

Membership from May 2023
Councillor Drummond
Councillor Harvey (Chair)
Councillor Hood
Councillor Hulbert
Councillor Nobbs
Councillor Yarrow

Members = 6
Quorum = 3



Newmarket

TOWN COUNCIL

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

You are hereby summoned to attend a meeting of the
FINANCE & POLICY COMMITTEE to be held at
Memorial Hall, High Street, Newmarket, CB8 8JP on
Monday 22nd January 2024 at 7pm
*or following on from the Development and Planning
Committee meeting, whichever is later*

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** the fire safety notice and announce that this meeting is being recorded and to ask whether anyone else intends to record the meeting
2. **Apologies** – 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 20th November 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. **Submission of schedules of payments for information** - To approve cashbooks 1-4 for months 8 and 9
7. **Bank statements** – To confirm that the bank statement balances & related bank reconciliations have been signed by the Chair of the Finance & Policy Committee
8. **Accounts** – To receive and note the Income & Expenditure for the Finance & Policy Committee for the previous month (month 9)
9. **Predicted Budget Outcome 2023/2024** – to receive the predicted outcome as per end of Quarter 3
10. **Neighbourhood Plan Government Funding for NNP Review**
 - a) To approve application for government free of charge technical support and funding to cover planning consultation regarding the Newmarket Neighbourhood Plan
 - b) To give delegated powers to the Clerk to apply for any future necessary funding for NNP consultancy.
11. **Health, Safety and Facilities** – to receive a monthly report
12. **Policies** – to receive an update regarding the Policy Review Schedule and to review the following policies
 - a) **Newmarket Town Council Standing Orders**
 - b) **Newmarket Town Council Financial Regulations**
 - c) **Newmarket Town Council Financial Risk Assessment**
 - d) **Newmarket Town Council Internal Control Statement**

13. **Small Grant Application Decisions**
 - a) Newmarket Allotment Association
 - b) Abbeycroft Leisure
 - c) Bury St Edmunds Women's Aid
14. **Investments** – to receive a report regarding investment proposal (to follow)
15. **Correspondence**
16. Date of next meeting **Monday 18th March 2024**

Signed *CE Whitaker* Cathy Whitaker, Town Clerk

Date 16th January 2024



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Finance & Policy Committee **Held on Monday 20th November 2023 at the Memorial Hall 7:30pm**

Attendance:

Councillor J Harvey (Chairman)
Councillor P Hulbert

Councillor R Nobbs
Councillor Yarrow

Also Present: C Whitaker – Town Clerk, J Ashton – Minute Assistant and Cllr Winter as an observer.

Minute

- F/23/11/1 Chairman to Read the Fire Safety Notice and Announce that Proceedings may be filmed or Recorded**
The Chairman opened the meeting and advised that the Fire Safety Notice was not required and confirmed that proceedings were being recorded.
- F/23/11/2 Apologies for Absence**
Apologies were received from Cllr Drummond. Cllr Hood was absent.
- F/23/11/3 Declaration of Member's Interests and to Remind Councillors of the Need to Keep up to Date their Register of Member's Interests and to Consider any Requests Received for Member's Dispensation**
None noted. There were no requests for Member's Dispensation.
- F/23/11/4 To Confirm the Minutes of the Meeting Held on 18th September 2023 and any Matters Arising**
Members received the minutes of the Finance & Policy Committee meeting held on 18th September 2023 and the following was agreed:

F/23/11/4.01 Resolved
That the minutes of the Finance & Policy Committee meeting held on 18th September 2023 be adopted and signed as a true record by the Chairman of the Finance & Planning Committee.

There were no matters arising.
- F/23/11/5 Public Open Session**
No members of the public were present.
- F/23/11/6 Submission of Schedules of Payments for Information CB1 - CB4**
Members reviewed CB1 - CB4 for month 6 and 7 (2023/2024) and the following was agreed:

F/23/11/6.01 Recommendation
That the ratification of the schedules of payments for the period 01/09/2023

Minutes of Finance & Policy Committee held on Monday 20th November 2023

Book Number 10 2023 - 2024

– 30/09/2023 and 01/10/2023 – 31/10/2023 (Cash Book 1 - 4) be received and adopted.

F/23/11/7 To Confirm the Bank Statement Balances & Related Bank Reconciliation have been signed by the Chairman of F&P Committee

The Chairman of the Finance & Policy Committee confirmed scrutiny of the bank reconciliations relating to the end of 31/10/2023 (month 5) for the Town Council's Current, Petty Cash, Salaries and Barclaycard Cashbooks.

F/23/11/8 To Receive the Income and Expenditure

The Income and Expenditure reports for October 2023 were received and noted.

F/23/11/9 Budget 2024/2025

The draft budget was presented and considered. The following was agreed:

F/23/11/9.01 Recommendation

That the draft F&P Budget for 2024/2025 be approved at £141, 388.00.

F/23/11/10 Health and Safety

The monthly Health and Safety report was received and noted.

F/23/11/11 Bank Accounts

A proposal to open a dedicated account for holding booking security deposits was considered and the following was agreed:

F/23/11/11.01 Recommendation

That a dedicated account for holding booking security deposits be opened with Unity Trust Bank.

F/23/11/12 Policies

The new Monitoring and Surveillance in the workplace policy was considered, the following was agreed:

F/23/11/12.01 Recommendation

That delegated power be given to the Town Clerk and Cllr Harvey to make further amends and then present to full council.

F/23/11/13 Small Grants

A request from the 6th Newmarket Brownies was considered and the following was agreed:

F/23/11/13.01 Recommendation

That the grant application from the 6th Newmarket Brownies for the Christmas Pantomime for £250.00 be approved.

F/23/11/14 IT Upgrade

Phase 1 of the installation of Cloud-base systems was considered and the following was agreed:

Minutes of Finance & Policy Committee held on Monday 20th November 2023

Book Number 11 2023 - 2024

F/23/11/14.01 Recommendation

That the plan for phase 1 - Cloudy-IT for options a, and b, for cloud-based system and agenda pack creation software within current financial year (23/24) be approved.

F/23/11/14.02 Recommendation

That the plan for phase 2 - hybrid and broadcasting of council meetings and councillor devices, options c, and d, in the next financial year (24/25) be approved in principle subject to specification, investigation and review.

F/23/11/15 Correspondence

None noted.

F/23/11/16 Date of Next Meeting

Monday 22nd January 2024 at the Memorial Hall.

Meeting closed at 8:00pm

Signed _____

Date _____

Summary of Recommendations	Recommendation Wording
<u>D/23/11/6.01 Recommendation</u>	That the ratification of the schedules of payments for the period 01/09/2023 – 30/09/2023 and 01/10/2023 – 31/10/2023 (Cash Book 1 - 4) be received and adopted.
<u>D/23/11/09.01 Recommendation</u>	That the draft F&P Budget for 2024/2025 be approved at £141, 388.00
<u>D/23/11/11.01 Recommendation</u>	That a dedicated account for holding booking security deposits be opened with Unity Trust Bank.
<u>D/23/11/12.01 Recommendation</u>	That delegated power be given to the Town Clerk and Cllr Harvey to make further amends and present to full council.
<u>D/23/11/13.01 Recommendation</u>	That the grant application from the 6 th Newmarket Brownies for the Christmas Pantomime for £250.00 be approved.
<u>D/23/11/14.01 Recommendation</u>	That the plan for phase 1 - Cloudy-IT for options a, and b, for cloud-based system and agenda pack creation software within current financial year (23/24) be approved.
<u>D/23/11/14.02 Recommendation</u>	That the plan for phase 2 - hybrid and broadcasting of council meetings and councillor devices, options c, and d, in the next financial year (24/25) be approved in principle subject to specification, investigation and review.

