



Newmarket

TOWN COUNCIL

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

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

NOTICE IS HEREBY GIVEN OF A MEETING OF THE NEWMARKET TOWN COUNCIL

to be held at

Memorial Hall, High Street, Newmarket, CB8 8JP

Monday 23rd June 2025 at 6.15pm

**Councillors are hereby summoned to attend
for the purpose of transacting the business that follows**

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

A G E N D A

1. **Welcome** - The Mayor to read the fire safety notice and announce that this meeting is being recorded and to ask whether anyone else intends to record the meeting
2. **Apologies** for absence
3. **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
4. **Minutes of the previous meeting held 27th May 2025**
 - a) To consider and adopt the minutes, as a true record of the proceedings
 - b) To consider any matters arising
5. **Public participation** – an invitation to members of the public to make representations to Councillors.
Resolutions can only be made on items on the agenda
Rules of public participation: no person may for longer than 3 minutes in total. The maximum time permitted for this item is 15 minutes. This is the only opportunity during the meeting for members of the public to address Councillors.
6. **Awards presentation** – to present awards to the Brownies
7. **Police Report** – to receive and note a report (verbal or written) from the PCT (Police Community Team)
8. **Councillor Reports** - to receive and note reports (if any) from County and District Councillors, Ward Reports and outside bodies reports from Town Councillors
9. **Announcements** - To receive the Town Mayor's and Deputy Mayor's Announcements (if any)
10. **Committee Meetings**
 - a) To receive the minutes and consider and approve any recommendations from the Development & Planning meetings held on 2nd and 16th June 2025
 - b) To receive the minutes and consider and approve any recommendations from the Leisure Services meeting held on 2nd June 2025
 - c) To receive the minutes and consider and approve any recommendations from the Human Resources meeting held on 9th June 2025
11. **Working Group Reports for FTC** – To receive any reports from the NTC Working Groups that report directly to Full Council Committee
12. **BID Ballot** – To approve a vote for 3rd July ballot
13. **Newmarket In Play** – To receive an update regarding the Town Trail

Distribute to the following for information:

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

- 14. Transport** – To discuss the local bus services in relation to recent changes to some routes
- a. Update from Cllr J Harvey regarding communication with SCC
 - b. Update regarding Stephenson's buses from Cllr P Hulbert
 - c. Awareness walk – Cllr J Jarvis
- 15. Youth Hub** – To discuss a potential proposal by Newmarket Charitable Foundation for a temporary regular booking at The Pavilion
- 16. Correspondence**
- 17. Date of the next Meeting – 28th July 2025**

Signed: *CE Whitaker* Cathy Whitaker, Town Clerk

Date: 17th June 2025

Distribute to the following for information:

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



Newmarket

TOWN COUNCIL

Minutes of the ANNUAL Meeting of Newmarket Town Council **held on Tuesday 27th May 2025 at 6:15 pm at the Memorial Hall**

Attendance:

Councillor P Winter (Town Mayor)
 Councillor M Anderson
 Councillor J Berry
 Councillor J Borda
 Councillor A Drummond
 Councillor J Harvey (Deputy Town Mayor)
 Councillor P Hulbert

Councillor J Jarvis
 Councillor R Jones
 Councillor R McHugh
 Councillor R Nobbs
 Councillor A Starkey
 Councillor K Yarrow

Also Present: C Whitaker – Town Clerk, N Alecock – Deputy Town Clerk, member of the Press, 6 Members of the Public and representatives from St Johns Ambulance and Newmarket Charitable Foundation.

Minute

25/05/1 Welcome

The Chair welcomed everyone, opened the meeting, read out the Fire safety notice and confirmed that no-one intended to record the meeting.

A member of the press joined the meeting at 6.20pm.

25/05/2 Election of Mayor

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

25/05/2.01 Resolved

Cllr Winter was duly elected to serve as Mayor for Newmarket for 2025/2026 Municipal Year and it was confirmed that the declaration of acceptance of office of the Mayor was signed.

The Mayor thanked Members for electing her for another year.

25/05/3 Election of Deputy Mayor

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

25/05/03.01 Resolved

Cllr Harvey was duly elected to serve as Deputy Mayor for Newmarket for 2025/2026 Municipal Year and it was confirmed that the declaration of acceptance of office of the Deputy Mayor was signed.

25/05/4 Apologies for Absence – LGA 1972, Section 85(1) & (2)

Apologies were received from Cllrs Clover, Crissall, Hood, Perry and Unwin.

A representative from the Newmarket Charitable Foundation joined the meeting at 6.18pm.

25/05/5 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.

Cllr Jones joined the meeting at 6.19pm.

25/05/6 To Receive and Confirm the Minutes of the Town Council Meeting held on 28th April 2025 and any Matters Arising.

The minutes of the meeting held on 28th April 2025 were presented and Cllr Winter made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

25/05/6.01 Resolved

That the minutes of the meeting held on 28th April 2025 be adopted and signed as a correct record by the Town Mayor.

There were no matters arising.

25/05/7 Public Open Session

No members of the public wished to speak.

The Mayor proposed that item 24 be brought forward, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

D/25/05/7.01 Resolved

That item 24 be brought forward.

25/05/8 Youth Strategy

A presentation was received from a representative of the Newmarket Charitable Foundation. The Young Person's Evaluation report, provided by Josh Schunmann of Newmarket Charitable Foundation, was noted.

The representative from Newmarket Charitable Foundation left the meeting at 6.27pm.

25/05/9 Community

Cllr Anderson gave a presentation thanking a young person for his commitment with litter picking. He has been working towards his Duke of Edinburgh award which was set at 3 months but exceeded that by continuing on to 6 months. The Mayor thanked him for his hard work and presented him with a voucher.

3 members of the public left the meeting at 6.30m.

25/05/10 Presentation

Derek Holiver gave a presentation on the work of St John's Ambulance in East Cambridgeshire.

25/05/11 Councillor Reports

SCC – Cllr. Drummond offered congratulations to Cllr Winter on her re-election as Mayor.

He reported that the number 11 bus that is being terminated is not the responsibility of

SCC, but is funded by Cambridge and Peterborough Combined Authority. SCC are looking into possibility of arranging some local funding. Cllr Harvey reported that bids have been submitted to SCC for new bus routes for Newmarket by the Town Council and talked about the major impact in some areas (eg. Exning and Studlands) that this service rescheduling action has had by not considering cross-boundary implications.

The representative from St John Ambulance left the meeting at 6.43pm.

Ward Reports – Cllr Jarvis has received numerous complaints about the removal of the number 11 bus and expressed his disappointment in the lack of communication as to why the service has been cut. He also reported problems with parking in Parkers Walk.

Cllr Hulbert reported that there has been an abandoned vehicle in Nimbus Way in a designated parking area for 5 years. Cllr Hulbert to liaise with Cllr Alexander to get this removed.

West Suffolk Council (WSC) – Cllr Yarrow reported that he is still chasing WSC with regards to the trees in Freshfields. WSC are liaising with Anchor to get the Silks operational. The signage for the 20's Plenty campaign is still in situ. A tree survey will be carried out in Milbank and Freshfields by NCNR. An offer by the Jockey Club to provide some finance to SCC regarding Jockey's Path has been declines due to further necessary details being established.

Outside Bodies – None noted.

25/05/12 Mayors Announcements

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

- 01/05/25 – attended All Saints Primary School for assembly and talk.
- 02/05/25 – attended opening of Community Diagnostic Centre at Newmarket Hospital.
- 06/05/25 – represented Council at Tony Pringle's funeral.
- 08/05/25 – attended VE Day commemoration events:
 - Firstly at the Memorial Hall at 9am for the flag raising and Town VE Cry.
 - Evensong at Bury-St-Edmunds Cathedral.
 - The Severals in the evening for the National beacon lighting event.
- 23/05/25 – attended opening of Café Bravo on the High Street.

25/05/13 To Receive the Minutes and Consider and Approve any Recommendations from the Development & Planning Committee Meetings held on 6th and 19th May 2025

The minutes of the Development & Planning Committee meetings held on 6th and 19th May 2025 were presented. There were no recommendations. Cllr Harvey made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the minutes were adopted.

25/05/13.01 Resolved

That the minutes and recommendations of the Development & Planning Committee meetings held on 6th and 19th May 2025 be adopted and signed as a true record by the Chair of the Development & Planning Committee.

25/05/14 To Receive the Minutes and Consider and Approve any Recommendations from

the Community Services Committee Meeting held on 6th May 2025

The minutes of the Community Services Committee meeting held on 6th May 2025 were presented. Cllr Winter made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the minutes were adopted:

25/05/14.01 Resolved (C/25/04/4.01 Recommendation)

That the minutes of the Community Services Committee meeting held on 3rd March 2025 be adopted and signed as a true record by the Chair of the Community Services Committee.

