



Newmarket

TOWN COUNCIL

Minutes of the Annual Meeting of Newmarket Town Council
held on Monday 13th May 2024 at 6:15 pm at the Memorial Hall

Attendance:

Councillor P Winter (Town Mayor)
Councillor J Berry
Councillor J Borda
Councillor A Drummond
Councillor J Harvey
Councillor R Hood
Councillor P Hulbert

Councillor Jarvis
Councillor Jones
Councillor McHugh
Councillor R Nobbs
Councillor S Perry
Councillor K Yarrow

Also Town Clerk - C Whitaker, J Ashton – Minute Assistant, 1 Member of the Press and 1 Member of the Public.

Minute

24/05/1 Welcome

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

Cllr Berry joined the meeting.

24/05/2 Election of Town Mayor

Town Clerk advised that there was one nomination for the position of Town Mayor. Cllr Harvey nominated Cllr Winter, seconded by Cllr Yarrow. There were no other nominations. A vote was taken, and the following was agreed:

24/05/2.01 Resolved

Cllr Winter was duly elected to serve as Town Mayor for Newmarket for 2024/25 Municipal Year and it was confirmed that the declaration of acceptance of office of the Town Mayor was signed.

The Mayor gave thanks for the support from Members and for having the confidence for her to serve another term.

She was pleased with the reports that were received at the Annual Meeting of the Town from recipients of grants awarded by NTC and how they were put to good use. She is very much aware that with rising costs they may ask for more next year.

She is conscious, as is everyone, with the amount of time it takes to achieve our goals, when blocks are often put in our way. It is for that reason, that we as local Councillors must work together, keep our heads down and fight for the things that will benefit our residents.

A round of applause was given

24/05/3 Election Of Deputy Town Mayor

The Mayor invited nominations for the position of Deputy Town Mayor. Town Clerk advised that one nomination had been received. Cllr Winter nominated Cllr Harvey, seconded by Cllr Yarrow. There were no other nominations. A vote was taken, and the

following was agreed:

24/05/3.01 Resolved

Cllr Harvey was duly elected to serve as Deputy Town Mayor for Newmarket for 2024/25 Municipal Year and it was confirmed that the declaration of acceptance of office of the Deputy Town Mayor was signed.

24/05/4 Apologies for Absence – LGA 1972, Section 85(1) & (2)

Apologies were received from Cllrs Crissall and Starkey. Cllrs Anderson and Clover were absent.

24/05/5 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

None noted. There were no requests for Member's Dispensation.

24/05/6 To Receive and Confirm the Minutes of the Town Council Meeting held on 29th April 2024 and any Matters Arising.

The minutes of the meeting held on 29th April 2024 were presented and the following amendment was made:

Page 2 - 24/04/8 Councillor Reports – the initiative to nominate streets for electric vehicle charging points was an SCC scheme, as was the comment about the Suffolk Good Journeys website.

Typos were also amended.

Subject to the amendments being made, the following was agreed:

24/05/6.01 Resolved

That the minutes of the meeting held on 29th April 2024 be adopted and signed as a correct record by the Town Mayor.

There were no matters arising.

24/05/7 Public Open Session

No members of the public wished to speak.

24/05/8 Councillor Reports

SCC – Cllr Drummond reported that the Rayes Lane work starts on Monday 20th May 2024 between 1:00pm and 10pm. Cllr Berry added that signs were in place to inform residents and the effort to complete the work around Newmarket working hours was welcomed.

Cllr Hood added that the need to take account of peoples working hours also applies to road closures and she is working with Highways on an alternative route for when there are accidents on A14.

Cllr Jones joined the meeting.

West Suffolk Council (WSC) – Cllr Jarvis reported complaints from residents in Studlands regarding illegal parking on the verge which is a clearly a no parking zone. Cllr Drummond is working with SCC to get permission to allow Jockey Club, who have volunteered, to put fencing up. Cllr Jones added that it had been an ongoing problem and that the current parking areas are inadequate for modern cars.

Cllr Hood – reported that she was having trouble getting WSC to enforce planning applications in the conservation area and hopes to resolve this soon.

Cllr Perry reported that she will be meeting with the Jockey Club and WSC to workout who is responsible for cleaning and maintenance of the horsewalks. Town Clerk reported that WSC do it intermittently and the Jockey Club recently took on this work from Bury Road to Hamilton Road with Town Council funding input.