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Date: 08/01/2024

Newmarket Town Council 2023-2024

Page: 1

Time: 12:59

Cashbook 1

User: CEW

Current Account

For Month No: 8

Receipts for Month 8

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		793,624.99					793,624.99	
bacs	Banked: 01/11/2023	300.00						
	Sales Recpts Page 2565	300.00	300.00		101			Sales Recpts Page 2565
bacs	Banked: 01/11/2023	739.80						
bacs	Equestrian Outlet	739.80		123.30	565		616.50	hdep.EquestrianOutlet.3-5Nov23
bacs	Banked: 03/11/2023	576.00						
	Sales Recpts Page 2564	576.00	576.00		101			Sales Recpts Page 2564
bacs	Banked: 03/11/2023	237.36						
bacs	Providor Ltd	237.36		39.56	565		197.80	hdep.Providor.bkg8-9Nov23
bacs	Banked: 06/11/2023	300.00						
	Sales Recpts Page 2566	300.00	300.00		101			Sales Recpts Page 2566
bacsadj	Banked: 07/11/2023	-453.60						
	Sales Recpts Page 2567	-453.60	-453.60		101			Sales Recpts Page 2567
bacs tfr	Banked: 07/11/2023	453.60						
	Sales Recpts Page 2568	453.60	453.60		101			Sales Recpts Page 2568
bacs	Banked: 08/11/2023	432.00						
	Sales Recpts Page 2569	432.00	432.00		101			Sales Recpts Page 2569
bacs	Banked: 08/11/2023	90.00						
	Sales Recpts Page 2571	90.00	90.00		101			Sales Recpts Page 2571
sumup	Banked: 09/11/2023	145.27						
sumup	Specsavers	145.27	144.00		101			Sales Recpts Page 2570
					1006	101	5.00	SUMUP fee charge NTC
					4093	101	-3.73	SUMUP commission pd
bacs	Banked: 13/11/2023	81.00						
	Sales Recpts Page 2573	81.00	81.00		101			Sales Recpts Page 2573
bacs	Banked: 13/11/2023	5.00						
bacs	B Wyczesany	5.00		0.83	4453	302	4.17	Xmas stall fee/Beata Wyczesany
bacs	Banked: 15/11/2023	1,065.60						
	Sales Recpts Page 2572	1,065.60	1,065.60		101			Sales Recpts Page 2572
bacs	Banked: 20/11/2023	120.00						
	Sales Recpts Page 2577	120.00	120.00		101			Sales Recpts Page 2577
bacs	Banked: 21/11/2023	129.60						
	Sales Recpts Page 2578	129.60	129.60		101			Sales Recpts Page 2578
bacs	Banked: 22/11/2023	144.00						
	Sales Recpts Page 2579	144.00	144.00		101			Sales Recpts Page 2579
bacs	Banked: 23/11/2023	90.00						
	Sales Recpts Page 2580	90.00	90.00		101			Sales Recpts Page 2580

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Date: 08/01/2024

Newmarket Town Council 2023-2024

Page: 2

Time: 12:59

Cashbook 1

User: CEW

Current Account

For Month No: 8

Receipts for Month 8

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
000127	Banked: 27/11/2023	228.40						
	Sales Recpts Page 2574	228.40	228.40		101			Sales Recpts Page 2574
000188	Banked: 27/11/2023	141.50						
000188	Teadance 24/11/23	141.50		23.58	1043	301	117.92	Teadance 24/11/23
bacs	Banked: 27/11/2023	50.00						
bacs	Meat & Greet BSE	50.00		8.33	1059	302	41.67	WW trader fee/Meat&Greet
bacs	Banked: 28/11/2023	63.00						
	Sales Recpts Page 2582	63.00	63.00		101			Sales Recpts Page 2582
bacs	Banked: 29/11/2023	240.00						
	Sales Recpts Page 2583	240.00	240.00		101			Sales Recpts Page 2583
bacs	Banked: 29/11/2023	5.00						
bacs	T Ruffell	5.00		0.83	1059	302	4.17	WW stall fee T Ruffell
000189	Banked: 30/11/2023	144.00						
	Sales Recpts Page 2581	144.00	144.00		101			Sales Recpts Page 2581
bacs	Banked: 30/11/2023	315.60						
	Sales Recpts Page 2584	315.60	315.60		101			Sales Recpts Page 2584
sumup	Banked: 30/11/2023	156.97						
sumup	Click Travel	156.97	156.00		101			Sales Recpts Page 2585
					1006	101	5.00	sumup comm offset fee
					4093	101	-4.03	sumup comm chg
BACS	Banked: 30/11/2023	5.00						
BACS	D Stephens	5.00		0.83	1059	302	4.17	WW trader Little Green Press
Total Receipts for Month		5,805.10	4,619.20	197.26			988.64	
Cashbook Totals		<u>799,430.09</u>	<u>4,619.20</u>	<u>197.26</u>			<u>794,613.63</u>	

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Date: 08/01/2024		Newmarket Town Council 2023-2024						Page: 3	
Time: 12:59		Cashbook 1						User: CEW	
		Current Account						For Month No: 8	
Payments for Month 8					Nominal Ledger Analysis				
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
02/11/2023	Doxbond (Cambridge)	W8901	57.60	57.60		501			Confidential shredding SVC
02/11/2023	Phillip Green	02/11/2023	120.00	120.00		501			October maintaining
02/11/2023	CRC Pest Control	6096	600.00	600.00		501			Pest control services
02/11/2023	Abbey Security Services Ltd	39804/3970	870.00	870.00		501			Call outs Oct MH
02/11/2023	Anglian Water Business Nationa	354535901	22.85	22.85		501			Water bill Jul-Oct
02/11/2023	Kirk & Sons Windows & Glazing	220.00	220.00	220.00		501			Glass to bus stop
02/11/2023	Caskade Music	2710231	100.00	100.00		501			Tea Dance music
02/11/2023	West Suffolk Council	1247411	250.00	250.00		501			V065 VBT Admin pass
02/11/2023	Duck Plumbing & Heating Limite	54568/5456	300.00	300.00		501			Memorial Hall Boiler Service
09/11/2023	Anglian Water Business Nationa	354447001	2,321.48	2,321.48		501			Hobbit meter reading
09/11/2023	Newprint Ltd	39898	245.00	245.00		501			Remembrance Day Service Sheets
09/11/2023	Banner Business Solutions Ltd	SINV038376	93.46	93.46		501			Recycled A4 White paper
09/11/2023	Jockey Club Estates	#INJCE0013	540.00	540.00		501			Outside work recharges
09/11/2023	Cambridge Door Services Ltd	8987	1,066.80	1,066.80		501			Service to roller shutters PAV
09/11/2023	Get Social With Grace	INV-1244	150.00	150.00		501			Social media mangement
12/11/2023	N-CIS	10949/4725	551.76	551.76		501			2 x Monthly line fee
13/11/2023	Stellantis FS UK	DD	18.00		3.00	4039	200	15.00	van lease
16/11/2023	Newmarket GMS Ltd	92286	119.88	119.88		501			Service to rotary lawn mower
16/11/2023	Crash Cleaner Ltd	00076/0007	878.31	878.31		501			Public Toilets Clean Sept
16/11/2023	Cozens (UK) Ltd	INV-7854	4,320.00	4,320.00		501			Cozens xmas lights 23
16/11/2023	Newmarket Town Band	15/11/2023	275.00	275.00		501			Town Band Rem Day
16/11/2023	Suffolk Association of Local C	28036	18.00	18.00		501			SALC Conference Jo McHugh
16/11/2023	ShineTime Cleaning Services	5882	528.00	528.00		501			External Cleaning Bill Tutte
16/11/2023	Quadient UK Limited	2023051743	101.34	101.34		501			Franking Maintenance
16/11/2023	Adams & Eden Restoration	08/11/2023	513.60	513.60		501			Events storage fire door repai
16/11/2023	Mead Contruction (Cambridge) L	186792	360.00	360.00		501			Removal of one load of spoil
20/11/2023	Staff Salary Account	sal.topup	50,000.00			204		50,000.00	salary topup
22/11/2023	Stellantis FS UK	DD	575.23		95.87	4039	200	479.36	van lease payment
24/11/2023	Sparr Catering	16/11/23/1	743.25	743.25		501			Parish Giving catering
24/11/2023	Quadient UK Limited	830392114	100.00	100.00		501			Postage Recredit
24/11/2023	PPL PRS LTD	SIN2565273	1,969.89	1,969.89		501			Licence renewal of MH and PAV
24/11/2023	A Place Setting	8905	309.00	309.00		501			Crockery Hire
24/11/2023	Event Stuff Ltd	6278	474.00	474.00		501			Snow globe face board
24/11/2023	National Association of Local	8372529209	39.22	39.22		501			TC Training Webinar
24/11/2023	Collaboration 23 Construction	846	1,350.00	1,350.00		501			High St benches/roof inspectio
25/11/2023	Total Gas and Power Ltd	3006079835	15.99	15.99		501			Clock Tower elec reading
25/11/2023	Total Gas and Power Ltd	3005903109	7.81	7.81		501			Bill Tutte Mem elec reading
25/11/2023	Total Gas and Power Ltd	3006009237	94.14	94.14		501			Cemetery elec reading
25/11/2023	Total Gas and Power Ltd	3005957526	542.06	542.06		501			MH elec reading Oct 23
25/11/2023	Total Gas and Power Ltd	3006009248	294.85	294.85		501			Severals Sports Pavilion

Payments for Month 8					Nominal Ledger Analysis				
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
25/11/2023	Total Gas and Power Ltd	3006050620	156.51	156.51		501			Public toilets
29/11/2023	Barclaycard Account	Oct pymt	1,000.86			208		1,000.86	October statement tfr
30/11/2023	Petty Cash	300827	75.46			210		75.46	Petty Cash reimb M8
30/11/2023	Heelis and Lodge	HL9401	370.00	370.00		501			Interim Internal Audit
30/11/2023	Ustigate	0000007577	1,278.00	1,278.00		501			Splashpad Winterization Nov 23
30/11/2023	Suffolk County Council	9538262	570.00	570.00		501			Solar SID post 1No post
30/11/2023	Cambridge Door Services Ltd	9025	554.32	554.32		501			Shutter SVC/Repair
30/11/2023	Prep'd @ Sams Limited	149	350.00	350.00		501			Afternoon Tea Rem Day @ Tatter
30/11/2023	Newmarket BID Ltd	CN505577	116.00	116.00		501			Events/Christmas leaflet
30/11/2023	Caskade Music	2411231	100.00	100.00		501			Tea Dance music
30/11/2023	Libra Security Ltd	5736	2,155.80	2,155.80		501			Alarms monitor/Maint MH/PAV
Total Payments for Month			77,883.47	26,213.92	98.87			51,570.68	
Balance Carried Fwd			721,546.62						
Cashbook Totals			799,430.09	26,213.92	98.87			773,117.30	

