

Membership as from May 2023

Councillor Berry
Councillor Clover
Councillor Drummond (Vice Chair)
Councillor Harvey
Councillor Hood (Chair)
Councillor Hulbert
Councillor Kavanagh
Councillor Nobbs
Councillor Perry

Members = 9

Quorum = 3



Newmarket
TOWN COUNCIL

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

TEL: 01638 667227

You are hereby summoned to attend a meeting of the
Development and Planning committee
to be held at

Memorial Hall, High Street, Newmarket, CB8 8JP

Monday 6th November 2023 at 6.15pm

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:

- 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

1. **Chair to read** fire safety notice and announce that proceedings may be filmed or recorded and ask if anyone present intends to record the meeting.
2. **Apologies** - To receive and accept 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 previous meeting held 16th October 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 speak 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. **To consider if Newmarket Neighbourhood Plan policies impact on planning applications for consideration**
7. **Planning applications** – West Suffolk Council, weeks commencing 09/10/2023, 16/10/2023 & 23/10/2023
8. **Planning applications** – Amended and Deferred Plans
 - a) **Oaks Drive – response from planning officer**
 - b) **Unique – verbal report on site visit**
 - c) **45 Bury Road – re-consultation**
 - d) **Land at Former St Felix School, Fordham Road**
9. **Planning Appeals** – to discuss any notified appeals and receive any appeal results
10. **Planning applications** – East Cambs
11. **Planning decisions and plans withdrawn** – West Suffolk Council-week commencing 09/10/2023, 16/10/2023 & 23/10/2023
12. **Delegation Panel decisions** - To discuss any decisions by Delegation Panel
13. **Licensing** – To discuss any Licensing applications
14. **Severalls Access** – to receive an update regarding funding and costs for feasibility studies
15. **Exning Road** – to receive an update regarding verge parking
16. **20's Plenty for Suffolk** – to consider the use of advisory resources in areas of Newmarket
17. **Advertising and Fly Posting** – to receive and discuss a report regarding fly-posting and advertising on the High Street
18. **Planning Responses:**
 - a) **Offer of public assistance regarding WSC planning portal use**
 - b) **Standard planning response for Listed Building applications for consideration of approval**
 - c) **Final Version of Standard planning response for applications regarding public transport and parking for approval**

19. Bus Service- to receive information regarding the Bus Service Improvement Plan

20. Correspondence

21. Date of next meeting – 20th November 2023

Signed: *CE Whitaker* Cathy Whitaker, Town Clerk

Date: 31st October 2023

To: Chair & Members of D&P Committee, Other Council Members, Press & the Public

Material Planning Considerations	
Site specific issues	• adequacy for turning, loading • availability/capacity of local infrastructure (eg public drainage or water systems) • car parking • deficiencies in community/social facilities (eg spaces in schools) • design, appearance and materials • layout and density of building(s) • road access • traffic generation
Environmental effects	• effect on street scene • hazardous materials, contaminated land • landscaping • light (including overshadowing) • loss of trees • nature conservation & biodiversity issues • noise & disturbance resulting from use • overlooking/loss of privacy • smells and fumes • visual amenity
Listed buildings/conservation areas	• The need to preserve or enhance the special character or appearance of designated conservation areas and protect listed buildings • Effect on archaeological interest
Usage	• Incompatible or unacceptable uses • Desire to retain and promote certain uses e.g. stables in Newmarket.
Previous decisions	• Previous planning decisions, including appeal decisions
Policies	• Statutory provisions contained in planning acts, statutory regulations & planning case law • Central Government planning policy and advice • National Planning Policy Framework (NPPF) • Supplementary planning guidance/documents eg. Affordable Housing SPD, Master plans, development briefs • WSC Local Plan policies • Newmarket Neighbourhood Plan • Newmarket Conservation Area Appraisal (adopted September 2009)
Key principle of the NPPF – presumption in favour of sustainable development. For decision-taking this means granting permission unless: • the application of policies in the NPPF that protect areas or assets of particular importance provides a clear reason for refusing the development proposed; or • <i>any adverse impacts of doing so would significantly and demonstrably outweigh the benefits</i>	
Matters which are not material planning considerations	
<i>Greater weight is attached to issues raised which are supported by evidence rather than solely by assertion.</i>	
Competition (unless in relation to adverse effects on a town centre as a whole)	Moral and religious issues
Breach of private covenants or other private property or access rights, including boundary disputes	Council interests (eg land ownership or contractual matters)
Devaluation of property	Identity or motives of an applicant or occupier
Protection of a private view	Private disputes between neighbours
Impact of construction work	

Parking Guidance for Use Classes C3 and C4: Dwelling houses and houses in multiple occupation

Family houses, or house occupied by up to six residents living together as a single household, or Houses in Multiple Occupation (HMO)¹³, including a household where care is provided for residents.

Standard: Flats and Houses are to be treated the same.

Use	Vehicle	Cycle	PTW	Disabled
	Minimum*	Minimum	Minimum	Minimum
1 bedroom	1 space per dwelling	2 secure covered spaces per dwelling. (Satisfied if garage or secure area is provided within curtilage of dwelling to minimum dimensions)	N/A	N/A if parking is in curtilage of dwelling, otherwise as Visitor/unallocated
2 bedrooms	2 spaces per dwelling**			
3 bedrooms	2 spaces per dwelling			
4+ bedrooms	3 spaces per dwelling			
Retirement developments (e.g., warden assisted independent living accommodation)	1 space per dwelling	2 spaces per 8 units (visitors)	2 PTW spaces and 1 space per 2 dwellings for mobility scooters	
Visitor/unallocated	0.25 spaces per dwelling (unallocated)	If no garage or secure area is provided within curtilage of dwelling, then 2 covered & secure spaces per dwelling in a communal area for residents plus 2 spaces^ per 8 dwellings for visitors	1 space + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	

¹³ Houses in multiple occupation (Class C4) are defined in The Town and Country Planning (Use Classes) Order 1987 (as amended) as 'small shared houses occupied by between three and six unrelated individuals, as their only or main residence, who share basic amenities such as a kitchen or bathroom'.

Informative notes:

*Standards exclude garages under 6m x 3m (internal dimension) as a parking space but can include undercroft parking and car ports providing, they have no other current or potential use.

**Reduction in this figure may be considered with robust and agreed highway mitigation

^Mobility vehicle spaces should be secure and covered with charging facilities.

Visitor/unallocated vehicle parking can, subject to appropriate design, be located on street.

Unallocated cycle parking for residents to be secure and covered, located in easily accessible locations throughout the development. These guidelines will be applied to all development (including infill developments, extension applications and change of use).

Where grouped, unassigned parking is proposed, more flexible and efficient use of the parking may be achieved than with allocated parking. Subject to discussion with the Highway Authority this may potentially reduce the nominal on-street parking provision standards required by up to 25%.

Where an individual dwelling may require more than two spaces these additional spaces may be provided as part of unallocated on street parking, providing this is designed in.

An allowance will be required for visitor cycle and car parking, refer para 3.2 and 4.5.

Suffolk Guidance for Parking 2019 {excerpt}

Car clubs should be promoted in low provision/car free residential developments and car club spaces provided. Electric vehicle charging infrastructure should also be provided in new developments.

Research was undertaken to derive the residential parking guidance for Suffolk. The research included a questionnaire survey to approximately 9000 dwellings. The results of the survey and the 2001 and 2011 Census data for Suffolk car ownership can be found in Appendix 1.

Electric Vehicle recharging points to be provided to support the use of low emission vehicles. See EV Parking Guidance table within this document for further guidance.

Reductions to the minimum parking guidance

This advisory residential parking guidance is the minimum required; however a range of factors will be taken into account. For main urban areas a reduction to the parking guidance may be considered where a proposal has been designed to be exceptionally sustainable in transport terms and which effectively promotes an overall reduction in the use of high emission vehicles and avoids the provision of car parking adjacent or close to dwellings within the main layout.

Main urban areas are defined as those having frequent and extensive opportunities for public transport and cycling and walking links; close proximity to local services (including accessing education, healthcare, food shopping and employment); and on street parking controls at all times e.g. double yellow lines. Where there is evidence that these factors are in place, local planning authorities may, after consultation with the Highway Authority, bring forward local parking policies to limit the scale of parking in specific areas.

