



# Newmarket

## TOWN COUNCIL

### **Minutes of the Meeting of Newmarket Town Council held on Monday 26<sup>th</sup> June 2023 at 6:15pm at the Memorial Hall**

#### **Attendance:**

Councillor P Winter (Town Mayor)  
Councillor J Berry  
Councillor J Borda  
Councillor L Crissal  
Councillor J Clover  
Councillor A Drummond  
Councillor J Harvey  
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 Present: C Whitaker – Town Clerk, T Symonds – Deputy Town Clerk, J Ashton – Minute Assistant, Cllr Anderson – WSC, 1 Member of the Press and 5 Members of the Public.

#### **Minute**

23/06/1

#### **Welcome**

The Chairman opened the meeting and read the fire safety notice and confirmed that proceedings were being recorded and asked if anyone else intended to record the meeting.

23/06/2

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

Apologies were received from Cllr Hood.

23/06/3

#### **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**

Cllrs Perry, Starkey, Winter and Drummond registered an interest in item 13. There were three requests for dispensation from Cllrs Perry, Starkey and Winter and the following was agreed:

#### **23/06/3.01 Resolved**

**That the applications for dispensation from Cllrs Perry, Starkey and Winter be approved.**

23/06/4

#### **To Receive and Confirm the Minutes of the Town Council Meeting held on 30<sup>th</sup> May 2023 and any Matters Arising.**

The Mayor presented the minutes of the meeting of the Town Council held on 30<sup>th</sup> May 2023 and the following was agreed:

#### **23/05/4.01 Resolved**

**That the minutes of the meeting held on 30<sup>th</sup> May 2023 be adopted and signed as a correct record by the Town Mayor.**

Matters arising:

Page 3 - 23/05/9.01 Resolved – Town Clerk confirmed that the first mural had been completed and was displayed in the Memorial Gardens.

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Page 5 – 23/05/21 – It was confirmed that WSC are still using the office in the Guineas and the Newmarket Charitable Foundation are exploring options to help voluntary groups.

**23/06/5      Public Open Session**

A resident spoke about the poor state of the Town including the following issues: the foul smell of the Newmarket Brook, which is filled with rubbish, the Yellow Brick Road still needs to be cleared, dog waste and WSC no longer employing a dog warden, drains overflowing and weeds not being cleared.

Cllr Jarvis thanked the resident for raising the issues and assured him that the Council would endeavour to take action to resolve them.

*Cllrs Berry and Clover joined the meeting*

John Gilbert presented a report from the Newmarket Community Network with recommendations for the development of the St Felix site and the provision of sport facilities in Newmarket.

The Mayor proposed that item 13 be brought forward and the following was agreed:

**23/06/5.01 Resolved**

**That item 13 St Felix Site be brought forward.**

*A member of the public left the meeting*

**23/06/6      St Felix Site**

A report from the Newmarket Community Network on the WSC plan for a sports hub on the St Felix site was considered and the following was agreed:

**23/06/6.01 Resolved**

**That the Town Clerk requests an extension to the deadline of 11<sup>th</sup> July for Planning Application DC/23/0864/FUL.**

**23/06/6.02 Resolved**

**That the relevant Officers from WSC and SCC Planning and the portfolio holder be invited to discussions regarding flexibility on the use of their sites for housing in the context for developing a sports hub.**

*Two members of the public left the meeting*

The Mayor proposed that item 12 be brought forward and the following was agreed:

**23/06/6.03 Resolved**

**That item 12 - Youth Strategy be brought forward.**

**23/06/7      Youth Strategy**

A report from the Newmarket Youth Action Group (NYAG) was considered and the following was agreed:

**23/06/7.01 Resolved**

**That the request for onward Town Council funding for a second Youth worker to be employed to support the Teen Chill programme be approved.**

**23/06/7.02 Resolved**

**That a budget account be created for Youth Strategy with a virement of £5000 for**

**2023/2024 and further budgeting in subsequent years be included in the on-going budgeting process.**

*A member of the public left the meeting*

**23/06/8 Councillor Reports**

**Suffolk County Council (SCC)** – Cllr Drummond reported that the monthly newsletter had been sent out. He had attended a site meeting with a Highways Officer at Freshfields regarding speeding issues and the Clock Tower area to discuss Several access and road infrastructure.

**West Suffolk Council (WSC)** – Cllr Anderson reported that the Studlands Resident Association and Newmarket Community Church had held a free of charge Community Event on the Green last Saturday which was well attended.