Cllr Yarrow – reported that residents in Icewell Hill flats had received notices from Flagship that the service charge will increase substantially from £74.88 to £320.55. This is happening across the country due to insurance policies not being issued for social housing, and rising costs for maintenance and rebuilding. We shouldn't allow our residents to be suffering in silence with these rising costs.

WSC are going to be refurbishing the Green Road play area prior to the start of the school holidays.

Ward – Cllr Borda reported that he had attended the WSC Civic Dinner and that SOS bus had secured lottery funding to cover repairs, insurance and running costs for the next two years.

Outside bodies – None noted.

24/05/9 Mayors Announcements

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

30th April 2024 – Attended a performance by 'Watoto Children's Choir' at The King Edward VII Memorial Hall.

9th May 2024 – Attended a service of remembrance and celebration for marking 40 years of St. Nicholas Hospice Care.

24/05/10 Committee Terms of Reference and Membership **Committee Terms of Reference**

The Terms of Reference for Committees were reviewed, and the following was agreed:

24/05/10.01 Resolved

That the Terms of Reference of the Committees be approved.

Committee Membership

Town Clerk invited Members to indicate which Committees they wished to join, and the following was agreed:

24/05/10.02 Resolved

The Town Council agreed to the following Committee memberships:

Development & Planning Committee: Cllrs Drummond, Berry, Perry, Nobbs, Hood, Hulbert, Harvey, McHugh, Jones, and Jarvis.

Community Services Committee: Cllrs Hulbert, Nobbs, Winter, Harvey, Yarrow, McHugh, Jarvis, and Borda.

Leisure Services Committee: Cllrs Nobbs, Perry, Hulbert, Winter, Harvey, Jarvis, and Borda.

Finance & Policy Committee: Cllrs Drummond, Perry, Hood, Hulbert, Winter, Harvey, Yarrow, and McHugh.

Human Resources Committee: Cllrs Drummond, Hood, Hulbert, Winter, Harvey, Berry, Yarrow, McHugh, and Jarvis.

Performance & Audit Committee: Cllrs McHugh, Yarrow, Harvey, Winter, Hood, and Drummond.

Appeals Committee: Members not on the Human Resources Committee.

Terms of Reference will be sent for the relevant Committees. Chairs and Vice Chairs will be elected at the first Committee meetings.

24/05/11 Delegation Arrangements

The delegation arrangements to officers were reviewed and the following was agreed:

24/05/11.01 Resolved

That the delegation arrangements to officers be approved.

24/05/12 Standing Orders and Financial Regulations

It was noted that the review of the Standing Orders and Financial Regulations were approved on 22nd January 2024.

24/05/13 Financial Risk Management Scheme and Internal Controls

It was noted that the review of the Financial Risk Management Scheme and Internal Controls were approved on 22nd January 2024.

24/05/14 Subscriptions to other bodies

The Council/staff subscriptions to other bodies were reviewed and the following was agreed:

24/05/14.01 Resolved

That the following subscriptions be approved:

Institute of Cemetery and Crematorium Management (ICCM) - £100

Suffolk Association of Local Councils (SALC) - £1,824

Society of Local Council Clerks (SLCC) - £418

MARPA - £25

The subscription to the Chamber of Commerce was deferred to invite them to a meeting to seek further information.

24/05/15 To Confirm Town Councillor Representatives on Other bodies and Arrangements for Reporting Back

The following Cllr Representatives on Other bodies were considered, and the following was agreed:

24/05/15.01 Resolved

That the following Cllr Representatives on Other bodies be confirmed as:

Love Newmarket BID – Cllr Perry

Suffolk Police & Crime Commissioner – Cllr Hood

Suffolk Association of Local Councils (SALC) – Cllr Harvey

West Suffolk Council Town & Parish Forum – Cllr Jones

Town Twinning Association – Cllr Hood (Lexington) and Cllr Borda (Maison Lafitte)

Newmarket Vision Steering Group – Mayor, Cllr Winter

WSC disability Forum – Cllr Hulbert

MARPA – Cllr Hulbert

Newmarket Rail Group – Cllr Perry

Newmarket Youth Strategy Group Cllr McHugh

24/05/16 To Review Arrangements with other Local Authorities

It was noted that the 2023-2026 Outside Services and Cemetery SLAs that were agreed for West Suffolk Council and Jockey Club Estates on 27th February 2023 and the fees will be reviewed in April 2025.