25/05/15

To Receive the Minutes and Consider and Approve any Recommendations from the Finance & Policy Committee Meeting held on 19th May 2025

The minutes of the Finance & Policy Committee meeting held on 19th May 2025 were presented. Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the minutes were adopted:

25/05/15.01 Resolved (F/25/05/4.01 Recommendation)

That the minutes of the Finance & Policy Committee meeting held on 17th March 2025 be adopted and signed as a true record by the Chairman of the Finance & Planning Committee.

25/05/15.02 Resolved (F/25/05/6.01 Recommendation)

That item 9 be brought forward.

25/05/15.03 Resolved (F/25/05/7.01 Recommendation)

That the request from Newmarket Scout Group for a grant be approved and be awarded £1,000.

25/05/15.04 Resolved (F/25/05/7.02 Recommendation)

That the request from Newmarket Avenue Bowls Club for a grant be approved and be awarded at £500.

25/05/15.05 Resolved (F/25/05/7.03 Recommendation)

That the request from My Wish Charity for a grant be approved and be awarded £500.

25/05/15.06 Resolved (F/25/05/8.01 Recommendation)

That the ratification of the schedules of payments for the period 01/03/2025 – 31/03/2025 and 01/04/2025 – 30/04/2025 (Cash Book 1 - 5) be received and adopted.

25/05/16

Annual Governance and Accountability Return 2024/25

The Section 1 Annual Governance Statement 2024/25 was presented. Cllr Winter made a proposal, seconded by Cllr Yarrow. A vote was taken which was unanimous and the following was agreed:

25/05/16.01 Resolved

That the Section 1 Annual Governance Statement for 2024/25 be approved and signed.

The Section 2 Annual Governance Statement 2024/25 was presented. Cllr Winter made a proposal, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

25/05/16.02 Resolved

That the Section 2 Annual Accounting Statements for 2024/25 be approved and signed.

25/05/17 Internal Audit Report

The Interim and Final Audit reports for Newmarket Town Council were received and noted.

25/05/18 Committee Terms of Reference and Membership

The Terms of Reference for Committees were reviewed, Cllr Yarrow made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

25/05/18.01 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, Cllr Drummond made a proposal, seconded by Cllr Nobbs. A vote was taken which was unanimous and the following was agreed:

25/05/18.02 Resolved

The Town Council agreed to the following Committee memberships:

D&P Committee: Cllrs Berry, Drummond, Harvey, Hood, Hulbert, Jarvis, Jones, McHugh, Nobbs, Perry and Yarrow.

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

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

F&P Committee: Cllrs Drummond, Harvey, Hood, Hulbert, McHugh, Perry, Winter and Yarrow.

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

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

Appeals Committee: Cllrs Anderson, Borda, Clover, Crissall, Jones, Nobbs, Perry, Starkey, Unwin.

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

25/05/19 Delegation Arrangements

The delegation arrangements to officers were reviewed and Cllr Drummond made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the

following was agreed:

25/05/19.01 Resolved

That the delegation arrangements to officers be approved.

25/05/20 Standing Orders and Financial Regulations

The Standing Orders for 2025/2026 were reviewed, Cllr Jones made a proposal, seconded by Cllr Starkey. A vote was taken which was unanimous and the following was agreed:

25/05/20.01 Resolved

That the Standing Orders for 2025/2026 be approved.

The Financial Regulations for 2025/2026 were reviewed, Cllr Jarvis made a proposal, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

25/05/20.02 Resolved

That the Financial Regulations for 2025/2026 be approved.

25/05/21 Financial Risk Management Scheme and Internal Controls

The Financial Risk Management Scheme for 2025/2026 was reviewed, Cllr Drummond made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

25/05/21.01 Resolved

The Financial Risk Management Scheme for 2025/2026 be approved.

The Internal Controls for 2025/2026 were reviewed, Cllr Yarrow made a proposal, seconded by Cllr McHugh. A vote was taken which was unanimous and the following was agreed:

25/05/21.02 Resolved

The Internal Controls for 2025/2026 be approved.

25/05/22 Subscriptions to other bodies

The Council/staff subscriptions to other bodies were reviewed and Cllr Drummond made a proposal, seconded by Cllr Nobbs. A vote was taken which was unanimous and the following was agreed:

25/05/22.01 Resolved

That the following subscriptions be approved:

Chamber of Commerce - £349

Institute of Cemetery and Crematorium Management (ICCM) - £105

Suffolk Association of Local Councils (SALC) – 1,866

Society of Local Council Clerks (SLCC) - £480

MARPA - £25

25/05/23 To Confirm Town Councillor Representatives on Other bodies and Arrangements for Reporting Back

The following Cllr Representatives on Other bodies were considered, and Cllr Nobbs

made a proposal, seconded by Cllr Jones. A vote was taken which was unanimous and the following was agreed:

25/05/23.01 Resolved

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

Love Newmarket BID – Cllr Drummond

Suffolk Police & Crime Commissioner – Cllr Hood

Suffolk Association of Local Councils (SALC) – Cllr Harvey

West Suffolk Council Town & Parish Forum – Cllr Jones

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

National Association of Super Councils Network – Cllr Harvey

Newmarket Vision Steering Group – Mayor

WSC disability Forum – Cllr Hulbert

MARPA – Cllr Hulbert

Newmarket Rail Group – Cllr Starkey

Newmarket Youth Strategy Group Cllr McHugh

Transport and Infrastructure Group – Cllr Starkey

Suffolk Chamber of Commerce – Cllr Starkey

25/05/24 To Review Arrangements with other Local Authorities

The Outside Services and Cemetery SLAs for West Suffolk Council for 2025/2026 were reviewed, Cllr Winter made a proposal, seconded by Cllr Starkey. A vote was taken which was unanimous and the following was agreed:

25/05/24.01 Resolved

That the Outside Services and Cemetery SLAs for West Suffolk Council for 2025/2026 be approved.

The Outside Services for Jockey Club Estates for 2025/2026 were reviewed. Cllr Winter, seconded by Cllr Nobbs. A vote was taken which was unanimous and the following was agreed:

25/05/24.02 Resolved

That the Outside Services for Jockey Club Estates for 2025/2026 be approved.

25/05/25 To Review the Asset Register

The Asset Register was considered, and Cllr Harvey made a proposal, seconded by Cllr Borda. A vote was taken which was unanimous and the following was agreed:

25/05/25.01 Resolved

That the revised Asset Register as at 31/03/2025 be received and approved.

25/05/26 To Confirm Arrangements for Insurance Cover in Respect of all Insurable Risks

The Zurich Insurance Policy was presented, and Cllr Winter made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

25/05/26.01 Resolved

That the Zurich Insurance Policy from 14/01/2025 to 13/01/2026 be approved.

25/05/27 Meeting Dates

The meeting dates from May 2025 to May 2026 were considered and Cllr Winter made a proposal, seconded by Cllr Jones. A vote was taken which was unanimous and the following was agreed:

25/05/27.01 Resolved

That the meeting dates from May 2025 to May 2026 be approved.

25/05/28 General Power of Competence

Town clerk reported that she is still pursuing her CiLCA but noted that the Deputy Town Clerk is CiLCA qualified, although this cannot be used to exercise the GPOC.

25/05/29 Well-Being Week

A proposal to install an art and well-being installation in the Memorial Gardens from 11th – 14th September 2025 was considered. Cllr Nobbs made a proposal, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

25/05/29.01 Resolved

That the plans to install an art and well-being installation by Lumini in the Memorial Gardens from 11th – 14th September 2025 be approved.

25/05/29.02 Resolved

That a donation of £1,000 be offered to support the event.

25/05/30 Correspondence

None noted.

25/05/31 Date of the next Meeting

Monday 23rd June 2025 in the Memorial Hall at 6:15pm.

Meeting closed at 7.20pm

Signed: _____

Date: _____

Summary of Resolutions

Resolution	Resolution Wording
<u>25/05/2.01 Resolved</u>	Cllr Winter was duly elected to serve as Mayor for Newmarket for 2025/2026 Municipal Year and it was confirmed that the declaration of acceptance of office of the Mayor was signed.
<u>25/05/03.01 Resolved</u>	Cllr Harvey was duly elected to serve as Deputy Mayor for Newmarket for 2025/2026 Municipal Year and it was confirmed that the declaration of acceptance of office of the Deputy Mayor was signed.
<u>25/05/4.01 Resolved</u>	That the minutes of the meeting held on 28th April 2025 be adopted and signed as a correct record by the Town Mayor.
<u>25/05/7.01 Resolved</u>	That item 24 be brought forward.
<u>25/05/13.01 Resolved</u>	That the minutes and recommendations of the Development &

