February 2023 and any Matters Arising.

The minutes of the meeting held on 27th February 2023 were presented and following amendment was made:

Page 4 – 23/02/20 – Yellow Brick Road Working Group – was changed to add that two Councillors will now attend the Newmarket Community Network meetings.

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

23/03/4.01 Resolved

That the minutes of the meeting held on 27th February 2023 be adopted and signed as a correct record by the Town Mayor.

Matters arising:

Cllr Ferries reported that the litter on the A142 had still not been cleared. Town Clerk reported that this issue had been passed between WSC and Suffolk Highways and was now back with WSC who have advised that additional costs will be incurred to remove the litter.

23/03/5 Public Open Session

A member of the public stated that they had reported an issue to WSC in December 2022 regarding driving and parking on green spaces at Studlands. The green is used for dog walkers and children and this is now a serious issue as the green is being damaged. WSC have agreed to replace the wooden posts that were removed but the concern is that they will just be taken out again and that an alternative and more robust solution is necessary.

Cllr Ferries reported that he was looking into TROs to protect all green spaces in Newmarket as a long-term solution. Verges at Studlands have already been damaged by parked lorries. A member of the public reported that there is nowhere for the lorries to park. Cllr Hood reported that SCC locality budgets might be used to contribute to the funding of the replacement bollards.

23/03/6 Presentation by WSC Officer – Studlands EV Charging Consultation

Cllr Berry joined the meeting

Matthew Axton gave a presentation on the results of the consultation and, due to the support for EV charging, WSC proposed to install 15 lamppost chargers across the 14 courtyard carparks. The carparks are owned by WSC, but the lampposts are owned by NTC. A request was made for NTC to allow the project to proceed and the following was agreed:

23/03/6.01 Resolved

That the request to install 15 EV chargers on lampposts owned by NTC on Studlands be approved for a trial period of a year.

23/03/7 Presentation by PCH Association – Planned Sports Hub

Mark Hatley (a resident) gave a presentation on a report regarding the current provision for sport in Newmarket and a proposal to support the NNP policy to use the St Felix site and George Lambton Playing Fields as a sports hub.

The demand for community sport is increasing with the new developments around town and the current provision is not sufficient. There is also a need for an artificial pitch and funding could be available from the Football Foundation.

He proposed that the Scaltback site could be used as an alternative sports hub location as it has an established sports site with a secure boundary.

Cllrs Jefferys was pleased that the NNP Policy for a sports hub had been mentioned and that this is an important feature of the plan. The NNP is currently being revised but NTC policy will continue to support using St Felix and George Lambton Playing Fields as the ideal location for a sports hub and not for housing to be added to the site.

The Mayor gave thanks for the report and 13 members of the public left the meeting.

23/03/8 Councillor Reports

Suffolk County Council (SCC) – Cllr Hood reported that the monthly newsletter had been sent out. Ukraine refugee host homes are still urgently needed.

Cllr Drummond reported that the newsletter had an article on the retro-fitting exterior cladding scheme to improve housing insulation to properties in Exning Road funded by the Government. He also reported that a proposal for 20-minute neighbourhoods, where residents can get everything they need within 20 minutes, is being proposed in some towns however restrictions are being applied where you can only visit other neighbourhoods by car for 100 days per year. NTC may be approached by a group opposing the scheme and information on this scheme will be circulated to members.

West Suffolk Council (WSC) – None noted.

Ward – Cllr Anderson reported that the mud jumps (old BMX site) at Studlands had now been flattened

Cllr Ferries – reported that all of the litter had been cleared on the Studlands estate and efforts will be made for this to continue. The Residents Association are holding their AGM tomorrow evening. He had reported that there was a supermarket shopping trolley in the Brook to WSC and was told that it would take 14 days for it to be removed. He could not find any WSC response time information for dealing with such reports.

Cllr Yarrow – reported that he had a site meeting with Newmarket Community Nature Reserve. His requests to meet with the Flagship Investment Manager to discuss the availability of housing stock are now being ignored. He had been in touch with a resident regarding proposed Speed Indicator Device location.

Outside bodies – (InterFaith Forum) Cllr Borda reported that he had attended the Newmarket Taste of Ramadan event and the Justice Service at Bury St Edmunds.

23/03/9

Mayors Announcements

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

1st March 2023 – attended the opening of the Newmarket Hospital gardens

9th March – Attended the unveiling of the Belvoir Huntsman painting at the National Horseracing Museum

10th March – Attended the presentation at the British Racing School ‘The Regional Significance of Newmarket’s Horse Breeding and Racing Cluster’

26th March – Attended the Justice Service at Bury St Edmunds

The Deputy Mayor reported the following:

21st March 2023 attended a meeting with Stetchworth Parish Council regarding the revision of the NNP.

23/03/10

To Receive the Minutes and Consider any Recommendations from the D&P Committee Meetings held on 6th & 20th March 2023

The Vice-Chairman of the Development & Planning Committee presented the minutes and recommendations from the Development & Planning Committee meeting held on 6th & 20th March 2023.

23/03/10.01 Resolved (D/23/03/14.01 Recommendation)

That Flagship be invited to attend a Full Council meeting.

23/03/10.02 Resolved (D/23/03/15.01 Recommendation)

That with the assistance of the SCC Ward Division Councillors, contact SCC to request a meeting and site visit.

23/03/10.03 Resolved (D/23/03/26.01 Recommendation)

The Committee supported the applications subject to the block of flats being restricted to three storeys.

23/03/10.04 Resolved (D/23/03/31.01 Recommendation)

That a letter be sent to WSC requesting them to take action to prevent parking on the green areas at Studlands and to draw attention to possible unlicensed houses of multiple occupation in the area.

23/03/11 To Receive the Minutes and Consider any Recommendations from the Leisure Services Committee Meeting held on 6th March 2023

The Chairman presented the minutes and recommendations of the Leisure Services Committee meeting held on 6th March 2023.

23/03/11.01 Resolved (C/23/03/10.01 Recommendation)

That NTC fund the Event Manager to attend the visit to Maisons-Laffitte in May 2023.

23/03/12 To Receive the Minutes and Consider any Recommendations from the Finance & Policy Committee Meeting held on 20th March 2023

The Chairman presented the minutes and recommendations of the Finance & Policy Committee meeting held on 20th March 2023.

23/03/12.01 Resolved (F/23/03/6.01 Recommendation)

That the ratification of the schedules of payments for the period 01/01/2023 – 28/02/2023 (Cash Book 1 - 4) be received and adopted.

23/03/12.02 Resolved (F/23/03/9.01 Recommendation)

That a budget of £5000 for consultancy fees be approved by NTC and that the request to delegate to the NNP Working Group to apply for funding where possible to facilitate the review process be approved.

23/03/12.03 Resolved (F/23/03/10.01 Recommendation)

That subject to further amendments, the revised Standing Orders be received and adopted.

23/03/12.04 Resolved (F/23/03/10.02 Recommendation)

That the revised Financial Regulations be received and adopted.

23/03/12.05 Resolved (F/23/03/10.03 Recommendation)

That the revised Financial Risk Scheme be received and adopted.

23/03/12.06 Resolved (F/23/03/10.04 Recommendation)

That the revised Scheme of Delegation to Officers be received and adopted.

23/03/12.07 Resolved (F/23/03/12.01 Recommendation)

That the onward engagement of Heelis & Lodge Ltd as the NTC Internal Auditors be approved.

23/03/12.08 Resolved (F/23/03/13.01 Recommendation)

That subject to further amendments to the arrangements for bank signatories, the review of Internal Control Statement and Systems be approved.

23/03/13 Memorial Hall

Town Clerk reported that installing a corridor in the office rather than the hall is now being considered and further proposals would be brought back in the coming months.

23/03/14 Suffolk Constabulary PCSO

The monthly PCSO report was received and noted.