When making their recommendation to local planning authorities considering reduced parking proposals for residential development, the Highway Authority must be:

- able to recommend a condition for suitable cycle storage and secure parking facilities;
- satisfied that servicing vehicles would be able to operate efficiently i.e. not restricted by loading restrictions or road layout;
- able to determine how highly sustainable the location is in terms of proximity to services, shops etc. and public transport (high frequency and wide ranging) and suitable cycling and walking routes;
- made aware of the likelihood of a viable Car Club (the provision of a car club would need to be secured through a Planning Obligation on Condition);
- able to determine the possible impact that a single application may have in setting a precedent in an area;
- satisfied by the availability of visitor parking (off street public car parks may be acceptable for visitor use); and
- satisfied that the likely impact of additional road parking in the vicinity would not cause inconsiderate and unsafe obstructions to the surrounding road or footpath network or add pressure onto an already densely utilised parking network.

If all the above criteria are satisfied on a site by site basis then the Highways Authority would be more likely to approve of reduced parking proposals.

However, it is not possible to make the assumption that occupiers will be car free; although it may be possible to accept this to some degree where the units are single bed. Furthermore, if the neighbouring streets are controlled by Residents Parking then any new development is prohibited from joining the scheme.

The presumption that occupiers are required to use off road public car parks for parking of their vehicles is not generally supported. The Highways Authority will only consider any identified use of off-road public car parks as a means of resident parking in exceptionally sustainable developments that are located in main urban areas (as defined above). In such cases, the Highway Authority must first be satisfied that the car park/s in question are viable long-term parking options for affected residents and that the development has been designed to be extremely sustainable in transport terms.

To summarise, the key questions the Highways Authority will seek to address when considering proposals for reduced parking are:

- Where might residents park?
- What real harm would these vehicles cause?
- Are the roads heavily regulated in terms of prohibition of parking?
- Are the streets already under significant pressure?

Blank



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee Held on Monday 16th October 2023 at 6.15pm

Attendance:

Councillor R Hood (Chairman)
Councillor J Berry
Councillor A Drummond
Councillor J Harvey

Councillor P Hulbert
Councillor E Kavanagh
Councillor S Perry

Also Present: C Whitaker - Town Clerk, T Symonds – Deputy Town Clerk, J Ashton – Minute Assistant, Cllr McHugh as an observer, 1 Member of the Press and 3 Members of the Public

	Minute	Action by
D/23/10/24 <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 announced that proceedings were being recorded.		
D/23/10/25 <u>Apologies</u> Apologies were received from Cllr Nobbs. Cllr Clover was absent.		
D/23/10/26 <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> None noted. There were no requests for dispensation.		
D/23/10/27 <u>To Confirm the Minutes of the Meeting Held on 2nd October 2023 and any Matters Arising</u> The Chairman presented the minutes of the Development & Planning Committee held on 2nd October 2023 and the following was agreed: <u>D/23/10/27.01 Resolved</u> That the minutes of the Development & Planning Committee held on 2nd October 2023 be adopted and signed as a true record by the Chairman of the Development & Planning Committee. There were no matters arising.		
D/23/10/28 <u>Public Open Session</u> A member of the public proposed that she run some sessions for residents on how to comment on planning applications online using NTC premises. The Chairman gave thanks for the kind offer and an item will be put on the next agenda.		

A proposal was made to bring forward item 15 and the following was agreed:

D/23/10/28.01 Resolved

That item 15 – Exning Road be brought forward.

1/23/10/29 Exning Road

The costs for installing double yellow lines in Exning Road or hardwood posts were considered. Although the posts were more expensive, the general feeling was that the hardwood post option would be more effective and take less time to install. Town Clerk and Cllr Hood will look at how this work could be funded, and these will be discussed at the next meeting.

D/23/10/30 Impact of Newmarket Neighbourhood Plan Policies on Applications Being Considered

Policy 1 – Traditional Features and Materials for Developments within the Conservation Area, Policy 2 – Key Views, Policy 14 – Trees and Policy 32- Attractive Entrances to the Town

D/23/10/31 Planning Applications

Week Commencing 25/09/2023 & 02/10/2023

D/23/10/31/1 DC/23/1513/ADV - One existing internally illuminated totem to be refurbished b. one internally illuminated totem - Newmarket Retail Park Oaks Drive Newmarket Suffolk.

D/23/10/31.01 Resolved

The Committee deferred this application to await information on illumination levels and an extension would be requested. NNP Policy 32 Policy applies.

D/23/10/31/2 DC/23/1287/2023 - Installation of solar panels on roof of garages - Jockey Club Chambers 101 High Street Newmarket Suffolk.

D/23/10/31.02 Resolved

The Committee voiced no objection.

D/23/10/31/3 DC/23/1562/FUL - Change of use from nightclub (sui generis) to eight apartments (dwellings) with alterations to first and second floors of existing units - 2 Sun Lane Newmarket Suffolk.

D/23/10/31.03 Resolved

The Committee deferred this application to request an extension to allow for a site visit.

Two members of the public left the meeting

D/23/10/31/4 DC/23/1566/TPO - Tree preservation order - works to trees as shown on tree plan - Kingfisher House St Fabians Close Newmarket Suffolk.

D/23/10/31.04 Resolved

The Committee actively encourages responsible tree management and does not object to this substantial application, subject to the approval of the WSC Tree

Officer and a supportive report on the tree work being completed. Query: in the application photographs, Tree 9 does not appear to be dead.

D/23/10/31/5 DC/23/1539/FUL - Four storey hotel comprising 20 rooms following demolition of existing motor garage - 8 Park Lane Newmarket Suffolk.

D/23/10/31.05 Resolved

Delegated Powers were given to the Town Clerk and R. Wood to finalise the wording of the objection.

The Committee very strongly objected to this application for the following reasons:-

- **It is overdevelopment in a conservation area**
- **It would be damaging to the protected view within the Newmarket Neighbourhood Plan (NNP) (View BXX, Policy NKT2 Key Views) which looks from Bill Tutte Memorial down Palace Street towards the historic church of All Saints. This four-storey building would clearly be visible.**
- **Construction would unacceptably affect the residential amenity of this highly residential area with noise and disturbance**
- **The appearance and size of the proposed building is inappropriate and not in keeping with the conservation area; being in contravention of NNP Policy NKT1 Traditional Features and Materials for Development within the Conservation Area.**
- **This location is adjacent to Tregonwell Frampton's house (Father of the Turf) and the whole site was part of King James I's palace complex and, as such, is absolutely central to the Conservation Area. It also overlooks the historic Jockey Club Rooms (the HQ of the International Horse Racing Industry).**

The Town Council supports the SCC Highways objections regarding lack of any parking provision and would also query whether this is in fact an application for a 'hotel' or a 'HMO'.

D/23/10/31/6 NMA/(A)/16/1131 - Increase in parking provision through creation of tandem parking spaces from 16 spaces to 21 spaces - Southernwood Fordham Road Newmarket Suffolk.

D/23/10/31.06 Resolved

No comment was invited by the Committee.

D/23/10/31/7 DC/23/1595/TCA - Tree preservation order - The Kremlin Bungalow 1A Bury Road Newmarket Suffolk.

D/23/10/31.07 Resolved

The Committee actively encourages responsible tree management and objects to the felling of trees. The Committee objected to this application and requested that the application be submitted to the Tree Officer for consideration and a full report. If the tree is to be felled, that it be felled outside of the bird nesting season and the Committee requests that a suitable replacement be planted.

D/23/10/31/8 DC/23/1591/TPO - Tree preservation order - 14A Depot Road Newmarket Suffolk.

D/23/10/31.08 Resolved

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

D/23/10/31/9 DC/23/1593/TPO - Tree preservation order - 11 Collings Place Newmarket Suffolk.

D/23/10/31.09 Resolved

The Committee actively encourages responsible tree management and objects to the felling of trees. The Committee objected to this application and requested that the application be submitted to the Tree Officer for consideration and a full report. If the tree is to be felled, that it be felled outside of the bird nesting season and the Committee requests that a suitable replacement be planted.

D/23/10/31/10 DC/23/1614/HH - Single storey side and rear extension to existing garage/habitable space to create home gym - Lynwood House 1 Murray Park Newmarket Suffolk.

D/23/10/31.10 Resolved

The Committee voiced no objection, subject to the Case Officer looking at concerns raised by neighbours and being satisfied that there will be no damage to their properties or trees.

D/23/10/31/11 DC/23/1641/CLE - Application for lawful development certificate for existing use or development - a. use of second floor flat as one, self-contained dwelling (use class C3) b. use of basement flat as one dwelling (use class C3) - Sandiver House 13 St Marys Square Newmarket Suffolk.

D/23/10/31.11 Resolved

The Committee objected and requested that the Conservation Officer provides a full report on the listed building's features and to confirm that they have not been removed or damaged.

An item on the McCalls listed building will be added to the next Full Council agenda.

D/23/10/32 Amended and Deferred Planning Applications

D/23/10/32/1 DC/23/1456/FUL – Hatchfield Farm – application to increase the boundary of the development to provide a community open space.