	Planning Committee meetings held on 6 th and 19 th May 2025 be adopted and signed as a true record by the Chair of the Development & Planning Committee.
<u>25/05/14.01 Resolved</u> <i>(L/25/04/4.01 Recommendation)</i>	That the minutes of the Community Services Committee meeting held on 3rd March 2025 be adopted and signed as a true record by the Chair of the Community Services Committee.
<u>25/05/15.01 Resolved</u> <i>(F/25/05/4.01 Recommendation)</i>	That the minutes of the Finance & Policy Committee meeting held on 17th March 2025 be adopted and signed as a true record by the Chairman of the Finance & Planning Committee.
<u>25/05/15.02 Resolved</u> <i>(F/25/05/6.01 Recommendation)</i>	That item 9 be brought forward.
<u>25/05/15.03 Resolved</u> <i>(F/25/05/7.01 Recommendation)</i>	That the request from Newmarket Scout Group for a grant be approved and be awarded £1,000.
<u>25/05/15.04 Resolved</u> <i>(F/25/05/7.02 Recommendation)</i>	That the request from Newmarket Avenue Bowls Club for a grant be approved and be awarded at £500.
<u>25/05/15.05 Resolved</u> <i>(F/25/05/7.03 Recommendation)</i>	That the request from My Wish Charity for a grant be approved and be awarded £500.
<u>25/05/15.06 Resolved</u> <i>(F/25/05/8.01 Recommendation)</i>	That the ratification of the schedules of payments for the period 01/03/2025 – 31/03/2025 and 01/04/2025 – 30/04/2025 (Cash Book 1 - 5) be received and adopted.
<u>25/05/16.01 Resolved</u>	That the Section 1 Annual Governance Statement for 2024/25 be approved and signed.
<u>25/05/16.02 Resolved</u>	That the Section 2 Annual Accounting Statements for 2024/25 be approved and signed.
<u>25/05/18.01 Resolved</u>	That the Terms of Reference of the Committees be approved.
<u>25/05/18.02 Resolved</u>	The Town Council agreed to the following Committee memberships: D&P Committee: Cllrs. Community Services Committee: Cllrs Leisure Services Committee: Cllrs F&P Committee: Cllrs Human Resources Committee: Cllrs Performance & Audit Committee: Cllrs Appeals Committee: any Members not on the Human Resources Committee.
<u>25/05/19.01 Resolved</u>	That the delegation arrangements to officers be approved.
<u>25/05/20.01 Resolved</u>	That the Standing Orders and Financial Regulations for 2025/2026 be approved.
<u>25/05/21.01 Resolved</u>	The Financial Risk Management Scheme for 2025/2026 be approved.
<u>25/05/21.02 Resolved</u>	The Internal Controls for 2025/2026 be approved.
<u>25/05/22.01 Resolved</u>	That the following subscriptions be approved: Chamber of Commerce - £349 Institute of Cemetery and Crematorium Management (ICCM) - £105 Suffolk Association of Local Councils (SALC) – 1,866 Society of Local Council Clerks (SLCC) - £480 MARPA - £25

<u>25/05/23.01 Resolved</u>	That the following Cllr Representatives on Other bodies be confirmed as: Love Newmarket BID – Cllr Drummond Suffolk Police & Crime Commissioner – Cllr Hood Suffolk Association of Local Councils (SALC) – Cllr Harvey West Suffolk Council Town & Parish Forum – Cllr Jones Town Twinning Associations – Cllr Hood (Lexington) and Cllr Borda (Maison Lafitte) National Association of Super Councils Network – Cllr Harvey Newmarket Vision Steering Group – Mayor WSC disability Forum – Cllr Hulbert MARPA – Cllr Hulbert Newmarket Rail Group – Cllr Starkey Newmarket Youth Strategy Group Cllr McHugh Transport and Infrastructure Group – Cllr Starkey Suffolk Chamber of Commerce – Cllr Starkey
<u>25/05/24.01 Resolved</u>	That the Outside Services and Cemetery SLAs for West Suffolk Council for 2025/2026 be approved.
<u>25/05/24.02 Resolved</u>	That the Outside Services for Jockey Club Estates for 2025/2026 be approved.
<u>25/05/25.01 Resolved</u>	That the revised Asset Register as at 31/03/2025 be received and approved.
<u>25/05/26.01 Resolved</u>	That the Zurich Insurance Policy from 14/01/2025 to 13/01/2026 be approved.
<u>25/05/27.01 Resolved</u>	That the meeting dates from May 2025 to May 2026 be approved.
<u>25/05/29.01 Resolved</u>	That the plans to install an art and well-being installation by Lumini in the Memorial Gardens from 11 th – 14 th September 2025 be approved.
<u>25/05/29.02 Resolved</u>	That a donation of £,1000 be offered to support the event.



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee Held on Monday 2nd June 2025 at 6.15pm

Attendance:

Councillor A Drummond
Councillor J Harvey
Councillor P Hulbert

Councillor J Jarvis
Councillor J McHugh
Councillor R Nobbs

Also Present: C Whitaker – Town Clerk, N Alecock – Deputy Town Clerk, C O'Reilly – Events Manager (as an observer), Cllr Winter (as an observer) from 6.50pm and 1 Member of the Press.

	Minute	Action by
D/25/06/1 <u>To Elect a Chairman</u> Cllr Harvey took the Chair and asked for nominations for Chair of the Development and Planning Committee. Cllr Drummond nominated Cllr Hood for Chair, seconded by Cllr Hulbert. There were no other nominations, a vote was taken, and the following was agreed:		
<u>D/25/06/1.01 Resolved</u> That Cllr Hood be elected as the Chairman of the D&P Committee for 2025/2026 Municipal Year.		
D/25/06/2 <u>To Elect a Vice Chairman</u> Cllr Nobbs nominated Cllr Harvey, seconded by Cllr Drummond. There were no other nominations, a vote was taken, and the following was agreed: <u>D/25/06/2.01 Resolved</u> That Cllr Harvey be elected as the Vice Chairman of the D&P Committee for 2025/2026 Municipal Year.		
D/25/06/3 <u>Chair to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded</u> The Chair welcomed everyone, opened the meeting, and read out the Fire Safety Notice and confirmed that no-one intended to record the meeting.		
D/25/06/4 <u>Apologies</u> Apologies were received from Cllrs Berry, Hood, Jones, Perry and Yarrow.		
D/25/06/5 <u>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</u> Item 8b – DC/25/0736/FUL - Cllr McHugh Item 9b – DC/25/0689/FUL - Cllr Nobbs		

There were no requests for dispensation.

D/25/06/6 To Confirm the Minutes of the Meeting Held on 19th May 2025 and any Matters Arising

The Chair presented the minutes of the Development & Planning Committee held on 19th May 2025 and Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

D/25/06/4.01 Resolved

That the minutes of the Development & Planning Committee held on 19th May 2025 be adopted and were signed as a true record by the Chair of the Development & Planning Committee.

There were no matters arising.

D/25/06/7 Public Open Session

No members of the public wished to speak.

D/25/06/8 Planning Applications

D/25/06/8/1 DC/25/0806/TCA – Trees in conservation area notification – One Willow (marked T40) crown reduction by three metres, One Thuja/Lawson Cypress (within area marked Group 4) remove dead top, One Alder (marked T179) reduce subsiding limb back by 50% to suitable unions to alleviate end weight, One Alder (marked T202) crown lift to five metres over drive, One Crimson King Maple (marked T220) fell, One Beech (marked T251) reduce over extended limbs over lunge ring, One Sycamore (marked T281) reduce long over-extended limb over building by three metres, One Yew (marked T284) crown touching building, reduce by 1.5 metres, One Purple Plum (marked T290) remove stem decay by roots, One Beech (marked T306) canopy touching house roof reduce by 1.5 metres, One Horse Chestnut (marked T374) fell, One Oak (marked T375) crown lift to five metres over road and four metres over drive, One Beech (marked T380) prune by one metre to clear phone line and crown lift to 4.5 metres over drive – Terrace House, Queensberry Road, Newmarket. Cllr Nobbs made a proposal, seconded by Cllr McHugh. A vote was taken which was unanimous and the following was agreed:

D/25/06/8.01 Resolved

The Committee actively encourages responsible tree management and does not object to this application subject to the Tree Officer's approval.

Cllr McHugh left the meeting at 6.22pm

D/25/06/8/2 DC/25/0736/FUL – Planning application – a. two storey side and rear extension (following demolition of existing side extension), b. continual use of existing HMO – 23 Park Lane, Newmarket. Cllr Nobbs made a proposal, seconded by Cllr Jarvis. A vote was taken which was unanimous and the following was agreed:

D/25/06/8.02 Resolved

The Committee object to the application with respect to the following:

- **Overdevelopment**

- **Lack of parking**
- **Noise**

Cllr McHugh rejoined the meeting at 6.25pm.

D/25/06/8/3 DC/25/0616/HH – Householder planning application – a. single storey rear infill extension b. external insulation finished with white render – 14 Freshfields, Newmarket. Cllr Hulbert made a proposal, seconded by Cllr Nobbs. A vote was taken which was unanimous and the following was agreed:

D/25/06/8.03 Resolved

The Committee voiced no objections.

D/25/06/8/4 DC/25/0779/FUL – Planning application – additional floodlighting to court 4 – Newmarket Lawn Tennis Club, Hamilton Road, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Nobbs. A vote was taken which was unanimous and the following was agreed:

D/25/06/8.04 Resolved

The Committee deferred this item and requested an impact study on light pollution to all of the neighbouring properties.