23/03/15 Sale of Council Assets

A verbal request from the Cricket Club to purchase two items of machinery for preparation and maintenance of its new grounds was considered and the following was agreed:

23/03/15.01 Resolved

That the request from the Newmarket Cricket Club to purchase the pitch machinery at a cost of £2000.00+ VAT be approved; sold as seen – subject to official request being received.

23/03/16 Streetlighting

A report on NTC streetlighting assets was presented with energy/maintenance costs for the last two years and the estimated costs for 2023/2024. It was noted that the costs had continued to go up and the following was agreed:

23/03/16.01 Resolved

That a budget virement of £6699.00 from 4113/11 to 4045/220 from the current year budget and £4500.00 from 4114/101 to 405/220 from the 2023/2024 budget be approved.

It was noted that the work on a strategy for the streetlight upgrade to LED within the 2023/2024 financial year will continue.

23/03/17 Banking Arrangements

A report on the banking signatory arrangements outlining the risks of there being insufficient signatories after the 4th May 2023 election was considered and the following was agreed:

23/03/17.01 Resolved

That an upgrade of access to Unity Trust Bank for the Town Clerk and Deputy Town Clerk to input and approve payments be approved to allow them to approve payments as necessary in times of councillor signatory absence, to ensure continuation of business and salary payments as necessary.

Should this process be required, it would be reported to Council and fully scrutinised. Post Election May 2023, consultation with the new Mayor and Deputy Mayor would be carried out as needed.

23/03/18 Barclays Bank Newmarket

Notice of Barclays Bank closure on 9th June 2023 and alternative banking arrangements were noted. The Mayor and the Clerk had met with the Branch Manager and had pointed out the consequences of the decision to close which will affect the elderly with no access to online banking, the disabled and the racing community. The following was agreed:

23/03/18.01/ Resolved

That a response be sent to Barclays saying how disappointed NTC is with this decision to close and lack of communication to customers; insisting that alternative arrangements are in place and are fully accessible to all and include provision for private consultation space before the branch is closed. Delegated to the Mayor and the Clerk.

23/03/19 Flagship

It was noted that Flagship had responded to the DP Committee regarding the request to consider demolishing further garages to provide further parking area; they have no plans to demolish any further garages at Icewell Hill.

Flagship had asked for details of specific questions in response to the invitation to attend a meeting and a few possible questions were discussed such as:-

- Requesting year-by-year data for the last decade on housing provision
- Requesting figures on the available current housing stock in Newmarket
- Requesting a realistic indication of the future policy on housing provision

It was reported that WSC had also requested some of this information and Flagship had not responded. Cllr Yarrow has been unsuccessfully chasing information from the Investment Manager since September 2022. Data on housing need will be requested from WSC.

23/03/20 Studlands Grass Verge Parking

A proposal to apply for a TRO to prevent parking on the grass verges at Studlands and the process was discussed. It was noted that the land was owned by WSC and they should take action to protect them and implement a long-term solution.

Cllr Crissall left the meeting

23/03/21 Correspondence

None noted.

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

23.03/21.01 Resolved

That the item in Confidential be brought forward to the public part of the meeting.

23/03/22 Newmarket Market

Town Clerk advised that the meeting had gone over 2 hours and the following was agreed:

23/03/22.01 Resolved

That the meeting be continued.

A report on the initial feasibility study by WSC, with costs, to move the market back to the High Street was considered and the following was agreed:

23/03/22.02 Resolved

That a response is sent to WSC to request that the market is moved to the High Street using their current budget without any contribution from NTC. That it is moved promptly and that a letter is sent to the WSC CEO to inform them of the Town Council's displeasure regarding the current situation.

23/03/23 Date of the next Meeting

Monday 24th April 2023 in the Memorial Hall

Meeting closed at 8:20pm

Signed: _____

Date: _____

Summary of Resolutions

Resolution	Resolution Wording
<u>23/03/6.01 Resolved</u>	That the request to install 15 EV chargers on lampposts owned by NTC on Studlands be approved or a trial period of a year.
<u>23/03/10.01 Resolved</u> <i>(D/23/03/14.01 Recommendation)</i>	That Flagship be invited to attend a Full Council meeting.
<u>23/03/10.02 Resolved</u> <i>(D/23/03/15.01 Recommendation)</i>	That with the assistance of the SCC Ward Division Councillors, contact SCC to request a meeting and site visit.
<u>23/03/10.03 Resolved</u> <i>(D/23/03/26.01 Recommendation)</i>	The Committee supported the applications subject to the block of flats being restricted to three storeys.
<u>23/03/10.04 Resolved</u> <i>(D/23/03/31.01 Recommendation)</i>	That a letter be sent to WSC requesting them to take action to prevent parking on the green areas at Studlands and to draw attention to possible unlicensed houses of multiple occupation in the area.
<u>23/03/11.01 Resolved</u> <i>(L/23/03/10.01 Recommendation)</i>	That NTC fund the Event Manager to attend the visit to Maisons-Laffitte in May 2023.
<u>23/03/12.01 Resolved</u> <i>(F/23/03/6.01 Recommendation)</i>	That the ratification of the schedules of payments for the period 01/01/2023 – 28/02/2023 (Cash Book 1 - 4) be received and adopted.
<u>23/03/12.02 Resolved</u> <i>(F/23/03/9.01 Recommendation)</i>	That a budget of £5000 for consultancy fees be approved by NTC and that the request to delegate to the NNP Working Group to apply for funding where possible to facilitate the review process be approved.
<u>23/03/12.03 Resolved</u> <i>(F/23/03/10.01 Recommendation)</i>	That subject to further amendments, the revised Standing Orders be received and adopted.
<u>23/03/12.04 Resolved</u> <i>(F/23/03/10.02 Recommendation)</i>	That the revised Financial Regulations be received and adopted.
<u>23/03/12.05 Resolved</u> <i>(F/23/03/10.03 Recommendation)</i>	That the revised Financial Risk Scheme be received and adopted.
<u>23/03/12.06 Resolved</u>	That the revised Scheme of Delegation to Officers be

<u>(F/23/03/10.04 Recommendation)</u>	received and adopted.
<u>23/03/12.07 Resolved (F/23/03/9.01 Recommendation)</u>	That the onward engagement of Heelis & Lodge Ltd as the NTC Internal Auditors be approved.
<u>23/03/12.08 Resolved (F/23/03/9.01 Recommendation)</u>	That subject to further amendments to the arrangements for bank signatories, the review of Internal Control Statement and Systems be approved.
<u>23/03/15.01 Resolved</u>	That the request from the Newmarket Cricket Club to purchase the pitch machinery at a cost of £2000.00 + VAT be approved; sold as seen – subject to official request being received.
<u>23/03/16.01 Resolved</u>	That a budget virement of £6699.00 from 4113/11 to 4045/220 from the current year budget and £4500.00 from 4114/101 to 405/220 from the 2023/2024 budget be approved.
<u>23/03/17.01 Resolved</u>	That an upgrade of access to Unity Trust Bank for the Town Clerk and Deputy Town Clerk to input and approve payments be approved to allow them to approve payments as necessary in times of councillor signatory absence, to ensure continuation of business and salary payments as necessary.
<u>23/03/18.01 Resolved</u>	That a response be sent to Barclays saying how disappointed NTC is with this decision to close and lack of communications to customers. To insisting that alternative arrangements are in place and are fully accessible to all and include provision for private consultation space before the branch is closed. Delegated to the Mayor and the Clerk.
<u>23/03/22.02 Resolved</u>	That a response is sent to WSC to request that the market is moved to the High Street using their current budget without any contribution from NTC. That it moved promptly and that a letter is sent to the WSC CEO to inform them of the Town Council's displeasure regarding the current situation.