**Ward** – Cllr Hulbert reported that he had attended a disability forum meeting and he is continuing to lobby for changing the bus route to go down Exning Road. He will raise the need to keep the guard on the train to assist wheelchair users at a MARPA meeting. He is trying to contact owners of a shop on Studlands to ask for a wheelchair ramp to be installed. Concrete had been dumped at the Yellow Brick Road and efforts are being made to find the those responsible.

Cllr Jarvis reported that he had emailed the head office of the shop at Studlands regarding a disability ramp. The weeds have now started to be cleared on the Yellow Brick Road and is a work in progress. The bus service times from Newmarket to Cambridge in the mornings need to be changed and the Town Clerk was asked to write to the bus company.

Cllr Borda reported that he had attended a site visit with a Highways Officer at Adastral Close and was looking at a location for a SID at the site.

Cllr Perry reported that Anglian Water had confirmed that the blockage in the Newmarket Brook had started to be cleared on Tuesday, however it is still blocked and work will continue to remove the blockage. The Grass Cutting Working Group had met and she had received a response from SCC regarding a recycling centre and they have agreed to have a discussion.

Cllr Yarrow reported that a meeting had been held with Flagship regarding the social housing requirements of Newmarket and the availability of properties. Claims had been made that graves had been vandalised in the cemetery, and he asked if there was a group that looked after WW1 graves.

Cllr Jones asked that until the Laureate footpath is reopened, could the other path, Jockey Walk be cleared and maintained. It was reported that this work had been done in the past and a request will be put to WSC to do it again.

**Outside bodies** – Town Clerk reported that an amendment had been made to the representatives on the Newmarket Community Network to be Cllr Perry and the Mayor, not the Deputy Mayor.

**23/06/9 Mayors Announcements**

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

1<sup>st</sup> June 2023 – Attended the National Horse Racing Museum where Her Majesty Queen

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Camilla unveiled the painting “The Belvoir Huntsman”.

1<sup>st</sup> June 2023 – Attended the launch of ‘Mutiny in Colour’ at the National Horseracing Museum.

11<sup>th</sup> June 2023 – Opened the Burrough Green Fete.

**23/06/10 To Receive the Minutes and Consider any Recommendations from the D&P Committee Meetings held on 5<sup>th</sup> & 19<sup>th</sup> June 2023**

The Deputy Chairman of the Development & Planning Committee presented the minutes and recommendations from the Development & Planning Committee meeting held on 5<sup>th</sup> June 2023. There were no recommendations. Cllr Harvey presented the minutes and recommendations from the Development & Planning Committee meeting held on 19<sup>th</sup> June 2023. There were no recommendations.

**23/06/11 To Receive the Minutes and Consider any Recommendations from the Community Services Committee Meeting held on 5<sup>th</sup> June 2023**

The Chairman presented the minutes and recommendations of the Community Services Committee meeting held on 5<sup>th</sup> June 2023.

**23/06/11.01 Resolved (C/23/06/9.01 Recommendation)**

**That Cllr Jarvis be allocated to investigate a location for a SID in the Studlands area.**

**23/06/11.02 Resolved (C/23/06/9.02 Recommendation)**

**That Cllr Borda be allocated to investigate a location for a SID on Adastral Close.**

**23/06/11.03 Resolved (C/23/05/10.01 Recommendation)**

**That the quote from Lubbe Lisse for the autumn planting of bulbs on the Severals and in the Memorial Garden for £5,886+VAT be accepted.**

**23/06/11.04 Resolved (C/23/06/11.01 Recommendation)**

**That the quote from RGB Fencing to replace the St Mary’s Churchyard fencing for £3,400 be accepted.**

**23/06/11.05 Resolved (C/23/06/12.01 Recommendation)**

**That the cemetery toilets continue to only be opened during burials be approved and that appropriate signage be installed.**

**23/06/11.06 Resolved (C/23/06/13.01 Recommendation)**

**That WSC are approached to request that they adopt the unregistered part of the path, tarmac the entire path where necessary and to add an accessible ramp. That Aldi are approached to make a contribution to the costs.**

**23/06/11.07 Resolved (C/23/06/14.01 Recommendation)**

**That a Task & Finish Working Group be set up consisting of the Cllrs Winter, Crissal, Harvey, Perry, Hulbert, McHugh, Kavanagh, Jarvis and the Town Clerk with a remit of looking at the responsibilities for grass cutting around town and the frequency.**

