

Membership from May 2023

Councillor Harvey

Councillor Perry

Councillor Winter

Councillor Yarrow

Members = 4

Quorum = 3



Newmarket

TOWN COUNCIL

The Memorial Hall, High Street, Newmarket Suffolk CB8 8JP

You are hereby summoned to attend a meeting of the
PERFORMANCE & AUDIT COMMITTEE

to be held at

Memorial Hall, High Street, Newmarket, CB8 8JP

on Monday 22nd May at 7.00pm

***or following on from the Development & Planning
Committee meeting, whichever is the later time***

A G E N D A

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:

- film, photograph or make an audio recording of the meeting;
- use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;
- 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

- 1) To elect a Chairman** for the Performance & Audit Committee for the municipal year 2023/2024
- 2) To elect a Vice Chairman** for the Performance & Audit Committee for the municipal year 2023/2024
- 3) Chair 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
- 4) Apologies** - To receive and accept apologies for absence
- 5) Declaration of interests**
 - Councillors are invited to raise any declarations of interest concerning items on the agenda
 - To consider any requests for dispensation
- 6) Minutes of previous meeting held 17th April 2023**
 - To consider and adopt the minutes, as a true record of the proceedings
 - To consider any matters arising
- 7) 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 speak for no 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.
- 8) To discuss the current level of membership of the Performance & Audit Committee** (verbal)
- 9) Correspondence**
- 10) Date of next meeting 17th July at 7.30pm**

Signed: *CE Whitaker* Cathy Whitaker, Town Clerk

Date: 16th May 2023

To: Chairman and Members of Performance & Audit Committee, Other Council Members, The Press

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Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Performance & Audit Committee **Held on Monday 17th April 2023 at 7:00pm**

Attendance:

Councillor M Jefferys (Chairman)
Councillor A Drummond
Councillor J Harvey
Councillor R Hood

Councillor P Hulbert
Councillor P Winter
Councillor K Yarrow

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

Minute

- P/23/04/1 Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded**
The Chairman opened the meeting and read out the Fire Notice and that the meeting may be filmed or recorded.
- P/23/04/2 Apologies for Absence**
Apologies were received from Cllrs Lay and Perry. Cllrs Hall and O'Neil were absent.
- P/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 Member's Dispensation**
None noted. There were no requests for dispensations.
- P/23/04/4 To Receive and Confirm for Accuracy the Minutes of the Neighbourhood Plan Meeting Held on Monday 20th February 2023 and Any Matters Arising**
Members received the minutes of the Neighbourhood Plan Committee Meeting held on Monday 20th February 2023 and the following was agreed:
- P/23/04/6.01 Resolved**
That the minutes of the Neighbourhood Plan Committee meeting held on Monday 20th February 2023 be adopted and would be signed as a true record by the Chairman of the Performance & Audit Committee.
- There were no matters arising.
- P/23/04/5 Public Open Session**
No members of the public were present.
- P/23/04/6 Resolutions Audit**
The resolutions from Q4 and outstanding resolutions from Q1, 2 & 3 were

received and noted.

P/23/04/7

Neighbourhood Plan

The Community Actions from the Neighbourhood Plan Objective C were reviewed and the following was agreed:

P/23/04/7.01 Recommendation

That the following Community Actions be referred to the following Committees to action:

C2 – Refer to D&P Committee to consider the parking issues in Windsor Road and Willie Snaith Road

C3 – Refer to Community Services Committee to consider a tree audit by the tree wardens of NCNR (Newmarket Community Nature Reserve)

C4 – Refer to Community Services Committee to ask WSC what else they were doing to improve air quality and also regarding further installations of fast EV charging points

C5i – Refer to D&P Committee to consider a recycling facility

C5ii - Refer to Community Services Committee to consider dog litter issues

C6 – Refer to the climate change working group to consider Biodiversity issues

It was noted that C1ii and C7 had been achieved/completed and the YBR is now being managed by the Newmarket Community Network group.

P/23/04/8

Working Group Reports

Updated reports from all active Working Groups were received and noted. Working Groups to be re-visited after the May elections.

P/23/04/9

Correspondence

None noted.

P/23/04/10

Date of Next Meeting

Monday 22nd May 2023.

Meeting closed at 7:30pm

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
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<u>P/23/04/7.01 Resolved</u>	That the following Community Actions be referred to the following Committees to action: C2 – Refer to D&P Committee to consider the parking issues in Windsor Road and Willie Snaith Road C3 – Refer to Community Services Committee to consider a tree audit by the tree wardens of NCNR (Newmarket Community Nature Reserve). C4 – Refer to Community Services Committee to ask WSC what else they were doing to improve air quality and also regarding further installations of fast EV charging points C5i – Refer to D&P Committee to consider a recycling facility C5ii - Refer to Community Services Committee to consider dog litter issues C6 – Refer to the climate change working group to consider Biodiversity issues
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