D/25/06/8/5 DC/25/0509/FUL – Planning application – one Industrial unit – Land at Newmarket Business Park, Studlands Park Avenue, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Nobbs. A vote was taken which was unanimous and the following was agreed:

D/25/06/8.05 Resolved

The Committee requested clarification over the appearance, materials and access.

D/25/06/8/6 DC/25/0821/TPO – TPO 02(1980) tree preservation order – one yew (T61 on plan and order) lateral crown reduction by one metre, one yew (T66 on plan and order) lateral crown reduction by two metres – 4 Cecil Lodge Close, Falmouth Avenue, Newmarket. Cllr Nobbs made a proposal, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

D/25/06/8.06 Resolved

The Committee objects to this application and supports the Tree Officer's alternative proposals.

D/25/06/8/7 DC/25/0859/TPO – TPO 008 (2019) tree preservation order – one horse chestnut (T1 on plan and T2 order) overall crown reduction by 3.5 metres b. one horse chestnut (T3 on plan and order) crown lift to six metres above ground level – 17 Abernant Drive, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Nobbs. A vote was taken which was unanimous and the following was agreed:

D/25/06/8.07 Resolved

The Committee actively encourages responsible tree management and does not object to this application subject to the Tree Officer's approval.

D/25/06/9 Amended and Deferred Plans

D/25/06/9/1 DC/25/0776/HH – Re-consultation - Householder planning application – a. porch b. part single storey part two storey side extension c. replacement window to rear elevation ground floor d. replace existing cladding with render to front and rear elevations e. enlarged first floor window on front elevation f. demolition of existing porch and conservatory – 16 Paddocks Drive, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Nobbs. A vote was taken which was unanimous and the following was agreed:

D/25/06/9.01 Resolved

The Committee voiced no objections.

Cllr Nobbs left the meeting at 6.38pm.

D/25/06/9/2 DC/25/0689/FUL – Planning application – a. conversion of existing social club into four flats b. ground and first floor extensions to existing dwelling and c. retention of commercial unit at ground floor (Class E) – Social Club, Kingston Passage, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

D/25/06/9.02 Resolved

Although the Committee would welcome upgrading these buildings, the committee objected to the application as presented with respect to the following:

- **Lack of car parking**
- **Noise potential**
- **Waste provision**
- **Residential amenity as raised by the neighbour**

Cllr Nobbs rejoined the meeting at 6.42pm.

D/25/06/10 Planning Appeals

None noted. Cllr Jarvis informed the Committee that the planning application for Newmarket Nexus is still with West Suffolk Council and the applicant needs to provide evidence.

D/25/06/11 East Cambs Planning Applications

The East Cambs Weekly Lists were noted.

It was also noted that application **24/00160/ESF** - Battery energy storage facility and associated works. Site At Anchor Lane Farm Newnham Drove Burwell had been approved by the Planning Committee on 6th November 2024.

D/25/06/12 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

There were no West Suffolk Planning Determinations received during weeks commencing 12/05/2025 & 19/05/2025.

Applications	Description	Address	WS Decision	NTC Decision
DC/25/0629/TCA	Trees in a conservation area notification - one Prunus (T1 on plan) overall crown	The Gables 20 Bury Road Newmarket	Approved	No objections

	reduction by three metres, one Beech (T2 on plan) overall crown reduction by three metres, three Laurel (within G3 on plan) overall crown reduction by 0.5 metre.	Suffolk			
DC/24/1096/HH	Householder planning application - a. amendment to access b. alterations to hardstanding and landscaping.	Boyarin Lodge 30 Bury Road Newmarket Suffolk	Approved	Objected	
DC/25/0590/TPO	TPO/1956/012 and TPO/1977/04 tree preservation orders - as listed on tree schedule	Amenity Land At Norfolk Avenue Durham Way Newmarket Suffolk	Approved	No objections	
DC/25/0094/ADV	Application for advertisement consent - one non-illuminated fascia	1 Exeter Road Newmarket Suffolk	Approved	No objections	
DC/24/1518/FUL	Planning application - construction of building to accommodate five apartments and one commercial unit (Class E) at ground floor following demolition of existing motor garage	8 Park Lane Newmarket Suffolk	Approved	Objected	

D/25/06/13 Delegation Panel Decisions

None noted.

D/25/06/14 Licensing

None noted.

D/25/06/15 Enforcement

The Working Group are producing a table of issues which will be presented to the Committee once finalised.

Cllr Winter joined the meeting as an observer at 6.50pm.

D/25/06/16 Street Naming - Hatchfield

The proposed street names for the Hatchfield development were considered and Cllr Harvey made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

D/25/06/16.01 Resolved

Delegation be given to the naming working group to review and report back to the next meeting.

D/25/06/17 Correspondence

None noted.

D/25/06/18 Date of Next Meeting

Monday 16th June 2025 at the Memorial Hall.

Meeting closed at pm.

Signed _Cllr Harvey_____ Date ____16/6/25_____

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/25/06/1.01 Resolved</u>	That Cllr Hood be elected as the Chairman of the D&P Committee for 2025/2026 Municipal Year.
<u>D/25/06/2.01 Resolved</u>	That Cllr Harvey be elected as the Vice Chairman of the D&P Committee for 2025/2026 Municipal Year.
<u>D/25/06/4.01 Resolved</u>	That the minutes of the Development & Planning Committee held on 19 th May 2025 be adopted and were signed as a true record by the Chair of the Development & Planning Committee.
<u>D/25/06/8.01 Resolved</u>	The Committee actively encourages responsible tree management and does not object to this application subject to the Tree Officer's approval.
<u>D/25/06/8.02 Resolved</u>	The Committee object to the application with respect to the following: • Overdevelopment • Lack of parking • Noise
<u>D/25/06/8.03 Resolved</u>	The Committee voiced no objections.
<u>D/25/06/8.04 Resolved</u>	The Committee deferred this item subject to an impact study on pollution to the neighbouring properties being received.
<u>D/25/06/8.05 Resolved</u>	The Committee requested clarification over the appearance, materials and access.
<u>D/25/06/8.06 Resolved</u>	The Committee objects to this application and supports the Tree Officer's alternative proposals.
<u>D/25/06/8.07 Resolved</u>	The Committee actively encourages responsible tree management and does not object to this application subject to the Tree Officer's approval.
<u>D/25/06/9.01 Resolved</u>	The Committee voiced no objections.
<u>D/25/06/9.02 Resolved</u>	Although the Committee would welcome upgrading these buildings, the committee objected to the application as presented with respect to the following: • Lack of car parking • Noise potential • Waste provision • Residential amenity as raised by the neighbour
<u>D/25/06/16.01 Resolved</u>	Delegation be given to the naming working group to review and report back to the next meeting.



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee Held on Monday 16th June 2025 at 6.15pm

Attendance:

Councillor J Harvey (Vice Chair)
Councillor P Hulbert
Councillor R Jones

Councillor J McHugh
Councillor R Nobbs

Also Present: C Whitaker – Town Clerk, N Alecock – Deputy Town Clerk, J Ashton – Minute Assistant, 1 Member of the Press and 4 Members of the Public.

	Minute	Action by
D/25/06/19	<u>Chair to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded</u> The Chair welcomed everyone, opened the meeting, and read out the Fire Safety Notice and confirmed that the meeting was being recorded by the Minute Assistant.	
D/25/06/20	<u>Apologies</u> Apologies were received from Cllrs Drummond, Hood, Perry and Yarrow. Cllrs Berry and Jarvis were absent.	
D/25/06/21	<u>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</u> None noted. There were no requests for dispensation.	
D/25/06/22	<u>To Confirm the Minutes of the Meeting Held on 2nd June 2025 and any Matters Arising</u> The Chair presented the minutes of the Development & Planning Committee held on 2nd June 2025 and Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed: <u>D/25/06/22.01 Resolved</u> <u>That the minutes of the Development & Planning Committee held on 2nd June 2025 be adopted and were signed as a true record by the Chair of the Development & Planning Committee.</u> There were no matters arising.	
D/25/06/23	<u>Public Open Session</u> A member of the public reported that a letter had been received by residents of Exning Road on 25th May from Newmarket Town Council regarding the installation of bollards on the grass verge to prevent parking. They feel that this will not resolve the parking issues in the area, and it will be difficult to maintain the grass verge. He asked if this decision could be re-considered along with alternative options.	

An item will be placed on the next agenda for further discussion.

4 members of the public left the meeting at 6.37pm.

D/25/06/24 Planning Applications

D/25/06/24/1 DC/25/0828/ADV – Application for advertisement consent – replacement double-sided internally illuminated digital displays – Bus Shelter, High Street, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Jones. A vote was taken which was unanimous and the following was agreed:

D/25/06/24.01 Resolved

The Committee support the West Suffolk Officers decision subject to the sign not being too bright or a distraction to road users and does not make the existing unit look incongruous.

