



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 28th July 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

AGENDA

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 23rd June 2025**
 - a) To consider and adopt the minutes, as a true record of the proceedings
 - b) To consider any matters arising
5. **Co-option of a Council Member** – to receive permission to begin the Co-option process of one council member to Newmarket Town Council
6. **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.
7. **Newmarket Together – Family Support** – to receive a presentation from Lesley-Ann Keogh of West Suffolk Council
8. **Neighbourhood Plan** – to review and contribute to the objectives of the plan
9. **Shop Front Policy** – To approve a policy
10. **Police Report** – to receive and note a report (verbal or written) from the PCT (Police Community Team)
11. **Councillor Reports** - to receive and note reports (if any) from County and District Councillors, Ward Reports and outside bodies reports from Town Councillors
12. **Announcements** - To receive the Town Mayor's and Deputy Mayor's Announcements (if any)
13. **Committee Meetings**
 - a) To receive the minutes and consider and approve any recommendations from the Development & Planning meetings held on 7th and 21st July 2025
 - b) To receive the minutes and consider and approve any recommendations from the Community Services meeting held on 7th July 2025
 - c) To receive the minutes and consider and approve any recommendations from the Performance and

Distribute to the following for information:

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

Audit meeting held on 14th July 2025

- d) To receive the minutes and consider and approve any recommendations from the Finance and Policy meeting held on 21st July 2025

- 14. Working Group Reports for FTC** – To receive any reports from the NTC Working Groups that report directly to Full Council Committee
- 15. Transport** – To receive updates regarding the local bus services in relation to recent changes to some routes
- 16. Sunnica**
- a. To discuss participation with the Forest Heath Parish Alliance group
 - b. To consider the template letters from the Forest Heath Parish Alliance group regarding Sunnica
- 17. Bank Closures** – to discuss recent bank closures and lack of services in Newmarket
- 18. Correspondence**
- 19. Date of the next Meeting – 26th August 2025**

Signed: *CE Whitaker* Cathy Whitaker, Town Clerk

Date: 23rd July 2025

Distribute to the following for information:

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



Newmarket

TOWN COUNCIL

Minutes of the Meeting of Newmarket Town Council **held on Monday 23rd June 2025 at 6:15 pm at the Memorial Hall**

Attendance:

Councillor J Harvey (Deputy Town Mayor)
Councillor J Berry (from 6.19pm)
Councillor J Borda
Councillor J Clover
Councillor L Crissall
Councillor A Drummond

Councillor P Hulbert
Councillor J Jarvis
Councillor J McHugh
Councillor R Nobbs
Councillor A Starkey

Also Present: C Whitaker – Town Clerk, N Alecock – Deputy Town Clerk, J Ashton - Minute Assistant, J Schunmann – CEO Newmarket Charitable Foundation, 8 Members of the 6th Newmarket Brownies, 1 member of the Press and 2 Members of the Public (1 from 6.22pm).

Minute

25/06/1 Welcome

The Chair read out the Fire safety notice and announced that the meeting was being recorded by the Minute Assistant and confirmed that no-one else intended to record the meeting.

25/06/2 Apologies for Absence – LGA 1972, Section 85(1) & (2)

Apologies were received from Cllrs Hood, Unwin and Winter. Cllrs Anderson, Jones and Yarrow were absent. Cllr Perry has recently resigned.

25/06/3 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

Cllr Drummond declared an "other" interest in item 12 – BID Ballot. There were no requests for Member's Dispensation.

25/06/4 To Receive and Confirm the Minutes of the Town Council Meeting held on 27th May 2025 and any Matters Arising.

The minutes of the meeting held on 27th May 2025 were presented and Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

25/06/4.01 Resolved

That the minutes of the meeting held on 27th May 2025 be adopted and signed as a correct record by the Deputy Town Mayor.

There were no matters arising.

25/06/5 Public Open Session

A member of the public spoke about the NatWest bank closure; they argue due to reduced footfall since 2020 (which the speaker disputed based on a spot check plus the necessity to access cash and facilities, particularly for the older generation) and surely they had an obligation having been bailed out at a heavy cost banking crisis by the Government in the 2008. So he asked what the council and community can do to keep banking services in town.

J Berry joined the meeting at 6.19pm.

Cllr Harvey asked the Town Clerk to submit an objection on behalf of NTC along similar lines to those we submitted regarding the Barclays Bank Closure.

