



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Finance & Policy Committee **Held on Monday 18th March 2024 at the Memorial Hall 7:17pm**

Attendance:

Councillor A Drummond (Vice Chairman)
Councillor R Hood

Councillor P Hulbert
Councillor R Nobbs
Councillor Yarrow

Also Present: C Whitaker – Town Clerk, J Ashton – Minute Assistant, Cllr Winter as an observer and J Gilbert – CEO of The Racing Centre.

Minute

- F/24/03/1 Chairman to Read the Fire Safety Notice and Announce that Proceedings may be filmed or Recorded**
The Chairman opened the meeting and read out the Fire Safety Notice and confirmed that proceedings were being recorded.
- F/24/03/2 Apologies for Absence**
Cllr J Harvey.
- F/24/03/3 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/24/03/4 To Confirm the Minutes of the Meeting Held on 22nd January 2024 and any Matters Arising**
Members received the minutes of the Finance & Policy Committee meeting held on 22nd January 2024 and the following was agreed:

F/24/03/4.01 Resolved
That the minutes of the Finance & Policy Committee meeting held on 22nd January 2024 be adopted and signed as a true record by the Chairman of the Finance & Planning Committee.

There were no matters arising.
- F/24/03/5 Public Open Session**
J Gilbert spoke to item 14 and gave further details of the outreach clinic project and requested that NTC support this social investment.

The Chairman proposed that item 14 Outreach Clinic Proposal be brought forward and the following was agreed:

F/24/03/5.01 Resolved

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That item 14 be brought forward.

F/24/03/6 Outreach Clinic Proposal

A report regarding a proposal by the Racing Centre with the Primary Care Network was considered. A suggestion **that providing a mobile dentistry service is considered was made.**

The following was agreed:

F/24/03/6.01 Recommendation

That NTC supports the proposal with a pledge of £4,000 (to be reviewed at year end with a report received before onward funding be approved) for the Racing Centre with the Primary Care Network. That the Racing Centre presents further details to Full Council and that a Stakeholder meeting be held within the Town.

J Gilbert left the meeting

F/24/03/7 Submission of Schedules of Payments for Information CB1 - CB4

Members reviewed CB1 - CB4 for month 10 and 11 (2023/2024) and the following was agreed:

F/24/03/7.01 Recommendation

That the ratification of the schedules of payments for the period 01/01/2024 – 31/01/2024 and 01/02/2024 – 29/02/2024 (Cash Book 1 - 4) be received and adopted.

F/24/03/8 To Confirm the Bank Statement Balances & Related Bank Reconciliation have been signed by the Chairman of F&P Committee

The Vice Chairman confirmed that the Chairman of the Finance & Policy Committee had confirmed scrutiny of the bank reconciliations relating to the end of 29/02/2024 (month 11) for the Town Council's Current, Petty Cash, Salaries and Barclaycard Cashbooks.

F/24/03/9 To Receive the Income and Expenditure

The Income and Expenditure reports for February 2024 were received and noted.

F/24/03/10 Health and Safety

The monthly Health and Safety report was received and noted.

F/24/03/11 Policies

An update was given on the Policy Review Schedule and the Newmarket Town Council Treasury Management Policy and Newmarket Town Council Medium Term Financial Plan were reviewed. The following was agreed:

F/24/01/11.01 Recommendation

That the Annual Model of Investment from 1st April 2024 be approved

F/24/01/11.02 Recommendation

That the Medium Term Financial Plan for NTC be approved and be

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reviewed annually at budget/precept setting. That delegated powers be given to the Chairman and Town Clerk to finalise the draft prediction spreadsheet to support the policy.

F/24/03/12 Funding Request

A request from the Newmarket Charitable Foundation to contribute to the funding for the start-up cinema at Kings Theatre was considered and the following was agreed:

F/24/01/12.01 Recommendation

That NTC makes a pledge of £2,000 towards the Kings Theatre cinema facility from the 2024/2025 budget.

F/24/03/13 Contracts

H&S Consultancy contract - A report regarding Town Council new H&S Consultancy contract was considered, and the following was agreed:

F/24/03/13.01 Recommendation

That the new H&S Consultancy Contract with C&C Consulting for an initial year from 1st April 2024 at a cost of £3,699 be approved.

HR/Employment Law - A report regarding Town Council HR/Employments Law contract ending in September 2024 was considered, and the following was agreed:

F/24/03/13.02 Recommendation

That a local Employment Law Company be engaged on an ‘as needed’ basis from September 2024, to be paid on an hourly rate be approved.

Cllr Hulbert declared an ‘other’ interest and did not vote.

F/24/03/14 MARPA

A request for an annual subscription to support MARPA for £25pa was considered and the following was agreed:

F/24/03/14.01 Recommendation

That the request for an annual subscription to support MARPA for £25pa be approved.

F/24/03/15 Correspondence

None noted.

F/24/03/16 Date of Next Meeting

Monday 20th May 2024 at the Memorial Hall.

Meeting closed at 8:12pm

Signed Cllr Drummond _____ Date 20/5/24 _____

Summary of Recommendations	Recommendation Wording
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<u>F/24/03/6.01 Recommendation</u>	That NTC supports the proposal with a pledge of £4,000 (to be reviewed at year end with a report received before onward funding be approved) for the Racing Centre with the Primary Care Network. That the Racing Centre presents further details to Full Council and that a Stakeholder meeting be held within the Town.
<u>D/24/03/7.01 Recommendation</u>	That the ratification of the schedules of payments for the period 01/01/2024 – 31/01/2024 and 01/02/2024 – 29/02/2024 (Cash Book 1 - 4) be received and adopted.
<u>D/24/03/11.01 Recommendation</u>	That the Annual Model of Investment from 1 st April 2024 be approved
<u>D/24/03/11.02 Recommendation</u>	That the Medium Term Financial Plan for NTC be approved and be reviewed annually at budget/precept setting. That delegated powers be given to the Chairman and Town Clerk to finalise the draft prediction spreadsheet to support the policy.
<u>D/24/03/12.01 Recommendation</u>	That NTC makes a pledge of £2,000 towards the Kings Theatre cinema facility.
<u>D/24/03/13.01 Recommendation</u>	That the new H&S Consultancy Contract with C&C Consulting for an initial year at a cost of £3,699 be approved.
<u>D/24/03/13.02 Recommendation</u>	That a local Employment Law Company be engaged on a as needed basis from September 2024, to be paid on an hourly rate be approved.
<u>D/24/03/14.01 Recommendation</u>	That the request for an annual subscription to support MARPA for £25pa be approved.