**23/06/11.08 Resolved (C/23/06/15.01 Recommendation)**

**That the High Street Regeneration Working Group be referred to the Shopfront Grant Scheme.**

**23/06/11.09 Resolved (C/23/06/15.02 Recommendation)**

**That Cllrs Drummond, Harvey, Hulbert, Winter, Kavanagh, McHugh and Jarvis be appointed as members of the Market Working Group, chaired by Cllr Winter.**

**23/06/11.10 Resolved (C/23/06/15.03 Recommendation)**

**That Cllr Winter, Alison Hayes and Rachel Wood be appointed as members of the Public Realm & Associated Initiatives Working Group, chaired by Cllr Winter.**

**23/06/11.11 Resolved (C/23/06/15.04 Recommendation)**

**That Cllrs Harvey, Perry, Winter, Kavanagh, Nobbs and Town Clerk be appointed as members of the Town Museum Working Group, chaired by Cllr Harvey.**

**23/06/11.12 Resolved (C/23/06/15.05 Recommendation)**

**That the Volunteer Working Group be made obsolete.**

**23/06/12 To Receive the Minutes and Consider any Recommendations from the Extra-Ordinary Leisure Services Committee Meeting held on 19<sup>th</sup> June 2023**

The Chairman presented the minutes and recommendations of the Leisure Services Committee meeting held on 19<sup>th</sup> June 2023.

**23/06/12.01 Resolved (L/23/06/1.01 Recommendation)**

**That the planned Soapbox Derby for 2024 be cancelled and that opportunities for future events be reviewed. That the Soapbox EMR be transferred to the Community Events EMR.**

**23/06/13 Co-option**

It was noted that Cllr Anderson had been co-opted to the Council and he joined the meeting.

**23/06/14 Committee Membership**

A request was received from Councillors Clover and Kavanagh to join the Development and Planning Committee and this was duly noted.

**23/06/15 Working Groups**

The membership of the Full Town Council Working Groups was considered and the following was agreed:

**23/06/15.01 Resolved**

**That Cllrs Borda, Drummond, Hulbert and Jarvis be appointed as members of the Climate Change Working Group; Chair to be decided at first meeting.**

**23/06/15.02 Resolved**

**That Cllrs Drummond, Winter, Jones, and McHugh be appointed as members of the Environmental Working Group; Chair to be decided at first meeting.**

**23/06/15.03 Resolved**

**That Cllrs Borda, Nobbs, and the Town Clerk be appointed as members of the Hybrid Meetings Working Group.**

**23/06/15.04 Resolved**

**That the SEND Provision Working Group be referred to the Neighbourhood Plan Working Group going forward.**

**23/06/15.05 Resolved**

That Cllrs Kavanagh, Jones, McHugh and the Town Clerk be appointed as members of the Health & Well-being Working Group; Chair to be decided at first meeting.