WSC confirmed that the site is outside of the original planning application and the following was agreed:

D/23/10/32.01 Resolved

The Committee very strongly objected to the application for expansion due to it being outside the boundary of the original planning application and loss of farmland. The Committee positively support the provision of Community open spaces for residents; however, this should have been incorporated within the original plan and allowing this would risk setting a dangerous precedent.

D/23/10/32/2 DC/23/1182/FUL – Planning application - a. Installation of timber shop front; b.

compressor unit to rear external wall - 128 High Street Newmarket Suffolk.

WSC confirmed that the shopfront had been replaced and did not match the materials in the application and the enforcement team have made contact. An Advertisement Consent application is expected for consideration of the sign. Comments on the compressor unit are awaited from the Private Sector Housing & Environmental Health team

D/23/10/32.02 Resolved

The Committee maintained their previous objection as follows:

The Committee were minded to object subject to an extension being approved and that clarification on the materials to be used on the shopfront be sought and that WSC are content with the noise attenuation provision for the compressor unit.

D/23/10/33 Planning Appeals

None noted.

D/23/10/34 East Cambs Planning Applications

The East Cambs Weekly List 29/09/2023 and 6/10/2023 were noted.

D/23/10/35 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

West Suffolk Planning Determinations received during week commencing 25/09/2023 & 02/10/2023

Applications	Description	Address	WS Decision	NTC Decision
NMA(A)/15/1222	Non-material amendment to DC/15/1222/FUL - amendments to service barn comprising alterations to roof pitch and dropped ridgeline, brickwork detailing altered to match buildings at Yellowstone Park	Land At Green Ridge Stables Green Ridge Stables Hamilton Road Newmarket Suffolk	Approved	Comments not invited
DC/23/1211/TPO	TPO032 (1960) - tree preservation order - one Walnut (on plan and within area A1 on order) lateral crown reduction on southern aspect by up to 1.5 metres and one Sweet Mock Orange (on plan and within area A1 on order) lateral reduction on southern aspect by up to one metre	4 Meynell Gardens Newmarket Suffolk	Approved	No objection
DC/23/1017/FUL	Planning application - a. Subdivision of ground floor flat to create two flats (No 36) b. Subdivision of first floor flat to create two flats (No 36) c. Change of use of first floor of retail unit to create one flat (No 34) d. Change of use of second floor/ loft to create one flat across Nos 34 and 36 (retrospective) e. Single storey extension to rear of No 36 and replacement of basement access lobby roof to rear of No 36 f. Conversion of warehouse/ office building to rear to create 5 flats, bin and bike storage, including alterations, extension and raising the roof to create a second floor g. Demolition of	Land At 34 And 36 Old Station Road Newmarket Suffolk	Withdrawn	Objected

	outbuildings to create open space h. Enlarged window and skylight on first floor, west Elevation of No 34, new window opening on second floor, west elevation of No 34 and skylight to north elevation of No 36; i. All windows to be replaced with UPVC windows				
DC/23/1255/HH	Householder planning application - first floor side extension	30 St Fabians Close Newmarket Suffolk	Approved	No objection	
DC/23/0928/HH	Householder planning application - single storey side extension (following demolition of existing conservatory)	2 Stamford Street Newmarket Suffolk	Approved	No objection	
DC/23/0719/FUL	Planning application - change of use of existing residential swimming pool to be used by swim school (sui generis)	Chels 51A Bury Road Newmarket Suffolk	Refused	No objection	
DC/22/1976/FUL	Planning application - a. three replacement range buildings comprising horse boxes, tack boxes, wash bay and hay barns b. covered lunge ring c. muck bunker d. resurfacing of yard and adjacent roadways	Terrace House Queensberry Road Newmarket Suffolk	Approved	No objection	

Cllr Perry agreed to contact the Planning Officer regarding DC/23/1017/FUL - Old Station Road to clarify the current status.

D/23/10/36 Delegation Panel Decisions

DC/23/1160/FUL – Planning Application – change of use of office space (class E) to residential use (class C3) – Southernwood Fordham Road Newmarket.

The Committee was disappointed to note the Panel's decision that they were minded to grant permission. Town Clerk was requested to write a letter of complaint regarding the Committee's objection.

D/23/10/37 Licensing

None noted.

D/23/10/38 Severals Access

This item was deferred to the next meeting.

D/23/10/39 20's Plenty for Suffolk

This item was deferred to the next meeting.

D/23/10/40 Advertising and Fly Posting

This item was deferred to the next meeting.

D/23/10/41 Correspondence

SCC response to town centre parking provision and transport provision for new developments - an item will be added to the next full Town Council agenda.

D/23/10/42 Date of Next Meeting

Monday 6th November 2023 at the Memorial Hall.

Meeting closed at 7:35 pm.

Signed _____ Date _____

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/23/10/31.01 Resolved</u>	The Committee deferred this application to await information on illumination levels and an extension would be requested. NNP Policy 32 Policy applies.
<u>D/23/10/31.02 Resolved</u>	The Committee voiced no objection.
<u>D/23/10/31.03 Resolved</u>	The Committee deferred this application to request an extension to allow for a site visit.
<u>D/23/10/31.04 Resolved</u>	The Committee actively encourages responsible tree management and does not object to this substantial application, subject to the approval of the WSC Tree Officer and a supportive report on the tree work to being completed. Query: in the application photographs, Tree 9 does not appear to be dead.
<u>D/23/10/31.05 Resolved</u>	Delegated Powers were given to the Town Clerk and R. Wood to finalise the wording of the objection. The Committee very strongly objected to this application for the following reasons:- • It is overdevelopment in a conservation area • It would be damaging to the protected view within the Newmarket Neighbourhood Plan (NNP) (View BXX, Policy NKT2 Key Views) which looks from Bill Tutte Memorial down Palace Street towards the historic church of All Saints. This four-storey building would clearly be visible. • Construction would unacceptably affect the residential amenity of this highly residential area with noise and disturbance • The appearance and size of the proposed building is inappropriate and not in keeping with the conservation area; being in contravention of NNP Policy NKT1 Traditional Features and Materials for Development within the Conservation Area. • This location is adjacent to Tregonwell Frampton's house (Father of the Turf) and the whole site was part of King James I's palace complex and, as such, is absolutely central to the Conservation Area. It also overlooks the historic Jockey Club Rooms (the HQ of the International Horse Racing Industry). The Town Council supports the SCC Highways objections regarding lack of any parking provision and would also

	query whether this is in fact an application for a 'hotel' or a 'HMO'.
<u>D/23/10/31.06 Resolved</u>	No comment was invited by the Committee.
<u>D/23/10/31.07 Resolved</u>	The Committee actively encourages responsible tree management and object to the felling of trees. The Committee objected to this application and requested that the application be submitted to the Tree Officer for consideration and a full report. If the tree is to be felled, that it be felled outside of the bird nesting season and the Committee requests that a suitable replacement be planted.
<u>D/23/10/31.08 Resolved</u>	The Committee actively encourages responsible tree management and does not object to this application.
<u>D/23/10/31.09 Resolved</u>	The Committee actively encourages responsible tree management and object to the felling of trees. The Committee objected to this application and requested that the application be submitted to the Tree Officer for consideration and a full report. If the tree is to be felled, that it be felled outside of the bird nesting season and the Committee requests that a suitable replacement be planted.
<u>D/23/10/31.10 Resolved</u>	The Committee voiced no objection, subject to the Case Officer looking at concerns raised by neighbours and being satisfied that there will be no damage to their properties or trees.
<u>D/23/10/31.11 Resolved</u>	The Committee objected and requested that the Conservation Officer provides a full report on the listed building's features and to confirm that they have not been removed or damaged.
<u>D/23/10/32.01 Resolved</u>	The Committee objected to the application for expansion due to it being outside the boundary of the original planning application and loss of farmland. The Committee positively support the provision of Community open spaces for residents; however, and this should have been included incorporated within the original plan and allowing this would risk setting a dangerous precedent..
<u>D/23/10/32.02 Resolved</u>	The Committee maintained their previous objection as follows: The Committee were minded to object subject to an extension being approved and that clarification on the materials to be used on the shopfront be sought and that WSC are content with the noise attenuation provision for the compressor unit.