Date: 08/01/2024

Newmarket Town Council 2023-2024

Page: 1

Time: 13:00

Cashbook 1

User: CEW

Current Account

For Month No: 9

Receipts for Month 9

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		721,546.62					721,546.62	
adjtohdep	Banked: 30/11/2023	-144.00						
	Sales Recpts Page 2586	-144.00	-144.00		101			Sales Recpts Page 2586
bacs	Banked: 30/11/2023	144.00						
bacs	Betfred	144.00		24.00	565		120.00	hdep. Betfred. 30/11/23
bacs	Banked: 01/12/2023	5.00						
bacs	ER Lowe	5.00		0.83	1059	308	4.17	WW Craft Trader stall ER LOWE
bacs	Banked: 04/12/2023	5.00						
bacs	Deane Margaret	5.00		0.83	1059	308	4.17	WWTrader-Maggie Deane
bacs	Banked: 04/12/2023	5.00						
bacs	E Needham	5.00		0.83	1059	308	4.17	WWTrader-E Needham
bacs	Banked: 04/12/2023	752.40						
	Sales Recpts Page 2587	752.40	752.40		101			Sales Recpts Page 2587
000190	Banked: 07/12/2023	126.00						
000190	BetFred	126.00		21.00	565		105.00	hdep.BefFred.6/12/23
bacs	Banked: 07/12/2023	800.00						
bacs	West Suffolk Council	800.00			1181	308	800.00	HAF grant for Xmas event
bacs	Banked: 07/12/2023	0.20						
	Sales Recpts Page 2588	0.20	0.20		101			Sales Recpts Page 2588
bacs	Banked: 07/12/2023	144.00						
	Sales Recpts Page 2589	144.00	144.00		101			Sales Recpts Page 2589
bacs	Banked: 07/12/2023	5.00						
bacs	Jayne Vintner	5.00		0.83	1059	302	4.17	WW trader stall J Vintner
bacs	Banked: 07/12/2023	5.00						
bacs	Jayne Vintner	5.00		0.83	1059	302	4.17	WW Trader stall J Vintner
bacs	Banked: 11/12/2023	36.00						
	Sales Recpts Page 2591	36.00	36.00		101			Sales Recpts Page 2591
bacs	Banked: 11/12/2023	5.00						
bacs	Sharon Clarke	5.00		0.83	1059	302	4.17	WW trader stall S Clarke
bacs	Banked: 12/12/2023	144.00						
	Sales Recpts Page 2590	144.00	144.00		101			Sales Recpts Page 2590
bacs	Banked: 12/12/2023	5.00						
bacs	D Harris	5.00		0.83	1059	302	4.17	WW trader stall D Harris
bacs	Banked: 13/12/2023	5.00						
bacs	L Cantle	5.00		0.83	1059	308	4.17	WW Trader stall fee/Asta Lu
bacs	Banked: 13/12/2023	295.80						
	Sales Recpts Page 2592	295.80	295.80		101			Sales Recpts Page 2592

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Date: 08/01/2024

Newmarket Town Council 2023-2024

Page: 2

Time: 13:00

Cashbook 1

User: CEW

Current Account

For Month No: 9

Receipts for Month 9

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
bacs	Banked: 13/12/2023	417.60						
	Sales Recpts Page 2593	417.60	417.60		101			Sales Recpts Page 2593
bacs	Banked: 14/12/2023	54.00						
bacs	BetFred	54.00		9.00	565		45.00	hdep BetFred 14/12/23
bacs	Banked: 15/12/2023	10.00						
bacs	Langdon	10.00		1.67	1059	302	8.33	stall fees WW/Langdon
bacs	Banked: 18/12/2023	63.00						
	Sales Recpts Page 2599	63.00	63.00		101			Sales Recpts Page 2599
bacs	Banked: 18/12/2023	5.00						
bacs	E Needham	5.00		0.83	1059	302	4.17	WW stall fee/Needham
bacs	Banked: 18/12/2023	5.00						
bacs	O Diakite	5.00		0.83	1059	302	4.17	stall fee WW/Diakite
000192	Banked: 21/12/2023	15.00						
000192	WW trader stalls	15.00		2.50	1059	302	12.50	WW trader stalls
000193	Banked: 21/12/2023	105.00						
000193	N Wallis	105.00		17.50	565		87.50	hdep bkg 9/12/23 N Wallis pty
bacs	Banked: 21/12/2023	44,931.75						
bacs	PWLB	44,931.75			4080	120	44,931.75	work loan payment
adj	Banked: 21/12/2023	-44,931.75						
adj	PWLB error correction	-44,931.75			4080	120	-44,931.75	PWLB error correction
bacs	Banked: 22/12/2023	129.60						
	Sales Recpts Page 2600	129.60	129.60		101			Sales Recpts Page 2600
bacs	Banked: 27/12/2023	7,500.00						
	Sales Recpts Page 2594	7,500.00	7,500.00		101			Sales Recpts Page 2594
bacs	Banked: 27/12/2023	9.60						
	Sales Recpts Page 2596	9.60	9.60		101			Sales Recpts Page 2596
bacs	Banked: 27/12/2023	150.00						
	Sales Recpts Page 2597	150.00	150.00		101			Sales Recpts Page 2597
bacs	Banked: 27/12/2023	154.50						
	Sales Recpts Page 2598	154.50	154.50		101			Sales Recpts Page 2598
Total Receipts for Month		10,956.70	9,652.70	83.97			1,220.03	
Cashbook Totals		<u>732,503.32</u>	<u>9,652.70</u>	<u>83.97</u>			<u>722,766.65</u>	

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Cashbook 1

User: CEW

Current Account

For Month No: 9

Payments for Month 9

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
07/12/2023	6th Newmarket Brownies	BROWNIES	250.00			4076	101	250.00	grant for Panto-Brownies
07/12/2023	Envisage Promotions Ltd	15197/4794	418.80	418.80		501			Father Christmas 2023
07/12/2023	Abbey Security Services Ltd	39980/4795	732.00	732.00		501			Secuirty Services for Nov 23
07/12/2023	Phillip Green	3112023	120.00	120.00		501			Maintaining and winding of CT
07/12/2023	Glasdon UK Ltd	SI875979	758.12	758.12		501			Replace bench nr Birdcage Walk
07/12/2023	Cooleraid Ltd	1685588	52.80	52.80		501			Water cooler sanitization
07/12/2023	Thrill Seekers Ltd	MEM2309	900.00	900.00		501			Toboggan Slide Hire
07/12/2023	Jockey Club Estates	0013495	5,526.00	5,526.00		501			cem bollards/St Mary's fencing
07/12/2023	Collaboration 23 Construction	848/4805	7,309.20	7,309.20		501			MH roofleak/inst 5 benches
07/12/2023	Thurflow Nunn Standen Ltd	45754/4806	25.00	25.00		501			fuel for machinery
07/12/2023	Anglian Gates	6557/4807	1,416.00	1,416.00		501			upgrade to cem solar gates
07/12/2023	British Telecom	Q056EC	46.80	46.80		501			Red care line
07/12/2023	Information Commissioner	ZA090217	35.00	35.00		501			ICO reg renewal 23/24
13/12/2023	Petty Cash	300828	131.68			210		131.68	PCash reimb M9
14/12/2023	Gala Lights Ltd	23606 SW	14,292.00	14,292.00		501			xmas lights yr 3 of 5
15/12/2023	EM Langdon	BACS	10.00		1.67	4453	302	8.33	stall fees WW/Langdon
15/12/2023	adjustment	ADJ	-10.00			4453	302	-10.00	adjustment
15/12/2023	adjustment	ADJ	10.00			4453	302	10.00	adjustment
15/12/2023	adjustment	ADJ	-10.00		-1.67	4453	302	-8.33	adjustment
18/12/2023	O Diakite	BACS	5.00		0.83	1059	302	4.17	WW Stall fee/O Diakite
18/12/2023	E Needham	BACS	5.00		0.83	1059	302	4.17	WW stall fee/Wood turner
18/12/2023	adj E Needham	ADJ	-5.00		-0.83	1059	302	-4.17	adj
18/12/2023	O Diakite	ADJ	-5.00		-0.83	1059	302	-4.17	adj O Diakite
21/12/2023	TH Tree Surgery Ltd	2023/485	528.00	528.00		501			All Saints Church/CT roundabou
21/12/2023	Cozens (UK) Ltd	INV-7965	586.80	586.80		501			Xmas infra repairs
21/12/2023	Collaboration 23 Construction	851	6,600.00	6,600.00		501			Roofing repairs to MH
21/12/2023	Cloudy IT	INV-D-0252	24,437.93	24,437.93		501			DECISIONS software
21/12/2023	Cubiqdesign Ltd	CQ00436	9.59	9.59		501			Website domain
21/12/2023	West Suffolk Council	1248908	7,800.64	7,800.64		501			Q3 WSC SLA
21/12/2023	Newmarket Community Choir	001/191223	200.00	200.00		501			Performance 9th December 2023
21/12/2023	David Hyam	17-12-23	500.00	500.00		501			Music events 9/16 Dec 23
21/12/2023	1 Gray & Sons Funfairs	0000007	960.00	960.00		501			WW fair rides
21/12/2023	Crash Cleaner Ltd	00078/0007	666.50	666.50		501			Memorial Gardens/Severals Nov
21/12/2023	PWLB	BACS	44,931.75			4080	120	44,931.75	PWLB 1/2-yearly installment
22/12/2023	Stellantis FS UK	DD	575.23		95.87	4039	200	479.36	van lease installment
25/12/2023	Total Gas and Power Ltd	3004259050	1,533.90	1,533.90		501			MH GAS Aug-Nov 23
25/12/2023	Total Gas and Power Ltd	3006241140	318.12	318.12		501			PAV GAS Aug-Nov 23
25/12/2023	N-CIS	11033/4802	540.85	540.85		501			1 x Monthly Line Fee
25/12/2023	Total Gas and Power Ltd	3006079835	18.68	18.68		501			Clock Tower Elec
25/12/2023	Total Gas and Power Ltd	3005903109	14.92	14.92		501			Bill Tutte Elec
25/12/2023	Total Gas and Power Ltd	3005957526	1,094.65	1,094.65		501			Memorial Hall Elec
25/12/2023	Total Gas and Power Ltd	3006009237	169.54	169.54		501			Cemetery Elec