D/25/06/24/2 DC/25/0867/TCA – Trees in a conservation area notification – a. one Hawthorn (T1 on plan) fell b. one Willow (T2 on plan) overall crown reduction by up to 2.5 metres c. one Cherry (T3 on plan) reduce by up to two metres to previous pruning points d. one Cedar (T4 on plan) prune on house side by up to two metres e. one Beech (T5 on plan) prune on house side by up to 1.5 metres – Lincoln Lodge, Rayes Lane, Newmarket. Cllr Harvey made a proposal, seconded by Cllr McHugh. A vote was taken which was unanimous and the following was agreed:

D/25/06/24.02 Resolved

The Committee actively encourages responsible tree management and object to the felling of healthy trees. The Committee objected to this application as in this case, there is no evidence or reason given to support the tree that is proposed for felling; The committee requested that the Tree Officer conduct a site visit. If the tree is to be felled, that it be felled outside of the bird nesting season and the Committee requests that a suitable replacement be planted.

D/25/06/24/3 DC/25/0841/HYB – Hybrid planning application – a. outline application all matters except primary means of access from Exning Road reserved for up to 43 dwellings with associated landscaping and ancillary works (following demolition of existing structures); b. Full planning application – a. demolition of existing house and outbuildings, b. change of use of stable building A to create 11 dwellings with associated external works including extension to the building, alterations to the elevations of the building, parking areas, landscaping; c. change of use of stable building B to create 8 dwellings with associated external works including extension to the building, alterations to the elevations of the building, parking areas, landscaping; d. change of use of existing outbuildings E1 and E2 to create two dwellings with associated alterations to the elevations of the buildings and associated parking provision; d. alterations and extension to Etheldreda House to create six dwellings and associated parking provision; e. construction of two storey building to provide 11 dwellings with associated parking; f. creation of new access from Exning Road (following demolition of existing dwelling); g. landscaping, open space and ancillary works – Brickfields Stud, Cemetery Hill, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

D/25/06/24.03 Resolved

That an extension of time be requested to arrange a site visit.

D/25/06/24/4 DC/25/0842/LB – Application for listed building consent – a. part demolition of two existing stable buildings to support their conversion to residential use, including internal and external alterations and single storey extensions to both buildings, b. internal and external alterations to Etheldreda House, including a single storey extension, to support conversion to residential use, c. demolition of two outbuildings – Brickfields Stud, Cemetery Hill, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

D/25/06/24.04 Resolved

That an extension of time be requested to arrange a site visit.

Cllr Nobbs declared an “other” interest in the following application and left the meeting at 6.56pm.

D/25/06/24/5 DC/25/0810/FUL – Planning application – commercial building for storage and distribution (Class B8) – 5D Victoria Way, Newmarket. Cllr Harvey made a proposal, seconded by Cllr McHugh. A vote was taken which was unanimous and the following was agreed:

D/25/06/24.05 Resolved

The Committee voiced no objections.

Cllr Nobbs returned to the meeting at 6.58pm.

D/25/06/24/6 DC/25/0685/TPO – TPO/1990/01 tree preservation order – one Beech (T1 on plan and within A1 of order) lateral crown reduction by three metres and crown lift to five metres above ground level and one Beech (T2 on plan and within A1 on order) lateral crown reduction by three metres and crown lift to five metres above ground level – 76 and 78 Churchill Avenue, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Jones. A vote was taken which was unanimous and the following was agreed:

D/25/06/24.06 Resolved

The Committee actively encourages responsible tree management and objected to this application and requested that the Tree Officer considers the planned tree work and whether and how it could be carried out without the need for a tree surgeon.

D/25/06/25 Amended and Deferred Plans

D/25/06/25/1 DC/25/0779/FUL – Deferred Planning application – additional floodlighting to court 4 – Newmarket Lawn Tennis Club, Hamilton Road, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

D/25/06/25.01 Resolved

The Committee objects and support the resident’s suggestion for an independent light assessment to be conducted and potential measures for

amelioration of existing / potential light spill.

D/25/06/25/2 DC/25/0509/FUL – Deferred Planning application – one industrial unit – Land at Newmarket Business Park, Studlands Park Avenue, Newmarket.

It was noted that this application had been withdrawn on Friday 13th June.

D/25/06/26 Planning Appeals

None noted.

D/25/06/27 East Cambs Planning Applications

The East Cambs Weekly Lists were noted.

D/25/06/28 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

There were no West Suffolk Planning Determinations received during weeks commencing 26/05/2025 & 02/06/2025.

D/25/06/29 Delegation Panel Decisions

None noted.

D/25/06/30 Licensing

None noted.

D/25/06/31 Enforcement

The Working Group has compiled a table detailing enforcement and related issues and their status which will be updated and reported appropriately.

D/25/06/32 Planning Applications

The quality of information supplied regarding consultations was discussed and additional information will be requested, if required, for each application that the Town Council considers.

D/25/06/33 Street Naming

Hatchfield - The alternative proposed street names for the Hatchfield development from the Street Naming Group were considered and Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

D/25/06/33.01 Resolved

That the alternative street names proposed for the Hatchfield development from the Street Naming Group be approved and submitted; and 3 extra names of Walter Earl, Frank Butters and Hatchfield (close, road, etc) to be held in reserve in case these are needed as replacements .

Fordham Road – Two additional proposed names were discussed and Cllr Harvey made a proposal, seconded by Cllr McHugh. A vote was taken which was unanimous and the following was agreed:

D/25/06/33.02 Resolved

That the rejection of Henry Cecil Drive be challenged (as Cecil Lodge is not named after Henry Cecil and is the other end of Town) and Shergar Way be submitted to replace Griffin Way.

D/25/06/34 Correspondence

None noted.

D/25/06/35 Date of Next Meeting

Monday 7th July 2025 at the Memorial Hall.

Meeting closed at 7:25pm.

Signed _____ Date _____

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/25/06/22.01 Resolved</u>	That the minutes of the Development & Planning Committee held on 2 nd June 2025 be adopted and were signed as a true record by the Chair of the Development & Planning Committee.
<u>D/25/06/24.01 Resolved</u>	The Committee are happy to support the West Suffolk Officers decision subject to the sign not being too bright or a distraction to road users and does not make the existing unit look incongruous.
<u>D/25/06/24.02 Resolved</u>	The Committee actively encourages responsible tree management and object to the felling of healthy trees. The Committee objected to this application as in this case, there is no evidence or reason given to support the tree that is proposed for felling; The committee requested that the Tree Officer conduct a site visit. If the tree is to be felled, that it be felled outside of the bird nesting season and the Committee requests that a suitable replacement be planted.
<u>D/25/06/24.03 Resolved</u>	That an extension of time be requested to arrange a site visit.
<u>D/25/06/24.04 Resolved</u>	That an extension of time be requested to arrange a site visit.
<u>D/25/06/24.05 Resolved</u>	The Committee voiced no objections.
<u>D/25/06/24.06 Resolved</u>	The Committee actively encourages responsible tree management and objected to this application and requested that the Tree Officer considers the planned tree work and whether and how it could be carried out without the need for a tree surgeon.
<u>D/25/06/25.01 Resolved</u>	The Committee objects and support the resident's suggestion for an independent light assessment to be conducted and potential measures for amelioration of existing / potential light

	spill.
<u>D/25/06/33.01 Resolved</u>	That the alternative street names proposed for the Hatchfield development from the Street Naming Group be approved and submitted; and 3 extra names of Walter Earl, Frank Butters and Hatchfield (close, road, etc) to be held in reserve in case these are needed as replacements .
<u>D/25/06/33.02 Resolved</u>	That the rejection of Henry Cecil Drive be challenged (as Cecil Lodge is not named after Henry Cecil and is the other end of Town) and Shergar Way be submitted to replace Griffin Way.

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Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Leisure Services Committee Held on Monday 2nd June 2025 at 7:15pm

Attendance:

Councillor J Harvey (Chair)
Councillor J Borda
Councillor P Hulbert

Councillor J Jarvis
Councillor P Winter (Vice Chair)

Also Present: C Whitaker – Town Clerk, C O'Reilly – Events Manager, and 1 Member of the Press.

L/25/06/1 To Elect a Chairman

Cllr Winter took the Chair and asked for nominations for Chair of the Leisure Services Committee. Cllr Winter nominated Cllr Harvey for Chair; seconded by Cllr Hulbert. There were no other nominations, a vote was taken, and the following was agreed:

D/25/06/1.01 Resolved

That Cllr Harvey be elected as the Chairman of the Leisure Services Committee for 2025/2026 Municipal Year.

Councillor Harvey took the Chair and thanked Cllr Nobbs, who has stepped down from the Committee due to work commitments, for all his work over the past years for Leisure Services.