25/06/6 Awards Presentation

The Deputy Mayor presented awards to the Brownies for their achievements. Tawny Owl gave thanks for NTC's continued support. Individual thanks were also given to Cllrs Hulbert and Hood.

The Brownies left the meeting at 6.27pm.

25/06/7 Police Report

A written report from Sgt Button was presented and noted.

The Chair proposed that item 15 be brought forward, seconded by Cllr Starkey. A vote was taken which was unanimous and the following was agreed:

25/06/7.01 Resolved

That item 15 – Youth Hub be brought forward.

25/06/8 Youth Hub

Josh Schunmann gave additional information regarding the plans for a Youth Hub in Newmarket and a proposal from the Newmarket Charitable Foundation to utilise the Pavilion - likely for after school sessions and at a charitable rate, which was considered. Cllr Drummond made a proposal, seconded by Cllr Jarvis. A vote was taken which was unanimous and the following was agreed:

25/06/8.01 Resolved

That the proposal from the Newmarket Charitable Foundation to utilise the Pavilion be supported and approved and that the Events Manager and Town Clerk arrange the hire detail.

J Schunmann left the meeting at 6.33pm.

25/06/9 Councillor Reports

SCC – Cllr Drummond reported that the monthly report had been issued. He congratulated Cllr Jarvis on the awareness walk from Addenbrookes to Newmarket. At a meeting with the Newmarket Vision's Transport Delivery Group and Stagecoach, the reason given for services being cut at Studlands was due the Government's increase to National Insurance making the route unviable. There had been a report in the press that SCC were funding a replacement service, however NTC's bid for funding is still under consideration, but we are optimistic that it is likely to be approved.

West Suffolk Council (WSC) – Cllr Jarvis reported that the confusion regarding bus services was due to poor communications from SCC and CPCA and a lack of consultation. Newmarket is heavily reliant on public transport which is required to support the Town.

Ward Reports – None noted

Outside Bodies – Cllr Borda attended a Wellbeing event at The Stable on 11th June and represented NTC at the Chamber of Commerce Breakfast on 17th June 2025.

Cllr McHugh attended the Jigsaw Festival at the Rowley Mile (also displaying at St Mary's Church) on Sunday 22nd June which had 600 entrants and is an international event which is widely attended. She also reported that residents had reported a near miss with an e-scooter whilst walking through Crown Walk. In addition, whilst driving along Fordham Road the lights at the horse crossing were on green but a horse had stepped out in front of her and she had fortunately been able to stop for it to cross. Cllr Starkey reported that the Jockey Club, Councillors and schools had met with SCC Highways regarding safety of the crossing and had suggested changes, but were not able to convince SCC Highways that it was unsafe. Every incident at the crossing will need to be reported to collect evidence to support the issues.

Cllr Nobbs proposed that a formal complaint regarding safety be made, seconded by Cllr McHugh. A vote was taken which was unanimous and the following was agreed:

25/06/9.01 Resolved

That a formal complaint regarding safety issues at the horse crossing on Fordham Road which we consider to be not fit for purpose be made to SCC Highways.

25/06/10 Mayors Announcements

The details for June's activities were not available at this stage and will be reported in future.

25/06/11 To Receive the Minutes and Consider and Approve any Recommendations from the Development & Planning Committee Meetings held on 2nd and 16th June 2025

The minutes and recommendations from the Development & Planning Committee meetings held on 2nd and 16th June 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.

25/06/12 To Receive the Minutes and Consider and Approve any Recommendations from the Leisure Services Committee Meeting held on 2nd June 2025

The minutes of the Leisure Services Committee meeting held on 2nd June 2025 were presented. Cllr Harvey made a proposal, seconded by Cllr Crissal. A vote was taken which was unanimous and the minutes were adopted:

25/06/12.01 Resolved (L/25/06/1.01 Recommendation)

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

25/06/12.02 Resolved (L/25/06/2.01 Recommendation)

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

25/06/12.03 Resolved (L/25/06/6.01 Recommendation)

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.