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Payments for Month 9				Nominal Ledger Analysis					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
29/12/2023	Unity Trust Bank	BANKCHARG	7.60			4051	101	7.60	1/4-ly charges
29/12/2023	Barclaycard Account	Nov.paymt	1,200.76			208		1,200.76	Nov 23 statement paymt
31/12/2023	Unity Trust Bank	BANKCHARG	51.00			4051	101	51.00	1/4-ly UTB Service Charge
Total Payments for Month			124,759.86	77,611.84	95.87			47,052.15	
Balance Carried Fwd			607,743.46						
Cashbook Totals			732,503.32	77,611.84	95.87			654,795.61	

Receipts for Month 8				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		150.00					150.00	
Banked: 30/11/2023		75.46						
300827	Current Account	75.46			201		75.46	Petty Cash reimb M8
Total Receipts for Month		75.46	0.00	0.00			75.46	
Cashbook Totals		<u>225.46</u>	<u>0.00</u>	<u>0.00</u>			<u>225.46</u>	

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Cashbook 2

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Petty Cash

For Month No: 8

Payments for Month 8

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
30/11/2023	Petty Cash M8	PCASH M8	75.46		10.80	4078	120	31.82	PCash/event refr
						4020	120	2.84	PCash/office refr
						4064	101	30.00	PCash/Xmas cards Mayor
Total Payments for Month			75.46	0.00	10.80			64.66	
Balance Carried Fwd			150.00						
Cashbook Totals			225.46	0.00	10.80			214.66	

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Newmarket Town Council 2023-2024

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Cashbook 2

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Petty Cash

For Month No: 9

Receipts for Month 9

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	150.00					150.00	
	Banked: 13/12/2023	131.68						
300828	Current Account	131.68			201		131.68	PCash reimb M9
Total Receipts for Month		131.68	0.00	0.00			131.68	
Cashbook Totals		<u>281.68</u>	<u>0.00</u>	<u>0.00</u>			<u>281.68</u>	

Payments for Month 9				Nominal Ledger Analysis					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
3/12/2023	Petty Cash M9	PCASH M9	131.68		9.24	4016	120	7.04	PCash/cleaning cloths
						4453	308	28.30	PCash/Xmas event refr
						4020	102	7.94	PCash/staff refr
						4311	308	37.50	PCash/MH xmas tree
						4018	101	40.00	PCash/dongle
						4038	120	1.66	PCash/tree dec
Total Payments for Month			131.68	0.00	9.24		122.44		
Balance Carried Fwd			150.00						
Cashbook Totals			281.68	0.00	9.24		272.44		

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Cashbook 3

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Staff Salary Account

For Month No: 8

Receipts for Month 8

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	8,285.24					8,285.24	
	Banked: 20/11/2023	50,000.00						
sal.topup	Current Account	50,000.00			201		50,000.00	salary topup
Total Receipts for Month		50,000.00	0.00	0.00			50,000.00	
Cashbook Totals		<u>58,285.24</u>	<u>0.00</u>	<u>0.00</u>			<u>58,285.24</u>	

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Payments for Month 8				Nominal Ledger Analysis					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
24/11/2023	Net Salaries M8	SAL M8	17,871.88			516		17,871.88	Net Salaries M8
24/11/2023	HMRC M8	110866 08	8,736.54			515		8,736.54	HMRC M8
24/11/2023	People's Pension M8	DD WPP M8	2,499.51			514		2,499.51	People's Pension M8
Total Payments for Month			29,107.93	0.00	0.00			29,107.93	
Balance Carried Fwd			29,177.31						
Cashbook Totals			58,285.24	0.00	0.00			58,285.24	

Receipts for Month 9				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	29,177.31					29,177.31	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>29,177.31</u>	<u>0.00</u>	<u>0.00</u>			<u>29,177.31</u>	

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Cashbook 3

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Staff Salary Account

For Month No: 9

Payments for Month 9

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
18/12/2023	Net Salaries M9	BACS M9	13,704.84			516		13,704.84	Net Salaries M9
18/12/2023	HMRC	1108662409	5,729.84			515		5,729.84	HMRC M9
18/12/2023	Peoples Pension M9	DD WPP M9	1,814.53			514		1,814.53	Peoples Pension M9
31/12/2023	Unity Trust Bank	BANKCHARG	18.00			4051	101	18.00	UTB service charge 1/4-ly
Total Payments for Month			21,267.21	0.00	0.00			21,267.21	
Balance Carried Fwd			7,910.10						
Cashbook Totals			29,177.31	0.00	0.00			29,177.31	

Receipts for Month 8			Nominal Ledger Analysis					
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 29/11/2023	1,000.86						
Oct pymt	Current Account	1,000.86			201		1,000.86	October statement tfr
Total Receipts for Month		1,000.86	0.00	0.00			1,000.86	
Balance Carried Fwd		1,200.78						
Cashbook Totals		<u>2,201.64</u>	<u>0.00</u>	<u>0.00</u>			<u>2,201.64</u>	