Item 7

Development and Planning Committee
Planning Applications – West Suffolk Council

Weeks beginning 9 th , 16 th and 23 rd October				
Application	Constraints	Case Officer	Applicant name	Consultation expiry date
NMA(A)/23/0470 Non-material amendment to DC/23/0470/FUL - a. internal alterations to floor plans and partition walls b. install roller shutter c. relocation of door to western elevation Newmarket Library 24 The Guineas Shopping Centre The Rookery Newmarket Suffolk CB8 8EQ	/	Tamara Benford-Brown	Miss Karolina Zielinska	/
DC/23/1660/HH Householder planning application - single storey side and rear extension Wingate Snailwell Road Newmarket Suffolk CB8 7DP	/	Joseph Cannon	Mr And Miss C And J Belton And Bourne	Mon 30 Oct 2023 Ext granted to 7 Nov
DC/23/1676/TCA Trees in a conservation area notification - 21 Lime trees (T1-21 on plan) re-pollarded away from neighbouring properties; 8 Horse chestnuts and Maples (T38-45 on plan) crown lifted to 2.5 metres from ground; one Yew (T66 on plan) crown lifted to clear railings/away from neighbouring property by 3 metres Memorial Hall 144 High Street Newmarket Suffolk CB8 8JP	/	Daniel Gospel	Tracey Symonds Newmarket Town Council	Tue 31 Oct 2023 Ext req'd
DC/23/1677/TCA Trees in a conservation area notification - two Birch (T1 and T2 on plan) crown reduction in height by one metre and lateral crown reduction by 0.5 metres	Conservation Area	Daniel Gospel	Newmarket Town Council	Wed 01 Nov 2023 Ext req'd

Item 7

Development and Planning Committee
Planning Applications – West Suffolk Council

Bill Tutte Memorial Palace Street Newmarket Suffolk				
DC/23/1680/HH Householder planning application - a. single storey front extension incorporating alterations to garage b. single and two storey rear extensions c. replacement render d. replacement and alterations to windows e. replace chimney stack (following removal of existing) f. reduce two chimney stacks g. juliet balcony to rear dormer Barkway House 18 Bury Road Newmarket Suffolk CB8 7BT	Conservation Area	Clare Oliver	Mr & Mrs Roger Cattliff	Thu 02 Nov 2023 Ext granted to 7 Nov
DC/23/1691/FUL Planning application - Change of use of first floor from office to living accommodation and carers bedroom (sui generis), for use in conjunction with the ground floor social care services office Palace Coach House Palace Street Newmarket Suffolk CB8 8EP	Conservation Area	Clare Oliver	Ms Lyndsey Bucknell	Thu 09 Nov 2023
DC/23/1717/TCA Trees in a conservation area notification - one Conifer (T1 on plan) and one Prunus (T2 on plan) fell 7 Bakers Row Newmarket Suffolk CB8 0AA	Conservation Area	Daniel Gospel	Mr Robert Elliott	Fri 10 Nov 2023
DC/23/1723/TCA Trees in a conservation area notification - one Sycamore (T1 on plan) fell Sefton Cottage Snailwell Road Newmarket Suffolk CB8 7DJ	Conservation Area	Daniel Gospel	C Ward	Mon 13 Nov 2023

Item 7

Development and Planning Committee
Planning Applications – West Suffolk Council

DC/23/1731/ADV Application for advertisement consent - a. one non illuminated fascia sign b. one non illuminated projecting sign 116-118 High Street Newmarket Suffolk CB8 8JP	Conservation Area	Daniel White	Mr. Amit Parekh	Mon 20 Nov 2023
DC/23/1746/HH Householder planning application - two storey side extension 18A Lisburn Road Newmarket Suffolk CB8 8HS	Conservation Area	Gregory McGarr	Mr Russell Price	Mon 20 Nov 2023

Blank

Townclerk

Subject: FW: DC/23/1513/ADV

From: Fosker, Edward <edward.fosker@westsuffolk.gov.uk>

Sent: 17 October 2023 15:38

To: Admin <admin@newmarket.gov.uk>

Subject: RE: DC/23/1513/ADV

Good afternoon,

Yes an extension until the 10th November is fine.

For your information the illuminance level is 320cd/msq (in the application form).

I would consider the proposed new sign next to the roundabout **unacceptable**, having previously required costa to remove one which was much smaller in a recent application.

The re-furnishment of the other sign at the entrance to the carpark raises no concerns from myself.

I hope this is helpful.

Kind regards

Ed

Edward Fosker
Senior Planning Officer
Planning Development
Direct dial: 01638 719431
Mobile: 07971 534107
Email: edward.fosker@westsuffolk.gov.uk

Parish Re-Consultation

Newmarket Town Council
King Edward VII Memorial Hall
High Street
Newmarket
Suffolk
CB8 8JP

Please ask for: Tamara Benford-Brown
Direct Line: 01284 757133
Application No. DC/23/0580/FUL
Consultation Period
Expires: 20 November 2023

30 October 2023

RE-CONSULTATION IN RESPECT OF A PLANNING PROPOSAL

PROPOSAL	Planning application - conversion of garage to dwelling
LOCATION	Land Rear Of, Eastcote, 45 Bury Road, Newmarket, Suffolk,
APPLICANT	Manchett, Crown Priory
AGENT	Mr Craig Farrow

You have been consulted previously in respect of the application noted above.
The following amendments by the applicant/agent have been received:

AMENDED RED LINE (TO HIGHWAY) AND CHANGES TO DESIGN OF PROPOSAL

The changes are available to view in the planning section of our website for your consideration.

<https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RSR18UPDIGI00>

Would you please let me know in writing by 20 November 2023 if you have any observations to make regarding this proposal. Please email your response to planning.help@westsuffolk.gov.uk. Any response should include the application number, the name of the Case Officer and the site location address. All responses will be posted on our website and made available for viewing by the general public. If I do not hear from you it will be assumed that you do not wish to make any representations. You will be notified details of the decision electronically.

Tamara Benford-Brown

PARISH COUNCIL RESPONSE FORM

Planning and Regulatory Services
West Suffolk House
Western Way
Bury St Edmunds
Suffolk
IP33 3YU
30 October 2023

Case Officer: Tamara Benford-Brown
Direct Line: 01284 757133
Application No: DC/23/0580/FUL
Consultation Period
Expires: 20 November 2023

CONSULTATION ON APPLICATION RECEIVED BY LOCAL PLANNING AUTHORITY

PROPOSAL Planning application - conversion of garage to dwelling

LOCATION Land Rear Of, Eastcote, 45 Bury Road, Newmarket, Suffolk,

APPLICANT Manchett, Crown Priory

AGENT Mr Craig Farrow

Name of Town/Parish:

Signature of Chairman/Clerk:

Parish Council response to this application:

No Comment ☐

Object ☐

Support ☐

Parish Council Observations:

Parish Re-Consultation

Newmarket Town Council
King Edward VII Memorial Hall
High Street
Newmarket
Suffolk
CB8 8JP

Please ask for: Gary Hancox

Direct Line: 01638 719258

Application No. DC/23/0864/FUL

Consultation Period

Expires: 6 November 2023

23 October 2023

RE-CONSULTATION IN RESPECT OF A PLANNING PROPOSAL

PROPOSAL Planning application - a. 50 dwellings, garages, associated infrastructure including substation and foul water pumping station and public open space (following demolition of existing building and hard standing) b. new vehicular access onto Fordham Road following closure of existing southbound access c. re-location of tennis courts

LOCATION Land At Former St Felix School, Fordham Road, Newmarket, Suffolk,

APPLICANT

AGENT Mr Lewis Halliday

You have been consulted previously in respect of the application noted above. The following amendments by the applicant/agent have been received:

Amended plans and additional information in response to comments from:

Waste Management dated 23rd June
Environment Team (Air Quality) dated 4th July
Place Services (Trees) dated 18th July
Place Services (Landscape) dated 10th October
Green Space and Heritage Team dated 5th September
Strategic Housing dated 7th July
Public Health Suffolk dated 11th August
Sport England dated 4th August
Newmarket Community Network dated 21st August
SCC Highways dated 11th August
Newmarket Town Council dated 4th August

Newmarket Councillors dated 21st August.

The changes are available to view in the planning section of our website for your consideration.

<https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RVKZ6EPDJGX00>

Would you please let me know in writing by 6 November 2023 if you have any observations to make regarding this proposal. Please email your response to planning.help@westsuffolk.gov.uk. Any response should include the application number, the name of the Case Officer and the site location address. All responses will be posted on our website and made available for viewing by the general public. If I do not hear from you it will be assumed that you do not wish to make any representations. You will be notified details of the decision electronically.

