



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Finance & Policy Committee Held on Monday 17th March 2025 at the Memorial Hall 7:15pm

Attendance:

Councillor J Harvey (Chairman)
Councillor J McHugh

Councillor P Winter
Councillor K Yarrow

Also Present: N Alecock – Deputy Town Clerk.

Minute

F/25/03/1 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 not being recorded.

F/25/03/2 Apologies for Absence

Apologies were received from Cllrs Drummond, Hood, Hulbert and Perry.

F/25/03/3 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/25/03/4 To Confirm the Minutes of the Meeting Held on 20th January 2025 and any Matters Arising

Members received the minutes of the Finance & Policy Committee meeting held on 20th January 2025 and Cllr Harvey made a proposal, seconded by Cllr Winter. A vote was taken which was unanimous and the following was agreed:

F/25/03/4.01 Resolved

That the minutes of the Finance & Policy Committee meeting held on 20th January 2025 be adopted and signed as a true record by the Chairman of the Finance & Planning Committee.

There were no matters arising.

F/25/03/5 Public Open Session

No members of the public were present.

F/25/03/6 Submission of Schedules of Payments for Information CB1 – CB5

Members reviewed CB1 – CB5 for months 10 and 11 (2024/2025). Cllr Harvey made a proposal, seconded by Cllr Yarrow. A vote was taken which was unanimous and the following was agreed:

F/25/03/6.01 Recommendation

That the ratification of the schedules of payments for the period 01/01/2025 – 31/01/2025 and 01/02/2025 – 28/02/2025 (Cash Book 1 - 5) be received and adopted.

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- F/25/03/7 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 28/02/2025 (month 11) for the Town Council's Current, Petty Cash, Salaries and Barclaycard Cashbooks.
- F/25/03/8 To Receive the Income and Expenditure**
The Income and Expenditure reports for February 2025 were received and noted.
- F/25/03/9 Small Grants**
2nd Newmarket Scout Group – the request for a grant for scout hut improvements was considered. Cllr Harvey made a proposal, seconded by Cllr Winter. A vote was taken which was unanimous and the following was agreed:
- F/25/03/9.01 Recommendation**
That the request from Newmarket Scout Group for a grant be approved and be awarded £1,000.
- Racing Centre- Primary Healthcare Funding – Year 2** - the request for a grant for 2025/2026 continuation of primary health care clinics was considered. Cllr Harvey made a proposal, seconded by Cllr Winter. A vote was taken which was unanimous and the following was agreed:
- F/25/03/9.02 Recommendation**
That the request from the Racing Centre Primary Healthcare for a grant be approved and be awarded a provisional £2,000 followed by a review, engaging with the Racing Centre to establish the impact of the reduction from last year's award of £4k which was seen as "pump-priming" and what actions they are taking to attract alternative funding sources to reduce dependency on the Town Council contribution and so that the service is sustainable.
- F/25/03/10 Policies**
Cllr Harvey made a proposal, seconded by Cllr Winter. A vote was taken which was unanimous and the following was agreed:
- F/24/03/10.01 Recommendation**
That the following policies be delegated to the Policies Working Group for review:
- **Newmarket Town Council Standing Orders NTC/2.3**
 - **Newmarket Town Council Financial Regulations NTC/2.3**
 - **Newmarket Town Council Financial Risk Assessment**
 - **Newmarket Town Council Internal Control Statement**
- F/25/03/11 Health, Safety and Facilities**
The monthly Health and Safety report was received and noted.
- F/25/03/12 Correspondence**
None noted.
- F/25/03/13 Date of Next Meeting**

Monday 19th May 2025 at the Memorial Hall.

Meeting closed at 7.40pm.

Signed Cllr Harvey Date 19/05/25

Summary of Recommendations	Recommendation Wording
<u>F/25/03/6.01 Recommendation</u>	That the ratification of the schedules of payments for the period 01/01/2025 – 31/01/2025 and 01/02/2025 – 28/02/2025 (Cash Book 1 - 5) be received and adopted.
<u>F/25/03/9.01 Recommendation</u>	That the request from Newmarket Scout Group for a grant be approved and be awarded £1,000.
<u>F/25/03/9.02 Recommendation</u>	That the request from the Racing Centre Primary Healthcare for a grant be approved and be awarded a provisional £2,000 followed by a review, engaging with the Racing Centre to establish the impact of the reduction from last year's award of £4k which was seen as "pump-priming" and what actions they are taking to attract alternative funding sources to reduce dependency on the Town Council contribution and so that the service is sustainable.
<u>F/24/03/10.01 Recommendation</u>	That the following policies be delegated to the Policies Working Group for review: • Newmarket Town Council Standing Orders NTC/2.3 • Newmarket Town Council Financial Regulations NTC/2.3 • Newmarket Town Council Financial Risk Assessment • Newmarket Town Council Internal Control Statement