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Barclaycard Account

For Month No: 8

Payments for Month 8

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
		Balance Brought Fwd :	779.48					779.48	
31/10/2023	CARD/STAPLES	CC24 0774	42.49		7.08	4023	101	35.41	COLOURED PRINTING PAPER
01/11/2023	CARD/WHSMITH	CC24 0775	40.00			4079	101	40.00	CARD/GIFT CARDS REM SUN
01/11/2023	CARD/STAPLES	CC24 0776	89.97			4078	120	89.97	CARD/COFFEE
01/11/2023	CARD/HOMEBASE	CC24 0777	13.00		2.17	4029	200	10.83	CARD/SAW
02/11/2023	CARD/AMAZON	CC24 0778	22.68		3.78	4023	101	18.90	CARD/STATIONERY
02/11/2023	CARD/QD STORES	CC24 0779	35.94		5.99	4311	304	29.95	CARD/BATTERIES
07/11/2023	CARD/AMAZON	CC24 0780	22.99		3.83	4095	303	19.16	CARD/MICROPHONE FOR PA SYS
07/11/2023	CARD/QD STORES	CC24 0781	8.83		0.18	4078	120	8.65	CARD/BISCUITS, STATIONERY
07/11/2023	CARD/CITROENDIRECTPARTS	CC24 0782	89.58		14.93	4039	200	74.65	CARD/DOOR CHECK STRAP
07/11/2023	CARD/CITROENDIRECT REFUND	CC24 0782	-89.58		-14.93	4039	200	-74.65	CARD/DOOR CHECK STRAP REF
08/11/2023	CARD/THURLOWNUNN	CC24 0783	25.00		4.17	4037	306	20.83	CARD/MACHINERY OIL
08/11/2023	CARD/SAFETYSIGNS4LESS	CC24 0784	46.39		7.73	4037	306	38.66	CARD/ GARDEN SIGNAGE
09/11/2023	CARD/IHASCO	CC24 0785	30.00		5.00	4008	101	25.00	CARD/DSE TRAINING DTC
09/11/2023	CARD/IHASCO	CC24 0786	30.00		5.00	4008	101	25.00	CARD/DSE TRAINING ADMIN
09/11/2023	CARD/IHASCO	CC24 0787	30.00		5.00	4008	101	25.00	CARD/DSE TRAINING EM
09/11/2023	CARD/IHASCO	CC24 0788	30.00		5.00	4008	101	25.00	CARD/DSE TRAINING TC
13/11/2023	card/Adobe	CC240789	19.97		3.33	4025	101	16.64	card/Adobe Acropro monthly fee
13/11/2023	card/Suffolk CC	CC240790	150.00			4310	308	150.00	card/Xmas Lights licence
17/11/2023	card/Post Office	CC240791	6.50			4022	101	6.50	card/postage to MLF
20/11/2023	card/Cartridge People	CC240792	589.90		98.32	4018	101	491.58	card/toner pack for TC ptr
23/11/2023	card/Wonderwall Products	CC240793	80.40		13.40	4038	120	67.00	card/projection screen(events)
24/11/2023	card/QD Stores	CC240794	19.33		1.00	4443	301	18.33	card/teadance supplies
24/11/2023	card/Iceland	CC240795	6.00			4443	301	6.00	card/teadance supplies
24/11/2023	card/QD	CC240796	1.19		0.20	4023	101	0.99	card/raffle ticket booklet
28/11/2023	card/Argos	CC240797	1.00		0.17	4021	101	0.83	card/Sim Card
28/11/2023	card/EE	CC240801	10.00			4021	101	10.00	card/credit on int dongle
29/11/2023	card/Autozone	CC230798	5.99		1.00	4039	200	4.99	card/screenwash for van
29/11/2023	card/Argos	CC240799	49.00		8.17	4029	200	40.83	card/heater for workshop
30/11/2023	card/Zoom	CC240800	15.59		2.60	4025	101	12.99	card/Zoom monthly lic
Total Payments for Month			1,422.16	0.00	183.12			1,239.04	
Cashbook Totals			2,201.64	0.00	183.12			2,018.52	

Receipts for Month 9			Nominal Ledger Analysis					
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 29/12/2023	1,200.76						
Nov.paymt	Current Account	1,200.76			201		1,200.76	Nov 23 statement paymt
Total Receipts for Month		1,200.76	0.00	0.00			1,200.76	
Balance Carried Fwd		533.78						
Cashbook Totals		<u>1,734.54</u>	<u>0.00</u>	<u>0.00</u>			<u>1,734.54</u>	

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Cashbook 4

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Barclaycard Account

For Month No: 9

Payments for Month 9

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :		1,200.78					1,200.78	
01/12/2023	card/Adobe	CC240811	19.97		3.33	4025	101	16.64	card/Adobe Acropro licence
04/12/2023	card/Homebase	CC240802	18.00		3.00	4036	120	15.00	card/paint for EC Room
11/12/2023	card/MDS Grocery	CC240803	4.17		0.70	4016	120	3.47	card/washing up liquid
11/12/2023	card/Post Office	CC240804	9.90			4022	101	9.90	card/postage to MLF
14/12/2023	card/All Saints News&Wines Ltd	CC240805	29.90			4028	101	29.90	card/newspaper bill
14/12/2023	card/Homebase	CC240806	45.00		7.50	4029	200	37.50	card/3-step platform ladder
14/12/2023	card/Thurlow Nunn Standen Ltd	CC240807	20.83		3.47	4037	306	17.36	card/fuel for machinery
14/12/2023	card/Thurlow Nunn adj	CC240807	-20.83		-3.47	4037	306	-17.36	card/Thurlow Nunn adj
15/12/2023	card/Ceiling Tiles UK	CC240808	201.60		33.60	4036	120	168.00	card/replace ceiling tilesMH
18/12/2023	card/Amazon	CC240809	9.99		1.67	4453	302	8.32	card/backdrop for SantaSession
20/12/2023	card/Suffolk County Council	CC240810	150.00			4092	207	150.00	card/lic for Ex Rd bollards
22/12/2023	card/B&M	CC240812	25.77		2.66	4443	301	23.11	card/teadance supplies
22/12/2023	card/QD	CC240813	3.87			4443	301	3.87	card/teadance supplies
29/12/2023	card/Zoom	CC240814	15.59		2.60	4025	101	12.99	card/Zoom licence
Total Payments for Month			533.76	0.00	55.06			478.70	
Cashbook Totals			1,734.54	0.00	55.06			1,679.48	

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Detailed Income & Expenditure by Budget Heading as at 31/12/23

Month No: 9

Committee Report Finance & Policy M9

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Finance & Policy								
100 Precept								
1176 Precept Received	0	823,069	823,069	0			100.0%	
Precept :- Income	0	823,069	823,069	0			100.0%	0
Net Income	0	823,069	823,069	0				
101 Administration								
1003 Banner Income	0	0	1,000	1,000			0.0%	
1005 Misc Income	0	5,675	0	(5,675)			0.0%	
1006 Sumup Commission offset	0	25	50	25			50.0%	
1103 Rent Receivable	0	0	100	100			0.0%	
1181 Grant Received WSC	7,500	14,500	0	(14,500)			0.0%	7,000
Administration :- Income	7,500	20,200	1,150	(19,050)			1756.5%	7,000
4008 Staff Training	0	916	3,000	2,084	2,084	30.5%		
4009 Staff Travel	0	36	250	214	214	14.5%		
4018 Software/Computer Consumables	40	1,157	2,500	1,343	1,343	46.3%		
4019 New IT System/Hardware	18,370	18,701	7,500	(11,201)	(11,201)	249.3%		
4021 Telephone	144	1,500	2,000	500	500	75.0%		
4022 Postage	10	166	1,000	834	834	16.6%		
4023 Stationery	0	622	2,000	1,378	1,378	31.1%		
4025 Subscriptions&Licences	2,197	10,680	6,000	(4,680)	(4,680)	178.0%		
4026 Insurance	0	233	9,500	9,267	9,267	2.5%		
4028 Office Maintenance	221	9,156	12,500	3,344	3,344	73.2%		
4030 Recruitment Advertising	0	1,136	1,000	(136)	(136)	113.6%		
4051 Bank Charges/Interest	77	222	300	78	78	74.0%		
4056 Legal Expenses	0	3,898	12,000	8,102	8,102	32.5%		(4,000)
4057 Audit & Accountancy Fees	0	3,575	3,850	275	275	92.9%		
4058 Professional Fees	23	23	2,000	1,977	1,977	1.1%		
4059 web site	8	735	1,000	265	265	73.5%		
4060 Councillors Training	0	255	600	345	345	42.5%		
4061 Councillors Expenses	0	0	200	200	200	0.0%		
4062 Civic Regalia	0	0	325	325	325	0.0%		
4064 Town Mayor's Allowance	0	118	1,000	883	883	11.8%		
4074 Grant - Bill Tutte Scholarship	0	1,000	1,000	0	0	100.0%		
4075 Grant to CAB	0	5,000	5,000	0	0	100.0%		
4076 Grants	250	4,650	4,000	(650)	(650)	116.3%		
4077 Marketing	0	1,846	3,000	1,154	1,154	61.5%		
4079 Remembrance Event Expenses	0	1,911	2,500	589	589	76.4%		

Continued over page

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Newmarket Town Council 2023-2024

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Detailed Income & Expenditure by Budget Heading as at 31/12/23

Month No: 9

Committee Report Finance & Policy M9

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4090 Biodegradable Dog Poo Bags	0	430	500	70		70	86.0%	
4093 Sumup Commission	0	15	50	35		35	29.6%	
4097 Election Costs	0	5,032	5,032	0		0	100.0%	
4113 Rolling Capital Reserve	0	0	10,000	10,000		10,000	0.0%	
4114 Other Projects / Reserves	0	0	5,643	5,643		5,643	0.0%	
4118 Youth Strategy	0	1,728	6,728	5,000		5,000	25.7%	(5,000)
4180 Civic Functions	0	2,245	2,124	(121)		(121)	105.7%	
4220 Discover Nmkt Stakeholder Fee	0	5,000	5,000	0		0	100.0%	
4221 CCTV WSC SLA Monitoring	1,075	3,225	4,300	1,075		1,075	75.0%	
Administration :- Indirect Expenditure	22,414	85,211	123,402	38,191	0	38,191	69.1%	(9,000)
Net Income over Expenditure	(14,914)	(65,011)	(122,252)	(57,241)				
6000 plus Transfer from EMR	0	(9,000)						
6001 less Transfer to EMR	0	7,000						
Movement to/(from) Gen Reserve	(14,914)	(81,011)						
103 Health & Safety								
4020 Misc. Staff Costs	0	0	500	500		500	0.0%	
4028 Office Maintenance	0	26	100	74		74	25.6%	
4058 Professional Fees	0	2,500	2,500	0		0	100.0%	
Health & Safety :- Indirect Expenditure	0	2,526	3,100	574	0	574	81.5%	0
Net Expenditure	0	(2,526)	(3,100)	(574)				
Finance & Policy :- Income	7,500	843,269	824,219	(19,050)			102.3%	
Expenditure	22,414	87,736	126,502	38,766	0	38,766	69.4%	
Net Income over Expenditure	(14,914)	755,533	697,717	(57,816)				
plus Transfer from EMR	0	(9,000)						
less Transfer to EMR	0	7,000						
Movement to/(from) Gen Reserve	(14,914)	739,533						
Grand Totals:- Income	7,500	843,269	824,219	(19,050)			102.3%	
Expenditure	22,414	87,736	126,502	38,766	0	38,766	69.4%	
Net Income over Expenditure	(14,914)	755,533	697,717	(57,816)				
plus Transfer from EMR	0	(9,000)						
less Transfer to EMR	0	7,000						
Movement to/(from) Gen Reserve	(14,914)	739,533						