Gary Hancox

Gary Hancox
Principal Planning Officer

PARISH COUNCIL RESPONSE FORM

Planning and Regulatory Services
West Suffolk House
Western Way
Bury St Edmunds
Suffolk
IP33 3YU
23 October 2023

Case Officer: Gary Hancox
Direct Line: 01638 719258
Application No: DC/23/0864/FUL
Consultation Period
Expires: 6 November 2023

CONSULTATION ON APPLICATION RECEIVED BY LOCAL PLANNING AUTHORITY

PROPOSAL Planning application - a. 50 dwellings, garages, associated infrastructure including substation and foul water pumping station and public open space (following demolition of existing building and hard standing) b. new vehicular access onto Fordham Road following closure of existing southbound access c. re-location of tennis courts

LOCATION Land At Former St Felix School, Fordham Road, Newmarket, Suffolk,

APPLICANT

AGENT Mr Lewis Halliday

Name of Town/Parish:

Signature of Chairman/Clerk:

Parish Council response to this application:

No Comment ☐

Object ☐

Support ☐

Parish Council Observations:



EAST CAMBRIDGESHIRE DISTRICT COUNCIL WEEKLY LIST OF PLANNING APPLICATIONS

(Alphabetically by Parish)

List produced on 13th October 2023

Reference: 23/01111/FUL **Date application valid:** 6th October 2023
Officer: Jasmine Moffat **Parish:** Burwell
Location: 2 Church Lane Burwell Cambridge CB25 0AQ

Proposal: Single storey rear extension and associated works

Applicant:

Mr G Brown
 2 Church Lane
 Burwell
 Cambridge
 CB25 0AQ

Agent:

AJS Architecture Ltd
 FAO Antony Smith
 Cleveland House
 Old Station Road
 Newmarket
 Suffolk
 CB8 8QE

Grid Reference: 558962 266012

Reference: 23/01110/FUL **Date application valid:** 6th October 2023
Officer: Rachael Forbes **Parish:** Dullingham
Location: Aisable Cottage 121 Stetchworth Road Dullingham Newmarket Suffolk

Proposal: New dormer to south west elevation & extensions to existing dormers on south east (front) and north west (back) elevations. New side window to rear living space

Applicant:

Mr Thomas Young
 Aisable Cottage
 121 Stetchworth Road
 Dullingham
 Newmarket
 Suffolk
 CB8 9UH

Agent:

NP Architects
 FAO Mr Dan Jones
 96 King Street
 Cambridge
 CB1 1LN

Grid Reference: 563799 258047

Reference: 23/01035/FUL
Officer: Rachael Forbes
Location: The Viva Theatre Spencer Drove Soham Ely Cambridgeshire

Proposal: Proposed single storey extension

Applicant:

Viva Arts And Community
 FAO Mr Dan Schumann
 Spencer Drove
 Soham
 Ely
 Cambridgeshire
 CB7 6EE
Grid Reference: 558691 273617



EAST CAMBRIDGESHIRE DISTRICT COUNCIL

WEEKLY LIST OF PLANNING APPLICATIONS

(Alphabetically by Parish)

List produced on 20th October 2023

PLEASE NOTE: NMA and DIS applications are for information only.

Reference: 23/01138/FUL

Officer: Rachael Forbes

Date application valid: 13th October 2023

Parish: Kennett

Location: 1 Riverside Cottages Newmarket Road Kennett Newmarket Suffolk

Proposal: Single storey rear extension with flat roof, cart lodge, front porch and internal alterations

Applicant:

Mr Murphy
1 Riverside Cottages
Newmarket Road
Kennett
Newmarket
Suffolk
CB8 7PP

Agent:

TAB Architecture Ltd
FAO Mr Craig Farrow
Unit 13 E-Space South
26 St Thomas Place
Ely
CB7 4EX

Grid Reference: 570302 266708

EAST CAMBRIDGESHIRE DISTRICT COUNCIL



WEEKLY LIST OF PLANNING APPLICATIONS

(Alphabetically by Parish)

List produced on 27th October 2023

PLEASE NOTE: NMA and DIS applications are for information only.

Reference: 23/00871/FUL

Officer: Richard Fitzjohn

Date application valid: 19th October 2023

Parish: Burwell

Location: Mahjong 27A High Street Burwell Cambridge CB25 0HD

Proposal: Demolition of an existing block wall and double garage. Erection of a 3 bedroom detached bungalow and a 4 bedroom detached house with associated works

Applicant:

Albendan Limited
Hyperion House
The Oaks
Fordham Road
Newmarket
Suffolk
CB8 7XN

Agent:

The Clarke Smith Partnership
FAO Mr Mike Smith
Unit 1
Chuck-a-Bush Farm Barn
Royston Road
Whittlesford
Cambridgeshire
CB22 4NW

Grid Reference: 558864 266228

Reference: 23/01149/OUT

Officer: Olivia Roberts

Date application valid: 18th October 2023

Parish: Burwell

Location: Welsumme Farm Weirs Drove Burwell

Proposal: New dwelling house comprising 4 plus bedrooms and associated double garage

Applicant:

William Marcel Limited
C/o Agent

Agent:

MDS Design Associates
FAO Mr Malcolm Daines-Smith
1 Swan Grove
Exning
Newmarket
Suffolk
CB8 7HX

Grid Reference: 557946 266378

Reference: 23/01142/FUL

Officer: Charlotte Elston

Location: Land North Of 48 Station Road Soham Cambridgeshire

Date application valid: 20th October 2023

Parish: Soham

Proposal: Erection of dwelling house with integral garage

Applicant:

Mr Sam Beavis

C/o Agent

Agent:

Neil Cutforth & Associates

FAO Mr Neil Cutforth

1A Century Park

Lynn Road

Chettisham

Ely

CB6 1SA

United Kingdom

Grid Reference: 559126 273399

Decision List

Weeks commencing 9 th , 16 th & 23 rd October	NTC Comments
DC/23/1445/TCA <u>Trees in a conservation area notification - one Acacia (T1 on plan) overall crown reduction by three metres</u> 18 Bakers Row Newmarket Suffolk CB8 0AA	 The Committee actively encourages responsible tree management and does not object to this application, subject to the approval of the WSC Tree Officer.
DC/23/1434/TCA <u>one Holly (T1 on plan) crown reduction in height by up to five metres; one Sycamore (T2 on plan) crown lift to 8 metres above ground level; one Cypress (T3 on plan) crown lift to 8 metres above ground level</u> 52A Bury Road Newmarket Suffolk CB8 7BT	 NTC actively encourages responsible tree management and does not object to this application, subject to the approval of the WSC Tree Officer. It was noted that the photographs of the trees on this application were very helpful to the Town Council when considering this application and would like to see the same on all future applications.
DC/23/1435/TPO <u>TPO 03(1990) tree preservation order - one Lime (30 on plan and within G2 on order) lateral crown reduction by two metres on west elevation, one Pine (31 on plan and within G2 on order) lateral crown reduction by two metres, one Lime (33 on plan and within G2 on order) lateral crown reduction by two metres on west elevation, one Pine (34 on plan and within G2 on order) lateral crown reduction by two metres on west elevation</u> Paddocks Primary School Rochfort Avenue Newmarket Suffolk CB8 0DL	 The Committee actively encourages responsible tree management and does not object to this application, subject to the approval of the WSC Tree Officer.

Decision List

DC/23/1395/HH <u>Householder planning application - single storey rear extension (following demolition of existing rear extension)</u> 31 Freshfields Newmarket Suffolk CB8 0EF	 The Committee voiced no objections.
DC/23/1345/LB <u>Application for listed building consent - a. one internally illuminated menu b. internally illuminated take away sign c. one non illuminated sign written directional graphic d. one externally illuminated projection sign d. one set of halo illuminated text e. two sets of non illuminated text</u> 75 High Street Newmarket Suffolk CB8 8NA	 The Committee voiced no objections, subject to the internal illuminated signs only being on during opening hours.
DC/23/1306/ADV <u>Application for advertisement consent - a. one internally illuminated menu b. internally illuminated take away sign c. one non illuminated sign written directional graphic d. one externally illuminated projection sign d. one set of halo illuminated text e. two sets of non illuminated text</u> 75 High Street Newmarket Suffolk CB8 8NA	 The Committee voiced no objections, subject to the internal illuminated signs only being on during opening hours.
DC/23/1046/HH <u>Householder planning application - a. removal of existing garden walls adjoining house and adjacent</u> Mesnil Warren 40 Bury Road Newmarket Suffolk CB8 7BT	 The committee voiced no objections, but supported the Conservation Officer's recommendations.