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee Held on Monday 3rd April 2023 at 6.15pm

Attendance:

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

Councillor J Harvey
Councillor R Hood
Councillor P Hulbert
Councillor M Jefferys

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 4 Members of the Public.

	Minute	Action by
D/23/04/1	<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/23/04/2	<u>Apologies</u> Apologies were received from Cllrs Clover and Ferries. Cllr Hall was absent.	
D/23/04/3	<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>	
	<i>Cllr Berry joined the meeting</i> Cllr Hood declared an interest in application DC/23/0423/HH. A collective request for dispensation was made and accepted for application DC/23/0450/TCA.	
D/23/04/4	<u>To Confirm the Minutes of the Meeting Held on 20th March 2023 and any Matters Arising</u> Members received the minutes of the Development & Planning Committee held on 20th March 2023 and the following was agreed: <u>D/23/04/4/01 Resolved</u> That the minutes of the Development & Planning Committee held on 20th March 2023 be adopted and signed as a true record by the Chairman of the Development & Planning Committee. Matters arising: Page 4 - D/23/03/31.02 Recommendation – Town Clerk reported that a number of emails had been exchanged with WSC. Cllr Drummond reported that residents were still attempting to remove the posts but a small sign had been discovered warning that	

a byelaw was in place and fines of £500 could be applied. If the byelaw is still in place, then enforcement action will be taken. If not; a request to update the byelaw will be made.

D/23/04/5 Public Open Session

No members of the public wished to speak.

D/23/04/6 Impact of Newmarket Neighbourhood Plan Policies on Applications Being Considered

Policy 14 - Trees and Policy 30 – Shopfronts.

D/23/04/7 Planning Applications

Week Commencing 13/03/2023, and 20/03/2023

D/23/04/7/1 DC/23/0355/HH - Householder planning application - a. pitched roof to rear extension b. insertion of windows to side elevation c. alterations to windows and doors to rear elevation d. two roof lights to rear elevation - 27 Exning Road Newmarket Suffolk.

D/23/04/7.01 Resolved

The Committee objected on the grounds of a possible breach of building regulations and requested that the application be referred to WSC building control.

D/23/04/7/2 DC/23/0425/HH - Householder planning application - a. porch enlargement b. cladding to front and side elevations c. first floor rear extension (following removal of chimney) - 10 Cecil Lodge Close Falmouth Avenue Newmarket Suffolk.

D/23/04/7.02 Resolved

The Committee voiced no objections.

D/23/04/7/3 DC/23/0440/TCA - Trees in a conservation area notification - a. one Robinia (T1 on plan) - remove lowest branch growing over the roof back to secondary stem and overall crown reduction by up to two metres b. six Lime and two Sorbus (G1 on plan) reduce in height to previous pollard points and reduce laterals by up to two metres on the outside - 8 Balaton Place Snailwell Road Newmarket Suffolk.

D/23/04/7.03 Resolved

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

A member of the public joined the meeting

D/23/04/7/4 DC/23/0442/DE1 - Notification under Part 11 of Schedule 2 of the Town and Country Planning (General Permitted Development) Order 2015 - demolition of one open-sided agricultural barn - Hatchfield Farm Fordham Road Newmarket Suffolk.

D/23/04/7.04 Resolved

The Committee voiced no objections.

A collective dispensation was requested for the following application.

D/23/04/7/5 DC/23/0450/TCA - Trees in a conservation area notification – one London Plane (T1 on plan) overall crown reduction by up to three metres - Planting Beds Adj

Clocktower Roundabout High Street Newmarket Suffolk.

D/23/04/7.05 Resolved

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

Cllr Hood declared an interest in the following applications and let the meeting

D/23/04/7/6 DC/23/0423/HH - Householder planning application - a. single storey front extensions b. render to all elevations c. replacement and alterations to windows c. roof light to kitchen c. one detached summer house d. widening of existing entrance and installation of gates - Chels 51A Bury Road Newmarket Suffolk.

D/23/04/7.06 Resolved

The Committee voiced no objections.

Cllr Hood returned to the meeting.

D/23/04/7/7 DC/23/0473/TCA - Trees in a conservation area notification – one sycamore (red on plan) reduce stem overhanging boundary fence by up to four metres - The Maltings Brewers Lane Newmarket Suffolk.

D/23/04/7.07 Resolved

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

D/23/04/7/8 DC/23/0374/FUL - Planning application - conversion and extension to provide nine residential units and supporting infrastructure, with retention of ground floor retail unit and external alterations to the existing ground floor shop front - 122 High Street Newmarket Suffolk.

D/23/04/7.08 Resolved

The Committee objected due to the poor public transport services in Newmarket and the design and access statement paras 2.2, 7.1 and 10.6 do not reflect the true situation in Newmarket and will increase the need to use cars. Newmarket already experiences issues with residents parking on grass verges due to the lack of parking facilities. The proposed materials and design are inappropriate for a property in a conservation area and is not in keeping with the Historical High Street. The lapsed SCC Policy on permitted developments in town centres needs to be updated to reflect the current public transport services in Newmarket.

A letter to be sent to SCC regarding the fact that WSC are relying on SCC advice concerning transport and car parking which is inaccurate and inappropriate.

A member of the public joined the meeting

D/23/04/8 Amended and Deferred Planning Applications

None noted.

D/23/04/9 Planning Appeals

APP/F3545/Z/22/3308289 - DC/22/0097/ADV - Application for advertisement consent - a. two non illuminated fascia signs; b. one non illuminated projecting sign; c. bespoke vinyl signs to windows - 98 High Street, Newmarket.

D/23/04/9.01 Resolved

NTC continues to strongly object to this application as the garish signs are inappropriate for a conservation area and not in keeping with the Historic High Street. It contravenes NNP Policy 11.6 and the Committee supports the concerns of the WSC Conservation Officer.

D/23/04/10 East Cambs Planning Applications

None noted.

D/23/04/11 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

West Suffolk Planning Determinations received during weeks commencing, 13/03/2023 and 20/03/2023

Applications	Description	Address	WS Decision	NTC Decision
DC/23/0295/TCA	Trees in a conservation area notification - one Silver Birch (T1 on plan) fell; three Sycamore (T2, T3 and T4 on plan) overall crown reduction by eight metres to previous pruning points.	The Rectory 5A Fitzroy Street Newmarket Suffolk	Approved	Objected
DC/23/0257/TPO	TPO 02 (1998) - Tree preservation order - one Corsican Pine (T1 on order) fell	106 George Lambton Avenue Newmarket Suffolk	Refused	Objected
DCON(B)/22/0478	Application to discharge conditions 4 (fixed plant or equipment) and 6 (external lighting) of DC/22/0478/FUL	Unit 6 Newmarket Retail Park Oaks Drive Newmarket Suffolk	Approved	No comments Invited
DC/23/0086/TPO	TPO 040 (1989) tree preservation order - one Pine (T1 on plan and T7 on order) fell	25 Exeter Road Newmarket Suffolk	Refused	Objected
DCON(A)/20/0174	Application to discharge condition 14 (travel information pack) and condition 29 (operational waste management strategy) of DC/20/0174/VAR	Development Site Adj South Drive Exning Road Newmarket Suffolk	Approved	No comments Invited
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	Approved	No objection
DC/23/0323/TCA	Trees in a conservation area notification - two Sycamore (G1 on plan) fell	The Rectory 5A Fitzroy Street Newmarket Suffolk	Approved	Objected
DC/23/0231/HH	Householder planning application - gravel driveway and access from highway	65 Exning Road Newmarket Suffolk	Approved	No objection
DC/23/0106/VAR	Planning application - variation of condition two of DC/19/0895/FUL to allow use of revised drawings for a. one dwelling with attached annexe b. 1no. staff accommodation pod c. one stable d. open barn e. cycle store f. muck heap g. horse walk and h. improved access	Brickfields Stud Cemetery Hill Newmarket Suffolk	Approved	No objection
DC/23/0114/TPO	TPO 323 (1973) tree preservation order - six Lime (x on plan within G4 on order) pollard to previous pollard points	12 The Hamiltons Newmarket Suffolk	Approved	No objection

DC/22/2130/HH	Householder planning application - a. dropped kerb b. vehicular access	63 Exning Road Newmarket Suffolk	Approved	No objection	
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D/23/04/12 Delegation Panel Decisions

None noted.