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Detailed Balance Sheet - Excluding Stock Movement

Month 9 Date as at 31/12/23

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
	<u>Current Assets</u>		
101	Debtors	7,021	
105	Vat Due	22,621	
201	Current Account	607,743	
204	Staff Salary Bank Account	7,910	
208	Barclaycard Account	(534)	
210	Petty Cash	150	
	Total Current Assets		644,912
	<u>Current Liabilities</u>		
565	Bookings Deposit	703	
	Total Current Liabilities		703
	Net Current Assets		644,209
	Total Assets less Current Liabilities		644,209
	<u>Represented by :-</u>		
301	Current Year Fund	119,394	
310	General Fund	236,954	
311	EMR Play Equipment	35,449	
314	EMR Youth Strategy	12,000	
316	EMR Clocks/Memorials	7,205	
317	EMR Buildings-M Hall Fund	12,190	
318	EMR Buildings - Pavilion Fund	14,563	
319	EMR Disused Churchyard	6,668	
320	EMR Cooper Memorial	2,008	
321	EMR Grants	6,401	
322	EMR Street Lighting	3,500	
323	EMR Allotments	2,839	
324	EMR IT Upgrade Fund	11,661	
325	EMR Public Realm	17,510	
326	EMR Elections	16,428	
327	EMR Legends of the Turf	2,844	
328	EMR Vehicle Replacement	5,760	
329	EMR Shopfront Imp Grant Scheme	5,625	
330	EMR Cemetery	10,654	
331	EMR Town Improvement	18,892	
332	EMR HR/Recruitment	11,035	
333	EMR Carnival	13,428	
334	EMR Christmas Lights	2,679	
335	EMR Winter Event	6,000	
336	EMR Events-General	16,200	
337	EMR MLF Twinning	8,444	
339	EMR Town Tourism	5,000	
340	EMR RPZ Underwriting Fund	8,000	
341	EMR Water Feature	4,971	
342	EMR Memorial Gardens	13,034	
343	EMR Workwear	472	
344	EMR Asset Sales	5,401	
345	EMR Cinema Kit Fund	1,000	
	Total Equity		644,209

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Newmarket Town Council 2023-2024

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Summary Income & Expenditure by Budget Heading as at 31/12/23

Month No: 9

Committee Report SUMMARY M9

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>Finance & Policy</u>							
Income	7,500	843,269	824,219	(19,050)			102.3%
Expenditure	22,414	87,736	126,502	38,766	0	38,766	69.4%
Net Income over Expenditure	<u>(14,914)</u>	<u>755,533</u>					
plus Transfer from EMR	0	-9,000					
less Transfer to EMR	0	7,000					
Movement to/(from) Gen Reserve	<u>(14,914)</u>	<u>739,533</u>					

Community Services

Income	14,816	51,967	66,930	14,963			77.6%
Expenditure	39,016	211,796	294,909	83,113	0	83,113	71.8%
Net Income over Expenditure	<u>(24,200)</u>	<u>(159,829)</u>					
plus Transfer from EMR	0	32,967					
less Transfer to EMR	0	2,000					
Movement to/(from) Gen Reserve	<u>(24,200)</u>	<u>(128,862)</u>					

Leisure Services

Income	4,125	37,252	43,200	5,948			86.2%
Expenditure	62,121	229,251	234,330	5,079	0	5,079	97.8%
Net Income over Expenditure	<u>(57,995)</u>	<u>(191,999)</u>					
plus Transfer from EMR	0	0					
less Transfer to EMR	0	0					
Movement to/(from) Gen Reserve	<u>(57,995)</u>	<u>(191,999)</u>					

Human Resources

Income	0	0	0	0			0.0%
Expenditure	21,257	191,041	273,108	82,067	0	82,067	70.0%
Net Income over Expenditure	<u>(21,257)</u>	<u>(191,041)</u>					
plus Transfer from EMR	0	0					
Movement to/(from) Gen Reserve	<u>(21,257)</u>	<u>(191,041)</u>					

Development & Planning

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Newmarket Town Council 2023-2024

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Summary Income & Expenditure by Budget Heading as at 31/12/23

Month No: 9

Committee Report SUMMARY M9

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Income	0	0	0	0			0.0%
Expenditure	0	263	5,500	5,238	0	5,238	4.8%
Movement to/(from) Gen Reserve	<u>0</u>	<u>(263)</u>					
Grand Totals:- Income	26,441	932,488	934,349	1,861			99.8%
Expenditure	144,807	720,087	934,349	214,262	0	214,262	77.1%
Net Income over Expenditure	<u>(118,366)</u>	<u>212,401</u>	<u>0</u>	<u>(212,401)</u>			
plus Transfer from EMR	0	23,967					
less Transfer to EMR	0	9,000					
Movement to/(from) Gen Reserve	<u>(118,366)</u>	<u>227,368</u>					

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Report to	Finance & Policy Committee
Subject	Neighbourhood Plan Review funding
Purpose	Information/Decision
Classification	Unrestricted
Meeting date	22nd January 2024
Item number	10
Written By	Cathy Whitaker CLERK

Summary:	This report gives information regarding funding available for the NNP review.
-----------------	---

1.	Introduction
a.	The NNP Working Group is currently undergoing a review of the NNP, which will be submitted c.2025 and it regularly reports back to the Performance & Audit Committee.
b.	
2.	Context
a.	The Writing Group is now at the stage of consulting with Places4People for expert professional assistance; this is the same consultancy used for the original plan.
b.	There is now further government funding available from Locality to cover planning consultation and there is also free technical support available.
3.	Proposal/Options
a.	The Locality government funding application is due to be submitted by end of January.
b.	There will likely be further funding applications required for onward consultancy.
4.	Financial/Resource Implications
a.	The Places4People consultancy to be covered by the DP Committee current year budget.
b.	Further consultancy fees to be covered by grant funding available for the NNP review process.
5.	Next Steps/Recommendations
a.	NTC to apply for government Locality free of charge technical support and funding for planning consultancy for the NNP review.
b.	Delegated powers to be given to the Clerk to apply for any future necessary funding for NNP consultancy.

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Item



Health, Safety and Facilities update for F&P

prepared by Town Clerk

We are working towards ensuring legal compliance and minimising the risks and liability faced by Newmarket Town Council. This will help to ensure the H&S for all staff and also for all those that we have legal responsibility for.

Additional information about happenings since the previous report:

Memorial Hall/Garden

Repair to all known areas of the Memorial Hall roof has been completed. Awaiting scaffold removal

Cambridge Doors looked at Reception shutter whilst booked in for servicing of shutters at Pavilion, now working

Lift works at Memorial Hall to investigate and rectify lock and prop system/supply and fit new controller

Ernest Cassel painting job completed

Upstairs disabled toilet seat reported broken, along with downstairs Mens toilet seat, arrangements being made for replacements and fitting

Lighting near stairwell/fire exit reported not working, bulbs replaced

A comprehensive CCTV survey and jetting of the drains for the public toilets was undertaken. Further work was needed as pipe to main sewer found to be severely scaled up, and another section required lining where it had cracked

The Tormax security door has been intermittently malfunctioning and requires an investigation

Gas boiler failed during recent cold weather and required a plumbing and heating engineer visit

Pavilion

.

Cemetery

Automatic gates were upgraded with a more powerful solar

Cemetery fobs being chased up now gates have been repaired

Further notices were attached to staked memorials and some families have been in contact regarding repairs

Car park posts have been installed

Removal of recent bio-hazard waste on the amenity area outside the Cemetery is being arranged before any maintenance of the shrub bushes can be carried out

Elsewhere

The solar powered SID has been installed on Elizabeth Avenue. Currently need to visit site with the laptop to download data

The programme of refurbishing the main High Street benches is almost complete

St Marys Churchyard fencing has been replaced.

The historic flint and brick wall at All Saints is in need of hoarding to protect adjacent property holders and the wall will be repaired as required on an ongoing annual basis

Item 10

New Cheveley Road allotments – the No 2 Drain which runs along the length of the bottom end of the site, and for which NTC has riparian responsibilities for the bank and 50% of the riverbed, is in flood and has flooded into the dead-end at Harebell Road and also into an adjacent back garden. Work with JCE will be instigated once water recedes to assess the situation and SCC Flood Management Team is being consulted.