**23/06/16 Correspondence**

Rotary Club Awards – any nominations to be sent directly to the Rotary Club

**23/06/17 Date of the next Meeting**

Monday 24<sup>th</sup> July 2023 in the Memorial Hall

Meeting closed at 7:25pm

Signed: By the Chairman

Date: Monday 26<sup>th</sup> June 2023

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**Summary of Resolutions**

| <b>Resolution</b>                                                           | <b>Resolution Wording</b>                                                                                                                                                                                                                       |
|-----------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b><u>23/06/3.01 Resolved</u></b>                                           | That the applications for dispensation from Cllrs Perry, Starkey and Winter be approved.                                                                                                                                                        |
| <b><u>23/06/6.01 Resolved</u></b>                                           | That the Town Clerk requests an extension to 11 <sup>th</sup> July for Planning Application DC/23/0864/FUL.                                                                                                                                     |
| <b><u>23/06/6.02 Resolved</u></b>                                           | That the relevant Officers from WSC and SCC Planning and the portfolio holder be invited to discussions regarding flexibility on the use of their sites for housing and the context for developing a sports hub.                                |
| <b><u>23/06/7.01 Resolved</u></b>                                           | That the request for onward Town Council funding for a second Youth worker to be employed to support the Teen Chill programme be approved.                                                                                                      |
| <b><u>23/06/7.02 Resolved</u></b>                                           | That a budget account be created for Youth Strategy with a virement of £5000 for 2023/2024 and further budgeting in subsequent years be included in the on-going budgeting process.                                                             |
| <b><u>23/06/11.01 Resolved</u></b><br><i>(C/23/06/9.01 Recommendation)</i>  | That Cllr Jarvis be allocated to investigate a location for a SID in the Studlands area.                                                                                                                                                        |
| <b><u>23/06/11.02 Resolved</u></b><br><i>(C/23/06/9.02 Recommendation)</i>  | That Cllr Borda be allocated to investigate a location for a SID on Adastral Close.                                                                                                                                                             |
| <b><u>23/06/11.03 Resolved</u></b><br><i>(C/23/06/10.01 Recommendation)</i> | That the quote from Lubbe Lisse for the autumn planting of bulbs on the Severals and in the Memorial Garden for £5,886+VAT be accepted.                                                                                                         |
| <b><u>23/06/11.04 Resolved</u></b><br><i>(C/23/06/11.01 Recommendation)</i> | That the quote from RGB Fencing to replace the St Mary's Churchyard fencing for £3,400 be accepted.                                                                                                                                             |
| <b><u>23/06/11.05 Resolved</u></b><br><i>(C/23/06/12.01 Recommendation)</i> | That the cemetery toilets only be opened during burials be approved and that appropriate signage be installed.                                                                                                                                  |
| <b><u>23/06/11.06 Resolved</u></b><br><i>(C/23/06/12.01 Recommendation)</i> | That WSC are approached to request that they adopt the unregistered part of the path, tarmac the entire path where necessary and to add an accessible ramp. That Aldi are approached to make a contribution to the costs.                       |
| <b><u>23/06/11.07 Resolved</u></b><br><i>(C/23/06/14.01 Recommendation)</i> | That a Task & Finish Working Group be set up consisting of the Cllrs Winter, Crissal, Harvey, Perry, Hulbert, McHugh, Kavanagh, Jarvis and the Town Clerk with a remit of looking at the responsibilities for grass cutting around town and the |

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|                                                                                    |                                                                                                                                                                             |
|------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                    | frequency.                                                                                                                                                                  |
| <b><u>23/06/11.08 Resolved</u></b><br><i><u>(C/23/06/14.01 Recommendation)</u></i> | That the High Street Regeneration Working Group be referred to the Shopfront Grant Scheme.                                                                                  |
| <b><u>23/06/11.09 Resolved</u></b><br><i><u>(C/23/06/15.01 Recommendation)</u></i> | That Cllrs Drummond, Harvey, Hulbert, Winter, Kavanagh, McHugh and Jarvis be appointed as members of the Market Working Group, chaired by Cllr Winter.                      |
| <b><u>23/06/11.10 Resolved</u></b><br><i><u>(C/23/06/15.03 Recommendation)</u></i> | That Cllr Winter, Alison Hughes and Rachel Wood be appointed as members of the Public Realm & Associated Initiatives Working Group, chaired by Cllr Winter.                 |
| <b><u>23/06/11.11 Resolved</u></b><br><i><u>(C/23/06/15.04 Recommendation)</u></i> | That Cllrs Harvey, Perry, Winter, Kavanagh, Nobbs and Town Clerk be appointed as members of the Town Museum Working Group, chaired by Cllr Harvey.                          |
| <b><u>23/06/11.12 Resolved</u></b><br><i><u>(C/23/06/15.05 Recommendation)</u></i> | That the Volunteer Working Group be made obsolete.                                                                                                                          |
| <b><u>23/06/12.01 Resolved</u></b><br><i><u>(L/23/06/1.01 Recommendation)</u></i>  | That the planned Soapbox Derby for 2024 be cancelled and that opportunities for future events be reviewed. That the Soapbox EMR be transferred to the Community Events EMR. |
| <b><u>23/06/15.01 Resolved</u></b>                                                 | That Cllrs Borda, Drummond, Hulbert and Jarvis be appointed as members of the Climate Change Working Group; Chair to be decided at first meeting.                           |
| <b><u>23/06/15.02 Resolved</u></b>                                                 | That Cllrs Drummond, Winter, Jones, and McHugh be appointed as members of the Environmental Working Group; Chair to be decided at first meeting.                            |
| <b><u>23/06/15.03 Resolved</u></b>                                                 | That Cllrs Borda, Nobbs, and the Town Clerk be appointed as members of the Hybrid Meetings Working Group.                                                                   |
| <b><u>23/06/15.04 Resolved</u></b>                                                 | That the SEND Provision Working Group be referred to the Neighbourhood Plan Working Group going forward.                                                                    |
| <b><u>23/06/15.05 Resolved</u></b>                                                 | That Cllrs Kavanagh, Jones, McHugh and the Town Clerk be appointed as members of the Health & Well-being Working Group; Chair to be decided at first meeting.               |