D/23/04/13 Licensing

None noted.

D/23/04/14 Correspondence

Letter from Travelodge was noted.

D/23/04/15 Date of Next MeetingMonday 17th April 2023 at the Memorial Hall.

Meeting closed at 7:00pm

Signed _____ Date _____

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/23/04/7.01 Resolved</u>	The Committee objected on the grounds of a possible breach of building regulations and requested that the application be referred to WSC building control.
<u>D/23/04/7.02 Resolved</u>	The Committee voiced no objections.
<u>D/23/04/7.03 Resolved</u>	The Committee actively encourages responsible tree management and does not object to this application.
<u>D/23/04/7.04 Resolved</u>	The Committee voiced no objections.
<u>D/23/04/7.05 Resolved</u>	The Committee actively encourages responsible tree management and does not object to this application.
<u>D/23/04/7.06 Resolved</u>	The Committee voiced no objections.
<u>D/23/04/7.07 Resolved</u>	The Committee actively encourages responsible tree management and does not object to this application.
<u>D/23/04/7.08 Resolved</u>	The Committee objected due to the poor public transport services in Newmarket and the design and access statement paras 2.2, 7.1 and 10.6 do not reflect the true situation in Newmarket and will increase the need to use cars. Newmarket already experiences issues with residents parking on grass verges due to the lack of parking facilities. The proposed materials and design are inappropriate for a property in a conservation area and is not in keeping with the Historical High Street. The lapsed SCC Policy on permitted developments in town centres needs to be updated to reflect the current public transport services in

	Newmarket. A letter to be sent to SCC regarding the fact that WSC are relying on SCC advice concerning transport and car parking which is inaccurate and inappropriate.
<u>D/23/04/9.01 Resolved</u>	NTC continues to strongly object to this application as the garish signs are inappropriate for a conservation area and in not in keeping with the Historic High Street. It contravenes NNP Policy 11.6 and the Committee supports the concerns of the WSC Conservation Officer.

DRAFT



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Community Services Committee Held on Monday 3rd April 2023 at 7:02 pm

Attendance:

Councillor P Winter (Chairman)
Councillor J Borda
Councillor A Drummond
Councillor J Harvey

Councillor R Hood
Councillor P Hulbert
Councillor M Jefferys
Councillor K Yarrow

Also Present: C Whitaker – Town Clerk, T Symonds – Deputy Town Clerk, J Ashton – Minute Assistant, Cllr Perry as a Member of the Public, 1 Member of the Press and 5 Members of the Public

Minute

C/23/04/1 Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded

The Chairman opened the meeting, read the fire safety briefing and announced that the meeting may be filmed or recorded.

C/23/04/2 Apologies for Absence

Apologies were received from Cllrs Ferries and Lay. Cllrs De'Ath and Hall were absent.

C/23/04/3 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.

C/23/04/4 To Receive and Confirm for Accuracy the Minutes of the Community Services Committee Meeting Held on Monday 6th February 2023 and Any Matters Arising

Members received the minutes of the Community Services Committee meeting held on 6th February 2023 and the following was agreed:

C/23/04/4.01 Resolved

That the minutes of the Community Services Committee meeting held on 6th February 2023 be adopted and signed as a true record by the Chairman of the Community Services Committee.

There were no matters arising.

C/23/04/5 Public Open Session

A member of the public gave thanks to Councillor Jefferys for his years of service to the Town Council and Newmarket and also reported that the SCC SEND transitioning service is still not available.

Cllr Perry spoke from the public area to item 9 and reported that she had experience of applying for trees to be planted on land owned by SCC that are then maintained by WSC; and that the application had been rejected due to WSC not being insured to

maintain them.

Two members of the public added that potentially, a local organisation had agreed to help with planning the planting and advising on the sustainable species with the lowest maintenance requirements.

The Chairman proposed that item 9 be brought forward and the following was agreed:

C/23/04/5.01 Resolved

That item 9 – Trees be brought forward.

C/23/04/6 Trees

A proposal to plant 700 trees in Newmarket gifted by a local business was considered and the following was agreed:

C/23/04/9.01 Recommendation

That the offer of the kind gift to plant 700 trees be supported in principal and that efforts be made to enable the planting and maintenance.

Cllr Drummond agreed to contact SCC to find a solution to the maintenance issues.

The Chairman suggested a meeting with Town Clerk, Cllr Perry, representative of a local organisation, the businessman and his representative.

C/23/04/7 To Receive the Accounts

The accounts for March 2023 were received and noted.

Cllr Perry left the meeting

C/23/04/8 Speed Indicator Devices

A verbal update on the progress regarding councillor involvement in location planning of devices was given and a request was made for the outstanding reports to be submitted.

A report on the latest data from the SIDs was noted.

C/23/04/9 Allotments

Town Clerk reported that a meeting had been held with the Allotment Association Chairperson, where the muntjac issue was discussed and they were happy with the NTC decision not to cull the deer.

C/23/04/10 Referrals from Performance & Audit Committee

The following Neighbourhood Plan Community Actions were considered:

B1 – Newmarket Community Hospital – how NTC might lobby for expansion of services at the hospital was considered and the manager will be invited to a full Council meeting to give details of the plans for the hospital.

B3 – SEND Provision – including discussion of delivery failures in Suffolk – Cllr Hood reported that SCC had been working on improving the service and that more

Book number 14 2022 -2023

funding had been allocated. Additional school spaces were now available and more would be added in the future. Cllr Yarrow reported that the transitioning service is a nationwide problem due to the lack of professional staff. However, SCC have yet to pay compensation to families.

Cllr Hood agreed to provide a report on the work to improve the services, the transition service and paying compensation to families.

The Newmarket Vision Steering Group will be asked to have an agenda item regarding SEND provision in Newmarket at a future meeting.

A member of the public left the meeting

B4 – Learning Hubs – Newmarket Charitable Foundation will be invited to attend a meeting to discuss.

B12 – Public Seating – an audit on the current seating and locations in all areas of the town will be conducted with a report back to this committee with suggestions and funding details.

C/23/04/11 Correspondence

YBR/WSC – lobbying for a WSC Yellow Brick Road revenue line in future budgets was noted; although had not been acknowledged as yet. Town Clerk reported that a line will be added to the NTC budget for 2024/2025.

C/23/04/12 Date of Next Meeting

Monday 5th June 2023 at the Memorial Hall.

Meeting closed at 7:40pm.

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>C/23/04/9.01 Recommendation</u>	That the offer of the kind gift to plant 700 trees be supported in principal and that efforts be made to enable the planting and maintenance.

Blank



Report to	Full Town Council
Subject	Budget 2022-2023 final outcome report
Purpose	Information/Decision
Classification	Unrestricted
Meeting date	24th April 2023
Item number	9
Written By	Cathy Whitaker CLERK
Summary: Attached to this report are the committee final outcomes of actual against budget and an overall summary. This report gives recommendations for transfers of unspent amounts to Ear-Marked Reserves for discussion and resolution.	