Broken bench reported at The Severals, replacement slat fitted

Replacement bench installed at Birdcage Walk

Mower had its first service



Report to	Finance & Policy Committee
Subject	Small Grant Applications
Purpose	Information/Decision
Classification	Unrestricted
Meeting date	22nd January 2024
Item number	13
Written By	Cathy Whitaker CLERK

Summary: This report outlines the January 2024 small grant applications received for consideration.

1.	Introduction – small grant application received
a.	Newmarket Allotment Association
b.	Abbeycroft Leisure
c.	BSE Women’s Aid Centre
2.	Context
a.	NAA: materials for communal crop coverage to protect from Muntjac deer population onsite
b.	Abbeycroft: Newmarket Family Park Cooking days in 3 x half-terms in 2024
c.	BSEWA: Start-up for services in Newmarket, based at Foley House April 2024 – March 2025
3.	Financial/Resource Implications
a.	NAA: requesting £500
b.	Abbeycroft: requesting £3,901.68 - £1,300.56 per half-term session
c.	BSEWA: requesting £1,000
d.	Small Grant Funding resources available withing the Current Year budget and the Grants EMR: £5,751. 2024/2025 budgeted figure in £5,000.
5.	Next Steps/Recommendations
a.	NAA: award £500
b.	Abbeycroft: consider awarding £1,300 Following discussion with applicant, if the total £3,901.68 is not secured the number of sessions will need to be reduced. CONSIDERATION: NTC awards £1,300 (50%) in line with previous funding for this project, and assists with liaison with District and County Councillors to achieve the balance.
C:	BSEWA: award £1,000



Grant Application Form

The Town Council considers grant applications from local organisations every year, each is considered on its merits and against availability of funds. Applications are invited from local organisations which directly benefit residents. For guidance, applicants are advised to read the Grants and Funding Policy document which is available on the Council's website: www.newmarket.gov.uk

1. Your Organisation

Name of Organisation	Newmarket Allotment Association
Address	c/o
Telephone	
Is this application a consortium/partnership bid?	No
If yes, name(s) of other organisations involved:	
Details of main contact person (name, address, phone and email)	Kate Warboys
Name of Chairman (name, address, phone, email)	Ray Holmes
Name of Secretary (name, address, phone, email)	Kate Warboys
Name of Treasurer (name, address, phone, email)	Lou Hayward

2. Please describe the project for which you are applying for funds

Give consideration to the following:

- Number of clients/members/public served (where relevant)
- Description of service/activity provided, project or event to be supported
- Reason for application with details of how the grant will be used
- How the grant will benefit the town and people of Newmarket

Muntjac Deer are accessing New Cheveley Road allotment sites and causing damage to plot holders crops. It has already been established with the Town Council that deer proof fencing around the site is not an option nor is a cull permissible on the site.

The Association's recommendation is for crops to be covered and treated in a similar way to other vermin. Several members are aggrieved at this and consider that there should be financial support to help with the barrier of crops.

The Association is initiating a Site wide 'recycling/up cycling/bring 'n' share' facility for coverage materials and equipment that members can help themselves to.

To kick it off with a core foundation of materials the Association is asking for a grant of £500 to pump prime this and to appease members with the loss of crops.

3. Amount of grant requested

Amount of grant requested	£500.00
Details and amount of matched funding from your group	Re cycling of existing material across sites
Details and amount of funding from other sources	Re cycling of existing materials across sites
Total cost of project/activity	£500.00

4. **Where will this take place?** Please give us the address and postcode of the main site of your project. If your project is taking place over a wider geographic area, please tell us the main areas where the project will take place.

This will predominantly be for the New Cheveley Road allotment Site which has the issue of Muntjac. However all sites will be encouraged to share coverage materials and the hope is we can start a collaborative 'pan site' collection that will help everyone when having

problems with their crops being attacked by vermin; of all kinds.

5. When is the project due to start and end?

Start date	1st January 2024
End date	Ongoing- hope is this grant will pump prime this activity so it builds collaboration and focus.

6. If you have received funding from Newmarket Town Council, in the last three years, please list below the year, purpose and amount of funding received.

Year	Purpose	Amount
2023	Scrub clearance to disrupt the habitat of Muntjac (although not drawn down yet as waiting for contractor)	£1,500

7. How would Newmarket Town Council support be acknowledged?

We would like to invite Town Councilors to the site for a press photo opportunity to promote the initiative we are starting with this funding. It is hoped it might encourage residents/ businesses across the town to donate any unwanted materials for covering crops- this fits with both the recycling agenda and economic hardship.

8. Please confirm the following documents are available for inspection if required

Your accounts	Yes
Budget projections for the activity	
The constitutional document that governs your organisation	Yes
A recent bank statement for the account	Yes

9. Data protection and freedom of information

We are committed to transparency and accountability. This includes being clear about how we assess and make decisions. Details of grants made by the Town Council will be published on our website. Acceptance of this is a condition of grant funding.

As a public body, we follow the Data Protection Act 1998 and the Freedom of Information Act 2000. For further information, see details on our website at <http://www.newmarket.gov.uk>

10. Declaration



Grant Application Form

The Town Council considers grant applications from local organisations every year, each is considered on its merits and against availability of funds. Applications are invited from local organisations which directly benefit residents. For guidance, applicants are advised to read the Grants and Funding Policy document which is available on the Council's website: www.newmarket.gov.uk

1. Your Organisation

Name of Organisation	Abbeycroft Leisure
Address	Haverhill Leisure Centre, Ehringhausen Way, Haverhill, Suffolk CB9 0ER
Telephone: 01284 757473	E-mail: ontactus@acleisure.com
Is this application a consortium/partnership bid?	No
If yes, name(s) of other organisations involved:	
Details of main contact person (name, address, phone and email)	Frank Carn-Pryor C/O Haverhill Leisure Centre, Ehringhausen Way, Haverhill, Suffolk. CB9 0ER 07983 918318 Frank.carn-pryor@acleisure.com
Name of Deputy Chair (name, address, phone, email)	David Howells,
Name of Co Secretary (name, address, phone, email)	Lynda Pope Lynda.Pope@acleisure.com
Name of Finance Trustee (name, address, phone, email)	Marie Mills - Trustee

2. Please describe the project for which you are applying for funds

Give consideration to the following:

- a. Number of clients/members/public served (where relevant)
- b. Description of service/activity provided, project or event to be supported
- c. Reason for application with details of how the grant will be used
- d. How the grant will benefit the town and people of Newmarket

Provision of Family Park Cooking sessions in school half terms throughout 2024.

Each family takes part in an outdoor activity day centred around an outdoor cooking masterclass and receives a food box that contains the ingredients and recipes for 5 meals for 4 people.

Includes:

- 6-hour outdoor activity day including an outdoor cooking lesson.
- Activities such as Soft Archery, Bug Hotel Making and Orienteering to name a few.
- The Food boxes also provide the families with activities packs, to encourage creative time together throughout the holidays. Our recipes are all aimed at being tasty, interesting, simple, and cheap, with every meal costing less than £1.50 per portion

We have funding from the DfE HAF programme to support sessions in Christmas, Easter, and Summer holidays until December 2024 - but we are keen to support families in every school holiday i.e. Half Terms in February, May and October 2024.

Cost £650.28 per day for 5 families i.e., 20 people including the 5-day family food box. We wish to run 2 sessions in each half term ie 60 sessions in Newmarket reaching a total of 120 people.

Beneficiaries and Need

- Our Family Park Cooking project currently focuses on the most vulnerable children and families, targeting families of children identified by pupil premium support and free school meals, some of the poorest in society.
- We also invite families of children who are young carers, children in care, fostered children and children with disabilities, those that are vulnerable and at risk of exploitation. Those with SEND needs also encouraged to attend.
- Attending the Suffolk Community Foundation Cost of Living Crisis Appeal, Voluntary Sector Engagement Forum all agencies reported concerns for service users around the cost-of-living crisis and the rising number of individuals and families struggling financially.
- All the foodbanks that we work with have reported an increase in referrals and users and a decrease in donations as the cost of living continues to rise
- We have partnership connections with local church groups
- We work with district Families and Communities teams. We also work with Family Support Practitioners
- We are a Referral partner for CYP and sponsored childcare at SCC
- We have a Link with criminal exploitation hubs

Outputs

- We support families and children in the round, not just provide food as a stop gap measure. We help provide skills to help manage costs around food.
- We provide a fantastic family experience, and we can teach families in a relaxed and friendly way about food, and healthy eating.
- We aim to provide life skills for both adults and children, to develop a sense of self and build positive, quality family relationships and reliance through positive experiences as a family unit.
- As part of the programme, we aim to be a supporting partner and sign post for other services, as well as a being a provider to families in need.