Decision List

DC/23/0374/FUL <u>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</u> 122 High Street Newmarket Suffolk CB8 8JP	 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.
DCON(B)/23/0313 <u>Application to discharge conditions 3 (materials - samples/details) 4 (contamination Investigation) of DC/23/0313/FUL</u> Newmarket Community Hospital 56 Exning Road Newmarket Suffolk CB8 7JG	 Comments not invited

Decision List

DC/23/1543/TCA <u>Trees in a conservation area notification - two Sycamore (T1 and T2) one Cypress (T3) one Lilac (T5) one Plum (T6) and one Laburnum (T7) - fell. one Cypress (T4) - Crown Lift to 3 metres.</u> Bury Lodge 56 Bury Road Newmarket Suffolk CB8 7BT	 The Committee actively encourages responsible tree management and object to the felling of healthy trees. The Committee strongly objected to this application as the reason for felling the trees was not clear and requested that the application be submitted to the Tree Officer for consideration and a full report. If the trees are to be felled, that they be felled outside of the bird nesting season and the Committee requests that suitable replacements be planted for every tree felled.
DC/23/1133/ADV <u>Application for advertisement consent - a. two (non-illuminated) fascia signs b. one (non-illuminated) projecting sign.</u> 15 High Street Newmarket Suffolk CB8 8LX	 The Committee voiced no objection, subject to meeting the Shopfront Policy and that the signs are only illuminated during opening hours and until 9:pm at the latest. The Committee also noted the air-conditioning unit on the shopfront and questioned the suitability of it being positioned there in a Conservation area.



Decision List

DCON(C)/13/0408 <u>Application to discharge conditions 6 (phasing plan), 17 (construction method statement), 18 (ecological mitigation strategy) and 19 (tree protection scheme) of DC/13/0408/OUT</u> Hatchfield Farm Fordham Road Newmarket Suffolk CB8 7XL	Condition(s) part  Comments not invited
--	---

Blank

To: **Recipients of Delegation Panel papers**

Contact Planning Department
Email planning.help@westsuffolk.gov.uk

25 October 2023

Dear all

Delegation Panel - Tuesday 24 October 2023

Following consultation with the members of the Delegation Panel on the above date, the Director (Planning and Growth) has determined that the following decisions will either be delegated to Officers or referred to the Development Control Committee for consideration, as indicated against each item.

Those applications agreed to be delegated are not strategic in their scale or nature and do not raise any significant material planning issues to justify referral for wider discussion at the Development Control Committee.

Those applications agreed to be referred to the Development Control Committee for determination were considered to have significant public interest, raising material planning issues that justify wider discussion and debate.

Any queries in relation to the Delegation Panel meeting and/or the applications should be directed to
[**planning.help@westsuffolk.gov.uk**](mailto:planning.help@westsuffolk.gov.uk)

3.	Application number	DC/23/1253/VAR
	Proposal:	Planning application - variation of condition 2 (approved plans) of DC/22/1699/FUL to enable amended plans for internal changes to flat 1 and flat 2 and spiral staircase to courtyard
	Location:	Surrey House, 41 High Street, Newmarket
	Case officer:	Ed Fosker
	Parish:	Newmarket Town Council
	Ward:	Newmarket East
	Member comment:	No comments received
	Officer 'minded to' position:	GRANT
	Recommendation of the Panel:	Delegated Decision
	Reason for DCC referral:	N/A
	Director decision:	Delegated Decision

Blank



Report to	Development & Planning Committee
Subject	Clock Tower Junction infrastructure / pedestrian safe access to The Severals area
Purpose	Information/Decision
Classification	Unrestricted
Meeting date	6th November 2023
Item number	14
Written By	Cathy Whitaker CLERK

Summary: This report outlines current information regarding the investigation into options for infrastructure improvements at the Clock Tower junction – Bury Road and Fordham Road.

1.	Introduction
a.	The Newmarket Neighbourhood Plan has a Community Action B8.iii The Severals: <i>The Severals is a treasured open green space in the centre of the town; NTC will lobby for improved access via road crossings on the Fordham Road and Bury Road.</i>
2.	Context
a.	SCC Senior Highways Officer visit and consultation has taken place regarding the approach roads to the junction.
b.	Bury and Fordham Roads were the options that were deemed feasible for possible improvement.
3.	Proposal/Options
a.	Bury Road: A pedestrian refuge island. Fordham Road: The incorporation of pedestrian pelican crossing into existing traffic light system.
b.	Two separate feasibility studies need to be commissioned.
4.	Financial/Resource Implications
a.	Estimated costs per location are between £3,500 and £5,100.
b.	NTC has no current budget line for these costs.
5.	Next Steps/Recommendations
a.	To request that SCC Councillors Drummond and Hood consider funding both surveys at full cost.
b.	If shown as feasible; NTC to consider a plan for the implementation funding (once quote received).

Townclerk

Subject: FW: Feasibility Studies around the Clock Tower roundabout Newmarket

From: Matthew Fox <Matthew.Fox@suffolkhighways.org>
Sent: 10 October 2023 10:53
To: Townclerk <Townclerk@newmarket.gov.uk>
Cc: Rachel Hood (SCC Councillor) <Rachel.Hood@suffolk.gov.uk>; Andy Drummond (SCC Councillor) <Andy.Drummond@suffolk.gov.uk>
Subject: RE: Feasibility Studies around the Clock Tower roundabout Newmarket

Good morning Cathy.

I'm afraid that Suffolk Highways would not be able to contribute any funding towards the cost of installing these pedestrian crossings from either our Reactive or Capital budgets. However, there may be grants and other funding streams available from either the County and District for this – but these would have to be applied for at local level. I would also advise including these in the Newmarket Vision Group due to the scope, complexity and cost of these projects.

With regard to Councillor Hood and Councillor Drummond contributing towards the cost of the feasibility studies from their Local Highways Budgets, as you say, this would benefit both divisions and the clock tower roundabout is close to being the border between their respective divisions – so I cannot see why they would not both be able to contribute if they are willing.

Kind regards.

Matthew Fox,
Community Liaison Engineer.

Suffolk Highways | Rougham Service Delivery Centre, Rougham Industrial Estate, Bury St Edmunds, Suffolk, IP30 9ND
Tel: 0345 606 6171 www.suffolk.gov.uk/highways

Following on from your email regarding a recommended 2 x studies on Fordham Rd and Bury Rd:-

[@Matthew Fox](#) Could you tell me if we were to proceed with the two feasibility studies; if the studies were to come back as expected as 'feasible' – would SCC highways fund the installation or contribute in any way?

[@Andy Drummond@rachel.hood@suffolk.gov.uk](#) Would SCC LB highway funding be able to fund the studies? Do I assume correctly that both would be able to contribute as this would be beneficial to both divisions?

Many thanks
Cathy



Report to	Development and Planning Committee
Subject	Exning Road grass verge parking – bollard installation
Purpose	Decision
Classification	Unrestricted
Meeting date	6th November 2023
Item number	15
Written By	Cathy Whitaker CLERK

Summary: This report outlines further information regarding the Town Council's decision to install bollards along the verges on Exning Road to prevent cars parking.

1.	Introduction
a.	Committee was minded on 16 th October to recommend to install bollards rather than request the installation from SCC of double yellow lines.
2.	Context
a.	The bollards would become Town Council assets to install and maintain.
3.	Proposal/Options
a.	To apply for a street furniture licence to install from SCC once total funding has been confirmed.
b.	Jockey Club to be engaged to install at a cost of £7,845 for 100 posts.
4.	Financial/Resource Implications
a.	Town Council to fund 50% (£3,922.50) from the Sale of Assets EMR 344.
b.	A request has been made to SCC Cllr Hood for the remaining 50% from Highways Budget.
5.	Next Steps/Recommendations
a.	Providing 50% can be funded from the SCC Highways Budget; to resolve to proceed with the installation of bollards at £7,845.00.
b.	To add these bollards to the NTC Asset Register.

Blank



Report to	Development & Planning Committee		
Subject	20's Plenty for Newmarket advisory resources		
Purpose	Decision		
Classification	Unrestricted		
Meeting date	6 th November 2023		
Item number	16		
Written By	Cathy Whitaker CLERK		
Summary: This report outlines the resources available for advisory use by the Town Council via the '20's Plenty for Suffolk' group and how these may be utilised in locations around the town.			
1.	Introduction		
a.	There have been speed surveys carried out on Freshfields and Adastral Close recently: both of which returned without a recommendation for any Highways action.		
b.	There are increasing number of complaints to the Town Council regarding perceived speeding in residential areas.		
2.	Context		
a.	The Town Council has no highway powers and can only lobby SCC Highways for action.		
b.	The '20's Plenty for Suffolk' group has advisory resources that may be used in certain areas by Town Councils where speeding is thought to be an issue.		
3.	Proposal/Options		
a.		Wheelie Bin Stickers – available at £60 for 50 / £108 for 100 Window Stickers – available at £28.80 for 50 / £52.80 for 100	
		School Banners – available at £55 for one / £90 for two Own bespoke banners or signage can be made up with use of the official logo if preferred – ie: for areas not outside schools or for signs to attach to posts, etc.	
4.	Financial/Resource Implications		
a.	Should Council decide to make these resources available to areas, this would be funded via the D&P Committee budget and can be assessed on a case-by-case basis.		
5.	Next Steps/Recommendations		
a.	Committee to consider starting a '20's Plenty for Newmarket' campaign, using the resources available.		
b.	Committee to consider supplying resources to residents within hot-spot locations.		