L/25/06/2 To Elect a Vice Chairman

Cllr Harvey nominated Cllr Winter as Vice Chair; seconded by Cllr Hulbert. There were no other nominations, a vote was taken, and the following was agreed:

D/25/06/2.01 Resolved

That Cllr Winter be elected as the Vice Chairman of the Leisure Services Committee for 2025/2026 Municipal Year.

L/25/06/3 Chair to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded

The Chair opened the meeting and announced that the fire safety briefing was not required.

L/25/06/4 Apologies for Absence

Apologies received from Cllr Perry.

L/25/06/5 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 Members Dispensation

None noted. There were no requests for dispensation.

L/25/06/6 To Receive and Confirm for Accuracy the Minutes of the Leisure Services Committee Meeting Held on Monday 7th April 2025 and Any Matters Arising

Members received the minutes of the Leisure Services Committee meeting held on 7th

Book number 4 2025 -2026

Minutes of Leisure Services Committee held on Monday 2nd June 2025

April 2025 and Cllr Harvey made a proposal seconded by Cllr Borda. A vote was taken which was unanimous and the following was agreed:

L/25/06/6.01 Resolved

That the minutes of the Leisure Services Committee meeting held on 7th April 2025 be adopted and signed as a true record by the Chair of the Leisure Services Committee.

There were no matters arising.

L/25/06/7 Public Open Session

No members of the public were present.

L/25/06/8 To Receive the Accounts

The draft accounts for May 2025 were received and noted.

L/25/06/9 Events Update

St George's Day 2025 – feedback was given on a successful themed afternoon during the Easter holidays.

VE Day 2025 – feedback was given on the National Beacon Lighting event, with good representation from Newmarket Academy and town stakeholders.

Twinning 2025 – Maisons-Laffitte – feedback was given on the recent trip by a group of residents, staff and Deputy Mayor Cllr Harvey to Maisons- Laffitte in mid-May. The Amis Newmarket provided a very full and interesting programme of events and a good welcome.

Carnival 2025 – Saturday 28th June 2025 1:00pm – 6:00pm Parade along the High Street to the Severals. Community Groups and organisations to take part in the walking parade from Memorial Gardens to the Severals Grounds. Entertainments, acts, music, food, and activities.

VJ Day 2025 – Friday 15th August The Severals and Pavilion – details still to be confirmed by the Royal Pageant-Master. Possibly, as per VE Day for a National Beacon Event. Stakeholders currently looking into putting on a war-time exhibition in the Pavilion for the day/evening. Hot drinks served at the Pavilion.

Summer Entertainment 2025 – the following dates were proposed: Thursdays 2025 – July 24th & 31st, August 7th at the Memorial Hall Gardens, 14th & 21st the Severals Grounds and Pavilion – as per 2024 split.

Times: 1:00pm to 4:00pm.

14th August will be on the Severals, to fit in with the VJ Exhibition in the Pavilion.

Christmas at the Severals 2025 – 1st – 14th December 2025 a new series of Christmas events/workshops to be held in the Pavilion with a marquee extension. Small fair with onsite security nearside of the Severals. Budget £10,000 plus possible EMR contribution.

Cllr Harvey proposed that Christmas 2025 be run on the Severals; seconded by Cllr Winter. A vote was taken which was unanimous and the following was agreed:

L/25/06/9.01 Recommendation

That Christmas 2025 be run on the Severals during December 3rd – 10th December 2025.

Book number 5 2025 -2026

Newmarket Earth Day 2026 - Saturday 25th April 2026 in the Memorial Gardens and Memorial Hall 10am to 1pm. There will be stalls, information, activities, food and entertainment with an environmental nature/bee theme. Working Group is meeting.

L/25/06/10 Window Shutters

A proposal for window shutters to be installed in the Memorial main hall was considered. Cllr Harvey made a proposal seconded by Cllr Borda. A vote was taken which was unanimous and the following was agreed:

L25/06/10.01 Recommendation

That the proposal by Hilary's for window shutters to be installed in the Memorial main hall be approved at £9,887.81.

L/25/06/11 Correspondence

None noted.

L/25/06/12 Date of Next Meeting

Monday 4th August 2025 at the Memorial Hall.

Meeting closed at 7.34pm.

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>D/25/06/1.01 Resolved</u>	That Cllr Harvey be elected as the Chairman of the Leisure Services Committee for 2025/2026 Municipal Year.
<u>D/25/05/2.01 Resolved</u>	That Cllr Winter be elected as the Vice Chairman of the Leisure Services Committee for 2025/2026 Municipal Year.
<u>L/25/06/6.01 Resolved</u>	That the minutes of the Leisure Services Committee meeting held on 7th April 2025 be adopted and signed as a true record by the Chair of the Leisure Services Committee.
<u>L/25/06/9.01 Recommendation</u>	That Christmas 2025 be run on the Severals during December 3rd – 10th December 2025.
<u>L25/06/10.01 Recommendation</u>	That the proposal by Hilary's for window shutters to be installed in the Memorial main hall be approved at £9,887.81.

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Newmarket

TOWN COUNCIL

Minutes of the Meeting of the Human Resources Committee

Held on Monday 9th June 2025 at 6:15pm

Attendance:

Councillor J Berry
Councillor A Drummond
Councillor J Harvey
Councillor R Hood

Councillor P Hulbert
Councillor J McHugh
Councillor P Winter
Councillor K Yarrow

Also present: C Whitaker – Town Clerk.

Minute

H/25/06/1 To Elect a Chairman

Cllr Drummond nominated Cllr Yarrow; seconded by Cllr Hood. There were no other nominations, a vote was taken, and the following was agreed:

H/25/06/1.01 Resolved

That Cllr Yarrow be elected as the Chairman of the Human Resources Committee for 2025/2026 Municipal Year.

H/25/06/2 To Elect a Vice Chairman

Cllr Hood nominated Cllr Harvey; seconded by Cllr Hulbert. There were no other nominations, a vote was taken, and the following was agreed:

H/25/06/2.01 Resolved

That Cllr Harvey be elected as the Vice Chairman of the Human Resources Committee for 2025/2026 Municipal Year.

H/25/06/3 Chair to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded

The Chair opened the meeting and announced that the Fire Safety Notice was not required.

H/25/06/4 Apologies for Absence

No apologies received. Cllr Jarvis was absent.

H/25/06/5 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 dispensations.

H/25/06/6 To Receive and Confirm for Accuracy the Minutes of the Human Resources Meeting Held on Monday 21st October 2024 and Any Matters Arising

Members received the minutes of the Human Resources Committee Meeting held on Monday 21st October 2024 and Cllr Hood made a proposal seconded by Cllr Winter. A vote was taken which was unanimous and the following was agreed:

Minutes of the Extraordinary Human Resources Committee held on 21st October 2024

H/25/06/6.01 Resolved

That the minutes of the Human Resources Committee meeting held on Monday 21st October 2024 be adopted and be signed as a correct record by the Chair of the Human Resources Committee.

There were no matters arising.

H/25/06/7 Public Open Session

No members of the public were present.

H/25/06/8 Exclusion of the Press & Public With the vote being unanimous, it was:

H/25/06/8.01 Resolved

To resolve that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters.

H/25/06/9 *Staff Update*****

Confidential staffing matters were discussed with a report being received from the Town Clerk. The currently vacant post of Assistant Town Keeper was discussed in the context of difficulty in filling the position due to the current weekly hours specification. Cllr Drummond proposed increasing the role to 35 hours per week; seconded by Cllr McHugh. A vote was taken which was unanimous and the following was agreed:

H/25/06/9.01 Resolved

That the Assistant Town Keeper's job specification be adjusted to 35 hours per week.

H/25/06/10 Date of Next Meeting

Monday 20th October 2025 or earlier if required.

Meeting closed at 6.30pm

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>H/25/06/1.01 Resolved</u>	That Cllr Yarrow be elected as the Chairman of the Human Resources Committee for 2025/2026 Municipal Year.
<u>H/25/06/2.01 Resolved</u>	That Cllr Harvey be elected as the Vice Chairman of the Human Resources Committee for 2025/2026 Municipal Year.

<u>H/25/06/6.01 Resolved</u>	That the minutes of the Human Resources Committee meeting held on Monday 21st October 2024 be adopted and be signed as a correct record by the Chair of the Human Resources Committee.
<u>H/25/06/8.01 Resolved</u>	To resolve that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters.
<u>H/25/06/9.01 Resolved</u>	That the Assistant Town Keeper's job specification be adjusted to 35 hours per week.

DRAFT

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Report to	Full Town Council
Subject	Full Council Working Groups update
Purpose	Information
Classification	Unrestricted
Meeting date	23rd June 2025
Item number	11
Written By	Cathy Whitaker TOWN CLERK

Summary: This report provides an update on progress/activity for the Working Groups that report directly to Full Council.

