



Newmarket

TOWN COUNCIL

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

Attendance:

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

Councillor J McHugh
Councillor S Perry
Councillor P Winter

Also Present: C Whitaker – Town Clerk and J Ashton – Minute Assistant and the CEO of Abbey Leisure Board.

Minute

F/24/11/1 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 by the Minute Assistant.

F/24/11/2 Apologies for Absence

Apologies were received from Cllrs Hulbert and Yarrow.

F/24/11/3 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/24/11/4 To Confirm the Minutes of the Meeting Held on 16th September 2024 and any Matters Arising

Members received the minutes of the Finance & Policy Committee meeting held on 16th September 2024 and the following was agreed:

Page 1 – F/24/09/2 – Cllr Drummond had given his apologies.

F/24/11/4.01 Resolved

That subject to the amendment being made, the minutes of the Finance & Policy Committee meeting held on 16th September 2024 be adopted and signed as a true record by the Chairman of the Finance & Planning Committee.

There were no matters arising.

F/24/11/5 Public Open Session

The CEO of the Abbeycroft Leisure Board wished to speak to item 10 – Small Grants (Abbeycroft Leisure).

The Chair proposed that item 10 - Small Grants (Abbeycroft Leisure) be brought forward and the following was agreed:

F/24/11/5.01 Resolved

That item 10 - Small Grants (Abbeycroft Leisure) be brought forward.

F/24/11/6 Small Grants

The Abbeycroft Leisure CEO gave a summary of the services they provide and the application for a grant for the Explore Outdoor family park cooking activities in half-terms from Abbeycroft Leisure was considered. The following was agreed:

F/24/11/6.01 Recommendation

That the grant application from Abbeycroft Leisure be approved for £1,300.

The Abbeycroft Leisure Representative left the meeting.

F/24/11/7 Submission of Schedules of Payments for Information CB1 – CB5

Members reviewed CB1 – CB5 for months 6 and 7 (2024/2025) and the following was agreed:

F/24/09/7.01 Recommendation

That the ratification of the schedules of payments for the period 01/09/2024 – 30/09/2024 and 01/10/2024 – 31/10/2024 (Cash Book 1 - 5) be received and adopted.

F/24/11/8 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 31/10/2024 (month 7) for the Town Council's Current, Petty Cash, Salaries, Barclaycard and CCLA Cashbooks.

F/24/11/9 To Receive the Income and Expenditure

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

F/24/11/10 Draft Budget 2025/226

A proposal was made for a Working Group to be set up with a remit of updating the website and the following was agreed:

F/24/11/10.01 Recommendation

That a Working Group be set with a remit of updating the website comprising of Town Clerk, Cllrs Harvey, McHugh and Perry.

The draft Finance & Policy Committee budget for 2025/2026 was presented and the following was agreed:

F/24/11/10.02 Recommendation

That the draft budget for the Finance & Policy Committee for 2025/2026 be approved at £145,400.

F/24/11/11 Small Grants

An application for a grant from Hope for Tomorrow was considered and was deferred to seek further information.

An application for a grant from Newmarket Community Arts for the sponsorship of the February 2025 Festival of Light was considered and the following was agreed:

F/24/11/11.01 Recommendation

That the grant application from Newmarket Community Arts for the sponsorship of the February 2025 Festival of Light for £1,000 be approved.

F/24/11/12 Health and Safety

The monthly Health and Safety report was received and noted.

F/24/11/13 Correspondence

None noted.

F/24/11/14 Date of Next Meeting

Monday 20th January 2025 at the Memorial Hall.

Meeting closed at 8:05pm

Signed __ Cllr Harvery _____ Date _____ 20/1/25 _____

<u>Summary of Recommendations</u>	<u>Recommendation Wording</u>
<u>F/24/11/6.01 Recommendation</u>	That the grant application from Abbeycroft Leisure be approved for £1,300. be approved.
<u>F/24/09/7.01 Recommendation</u>	That the ratification of the schedules of payments for the period 01/09/2024 – 30/09/2024 and 01/10/2024 – 31/10/2024 (Cash Book 1 - 5) be received and adopted.
<u>F/24/11/10.01 Recommendation</u>	That a Working Group be set with a remit of updating the website comprising of Town Clerk, Cllrs Harvey, McHugh and Perry.
<u>F/24/11/10.02 Recommendation</u>	That the draft budget for the Finance & Policy Committee for 2025/2026 be approved at £145,400.
<u>F/24/11/11.01 Recommendation</u>	That the grant application from Newmarket Community Arts for the sponsorship of the February 2025 Festival of Light for £1,000 be approved.