Blank



Report to	Development and Planning Committee
Subject	Advertising and Fly Posting
Purpose	Information
Classification	Unrestricted
Meeting date	16th October 2023
Item number	17
Written By	Cathy Whitaker CLERK

Summary: This report outlines the situation with unauthorised signage and fly-posting on the historic Newmarket High Street.

1.	Introduction
a.	Ongoing issues with unauthorised and messy stickers, posters, banners on railings and buildings.
2.	Context
a.	Most recently the Circus Fantasia plastered the High Street in posters; apparently with the permission of WSC who said that they had notified the Town Council (inaccurate).
3.	Proposal/Options
a.	To contact WSC Officer involved to start the conversation regarding this particular incident and to look to a future policy and agreement between WSC and NTC (including the BID).
b.	Policy to include how to deal with private temporary advertising on the High Street; including the Severals banner area.
4.	Financial/Resource Implications
a.	None.
5.	Next Steps/Recommendations
a.	To form an Advertising Working Group to research and assess and to provide recommendation to Full Council.

HIGHWAY ADVICE NOTE ESE 01 ADVERTISING SIGNS IN THE HIGHWAY

1.0 INTRODUCTION

Advertising signs can promote business and contribute to the commercial vitality of an area. However Suffolk County Council (hereafter 'SCC') as highway authority has duty to ensure that the highway is not obstructed and is kept safe for users of the highway. SCC reserves the right to take enforcement action in accordance with relevant legislation.

"Advertising signs" are A Boards, free standing advertisements and other similar advertising structures.

Any advertising sign placed on the highway is unlawful. Nothing in these guidelines affects this position. "Highway" includes roads, carriageways, footways, pavements and verges.

Advertising signs which create a nuisance or present a danger to users of the highway may be removed by SCC in accordance with the relevant legislation. However in considering whether to take action to remove an advertising sign placed on the highway Suffolk County Council will take into account the guidelines set down below. Compliance with these guidelines does not imply compliance with any other legislation such as advertising consent or licensing.

If SCC removes an advertising sign, it will be kept for one month before being disposed of. SCC may seek to recover any expenses incurred in removing and storing advertising signs from the owner of the advertising sign. Assistance with the administration of this policy may be provided by town and parish councils.

The owners of the advertising sign will be liable for any claims from damage or injury caused by an advertising sign on the highway. It is strongly advised that owners have adequate public liability insurance.

2.0 LEGAL BACKGROUND

Section 137 of the Highways Act 1980 makes it an offence to wilfully obstruct the free passage along a highway. Section 148 of the Highways Act 1980 makes it an offence to deposit anything on a highway which interrupts any user of the highway. Sections 143 and 149 of the Highways Act 1980 give SCC powers to require the removal of and to remove structures from the highway. Other legislation may also apply.

The following guidelines aim to minimise the need for exercising these legal powers. However, compliance with the guidelines does not guarantee that enforcement action will not be taken and/or that an advertising sign will not be removed from the highway.

3.0 GUIDELINES

Suffolk County Council will require removal of advertising signs from a highway in the following circumstances:-

Appearance

1. Where advertising signs are larger than A1 size or more than 1.1 metres high.
2. Rotating or swinging signs.
3. Where the content of the advertising sign does not relate to the trade of the premises.

Premises, owners

4. Where more than one advertising sign is displayed per premises.
5. Where the advertising sign has not been removed from the highway by the owners when the premises to which the advertising sign relates are closed.

Placing

6. Where the advertising signs have not been placed outside the premises to which they relate.
7. Where the advertising signs have been placed on central reservations, roundabouts, pedestrian refuges or at junctions.
8. Where advertising signs have been leant against or fixed to walls or other structures.
9. Where advertising signs have been placed on highway structures eg: bridges or street furniture.

Access, highways

10. Where signs obstruct access along the highway or into adjacent property for highway users taking into account the needs of the mobility impaired.
11. Where advertising signs cause a traffic safety hazard, e.g. by causing a visual obstruction to drivers.
12. Where advertising signs need to be removed to enable access for maintenance, events or other activities. This includes a request from the police or other emergency services.

Compliance with these guidelines does not exempt any advertising sign from the need for planning or other necessary consent.

Advertising signs must be removed when weather conditions, such as high winds, could make them unstable.

Blank



Report to	Development and Planning Committee
Subject	Planning Responses
Purpose	Decision
Classification	Unrestricted
Meeting date	6th November 2023
Item number	18 a and 18 b and 18c
Written By	Cathy Whitaker CLERK

Summary: This report outlines two recommendations/proposals regarding planning responses to WSC.

1.	Introduction
a.	18a: R Wood has made an offer to hold some assistance sessions for members of the public regarding how to best use the WSC planning portal and how to formulate a good response submission.
b.	18b: Formulation of a standard planning response for NTC regarding Listed Building applications.
c.	18c: The previously discussed standard planning response for NTC regarding applications with public transport and car parking concerns has been amended, as delegated.
2.	Context
a.	18a: R Wood to hold occasional sessions at the Memorial Hall; publicity to be pushed on social media, website and via the Journal.
b.	18b: Suggested response attached for consideration and amendment.
c.	Cllrs Perry, Harvey and the Clerk were given delegated powers to amend.
5.	Next Steps/Recommendations
a.	18a: That public assistance sessions for planning portal be held at the Memorial Hall by R Wood.
b.	18b: That the recommended Listed Building response be approved and adopted.
c.	18c: That the final amended version for Transport and Parking applications be adopted.

**NEWMARKET TOWN COUNCIL'S STANDARD PLANNING RESPONSE FOR
APPLICATIONS WITH LISTED BUILDING CONCERNS**

“The Committee requests referral to the Listed Buildings and Conservation Area Officers for full reports on all planning applications for Listed Buildings within the Newmarket Conservation area. Applicants must be made fully aware of the implications of any planned renovations or works to the Listed Building and all listed features must be retained and maintained correctly.”

**NEWMARKET TOWN COUNCIL'S STANDARD PLANNING RESPONSE FOR
APPLICATIONS WITH PUBLIC TRANSPORT AND PARKING CONCERNS**

"Newmarket Town Council (NTC) takes serious issue with any view that considers that the town has good, or even adequate, public transport. For the reasons listed below, public transport does not meet the Suffolk County Council (SCC) guidance criteria as it is neither "frequent" nor "wide-ranging".

- There is no direct bus service into Bury St Edmunds, which is a major destination for work, education and leisure.
- The most frequent services (bus and train) run hourly.
- There is no bus service on a Sunday.
- Bus services stop running early evening / late afternoon.
- There is no bus service to / from the railway station^{1, 2}
- There is no bus service covering the South side of the town. Most local amenities are situated either in the High Street, which bisects the town East to West, or to the North of the town.
- Many bus routes are dependent on short term funding by Cambridge and Peterborough Combined Authority (CPCA) and hence cannot be guaranteed in the long term.
- The railways station is on a branch line and there is poor connectivity to mainline services.
- Cycle lane provision is limited.
- There is no cycle lane running from Newmarket to Cambridge, although the Cambridge end of the route does have a cycle lane in place.

¹ *The proposed service linking Newmarket and Haverhill will include the railway station but only runs every two hours. The last bus is several hours before the last train. Therefore, it cannot be considered a connecting service.*

² *A privately funded shuttle bus links Newmarket Railway Station with the racecourse on race days.*

This is particularly relevant to any "car free application" when there are also potentially significant impacts due to current on-street parking stress and very limited ready access to off-street parking.

NTC will continue to press SCC Highways to update their information regarding both Newmarket public transport and parking provision to ensure accurate advice is provided to West Suffolk Planning Authority.

Blank



Bus Service Improvement Plan+: Where should the money be spent?

£3.6million is to be invested in improvements to Suffolk's bus services over the next two years as part of the government's [Bus Service Improvement Plan+ \(BSIP+\) funding](#)  . This is money we have been granted to deliver small scale local improvements to public transport in Suffolk in line with the published **BSIP**.

These aims include supporting the current network, examining simplified ticketing, and paying for design work to create bus priority schemes that can be delivered in future years. Alongside these aims, we are looking to target actions such as simplified ticketing and paying for design work to create bus priority schemes that can be delivered in future years.

The focus is to use the funding to target actions that will deliver the best overall outcomes in growing long term patronage and revenues to stabilise service levels, whilst maintaining essential social and economic connectivity for local communities.

In some places this may involve maintaining existing connections (either by conventional services or Demand Responsive Transport). Elsewhere it might be achieved by the provision of new services, increasing the operating hours or frequencies of existing routes; or reducing fares to support travellers.