Committee	Unspent amount	EMR transfer recommendations
Finance & Policy	£18,661	- IT Upgrade EMR - £11,661 In the 23/24 budget year, I will be recommending a complete overhaul of the IT systems with a plan to move to digital Cloud services; upgraded hardware and an integrated dynamic agenda system and a (possible) provision of devices for councillors. - RPZ underwrite contingency EMR - £4,000 Whilst the plans for the RPZ are progressing with SCC, there is no guarantee that this will go ahead and contingency provision must be made for possible fees, as agreed with SCC. - Grants EMR - £3,000 To bolster the fund for making small grants.
Human Resources	£0	COMMITTEE BUDGET IN BALANCE
Community Services	£25,945	- Vehicle Replacement EMR - £5,000 Council vehicle fund is depleted following the delay of delivery of the electric van, and the additional costs that were involved in van hire. - Cemetery EMR - £5,945 Following extensive works (Phase 1) to make safe the bell tower at the cemetery chapel building, further funds will be required over the next two years to carry out Phase 2 repairs to the remainder of the building. - Churchyards EMR - £5,000 St Mary's churchyard fence requires replacement to secure the front grass area and prevent unauthorised and dangerous parking. - Public Realm EMR - £10,000 Autumn 2023 – phase 3 bulb planting (Severals / other areas to be confirmed).

Leisure Services	£37,901	• Pavilion Building EMR - £5,000 To bolster existing EMR funds. • Memorial Hall EMR - £9,000 To bolster existing EMR funds, following extensive works to the back area storage and the roof. • Town Museum/Tourism EMR - £5,000 To start a fund for costs possibly involved with museum/tourism, as agreed with Museum Working Group. • Soapbox Derby EMR - £5,000 To bolster existing EMR funds for 2024 SB event. • Carnival EMR - £5,000 To bolster existing EMR funds. • Twinning EMR - £3,901 To bolster existing EMR funds; in light of the possible increased MLF junior twinning activity. • Memorial Gardens EMR - £5,000 To bolster existing EMR funds, following extensive works to extend fencing for security.
Neighbourhood Plan	£10,500	• Town Improvement EMR - £5,000 To bolster existing EMR funds. • Public Realm EMR - £5,500 To bolster existing EMR funds.
TOTAL	£93,007	

FINAL OUTCOME Budget Summary 22/23

Newmarket Town Council

Committee	Income	Expenditure	Net Expenditure	Tfrs From EMRs	Tfrs To EMRs	TOTAL OUTCOME	BUDGET	SURPLUS/DEFICIT
Finance & Policy	£ 6,676.00	£ 139,688.00	£ 133,012.00	£ 6,077.00	£ 5,000.00	£ 134,089.00	£ 152,750.00	£ 18,661.00
Human Resources	£ 246.00	£ 212,800.00	£ 212,554.00	£ 22,854.00	-	£ 189,700.00	£ 189,700.00	£ -
Community Services	£ 110,731.00	£ 323,073.00	£ 212,342.00	£ 84,718.00	£ 20,014.00	£ 147,638.00	£ 173,583.00	£ 25,945.00
Leisure Services	£ 135,568.00	£ 326,676.00	£ 191,108.00	£ 41,332.00	£ 1,000.00	£ 150,776.00	£ 188,677.00	£ 37,901.00
Neighbourhood Plan	£ -	£ -	£ -	£ -	£ -	£ -	£ 10,500.00	£ 10,500.00
Total	£ 253,221.00	£ 1,002,237.00	£ 784,888.00	£ 154,981.00	£ 26,014.00	£ 622,203.00	£ 715,210.00	£ 93,007.00



Notes

	2022/2023	2022/2023	
	BUDGETED	ACTUAL SPEND - FINAL	Variance
101 Administration			
4008 Staff Training	£ 3,000.00	£ 1,891.00	£ 1,109.00
4009 Staff Travel	£ 250.00	£ 195.00	£ 55.00
4018 Software/Computer Consumables	£ 2,500.00	£ 583.00	£ 1,917.00
4019 New IT System/Hardware	£ 5,000.00	£ 2,264.00	£ 2,736.00
4021 Telephone and Fax	£ 2,000.00	£ 2,093.00	£ 93.00
4022 Postage	£ 2,100.00	£ 329.00	£ 1,771.00
4023 Stationery	£ 2,000.00	£ 1,172.00	£ 828.00
4025 Subscriptions&Licences	£ 5,700.00	£ 7,309.00	£ 1,609.00
4026 Insurance	£ 10,000.00	£ 9,316.00	£ 684.00
4028 Office Maintenance	£ 16,250.00	£ 15,161.00	£ 1,089.00
4030 Recruitment Advertising	£ 500.00	£ -	£ 500.00
4051 Bank Charges/Interest	£ 200.00	£ 266.00	£ 66.00
4056 Legal Expenses	£ 11,385.00	£ 11,385.00	£ -
4057 Audit & Accountancy Fees	£ 3,850.00	£ 2,858.00	£ 992.00
4058 Professional Fees	£ 7,219.00	£ 10,333.00	£ 3,114.00
4059 web site	£ 1,000.00	£ 549.00	£ 451.00
4060 Councillors Training	£ 550.00	£ -	£ 550.00
4061 Councillors Expenses	£ 275.00	£ -	£ 275.00
4062 Civic Regalia	£ 325.00	£ 530.00	£ 205.00
4064 Town Mayor's Allowance	£ 1,000.00	£ 398.00	£ 602.00
4075 Grant to CAB	£ 5,000.00	£ 5,000.00	£ -
4076 Grants	£ 3,000.00	£ 9,077.00	£ 6,077.00
4220 Discover Newmarket Stakeholder Fee	£ 5,000.00	£ 5,000.00	£ -
4221 CCTV WSC SLA Monitoring	£ 2,000.00	£ 1,939.00	£ 61.00
4077 Marketing	£ 3,000.00	£ 3,252.00	£ 252.00
4079 Remembrance Event Expenses	£ 1,000.00	£ 1,189.00	£ 189.00
4083 PCSO	£ 36,000.00	£ 36,000.00	£ -
4090 Biodegradable Dog Poo Bags	£ 1,000.00	£ 505.00	£ 495.00
4093 SumUp Commission	£ -	£ 23.00	£ 23.00
4097 Election costs	£ 5,000.00	£ 3,388.00	£ 1,612.00
4180 Civic Functions	£ 2,000.00	£ 2,422.00	£ 422.00

£6,077 TF EMR Grants



4113	Capital Reserve	£	7,101.00	£	-	£	7,101.00
4115	Coronavirus Response Costs	£	2,500.00	£	2,500.00	£	-
4114	Other Projects / Reserves	£	3,145.00	£	-	£	3,145.00
	Expenditure	£	150,850.00	£	136,927.00	£	13,923.00
						£	-
1003	Lamppost banner Income	£	1,000.00	£	1,000.00	£	-
1005	Miscellaneous Income	£	-	£	650.00	-£	650.00
1006	Sumup Commission offset	£	-	£	26.00	-£	26.00
1103	Rent receivable	£	100.00	£	-	£	100.00
1174	Grant Received SCC	£	-	£	5,000.00	-£	5,000.00
	Income	£	1,100.00	£	6,676.00	-£	5,576.00
						£	-
103	Health & Safety					£	-
4020	Misc. Staff Costs	£	250.00	£	151.00	£	99.00
4028	Office Maintenance	£	250.00	£	110.00	£	140.00
4058	Professional Fees	£	2,500.00	£	2,500.00	£	-
	Expenditure	£	3,000.00	£	2,761.00	£	239.00
	Total Expenditure	£	153,850.00	£	139,688.00	£	14,162.00
	Total Income	£	1,100.00	£	6,676.00	-£	5,576.00
	Net Expenditure	£	152,750.00	£	133,012.00	£	19,738.00
	<i>less transfers from EMRs</i>			£	6,077.00		
	<i>plus transfers to EMRs</i>			£	5,000.00		
				£	134,089.00		
				IN SURPLUS	£	18,661.00	

£5,000 TT Covid EMR (grant for MH Covid Commemoration Beds)

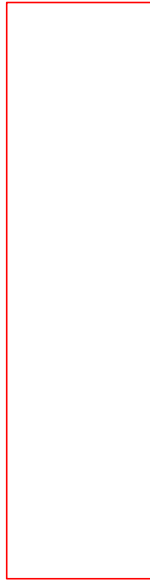
Recommendation for Surplus funds transfers to EMR.