Outcomes

Previous Experience provides the following information:

- 88% families say they feel encouraged to spend more time together outdoors

- 80% families made 3 or more of our recipes using ingredients from the take home boxes
- 54% of families said the recipe cards and food boxes inspired them to plan better for weekly shops
- 91% of parents said it improved their confidence when looking to try new recipes at home
- It provides opportunities to take part in activities that would not normally be possible due to restrictions or cost.
- Allows families and children to play together outdoors, providing a mixture of entertainment games and practical knowledges about fireplace, cooking, outdoor exploring etc
- Provides an opportunity to mix with other families who have children with additional needs, and it occupies children of differing ages.

3. Amount of grant requested

Amount of grant requested	£3,901.68
Details and amount of matched funding from your group	£0
Details and amount of funding from other sources	£12,000
Total cost of project/activity in Newmarket	£15,901.68

4. **Where will this take place?** Please give us the address and postcode of the main site of your project. If your project is taking place over a wider geographic area, please tell us the main areas where the project will take place.

We hold sessions in Brandon, Bury St Edmunds, Haverhill, Mildenhall, Newmarket, Hadleigh, Sudbury, Eye, Lowestoft, and Stowmarket.

However, this application relates to the 6 half term sessions we aim to hold in Newmarket. These are held at the **Jarman Centre, 119 Duchess Drive, Newmarket. CB8 9HB**

5. When is the project due to start and end?

Start date	Feb 24
End date	Oct 24

6. **If you have received funding from Newmarket Town Council, in the last three years, please list below the year, purpose and amount of funding received.**

Year	Purpose	Amount
2021	Funding for Adventure Days	£1300

7. How would Newmarket Town Council support be acknowledged?

At the end of every holiday a full report is issued to all funders acknowledging their contribution. We have previously recognised our grant funders through local publications such as the Newmarket Journal.



Grant Application Form

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1. Your Organisation

Name of Organisation	Bury St Edmunds Women's Aid Centre
Address	P.O. Box 715 Bury St Edmunds Suffolk IP33 9HQ
Telephone 0330 5519495 or 01284 753085	E-mail admin@burystedmundswomensaid.org.uk
Is this application a consortium/partnership bid?	<u>Yes</u> / No
If yes, name(s) of other organisations involved:	Anglia Care Trust Flagship Homes
Details of main contact person (name, address, phone and email)	Derek Gadd P.O. Box 715 Bury St Edmunds Suffolk IP33 9HQ 01223 856623 derek.gadd@burystedmundswomensaid.org.uk
Name of Chairman (name, address, phone, email)	Nicola Iannelli-Popham P.O. Box 715 Bury St Edmunds Suffolk IP33 9HQ 0330 5519495 nicola.iannelli-popham@burystedmundswomensaid.org.uk
Name of Secretary (name, address, phone, email)	Fiona Harbron P.O. Box 715 Bury St Edmunds Suffolk IP33 9HQ 0330 5519495 fiona.harbron@burystedmundswomensaid.org.uk

<https://burystedmundswomensaid->

[my.sharepoint.com/personal/derek_gadd_burystedmundswomensaid_org_uk/Documents/BSE WAC/2023-24 Working papers/Other grants/Newmarket Project/Newmarket Town Council/BSEWA - Newmarket Town Council - P12 Grant application form - signed & submitted 21-11-23.docx](https://my.sharepoint.com/personal/derek_gadd_burystedmundswomensaid_org_uk/Documents/BSE%20WAC/2023-24%20Working%20papers/Other%20grants/Newmarket%20Project/Newmarket%20Town%20Council/BSEWA%20-%20Newmarket%20Town%20Council%20-%20P12%20Grant%20application%20form%20-%20signed%20&%20submitted%2021-11-23.docx)

Name of Treasurer (name, address, phone, email)	Elizabeth Larcombe P.O. Box 715 Bury St Edmunds Suffolk IP33 9HQ 0330 5519495 elizabeth.larcombe@burystedmundswomensaid.org.uk
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2. Please describe the project for which you are applying for funds

Give consideration to the following:

- Number of clients/members/public served (where relevant)
- Description of service/activity provided, project or event to be supported
- Reason for application with details of how the grant will be used
- How the grant will benefit the town and people of Newmarket

BSE Women's Aid has a long-standing commitment to providing domestic abuse services in the rural and poorer areas of Suffolk where traveling to more centralized urban services is not an option. We want to re-balance this huge inequality in the county where previous residents of our Refuge and Newmarket residents who are experiencing domestic abuse or are vulnerable to this type of abuse cannot access, due to lack of transport or finances. The rising cost of living is prohibiting people from accessing domestic abuse services and therefore putting their safety and wellbeing at risk. With 1 in 3 women and 1 in 6 men experiencing domestic abuse across Suffolk we know that it impacts on a significant number of residents in Newmarket.

We developed a pilot project in Haverhill which has been extremely successful, and we now want to roll this out into Newmarket.

Working in partnership with Anglia Care Trust and Flagship Homes, we are proposing to use the grant to deliver the following services in Newmarket. We are using a trauma informed approach to support those experiencing domestic abuse and improve clients' sense of empowerment, self-esteem, and social inclusion as well as reducing stigma and social isolation. Our proposed plan is to:

- Deliver a weekly coffee morning session, facilitated by 2 Domestic Abuse Support Workers and 1 Newmarket based volunteer, with a creche provided. This service is open to anyone in the community and will provide a safe space for the participants to build their own local peer support network and engage in a range of activities. Working in collaboration with other agencies we will offer legal, housing, alcohol and substance misuse, financial and debt advice as part of our commitment to create a wraparound service that tackles the complex

issues surrounding domestic abuse.

- Deliver two 10-week VOICE (Victims of Intimate Coercive Experience) programmes facilitated by 2 trainers and 1 local volunteer, with a creche provided. The VOICE programme enables adults to safely address the many issues related to domestic abuse, coercive control, and the dynamics of abusive relationships. It supports victims to identify the broad spectrum of abusive behaviours, the process of dismantling the victim and the significant impact of these traumatic experiences in a safe and supported environment. The VOICE programme aids trauma recovery and behavioural changes, self-care practices and tools for emotional regulation and empowers victims to support their recovery from their own personalized trauma experiences.
- The creches will be staffed by 2 Playworkers and 1 local volunteer per session, although numbers may vary to maintain appropriate ratios.
- Our Young People Support Worker will be able to offer individual healthy relationship education, support and advice to any young people who as identified as living with domestic abuse from our client groups.
- We have extensively researched existing services and venues in Newmarket and our preferred choice of venue is Foley House. The services we spoke to all confirmed that there is both a need and a deficit of domestic abuse services available to Newmarket residents.
- Slightly longer-term we shall deliver a Stronger Families (SF) course of 12 weeks helping explore and restore family relationships and dynamic.

Once services are established, we will use client feedback to develop our services further in line with their preferences.

We know that domestic abuse services improve people's lives and the lives of their children because as part of our extensive research we have involved the participants in our Haverhill project and clients who have had to travel from rural centers to access services. They have all stated that having local domestic abuse services had a positive impact on their lives – many described them as 'lifesaving'. This is a driving force for BSE Women's Aid and highlights a profound need for local domestic abuse services in our rural communities that cannot be ignored.

This funding application is a steppingstone to enable us to offer a comprehensive range of domestic abuse services across the county with our partner organizations to fill this deficit. Once we have established safe environments for Newmarket residents to access our services, we will set up User Forums which will enable us to tailor our

services to the needs of our clients and put their voices at the heart of our service. These safe spaces will enable us to monitor the domestic abuse risk level to our clients and provide earlier intervention and safety for them.

Our Domestic Abuse Support Workers will provide risk assessment, early intervention and safety planning which reduces the burden of costs to other services including the NHS, police and IDVA (Independent Domestic Violence Advisors) service and will provide a pathway to specialist services at an earlier stage.

3. Amount of grant requested

Amount of grant requested	£1000
Details and amount of matched funding from your groups	£ 9,570
Details and amount of funding from other sources	£18,485
Total cost of project/activity	£29,055

4. **Where will this take place?** Please give us the address and postcode of the main site of your project. If your project is taking place over a wider geographic area, please tell us the main areas where the project will take place.

Our preferred location is Foley House, Wellington St, Newmarket CB8 0HY.

5. When is the project due to start and end?

Start date	April 2024
End date	March 2025 (For pilot but expected to be on-going)

6. **If you have received funding from Newmarket Town Council, in the last three years, please list below the year, purpose and amount of funding received.**

Year	Purpose	Amount
	None	

7. How would Newmarket Town Council support be acknowledged?

With appropriate approval from Newmarket Town Council, we will acknowledge support of the Council on the following:

- **Charity website:** <https://burystedmundswomensaid.org.uk/>
- **Charity social media**
- **Trustees Annual Report (filed at Companies House and with the Charity Commission)**
- **Local publicity materials and with clients attending sessions**
- **With our partnering organization, Anglia Care Trust**
- **In associated on-going funding applications**

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