



Newmarket

TOWN COUNCIL

Minutes of the Annual Meeting of Newmarket Town Council
held on Thursday 11th May 2023 at 6:15 pm at the Memorial Hall

Attendance:

Councillor P Winter (Town Mayor)
Councillor J Berry
Councillor J Borda
Councillor L Crissall
Councillor A Drummond
Councillor J Harvey
Councillor R Hood
Councillor P Hulbert

Councillor J Jarvis
Councillor R Jones
Councillor E Kavanagh
Councillor J McHugh
Councillor R Nobbs
Councillor S Perry
Councillor A Starkey
Councillor K Yarrow

Also, 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

23/05/1 Welcome

The Chairman opened the meeting and welcomed returning Councillors Starkey and Nobbs, new Councillors Kavanagh, McHugh, Jarvis and Jones, and on-going councillors from the previous term. The Fire Safety Notice was read out and it was confirmed that proceedings were being recorded and were not being recorded by anyone else.

Cllr Berry joined the meeting

23/05/2 Election of Town Mayor

Town Clerk advised that there was one nomination for the position of Town Mayor. Cllr Harvey nominated Cllr Winter, seconded by Cllr Yarrow. There were no other nominations. A vote was taken and the following was agreed:

23/05/2.01 Resolved

Cllr Winter was duly elected to serve as Town Mayor for Newmarket for 2023/24 Municipal Year and it was confirmed that the declaration of acceptance of office of the Town Mayor was signed.

The Mayor gave thanks for the support from Members for her to serve a second term and would do her very best to continue to progress matters for the town.

23/05/3 Election Of Deputy Town Mayor

The Mayor invited nominations for the position of Deputy Town Mayor. Town Clerk advised that one nomination had been received. Cllr Winter nominated Cllr Harvey, seconded by Cllr Yarrow. There were no other nominations. A vote was taken and the following was agreed:

23/05/3.01 Resolved

Cllr Harvey was duly elected to serve as Deputy Town Mayor for Newmarket for 2023/24 Municipal Year and it was confirmed that the declaration of acceptance of office of the Deputy Town Mayor was signed.

23/05/4 Apologies for Absence – LGA 1972, Section 85(1) & (2)

Apologies were received from Cllr Clover. Town Clerk asked if Members would allow Cllr Clover to sign the declaration of acceptance of office at a later date and the

following was agreed:

23/05/4.01 Resolved

That Cllr Clover be allowed to sign the declaration of acceptance of office at a later date.

23/05/5 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 requests for Member's Dispensation.

23/05/6 To Receive and Confirm the Minutes of the Town Council Meeting held on 24th April 2023 and any Matters Arising.

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

21/05/6.01 Resolved

That the minutes of the meeting held on 24th April 2023 be adopted and signed as a correct record by the Town Mayor.

Matters arising:

Page 2 – 23/04/6 – Ward Reports. Cllr Perry reported that she was still working on the actions to resolve the issues with Newmarket Brook and that it was a work in progress. Also, that the Horse Racing Community Day litter pick will now focus on locations around the town; not the YBR which was originally planned and reported.

23/05/7 Public Open Session

No members of the public wished to speak.

23/05/8 Councillor Reports

SCC – Cllr Hood reported that the SCC monthly newsletter had been circulated and highlighted that 99% of pupils had got a preferred placement offer.

Cllr Drummond reported that he will give his report at the Annual Meeting of the Town and explained the role and duties of SCC Cllrs and the SCC Wards and Divisions.

West Suffolk Council (WSC) – Cllr Hood congratulated the newly elected District Members and advised that her SCC email address can be used to report any relevant issues from Cllrs and residents.

Ward – None noted.

Outside bodies – None noted.

23/05/9 Mayors Announcements

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

27th April 2023 – Opened the newly refurbished top floor of Kentford Manor Care Home.

5th May 2023 – Attended a lunch at the Rowley Mile Racecourse for the launch of the Community Partnership between the Jockey Club and Global Insurance Broker, Gallagher. Then drinks at the National Horse Racing Museum to mark the start of the

QIPCO British Champion Series.