<u>EMR</u>	£
324 IT Upgrade Fund	11,661
340 RPZ underwrite contingency	4,000
321 Grants	3,000

	2022/2023	2022/2023	Notes
	BUDGETED	ACTUAL SPEND - FINAL	Variance
102 Staff costs			
4010 Staff Workwear	£ 420.00	£ 351.00	£ 69.00
4020 Misc Staff Costs	£ 1,470.00	£ 1,289.00	£ 181.00
4501 Salaries	£ 162,975.00	£ 187,032.00	-£ 24,057.00
4503 National Insurance	£ 14,045.00	£ 17,666.00	-£ 3,621.00
4504 Pension	£ 10,790.00	£ 6,462.00	£ 4,328.00
Expenditure	£ 189,700.00	£ 212,800.00	-£ 23,100.00
1005 Misc Income	£ -	£ 246.00	-£ 246.00
Income	£ -	£ 246.00	-£ 246.00
Total Expenditure	£ 189,700.00	£ 212,800.00	-£ 23,100.00
Total Income	£ -	£ 246.00	-£ 246.00
Net Expenditure	£ 189,700.00	£ 212,554.00	-£ 22,854.00
<i>less transfers from EMRs</i>		£ 22,854.00	
<i>plus transfers to EMRs</i>		£ -	
		£ 189,700.00	
	IN BALANCE	£ -	

£1,440 TF HR EMR (Sbox event o/time) £21,414 TF HR EMR
(offset annual committee deficit)

reimb. of staff o/time from client. Parking permit refund





		2022/2023	2022/2023	Notes
		BUDGETED	ACTUAL SPEND - FINAL	Variance
200	Outside Services			
4029	General Equipment	£ 500.00	£ 733.00	-£ 233.00
4039	Vehicle Costs	£ 5,000.00	£ 8,505.00	-£ 3,505.00
4326	Outside Services SLA	£ 76,310.00	£ 77,836.00	-£ 1,526.00
	Expenditure	£ 81,810.00	£ 87,074.00	-£ 5,264.00
1005	Misc Income	£ -	£ 436.00	-£ 436.00
	Income	£ -	£ 436.00	-£ 436.00
201	General Town Planting			
4100	Seasonal Planting	£ 3,450.00	£ 13,957.00	-£ 10,507.00
4101	Hanging Baskets	£ 4,500.00	£ 4,268.00	£ 232.00
4037	R&M Grounds	£ 6,000.00	£ 4,232.00	£ 1,768.00
	Expenditure	£ 13,950.00	£ 22,457.00	-£ 8,507.00
1007	Hanging Baskets Sponsorship Income	£ 5,200.00	£ 5,345.00	-£ 145.00
1009	Roundabout Sponsorship	£ 5,200.00	£ 5,002.00	£ 198.00
	Income	£ 10,400.00	£ 10,347.00	£ 53.00
202	Cemetery			
4011	Rates	£ 4,608.00	£ 4,042.00	£ 566.00
4012	Water Rates	£ 1,000.00	£ 400.00	£ 600.00
4014	Electricity	£ 1,600.00	£ 890.00	£ 710.00
4016	Cleaning	£ 500.00	£ 222.00	£ 278.00
4017	Fire Precautions	£ 163.00	£ -	£ 163.00
4035	Equipment	£ 200.00	£ 5.00	£ 195.00
4036	R&M - Buildings	£ 3,000.00	£ 27,166.00	-£ 24,166.00
4037	R&M - Grounds	£ 26,000.00	£ 53,870.00	-£ 27,870.00
4040	Trade Refuse Collections	£ 1,500.00	£ 250.00	£ 1,250.00
4047	Grave Digging	£ 11,500.00	£ 12,043.00	-£ 543.00
4325	Cemetery SLA	£ 10,837.00	£ 10,848.00	-£ 11.00

£24,144 TF Cemetery EMR (Chapel Building Safety Works)
£23,020 TF Cemetery EMR (Cem spoil storage area)

£9,990 TF Public Realm EMR (Mech bulb planting)

£2,500 TF Vehicle EMR (Van replacement)



	Expenditure	£ 60,908.00	£ 109,736.00	-£ 48,828.00	
1000	Burial Fees	£ 29,000.00	£ 33,320.00	-£ 4,320.00	
1005	Miscellaneous Income	£ -	£ 20,125.00	-£ 20,125.00	£20,014 TT Cemetery EMR (ins payout received for walls)
1020	Interment Income	£ 4,000.00	£ 6,399.00	-£ 2,399.00	
1021	Monumental Income	£ 4,000.00	£ 7,587.00	-£ 3,587.00	
1022	Grave Space Purchase Income	£ 12,000.00	£ 19,114.00	-£ 7,114.00	
1029	Income Commemorative Bench	£ 1,500.00	£ 574.00	£ 926.00	
	Income	£ 50,500.00	£ 87,119.00	-£ 36,619.00	
203	Disused Churchyards				
4037	R&M - Grounds	£ 2,000.00	£ 4,201.00	-£ 2,201.00	£1,168 TF Disused Churchyards EMR (St Mary's path)
	Expenditure	£ 2,000.00	£ 4,201.00	-£ 2,201.00	
204	Memorial - Tutte, War & Cooper				
1014	Electricity	£ 100.00	£ 103.00	-£ 3.00	
4036	R&M - Buildings	£ 500.00	£ 99.00	£ 401.00	
4037	R&M - Grounds	£ 1,000.00	£ 770.00	£ 230.00	
	Expenditure	£ 1,600.00	£ 972.00	£ 628.00	
205	Clocks				
4014	Electricity	£ 250.00	£ 182.00	£ 68.00	
4036	R&M - Buildings	£ 500.00	£ 850.00	-£ 350.00	
4177	Clock Tower Expenses	£ 1,400.00	£ 1,380.00	£ 20.00	
	Expenditure	£ 2,150.00	£ 2,412.00	-£ 262.00	
206	Bus Shelters				
4036	R&M - Buildings	£ 1,500.00	£ 1,550.00	-£ 50.00	
	Expenditure	£ 1,500.00	£ 1,550.00	-£ 50.00	
207	General Town Maintenance				
4037	R&M - Grounds	£ 2,000.00	£ 1,659.00	£ 341.00	
4092	Infrastructure	£ 2,500.00	£ 3,360.00	-£ 860.00	£860 TF ??? EMR (Bunting removal)
4108	Town Centre Regeneration	£ 10,000.00	£ 33,036.00	-£ 23,036.00	£23,036 TF Town Regeneration EMR (Clock Tower Project)
4140	Dog Waste Collection/Disposal	£ 850.00	£ 666.00	£ 184.00	



