



Newmarket

TOWN COUNCIL

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

Tel: 01638 667 227. E-mail townclerk@newmarket.gov.uk

Councillors, you are hereby summoned to attend the
ANNUAL MEETING OF THE NEWMARKET TOWN COUNCIL
to be held at
Memorial Hall, High Street, Newmarket, CB8 8JP
on **TUESDAY 27th May 2025 at 6.15pm**

A G E N D A

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. **Welcome** – The outgoing Mayor to read the fire safety notice and announce that proceedings are being recorded
2. **Election of Mayor** – to elect a Mayor for Newmarket Town Council for the 2025/2026 Municipal Year and to sign the Declaration of Acceptance of Office
3. **Election of Deputy Mayor** - to elect a Deputy Mayor for Newmarket Town Council for the 2025/2026 Municipal Year and to sign the Declaration of Acceptance of Office
4. **Apologies** for absence – to receive and accept apologies for absence
5. **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
6. **Minutes of the previous meeting held 28th April 2025**
 - a) To consider and adopt the minutes as a true record of the proceedings
 - b) To consider any matters arising.
7. **Public participation** – an invitation to members of the public to make representations to Councillors. *The maximum time permitted for this item is 15 minutes and no person may speak for longer than 3 minutes in total. This is the only opportunity during the meeting, for members of the public to address councillors.*
8. **Community** – presentation by Cllr Anderson
9. **Presentation** – Derek Holiver of St John's Ambulance
10. **Councillor Reports** – To receive and note reports from County and District Councillors, Ward Reports and outside bodies reports from Town Councillors
11. **Announcements** - To receive the out-going Town Mayor's and Deputy Mayor's Announcements (if any)

Distribute to the following for information:

County & District Councillors, The Press, Newmarket Town Council Website

12. Committee Meetings

- a) To receive the minutes and consider and approve any recommendations from the Development & Planning meetings held on 6th and 19th May 2025
- b) To receive the minutes and consider and approve any recommendations from the Community Services meeting held on 6th May 2025
- c) To receive the minutes and consider and approve any recommendations from the Finance and Policy meeting held on 19th May 2025

13. Annual Governance and Accountability Return 2024/25 – Sections 1 and 2

- a) To receive and approve the Section 1 Annual Governance Statement 2024/25 for Newmarket Town Council
- b) To receive and approve the Section 2 Annual Accounting Statements 2024/25 for Newmarket Town Council

14. Internal Audit Reports – to receive the Interim and Final Internal Audit Reports from the auditor for Newmarket Town Council

15. Committee Terms of Reference and Membership

- a) To review committee terms of reference
- b) To appoint members to committees (for May 2025 to May 2026) – councillor preferences to be tabled at the meeting

16. Delegation Arrangements – To review delegation arrangements to officers

17. Standing Orders and Financial Regulations

- a) To review the Standing Orders for Newmarket Town Council for 2025/2026
- b) To review the Financial Regulations for Newmarket Town Council for 2025/2026

18. Financial Risk Management Scheme and Internal Controls

- a) To review the Risk Management Scheme for Newmarket Town Council for 2025/2026
- b) To review the Control systems for Newmarket Town Council for 2025/2026

19. Subscriptions to other bodies – To review council/staff subscriptions to other bodies

20. Arrangements for other bodies – To confirm Town Councillor representatives on other bodies and arrangements for reporting back

21. Arrangements with other local authorities

- a) Outside Services and Cemetery SLAs for West Suffolk Council
- b) Outside Services for the Jockey Club Estates

22. Asset Register – to review the 31/3/25 Asset Register

23. Insurance Cover – To confirm arrangements for insurance cover in respect of all insurable risks

24. Youth Strategy – To receive information from Josh Schunmann of Newmarket Charitable Foundation regarding a Young Person's Evaluation report

25. Meeting Dates – To approve dates and times of council meetings (May 2025 to May 2026)

26. General Power of Competence – To review council's qualification for GPoC from May 2025

27. Well-Being Week – to receive a brief regarding a proposed well-being event in September 2025

28. Correspondence

29. Date of the next Meeting – Full Town Council **23rd June 2025 at 6.15pm**

Signed:



Cathy Whitaker, Town Clerk

20th May 2025

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