Working Group/Membership	Terms of Reference	Activity Information
Climate Change <i>Cllrs Borda, Drummond, Hulbert, Jarvis</i>	To consider actions to mitigate the effects of global warming	Carbon Footprint Assessments by Groundworks – works were started in 2023. There is a requirement to pick this work up again and restart the process.
Environmental <i>Cllrs McHugh (C), Winter, Jones, Jarvis</i>	To consider matters relating to the bio-diversity Community Action of the NNP	Webpage for Environmental matters required – this will be considered at the Website Review WG meetings also. Annual adopted species: Bats. Butterflies. Hedgehog. Bees. Work towards an NTC Environmental Policy. Newmarket Environmental Day – April 2026
Health & Well-Being <i>Cllrs Jones, McHugh</i>	To create a calendar of 12-18months of achievable activities and a program of works – alongside the NTC H&W Report	Achievements so far: COVID flower beds/mental health information board, commemoration services – Sept 2023 – with annual Covid Commemoration Services in March. Small Play Area refurbished in Memorial Gardens – inclusive and accessible – Feb 2023 Free summer yoga weekly in Memorial Gardens May to Sept – Annually Treat Your Feet event in the Pavilion – Aug & Nov 2023 Confirmed Adult Outdoor Gym installation at The Severals next to the Pavilion – due c. August 2025

		Well-Being event with Lumini in the Memorial Gardens in September 2025.
Website Review <i>Cllrs Harvey, Perry, McHugh, TC, DTC, EM, ADMIN</i>	To review existing websites and consider upgrade as required	Initial meeting and brain-storming session complete. Further meetings to be confirmed.
Youth Strategy <i>Cllr J McHugh – no longer a working group; NCF has taken the Nkt Youth Action Group’s work over 2023-2024 forward and will report quarterly / as required to FTC</i>	To facilitate with Youth Provision in Newmarket, working with Town Stakeholders and other groups	Temporary/moving to permanent potentially – booking for an after-school youth ‘hub’ in Pavilion – planned to start August 2025.



Love Newmarket BID

2026-2031 Ballot

Election in June 2025

Saying **YES** to Love Newmarket BID for a further five years will mean:

- 1 The **continuation of existing popular projects**, events and promotions
- 2 The **introduction of new initiatives** to improve trading for our members
- 3 **270+ businesses** will be supported and serviced by the BID



How we will make Love Newmarket BID even better in our third term

Town Investment

- Continuation of our programme of popular and free to attend town events, including the Christmas Lights Switch On
- Adopt and provide schemes to enhance the aesthetics of the town
- Work on joint projects with key stakeholders to provide long-term investment into the town



Welcome and Engagement

- Continue to develop the presence of our Town Ambassador to provide visitors and residents with a friendly and knowledgeable experience
- Build on our relationship with Suffolk Police and appropriate national bodies to further our crime reduction measures and initiatives
- Enhance our efforts to make our town an aesthetically pleasing environment such as additional planting and decorations

Business Support

- Continue to provide free and subsidised training
- Business promotion including digital screens, social media and local media
- Dedicated Town Ambassador to respond to business needs and requests, including managing our successful ShopSafe scheme

Marketing and Promotion

- Evolve existing and adopt new national campaigns such as Small Business Saturday to encourage footfall and enhance the customer experience
- Respond to member feedback to deliver a relevant and successful events programme such as Restaurant Week
- Build on our successful consumer communications to further promote our businesses

KEY DATES for the BID Ballot

June 2025	Postal votes distributed to eligible voters
3rd July 2025	Ballot closes
4th July 2025	Declaration

MEET THE TEAM

Thursday 12th June
5pm-7pm
Wildwood
Restaurant



What would a **YES** vote mean?

A '**YES**' vote will mean Newmarket will continue to benefit from a great number of initiatives and activities that the BID currently brings to its members and the town



We would continue to provide:

- Dedicated Town Ambassador to help and support our businesses
- Management and growth of the ShopSafe app and Radio systems
- Digital advertising signage on the High Street
- Online and in-person training courses
- Business specific advertising across our social media platforms
- Love Newmarket website with business directory, events and recruitment listings
- Contribution to the town's Christmas lights display
- The Love Newmarket Christmas Lights Switch On
- Free public Wi-Fi throughout the town
- Contribution to the hanging baskets across town
- Town events including The Guineas Shopping Centre family events, town trails, and window display competitions
- Dedicated and passionate BID Manager to drive growth in the town for our BID businesses
- Green initiatives including the Coffee Grounds Recycling scheme
- Access to Local and National Authority funding, grants and advice
- Surveillance and reporting of town issues such as broken paving, fly-tipping and cleanliness
- Engagement with Local Authority and key stakeholders on key issues to improve trading conditions in the town
- Subsidised advertising within Newmarket Journal, Velvet Magazine and a comprehensive range of digital marketing services across the Iliffe Media Group portfolio



To see the full Business Plan,
scan the QR code here or visit

lovenewmarket.co.uk





NEWS RELEASE

ENTRIES OPEN FOR EXCITING NEW TOWN TRAIL

In its tenth anniversary year, Discover Newmarket – the not-for-profit tourism organisation at the heart of British flat racing – has teamed-up with Newmarket Town Council and Newmarket Business Improvement District (BID) to create a new Town Trail opening this summer, and is now calling for entries in a public competition to design three of the eight wooden sculptures that will form part of the trail.

The Town Trail will continue the theme of *Horseplay* - the focus of all events at the National Horseracing Museum in 2025 – with a series of four-foot, chess-themed sculptures designed by [Neith Art & Sculpture](#), who were selected from a shortlist of artists. These unique chess pieces are reimagined through the lens of Newmarket, horse racing, and symbolic power and will be dotted around the town forming part of an imaginative trail over six weeks this summer.

Tracey Harding, chief executive of Discover Newmarket says: “We are excited to unveil a new Town Trail this summer and to involve the local community in designing elements of the trail that will be sited across Newmarket. It’s a chance for people to tell their own stories and how these are inextricably linked to the heritage and culture of our wonderful racing town. There are a series of community workshops taking place across Newmarket this week, and I simply can’t wait to see the breathtaking designs and in due course the resulting sculptures too.”

Natalie Robinson, manager of Newmarket BID says: “We are always looking at novel ways to attract visitors to the town centre and we anticipate this exciting, artistic trail to be of great interest. We will be supporting the trail with a host of events including the opportunity to play an interactive version of chess in the Guineas Shopping Centre.”

Cllr Phillippa Winters, Mayor of Newmarket added: “Newmarket Town Council is always keen to support initiatives which enhance our town and include community engagement. We are looking forward to welcoming visitors and residents alike this summer and learning about our history through this novel and innovative trail.”

The competition is open to everyone, regardless of age or artistic experience, with entrants invited to submit original designs that tell their own story through motifs on a ‘Pawn’ chess piece. Entries should be submitted as a drawing, a digital design, or a small clay sculpture, and the winning designs will be carved in wood at a live event which will kick-off the new town trail on July 19th 2025.

Entries must be submitted by June 16th 2025 by sending a photo in an email to info@neithartandsculpture.co.uk (use subject title “Horseplay Design Competition”) or by sharing them to Neith Art and Sculpture’s Facebook page (Facebook/NeithArt) and using the #HorseplayComp. Winners will be announced June 20th 2025.

For more information about Discover Newmarket visit www.discovernewmarket.co.uk or telephone 01638 501122.



Pictured: Kim Neith Thompson and Rob Neith Nicholson of Neith Art & Sculpture

--- Ends ---

ABOUT NEWMARKET:

Newmarket in Suffolk is the home of horseracing. It was once the sporting playground for royalty and is now home to over 3,000 horses and boasts two racecourses. The racecourses host two of the five British Classic Races plus countless race days and the July Festival, one of the most glamorous events in the racing calendar. It is home to the famous Jockey Club Rooms, Tattersalls – the world's oldest auction house, many trainers' yards, The National Stud and the famed gallops. Another of Newmarket's top attractions is Palace House. This fantastic site is the home of the National Horse Racing Museum. This venue also sits in the remains of King Charles II's palace. Newmarket is also home to many Grade II listed buildings within its streets (including Nell Gwynn's house).

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Issued xx May 2025

HORSEPLAY

The Newmarket Chess Sculpture Trail

A Game of Kings, A Town of Stories

Welcome to Horseplay — an original public art trail bringing Newmarket's identity to life through the world of chess, horse racing, and symbolism.

Created by artists Neith Art & Sculpture and commissioned by Discover Newmarket, Newmarket Town Council, and Love Newmarket, this interactive trail turns the town into a game-board — where each large-scale chess piece tells a different story through carved motifs, architecture-inspired design, and rich, readable symbolism.



The Trail

Eight sculptures — each representing a chess piece — are installed across key Newmarket locations. But these aren't just game pieces. They are symbols of power, purpose, and place — inspired by:

- The game of chess
- The values and heritage of Newmarket
- The visual richness of heraldry
- The spirit of community storytelling

Each sculpture is carved from timber, adorned with relief motifs and paired with a unique 18-character motto — drawing inspiration from the wit of racehorse names and the formality of heraldic scrolls.

As you walk the trail, look closely. Every motif has meaning — but it's up to you to interpret it.