24/05/17 To Review the Asset Register

The Asset Register was considered, and the following was agreed:

24/05/17.01 Resolved

That the revised Asset Register 31/03/2024 be received and approved.

24/05/18 To Confirm Arrangements for Insurance Cover in Respect of all Insurable Risks

The Zurich Insurance Policy was presented, and the following was agreed:

24/05/18.01 Resolved

That subject to the insurance schedule being reviewed and updated to match the asset register, the Zurich Insurance Policy be approved.

24/05/19 Meeting Dates

The meeting dates from May 2024 to May 2025 were considered and the following was agreed:

24/05/19.01 Resolved

That the meeting dates from May 2024 to May 2025 be approved.

24/05/20 General Power of Competence

Town clerk reported that she had been studying to gain this qualification and due to low staff levels, it has had to put on hold temporarily.

24/05/21 Correspondence

None noted.

24/05/22 Date of the next Meeting

Monday 24th June 2024 in the Memorial Hall at 6:15pm.

Meeting closed at 7:00pm

Signed: _____ Cllr Winter _____

Date: _____ 24/6/24 _____

Summary of Resolutions

Resolution	Resolution Wording
<u>24/05/2.01 Resolved</u>	Cllr Winter was duly elected to serve as Town Mayor for Newmarket for 2024/25 Municipal Year and it was confirmed that the declaration of acceptance of office of the Town Mayor was signed.
<u>24/05/3.01 Resolved</u>	Cllr Harvey was duly elected to serve as Deputy Town Mayor for Newmarket for 2024/25 Municipal Year and it was confirmed that the declaration of acceptance of office of the Deputy Town Mayor was signed.
<u>24/05/10.01 Resolved</u>	That the Terms of Reference of the Committees be approved.
<u>24/05/10.02 Resolved</u>	The Town Council agreed to the following Committee memberships: Development & Planning Committee: Cllrs Drummond, Berry, Perry, Nobbs, Hood, Hulbert, Harvey, McHugh, Jones, and Jarvis. Community Services Committee: Cllrs Hulbert, Nobbs, Winter, Harvey, Yarrow, McHugh, Jarvis, and Borda. Leisure Services Committee: Cllrs Nobbs, Perry, Hulbert, Winter, Harvey, Jarvis, and Borda. Finance & Policy Committee: Cllrs Drummond, Perry, Hood, Hulbert, Winter, Harvey, Yarrow, and McHugh. Human Resources Committee: Cllrs Drummond, Hood, Hulbert, Winter, Harvey, Berry, Yarrow, McHugh, and Jarvis. Performance & Audit Committee: Cllrs McHugh, Yarrow, Harvey, Winter, Hood, and Drummond. Appeals Committee: Members not on the Human Resources Committee.
<u>24/05/11.01 Resolved</u>	That the delegation arrangements to officers be approved
<u>24/05/14.01 Resolved</u>	That the following subscriptions be approved: Institute of Cemetery and Crematorium Management (ICCM) - £100 Suffolk Association of Local Councils (SALC) - £1,824 Society of Local Council Clerks (SLCC) - £418 MARPA - £25
<u>24/05/15.01 Resolved</u>	That the following Cllr Representatives on Other bodies

	be confirmed as: Love Newmarket BID – Cllr Perry Suffolk Police & Crime Commissioner – Cllr Hood Suffolk Association of Local Councils (SALC) – Cllr Harvey West Suffolk Council Town & Parish Forum – Cllr Jones Town Twinning Association – Cllr Hood (Lexington) and Cllr Borda (Maison Lafitte) Newmarket Vision Steering Group – Mayor, Cllr Winter WSC disability Forum – Cllr Hulbert MARPA – Cllr Hulbert Newmarket Rail Group – Cllr Perry Newmarket Youth Strategy Group Cllr McHugh
<u>24/05/17.01 Resolved</u>	That subject to the amendment being made, the revised Asset Register 31/03/2024 was received and approved.
<u>24/05/18.01 Resolved</u>	That subject to the insurance schedule being reviewed and updated to match the asset register, the Zurich Insurance Policy be approved.
<u>24/05/19.01 Resolved</u>	That the meeting dates from May 2024 to May 2025 be approved.