7th May 2023 – Attended the County Service of celebration of King Charles III at St Edmundsbury Cathedral. Then attended the Coronation Celebration Service at St Mary's Church, Newmarket.

8th May 2023– Attend the NTC Coronation celebrations at the Severals.

9th May 2023 – Opened the newly refurbished hairdressers at the Newmarket Day Centre.

23/05/10 Committee Terms of Reference and Membership

Committee Terms of Reference

It was noted that the review of the Terms of Reference and delegation arrangement to committees were approved on 23rd January 2023.

Committee Membership

Town Clerk invited Members to indicate which Committees they wished to join and the following was agreed:

23/05/10.01 Resolved

The Town Council agreed to the following Committee membership appointments:

Development & Planning Committee: Cllrs Berry, Drummond, Harvey, Hood, Hulbert, Nobbs and Perry 7 Members

Community Services Committee: Cllrs Borda, Crissall, Harvey, Hulbert, Jarvis, Kavanagh, McHugh, Nobbs, Perry, Winter and Yarrow 11 Members

Leisure Services Committee: Cllrs Borda, Crissall, Harvey, Hulbert, Jarvis, Kavanagh, Nobbs and Winter 8 Members

Finance & Policy Committee: Cllrs Drummond, Harvey, Hood, Hulbert, Nobbs, Yarrow 6 Members

Performance & Audit Committee: Cllrs Harvey, Perry, Winter and Yarrow 4 Members

Human Resources Committee: Cllrs Hood, Drummond and Nobbs (Conservatives). Cllrs Yarrow, Kavanagh and Jarvis (Labour). Cllrs Winter, Harvey and Berry (Independents) 9 Members

Terms of Reference and Committee Budget information will be supplied for the relevant Committee Members. Chairmen and Vice Chairmen will be elected at the first Committee meetings.

23/05/11 Delegation Arrangements

It was noted that the review of the delegation arrangements to officers was approved on 27th March.

23/05/12 Standing Orders and Financial Regulations

It was noted that the review of the Financial Regulations and Standing Orders were approved on 27th March.

23/05/13 Financial Risk Management Scheme and Internal Controls

It was noted that the review of the Financial Risk Management Scheme and Internal

Controls were approved on 27th March.

23/05/14 Subscriptions to other bodies

The Council/staff subscriptions to other bodies were reviewed and the following was agreed:

23/05/14.01 Resolved

That the following subscriptions be approved:

Chamber of Commerce - £300

Institute of Cemetery and Crematorium Management (ICCM) - £95

Suffolk Association of Local Councils (SALC) - £1,750

Community Land Trust - £350

Society of Local Council Clerks (SLCC) - £416

Creative Arts East - £50

23/05/15 To Confirm Town Councillor Representatives on Other bodies and Arrangements for Reporting Back

The following Cllr Representatives on Other bodies were considered and the following was agreed:

23/05/15.01 Resolved

That the following Cllr Representatives on Other bodies be confirmed as:

Love Newmarket BID – Cllr Drummond

Suffolk Police & Crime Commissioner – Cllr Borda

Suffolk Association of Local Councils (SALC) – Cllr Harvey (Deputy Mayor)

West Suffolk Council Town & Parish Forum – Cllr Kavanagh

Town Twinning Association – Cllr Hood (Lexington) and Cllr Borda (Maison Lafitte)

Newmarket Vision Steering Group – Mayor Winter

Newmarket Community Network – Mayor Winter, Deputy Mayor Harvey and Cllr Perry

Forest Heath Parishes Alliance – Cllr McHugh

Forest Heath disability Forum – Cllr Hulbert

MARPA – Cllr Hulbert

Newmarket Rail Group – Cllr Hulbert

23/05/16 To Review Arrangements with other Local Authorities

It was noted that the 2023-2026 Outside Services and Cemetery SLAs were agreed for West Suffolk Council and Jockey Club Estates on 27th February.

23/05/17 To Review the Asset Register

The Asset Register was considered and an amendment regarding the donated cinema kit was tabled. The following was agreed:

23/05/17.01 Resolved

That subject to the amendment being made, the revised Asset Register as at 31/03/2023 was received and approved.