We are therefore looking for innovative solutions that can be co-ordinated on a local level and sustained once the initial funding has been used. This could be through a traditional style local bus service, community car, shared taxi, village minibuses or a service we have not seen before in Suffolk.

Applications are welcome from transport operators, local community groups and other organisations that have an interest in supporting transport for local communities.

To consider funding for a new idea, we need information about what you are asking for and what you think it will achieve for your community. Requests should be submitted by a lead organisation and must include evidence that highlights there is support within the community for the idea. Applicants should consider what services already exist in their vicinity and whether connecting to these to provide onward travel could enable more people to reach more destinations than the provision of a single bus route.

All proposals should demonstrate how they might be sustained after initial funding has been used.

We are proposing two rounds of applications:

- Round 1: requests must be submitted for evaluation using the online form by **5pm on Monday 6 November 2023**.
- Round 2: requests must be submitted for evaluation using the online form by **5pm on Wednesday 20 December 2023**.

FAQs

How will schemes be evaluated?



It is proposed that each scheme will be reviewed on its on merit to confirm it:

- aligns with the Suffolk **BSIP** aim to provide a high quality accessible and integrated public transport network developed to increase patronage on bus and rail and to bring about an upturn in revenue income and service sustainability
- offers benefit to local communities and has local community support
- represents a good use of public funding taking into consideration economic, social and environmental impacts of the proposal
- is fair and accessible for everyone.

Not all schemes can be funded, so a prioritisation process will be completed to inform any decision to proceed.

In no particular order, this process will include but is not limited to reviewing projects in relation to:

- the number of bus passengers (new and existing) that could benefit
- the overall cost
- reasonable value for public money

Chat unavailable

- proposals for new or enhanced services that accept English National Concessionary Travel Scheme passes and Endeavour cards
- how they integrate with other existing services
- the likely long term financial sustainability of the project once the **BSIP+** funding expires
- how the project supports the aim to provide high quality accessible and integrated public transport network. This will be focused on assessing how the project links to
 - key destinations served: healthcare, employment, educational centres or transport hubs (new travel hubs, train or bus stations)
 - match in kind offers (what are you and any partner organisation offering as part of the project)
 - partnership working between organisations.

Are there any other mandatory requirements that projects must commit to / include?



Proposals for new services must accept English National Concessionary Travel Scheme passes and Endeavour cards.

Can infrastructure projects be included?



The **BSIP+** funding is to target actions that will deliver the best overall outcomes in growing long term patronage and revenues to stabilise service levels, whilst maintaining essential social and economic connectivity for local communities. The fund is therefore primarily dedicated to introducing measures (such as service level improvements) and not facilities (such as infrastructure).

However, where it is considered that a better long-term outcome could be achieved from the inclusion of small scale infrastructure improvements we will review these in line with the conditions of funding guidance from government.

Will schemes other than new services be considered for funding?



Yes. Schemes that would support existing services through ticketing initiatives, targeted improvements in passenger information and integrating bus services will also be considered.

All schemes will need to align with the objectives of the [Suffolk Bus Service Improvement Plan and 2022 update](#)

All applications must be submitted using the form below to enable us to evaluate all ideas equally. We are happy to help applicants with any specific questions they have. Please email bus.strategy@suffolk.gov.uk with the title "Request to discuss a **BSIP+** funding application".

Bus Service Improvement Plan +

How do you think we could spend the money?

Your details

Name *

First Name

Last Name

Email address *

example@example.com

Phone number *

Name

Organisation name *

Name

Type of organisation *

☐ Parish council

[Download a printable version of the online form](#) (PDF 700KB)

Paper applications should be addressed to: **The Enhanced Partnership Manager, Passenger Transport, 8 Russell Road, Ipswich, IP1 2BX.**

Cllr Matthew Hicks, Leader of Suffolk County Council, said:

*"This is great news for Suffolk and this award of **BSIP+** funding will make a real difference in the county. Suffolk is always keen to work with government and I look forward to seeing how we can use this money to improve transport links within Suffolk."*

Cllr Alexander Nicoll, Deputy Cabinet Member for Transport Strategy and Chair of the Suffolk Enhanced Partnership, said:

 Chat unavailable

*“As Chair of the Enhanced Partnership – a group that represents bus operators, the County Council, bus users, local communities, and other transport stakeholders across Suffolk – I am looking forward to working with our partners to get the maximum value for money from our **BSIP+** funding award.”*

Cllr Smith, Cabinet Member for Transport Strategy, said:

*“I am pleased that Suffolk has received £3.6m of **BSIP+** funding for 2023-2025. The county council and its officers have lobbied the DfT for a chance to secure funding for rural transport and that persistence has finally paid off.*

“Managing public transport in a rural setting is not easy. We don’t have the footfall of large urban areas such as London or Manchester, but our needs are just as important.

“We can use this revenue-based funding to support the existing bus network and potentially to grow the network with the addition of new bus routes and extensions to existing routes.”

Page last updated: Monday 23 October 2023

[Contacts](#)

[Feedback](#)

[Accessibility](#)

[Privacy policy](#)

[How we use cookies](#)

[Terms of use](#)

[About us](#)

[Sitemap](#)

© Suffolk County Council 2023

Website by Free Rein

 Chat unavailable

Bus Service Improvement Plan+

Details

Name

Email address

Phone number

Organisation name

Type of organisation

☐ Parish council

☐ Bus operator

☐ Other

Organisation address

Important information

By submitting this form on behalf of a parish council or other community group you confirm that you have spoken to your local Councillor, and they support this proposal.

Name of your local County Councillor(s)

Project proposal

1. Provide a description of the project

Please include what your organisation needs to do or change to help deliver the project and what you need from other organisations (for example SCC, bus operators, other partners) to make this happen.

Continue on spare page referencing the question number if necessary

2. What will this project deliver both in terms of outputs and outcomes

Example output: increase in service frequency from 1 bus per day to 4 buses per day or a new link between X and Y locations. Example outcome: supporting a reduction in social isolation for a community of XX people, increases community X in getting access to shops and services.

Continue on spare page referencing the question number if necessary

Project proposal continued

3. Describe what are the implications if this project is not supported

Continue on spare page referencing the question number if necessary

4. We will evaluate the delivery and outcomes of the project throughout the life of the funding. What factors do you think should be covered in measuring success

Continue on spare page referencing the question number if necessary

It is optional to provide any additional documents, maps and images that may support your application

Project costs and benefits

5. What is the estimated cost to deliver this project

Please provide as much detail as you can including how long you think funding would be required to support the project

Continue on spare page referencing the question number if necessary

6. What financial and non-financial benefits this project will bring to the community

Where possible and applicable this should include estimates of additional patronage and farebox revenues

Continue on spare page referencing the question number if necessary

Project costs and benefits continued

7. What are you and any partner organisation offering as part of the project (tick all that apply)

☐ Match in kind funding	☐ Zero emission bus fleet/higher specification vehicles
☐ Space for a travel hub	☐ Service coordination support
☐ Volunteer drivers	☐ Production and distribution of publicity materials
☐ Other	

Timelines

8. Please detail any time constraints your organisation may have in helping to deliver this project

Example: time to recruit volunteers, timelines for purchasing new vehicles etc

Continue on spare page referencing the question number if necessary

Spare page

Blank

From: [lesley](#) [REDACTED]
To: [Deputy Town Clerk](#)
Cc: [REDACTED]
Subject: Shared pavements and pathways
Date: 24 October 2023 13:53:48

Dear Tracey

I hope you can help

I would like to know who is responsible for authorising pavements and pathways for shared use and if this person holds any responsibility for the use, signage and maintenance of the paths going forward.

We are all aware that sometimes cyclists and pedestrians do not mix, but this is not helped when shared paths are not maintained leaving reduced access for all and little or inadequate signage.

I notice that along the Exning road, on the hospital side, the pavement is shared access, while the Newmarket Academy side is not. So having recently been struck by a bike on a shared path in Cambridge I thought I'd walk down the Academy side to avoid bikes, only to be confronted by a stream of bikes as the Academy pupils left for the day.

More planning, policing and education PLEASE. I am all for cycle or shared paths but it seems that pedestrians are getting a raw deal. Are people aware these days that it is illegal to cycle on pavements unless stated?

I cannot understand why the council or highways or whoever it is authorising these paths can not ensure that they are kept clear of weeds, trees, bushes and have adequate signage both on the path and eye level in order for everyone to move around safely. And more importantly, have NO BIKES signs where a pavement or path is not shared access.

Kind regards

[REDACTED] Lesley [REDACTED]
[REDACTED]

Studlands Park resident

Blank