		Expenditure	£ 15,350.00	£ 38,721.00	-£ 23,371.00
1174	SCC Grant received	£ -	£ -	£ 4,329.00	-£ 4,329.00
	Income	£ -	£ -	£ 4,329.00	-£ 4,329.00
208	Public Conveniences				
4012	Water Rates	£ 152.00	£ -	£ -	£ 152.00
4014	Electricity	£ 400.00	£ 530.00	-£ -	£ 130.00
4016	Cleaning	£ 300.00	£ -	£ -	£ 300.00
4036	R&M - Buildings	£ 900.00	£ 691.00	£ -	£ 209.00
4044	Public toilet cleansing	£ 100.00	£ -	£ -	£ 100.00
4046	Public Toilet Opening and closing	£ 2,400.00	£ 4,603.00	-£ -	£ 2,203.00
	Expenditure	£ 4,252.00	£ 5,824.00	-£ -	£ 1,572.00
1100	Grants Received	£ 3,300.00	£ 3,300.00	£ -	£ -
	Income	£ 3,300.00	£ 3,300.00	£ -	£ -
211	The Queens Statue				
4012	Water Rates	£ 200.00	£ -	£ -	£ 200.00
4014	Electricity	£ 300.00	£ -	£ -	£ 300.00
4037	R&M - Grounds	£ 1,000.00	£ 1,474.00	-£ -	£ 474.00
	Expenditure	£ 1,500.00	£ 1,474.00	£ -	£ 26.00
1005	Misc Income	£ -	£ 330.00	-£ -	£ 330.00
1100	Grants received	£ -	£ 635.00	-£ -	£ 635.00
1174	SCC Grants received	£ -	£ 635.00	-£ -	£ 635.00
	Income	£ -	£ 1,600.00	-£ -	£ 1,600.00
215	Allotments				
4037	R&M - Grounds	£ 1,500.00	£ -	£ -	£ 1,500.00
	Expenditure	£ 1,500.00	£ -	£ -	£ 1,500.00
1010	Allotment Fees	£ 900.00	£ 900.00	£ -	£ -
	Total Income	£ 900.00	£ 900.00	£ -	£ -
220	Studlands				
4045	Street Lighting - Enerby fees & Maint Cont	£ 27,663.00	£ 27,663.00	£ -	£ -

[illegible]

Recommendation for surplus funds transfer to EMR.

<i>EMR</i>	<u>£</u>
328 Vehicle Replacement	5,000
330 Cemetery	5,945
319 Churchyards	5,000
325 Public Realm	10,000



		2022/2023	2022/2023		Notes
		BUDGETED	ACTUAL SPEND - FINAL	Variance	
120	Memorial Hall				
4011	Rates	£ 6,300.00	£ 5,988.00	£ 312.00	
4012	Water Rates	£ 3,000.00	£ 4,252.00	-£ 1,252.00	
4014	Electricity	£ 5,000.00	£ 4,487.00	£ 513.00	
4015	Gas	£ 6,000.00	£ 6,397.00	-£ 397.00	
4016	Cleaning	£ 2,000.00	£ 2,180.00	-£ 180.00	
4017	Fire Precautions	£ 510.00	£ 428.00	£ 82.00	
4036	R&M - Buildings	£ 5,000.00	£ 28,813.00	-£ 23,813.00	
4038	Furniture/Fixtures/Fittings	£ 2,500.00	£ 1,408.00	£ 1,092.00	
4040	Trade Refuse Collections	£ 1,953.00	£ 1,895.00	£ 58.00	
4044	Public Toilet Cleansing	£ 200.00	£ 151.00	£ 49.00	
4046	Opening/Closing Costs	£ -	£ 99.00	-£ 99.00	
4078	Refreshment Costs Hall Hire	£ 800.00	£ 295.00	£ 505.00	
4080	PWLB Loan Charges (CAP + INT)	£ 89,864.00	£ 89,864.00	£ -	
	Expenditure	£ 123,127.00	£ 146,257.00	-£ 23,130.00	
1001	Hall Hire Standard Rate	£ 20,000.00	£ 24,293.00	-£ 4,293.00	
1016	Refreshments Income	£ 1,000.00	£ 418.00	£ 582.00	
	Income	£ 21,000.00	£ 24,711.00	-£ 3,711.00	
301	Arts				
4440	Costs - Children's Events	£ 7,000.00	£ 5,684.00	£ 1,316.00	
4443	Costs - Tea Dance	£ 1,800.00	£ 631.00	£ 1,169.00	
	Expenditure	£ 8,800.00	£ 6,315.00	£ 2,485.00	
1043	Income - Tea Dance	£ 500.00	£ 610.00	-£ 110.00	
1181	Grant Received - WSC	£ -	£ 2,250.00	-£ 2,250.00	
	Income	£ 500.00	£ 2,860.00	-£ 2,360.00	
302	Winter Event				
4453	Cost - Winter Event	£ 11,000.00	£ 14,785.00	-£ 3,785.00	
	Expenditure	£ 11,000.00	£ 14,785.00	-£ 3,785.00	

£16,442 TF MH EMR (backyard storage space/roof repair)



1059	Income - Winter Event	£ 3,000.00	£ 70.00	£ 2,930.00	
1100	Grants Received	£ -	£ 7,000.00	-£ 7,000.00	
1181	Grant Received WSC	£ -	£ 1,800.00	-£ 1,800.00	
	Income	£ 3,000.00	£ 8,870.00	-£ 5,870.00	
303	Entertainment				
4098	Soapbox Derby - costs	£ 10,000.00	£ 29,456.00	-£ 19,456.00	
4095	Assets Purchased	£ -	£ 2,089.00	-£ 2,089.00	£1,788 TF Covid EMR (asset purchase gazebos Covid grant)
4179	Entertainment	£ 5,000.00	£ 2,332.00	£ 2,668.00	£4,800 TF Shox EMR (offset costs-jump/ramp/safety checks)
	Expenditure	£ 15,000.00	£ 33,877.00	-£ 18,877.00	
1005	Misc Income	£ -	£ 1,000.00	-£ 1,000.00	£1,000 TT Grant for Cinema kit
1172	Soapbox Derby - income	£ 10,000.00	£ 13,829.00	-£ 3,829.00	
	Income	£ 10,000.00	£ 14,829.00	-£ 4,829.00	
304	Tourism				
4311	Christmas Tree	£ 1,000.00	£ 2,434.00	-£ 1,434.00	
	Expenditure	£ 1,000.00	£ 2,434.00	-£ 1,434.00	
305	Carnival				
4312	Newmarket Carnival	£ 10,000.00	£ 19,374.00	-£ 9,374.00	£5,979 TF Carnival EMR (costs-beacon/streetparty)
	Expenditure	£ 10,000.00	£ 19,374.00	-£ 9,374.00	
1026	Carnival income	£ 1,000.00	£ 1,170.00	-£ 170.00	
	Grants Received WSC	£ -	£ 4,119.00	-£ 4,119.00	
	Income	£ 1,000.00	£ 5,289.00	-£ 4,289.00	
306	Memorial Gardens				
4012	Water Rates	£ 1,000.00	£ 1,996.00	-£ 996.00	
4014	Electricity	£ 105.00	£ -	£ 105.00	
4037	R&M - Grounds	£ 5,000.00	£ 18,120.00	-£ 13,120.00	
4041	R&M - play-equipment	£ 18,500.00	£ 54,481.00	-£ 35,981.00	
4046	Opening/Closing costs	£ 5,000.00	£ 5,179.00	-£ 179.00	
4095	Assets Purchased	£ -	£ 499.00	-£ 499.00	
4112	Water Feature	£ 6,000.00	£ 2,415.00	£ 3,585.00	
4142	Memorial Garden Kiosk	£ 1,000.00	£ 1,106.00	-£ 106.00	£10,823 TF MGdn EMR (fencing)