Interpretation Guide

♔ KING — “The Sovereign of the Turf”

Motto: *Sovereignoftheturf*

The King anchors the board, just as Newmarket anchors the world of racing. This piece embodies ceremonial significance and heritage — the enduring force at the centre of it all.

♚ QUEEN — “The Guardian”

Motto: *Guardianoflegacy*

The Queen protects what matters. She's about oversight, integrity, and guardianship — representing the institutions that uphold the sport and its traditions.

BISHOP – “The Trainer”

Motto: *Backseatrider*

Strategic, quiet, essential — the Trainer sees the whole game. This piece honours those who shape victory behind the scenes, guiding from the edges.

KNIGHT – “The Bloodline”

Motto: *Dadwasfasttoo*

This horse-shaped piece symbolises legacy, genetics, and performance. It celebrates the bloodlines that define Newmarket's global impact on breeding and excellence.

ROOK – “The Yard”

Motto: *Stablefoundation*

The Rook is the base, the bricks, the rhythm of daily work. This sculpture honours the stables, gallops, and training grounds — the places that hold it all together.

PAWNS – “The People's Pieces”

Designed by local residents through a public competition, the three Pawn sculptures represent individual stories, told through personal motifs and original mottos. They reflect how everyday voices shape Newmarket's living legacy.

The Heraldic Library

Heraldry is a system of storytelling through images — used for centuries to represent people, families, and values.

The motifs carved into the *Horseplay* sculptures draw on this tradition, with symbols that are bold, meaningful, and open to interpretation.

Decode the trail using these clues:

Symbol	Meaning
--------	---------

 Lion (Rampant)	Courage, strength, leadership
 Crown	Authority, legacy, royal history
 Eagle	Protection, sharp vision, guardianship
 Scales	Justice, balance, fairness
 Roundels	Stability, tradition, timelessness
 Crow	Intelligence, strategy, adaptability
 Feathers	Guidance, lightness, mentorship
 Saddle	Readiness, trust, discipline
 Star	Excellence, aspiration, legacy
 Wreath	Honour, achievement, athleticism
 Hare	Speed, agility, cleverness
 Castle	Structure, safety, protection
 Wheat	Growth, nourishment, community
 Heart	Passion, loyalty, love for place

Look out for these (and more) on the trail. You might find them carved subtly around the base or wrapping around the body of a piece. Ask yourself: What role do they play in the story?

Make Your Own Motif and Motto

Have a go at your own heraldic design! It's easy, fun, and full of meaning.

Here's how:

Step 1: Choose Your Symbols

Pick 1–3 symbols from the Heraldic Library above — or invent your own. What describes you? What connects you to Newmarket?

Step 2: Combine and Create

Sketch a design or describe how your symbols work together. Do they tell a story? Do they clash or complement?

Step 3: Write Your Motto

Keep it snappy!

Your motto should be max. 18 characters, no spaces — just like on a racehorse registry or coat of arms.

Examples:

- *QuickAndCurious*
- *LoveGrowsHere*
- *WatchFromAbove*

Share It With Us!

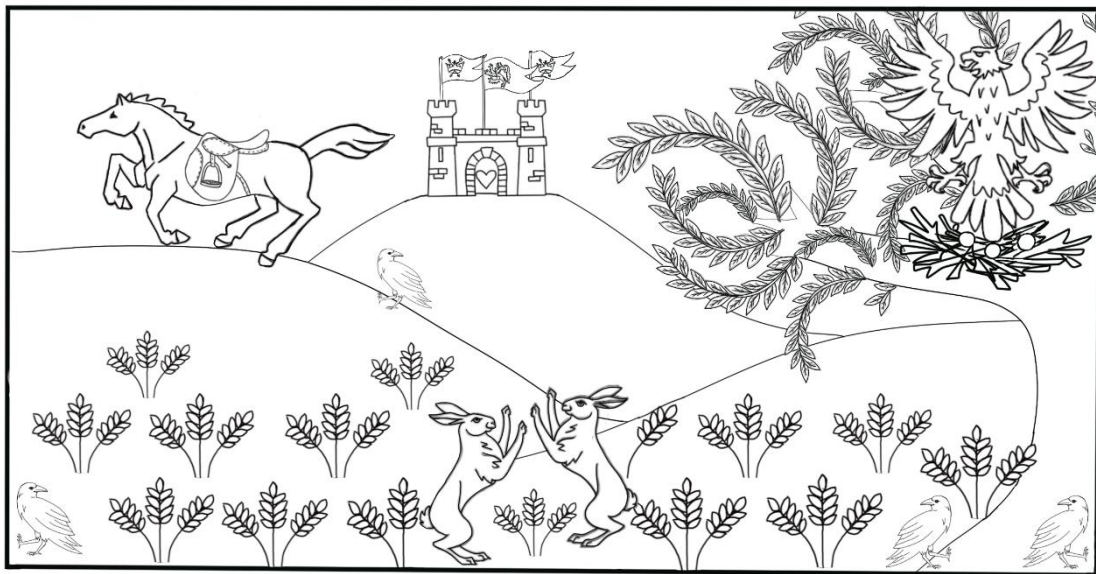
Post your design on social media using #HorseplayComp or tag [@NeithArt](#) — we'll showcase some of our favourites online.

Visit the Trail

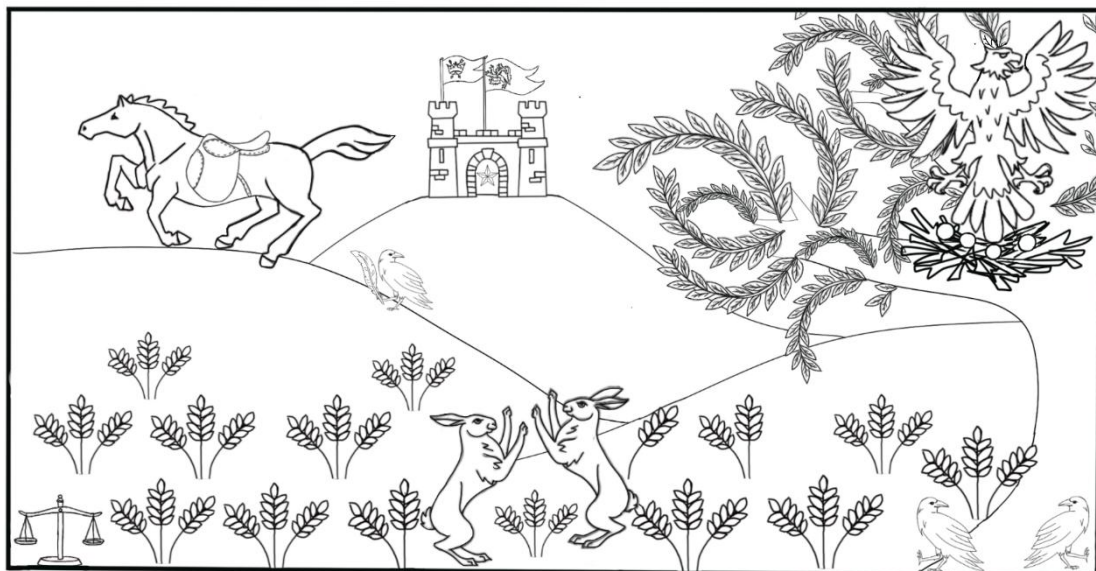
The *Horseplay* Chess Sculpture Trail opens on July 19th 2025, running throughout the summer in public spaces around Newmarket.

You can pick up a free map from the National Horseracing Museum. Bring your curiosity. Bring your imagination and don't forget to look twice — every piece has something to say.

Which of these Heraldic symbols from the Chess sculpture trail can you find in these pictures. Then enjoy colouring them in.



Spot the ten differences between these pictures.



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Report to	Full Council Committee
Subject	Youth Hub proposal
Purpose	Decision
Classification	Unrestricted
Meeting date	23rd June 2025
Item number	14
Written By	Cathy Whitaker – Town Clerk

Summary: This report outlines a proposal via Newmarket Charitable Foundation (NCF) for a temp/perm after-school facility.

1.	Introduction
a.	NCF are working with a couple who have recently moved into the area and are interested in setting up a facility on a weekly basis – having previously done same in another area.
2.	Context
a.	Interest is in the Pavilion building initially, with the possibility of moving elsewhere to a bigger facility later if that becomes necessary. Possibility that Pavilion facility may become permanent if needed.
b.	Two to three after-school sessions (3pm-5.30pm).
3.	Proposal/Options
a.	The Pavilion to be available to NCF for the purposes of a temporary (with possibility of becoming permanent) youth hub facility on a hire basis, starting in August 2025.
4.	Financial/Resource Implications
a.	Hire fees and Terms and Conditions of use to be discussed and confirmed – Event Manager and Town Clerk. Charity hire rate would be appropriate for this booking.
5.	Next Steps/Recommendations
a.	A regular youth hub booking of the Pavilion be approved.
b.	Event Manager and Town Clerk to approve and arrange the hire detail.

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