23/05/18 To Confirm Arrangements for Insurance Cover in Respect of all Insurable Risks

The Zurich Insurance Policy was noted. Town Clerk to inform Zurich that the Kiosk and contents no longer need to be covered.

23/05/19 Meeting Dates

The meeting dates from May 2023 to May 2024 were considered and the following was agreed:

23/05/19.01 Resolved

That the meeting dates from May 2023 to May 2024 be approved.

23/05/20 General Power of Competence

Town Clerk reported that qualification for the General Power of Competence had expired but she is studying to gain this qualification and study time has been approved.

23/05/21 Correspondence

None noted.

23/05/22 Date of the next Meeting

Tuesday 30th May 2023 in the Memorial Hall at 6:15pm.

Meeting closed at 6:45 pm

Signed: By the Chairman

Date: Thursday 11th May

Summary of Resolutions

Resolution	Resolution Wording
<u>23/05/2.01 Resolved</u>	Cllr Winter was duly elected to serve as Town Mayor for Newmarket for 2023/24 Municipal Year and it was confirmed that the declaration of acceptance of office of the Town Mayor was signed.
<u>23/05/3.01 Resolved</u>	Cllr Harvey was duly elected to serve as Deputy Town Mayor for Newmarket for 2023/24 Municipal Year and it was confirmed that the declaration of acceptance of office of the Deputy Town Mayor was signed.
<u>23/05/4.01 Resolved</u>	That Cllr Clover be allowed to sign the declaration of acceptance of office at a later date.
<u>23/05/10.01 Resolved</u>	The Town Council agreed to the following Committee membership appointments: Development & Planning Committee: Cllrs Berry, Drummond, Harvey, Hood, Hulbert, Nobbs and Perry 7 Members Community Services Committee: Cllrs Borda, Crissall, Harvey, Hulbert, Jarvis, Kavanagh, McHugh, Nobbs, Perry, Winter and Yarrow 11 Members Leisure Services Committee: Cllrs Borda, Crissall, Harvey, Hulbert, Jarvis, Kavanagh, Nobbs and Winter 8 Members

	Finance & Policy Committee: Cllrs Drummond, Harvey, Hood, Hulbert, Nobbs, Yarrow 6 Members Performance & Audit Committee: Cllrs Harvey, Perry, Winter and Yarrow 4 Members Human Resources Committee: Cllrs Hood, Drummond and Nobbs (Conservatives). Cllrs Yarrow, Kavanagh and Jarvis (Labour). Cllrs Winter, Harvey and Berry (Independents) 9 Members
<u>23/05/14.01 Resolved</u>	That the following subscriptions be approved: Chamber of Commerce - £300 Institute of Cemetery and Crematorium Management (ICCM) - £95 Suffolk Association of Local Councils (SALC) - £1,750 Community Land Trust - £350 Society of Local Council Clerks (SLCC) - £416 Creative Arts East - £50
<u>23/05/15.01 Resolved</u>	That the following Cllr Representatives on Other bodies be confirmed as: Love Newmarket BID – Cllr Drummond Suffolk Police & Crime Commissioner – Cllr Borda Suffolk Association of Local Councils (SALC) – Cllr Harvey (Deputy Mayor) West Suffolk Council Town & Parish Forum – Cllr Kavanagh Town Twinning Association – Cllr Hood (Lexington) and Cllr Borda (Maison Lafitte) Newmarket Vision Steering Group – Mayor Winter Newmarket Community Network – Mayor Winter, Deputy Mayor Harvey and Cllr Perry Forest Heath Parishes Alliance – Cllr McHugh Forest Heath disability Forum – Cllr Hulbert MARPA – Cllr Hulbert Newmarket Rail Group – Cllr Hulbert
<u>23/05/17.01 Resolved</u>	That subject to the amendment being made, the revised Asset Register as at 31/03/2023 was received and approved.
<u>23/05/19.01 Resolved</u>	That the meeting dates from May 2023 to May 2024 be approved.