		Expenditure	£ 36,605.00	£ 83,796.00	-£ 47,191.00
1004	Kiosk Income	£	1,200.00	£	1,200.00
	Grants Received	£	-	£ 9,220.00	-£ 9,220.00
	Grant Received WSC	£	-	£ 46,938.00	-£ 46,938.00
	Income	£	1,200.00	£ 56,158.00	-£ 54,958.00
307	<u>Twinning</u>				
4181	Twinning Expenses	£	3,500.00	£ 5,963.00	-£ 2,463.00
	Expenditure	£	3,500.00	£ 5,963.00	-£ 2,463.00
1005	Misc income	£	-	£ 623.00	-£ 623.00
	Income	£	-	£ 623.00	-£ 623.00
310	<u>The Severals Sports Facilities</u>				
4011	Rates	£	2,450.00	£ 1,185.00	£ 1,265.00
4012	Water Rates	£	2,000.00	£ 477.00	£ 1,523.00
4014	Electricity	£	1,000.00	£ 1,253.00	-£ 253.00
4015	Gas	£	3,045.00	£ 1,411.00	£ 1,634.00
4017	Fire Precautions	£	250.00	£ 80.00	£ 170.00
4016	Cleaning	£	-	£ 111.00	-£ 111.00
4036	R&M - Buildings	£	10,000.00	£ 6,573.00	£ 3,427.00
4037	R&M - Grounds	£	1,000.00	£ 2,057.00	-£ 1,057.00
4038	Furniture/Fixtures/Fittings	£	1,000.00	£ 30.00	£ 970.00
4040	Trade Refuse Collections	£	500.00	£ 645.00	-£ 145.00
4044	Public Toilet Cleansing	£	100.00	£ 53.00	£ 47.00
	Expenditure	£	21,345.00	£ 13,875.00	£ 7,470.00
1002	Sports Hire Income	£	5,000.00	£ 21,775.00	-£ 16,775.00
1005	Misc Income	£	-	£ 195.00	-£ 195.00
1016	Refreshments Income	£	-	£ 258.00	-£ 258.00
	Income	£	5,000.00	£ 22,228.00	-£ 17,228.00
	Total Expenditure	£	230,377.00	£ 326,676.00	-£ 96,299.00
	Total Income	£	41,700.00	£ 135,568.00	-£ 93,868.00
	Net Expenditure	£	188,677.00	£ 191,108.00	-£ 2,431.00

£1,500 TF Twinning EMR (LexLink 23 expenses)



		<i>less transfers from EMRs</i>	£ 41,332.00	
		<i>plus transfers to EMRs</i>	£ 1,000.00	
			£ 150,776.00	
		IN SURPLUS	£ 37,901.00	

Recommendation for surplus funds transfer to EMR.

<i>EMR</i>	£
318 Pavilion Building	5,000
317 Memorial Hall Building	9,000
315 Town Museum/Tourism	5,000
338 Soapbox Derby	5,000
333 Carnival	5,000
337 Twinning	3,901
342 Memorial Gardens	5,000

		2022/2023	2022/2023	Notes
		BUDGETED	ACTUAL SPEND - FINAL	Variance
209 Neighbourhood Plan				
4116 Town Maintenance		£ 5,250.00	£ -	£ 5,250.00
4117 Town Improvement		£ 5,250.00	£ -	£ 5,250.00
	Expenditure	£ 10,500.00	£ -	£ 10,500.00
	Net Expenditure	£ -	£ -	£ -
			IN SURPLUS £ 10,500.00	

Recommendation for surplus funds transfer to EMR.

EMR	£
331 Town Improvement	5,000
325 Public Realm	5,500

Blank

Cathy Whitaker

Subject: FW: Newmarket Town Council

From: Eagles, Carol
Sent: 31 March 2023 14:59
To: Cathy Whitaker <Cathy.whitaker@newmarket.gov.uk>
Subject: Re: Newmarket Town Council

Hi Cathy

Thank you very much for sharing the good news with us. Can you please pass on our thanks to the councillors as we very much appreciate their on-going support.

Our unrestricted reserves as at 31.3.22 were £371,476 which equates to six months reserves which is within our Reserves Policy. We anticipate our unrestricted reserves at this year-end will be similar to 2022.

We are currently offering face-to-face appointments for debt, benefits and generalist issues at the office in Newmarket. Appointments are offered to clients whose issues are complex or they are vulnerable due to their mental health or disabilities. Our team of volunteers and staff across West Suffolk can all help Newmarket residents by phone and email, Monday to Friday from 9.30am to 3.30pm.

If you have any questions or would like another presentation, please let me know.

Best regards.

Carol

From: Cathy Whitaker <Cathy.whitaker@newmarket.gov.uk>
Sent: 27 March 2023 10:38
To: Eagles, Carol <
Subject: Newmarket Town Council

Hello Carol,
At the Full Council Meeting on 27th February, the level of grant funding to WS CAB was considered. Council approved a grant of £5,000 for the 2023/2024 financial year: could you get an invoice over to me for that please and I will pay it after 1st April?
Going forward after that date, in recognition of the good work that CAB do and particularly at this difficult time, council approved that this increased level will continue annually from April 2024.

I was asked by councillors to seek some clarity on the opening times of the in person office at Foley House in Newmarket and also to make enquiries as to the budget reserve level.
Would you be able to provide me with this information please?

Many thanks

Regards,

Cathy Whitaker
Clerk to Newmarket Town Council

NEWSLETTER



Issue 4 | April-June 2023

HOW WE DID: THE FACTS AND FIGURES

DATES COVERED: 1.4.2022-28.2.2023

Citizens Advice West Suffolk is helping more and more clients each year thanks to support from funders, its vital staff and volunteers.

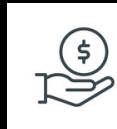
Changes in society mean that demand for CAWS services continues to grow - one area which has come to the fore in recent weeks being clients seeking advice for charitable support and foodbank contacts.

Here's a snapshot of what the charity achieved in the 11 months ending on February 28th, the number of clients supported and the areas in which clients are seeking the greatest guidance.



FEMALE CLIENTS

62%



BENEFITS & TAX CREDITS CLIENTS

2,125



BENEFITS UNIVERSAL CREDIT CLIENTS

651



MALE CLIENTS

38%



HOUSING CLIENTS

807



EMPLOYMENT CLIENTS

447



MAIN CLIENT AGE RANGE IN YEARS

35-39



CHARITABLE SUPPORT AND FOODBANKS CLIENTS

750



RELATIONSHIPS AND FAMILIES CLIENTS

643



NUMBER OF CLIENTS

4,682



ISSUES

25,360



INCOME GAIN

£1.7m



DEBT WRITTEN OFF

£435,435

SPOTLIGHT ON: THE SUPPORTED ADVICE PROJECT

The Supported Advice Team (SAT) was created in 2020 to help people with poor mental health and severe mental illnesses (SMIs) overcome practical problems that have become both sources of stress and obstacles to recovery. We are funded by the National Lottery Community Fund (1/3/21 to 31/3/24) and through Suffolk Community Foundation's 'Equity in Mind' programme.

Clients referred into SAT receive an enhanced level of support over core services. They are allocated an experienced adviser with training in mental health awareness and communication skills. The adviser will co-ordinate the advice process; provide support and encouragement; liaise with external organisations; and plan onward referrals to appropriate partners. Our

objectives are to reduce the stress and duration of the advice process and to minimise disengagement; and thereby give clients the best chance of overcoming their issues.

In the first six months of 2022/23, we supported 315 clients with over 2,500 issues, increased their income by £392,000 and managed £50,000 of debt. We evaluate our clients' wellbeing using ONS4.

We are passionate about collaboration and in participating in an integrated network of community-based mental health resources. In 2021/22, over 50% of referrals into SAT were made by 17 external organisations, including local government, primary and secondary NHS services and other charities.

PCN Referrals: In 2021/22 we received 69 referrals from the Lifelink social prescribers.

Since 1/4/22 we have received 267 referrals from the PCN social prescribers. Referrals have come from 20 social prescribers from 10 GP surgeries. We don't track number by surgery, but by far the largest number of referrals are coming from Forest Surgery (>50%); and increasingly, Barrow and Guildhall Surgery. The others are from the Mount Farm, Swan, Clare, Angel Hill, Victoria, Haverhill Family and Orchard Surgeries.

If the referrals continue at this rate, we are likely to receive between 650 and 900 PCN referrals a year which is unsustainable for our service with our current funding. In 2021/23 the service helped 5,874 individual people with an expenditure of £627,646.

Carol Eagles, CEO



Members of the Supported Advice Team

Follow us on Twitter via [@CitAdviceSW](https://twitter.com/CitAdviceSW)

Check out our website via suffolkwestcab.org.uk/contact-us/