25/06/12.04 Resolved (L/25/06/9.01 Recommendation)

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

25/06/12.05 Resolved (L/25/06/6.01 Recommendation)

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

25/06/13 To Receive the Minutes and Consider and Approve any Recommendations from the Human Resources Committee Meeting held on 9th June 2025

The minutes of the Human Resources Committee meeting held on 9th June 2025 were presented. Cllr Harvey made a proposal, seconded by Cllr Crissal. A vote was taken which was unanimous and the minutes were adopted:

25/06/13.01 Resolved (H/25/06/1.01 Recommendation)

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

25/06/13.02 Resolved (H/25/06/2.01 Recommendation)

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

25/06/13.03 Resolved (H/25/06/6.01 Recommendation)

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.

25/06/13.04 Resolved (H/25/06/9.01 Recommendation)

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

25/06/14 Working Group Reports

Updates from the Working Groups were received and noted.

Cllr Drummond declared an "other" interest in the following item and left the meeting at 7.02pm.

25/06/15 BID Ballot

The vote was discussed and a proposal to vote yes in the BID ballot to be held on 3rd July 2025 was considered. As well as having a vote, NTC values the partnership and financial contributions from BID. Therefore Cllr Harvey made a proposal, seconded by Cllr Starkey. A vote was taken which was unanimous and the following was agreed:

25/06/15.01 Resolved

That the proposal for NTC to vote Yes in the BID ballot to be held on 3rd July 2025 be approved.

Cllr Drummond returned to the meeting at 7.13pm.

25/06/16 Newmarket in Play

Town Clerk gave further details of the Newmarket in Play scheme including the Town Trail to be launched on 19th July 2025 and the photo competition which were noted.

25/06/17 Transport

Local bus services and the recent changes (withdrawing the number 11 bus and the introduction of the Tiger T4 and T5 services by Stagecoach detrimentally impacting on Burwell, Exning and Studlands residents) were discussed. Cllr Harvey gave an update regarding discussions with SCC / CPCA / bus operators / Residents and the Transport & Parking Working Group.

Cllr Jarvis gave an update on the Awareness Walk from Addenbrookes to Newmarket where he met with residents along the route who were able to freely give their opinions resulting in the Studlands bus services being resumed.

25/06/18 Correspondence

Cllr Perry's resignation due to personal reasons was noted and Councillors wished to formally convey their thanks for her commitment and work; she will be sorely missed.

A letter from Sunnica Parish Alliance setting out the next steps with the legal action will be added to the next Full Council and Development & Planning agendas.

A Community newsletter regarding the Felix School development site will be circulated.

25/06/19 Date of the next Meeting

Monday 28th July 2025 in the Memorial Hall at 6:15pm.

Meeting closed at 7:30pm

Signed: _____

Date: _____

Summary of Resolutions

Resolution	Resolution Wording
<u>25/06/4.01 Resolved</u>	That the minutes of the meeting held on 27th May 2025 be adopted and signed as a correct record by the Deputy Town Mayor.
<u>25/06/7.01 Resolved</u>	That item 15 – Youth Hub be brought forward.
<u>25/06/8.01 Resolved</u>	That the proposal from the Newmarket Charitable Foundation to utilise the Pavilion be supported and approved and that the Events Manager and Town Clerk approve and arrange the hire detail.
<u>25/06/9.01 Resolved</u>	That a formal complaint regarding safety issues at the horse crossing on Fordham Road which we consider to be not fit for purpose be made to SCC Highways.
<u>25/06/12.01 Resolved</u> <i>(L/25/06/1.01 Recommendation)</i>	That Cllr Harvey be elected as the Chairman of the Leisure Services Committee for 2025/2026 Municipal Year.
<u>25/06/12.02 Resolved</u> <i>(L/25/06/2.01 Recommendation)</i>	That Cllr Winter be elected as the Vice Chairman of the Leisure Services Committee for 2025/2026 Municipal Year.
<u>25/06/12.03 Resolved</u> <i>(L/25/06/6.01 Recommendation)</i>	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>25/06/12.04 Resolved</u> <i>(L/25/06/9.01 Recommendation)</i>	That Christmas 2025 be run on the Severals during December 3rd – 10th December 2025.

<u>25/06/12.05 Resolved</u> <u>(L/25/06/6.01 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.
<u>25/06/13.01 Resolved</u> <u>(H/25/06/1.01 Recommendation)</u>	That Cllr Yarrow be elected as the Chairman of the Human Resources Committee for 2025/2026 Municipal Year.
<u>25/06/13.02 Resolved</u> <u>(H/25/06/2.01 Recommendation)</u>	That Cllr Harvey be elected as the Vice Chairman of the Human Resources Committee for 2025/2026 Municipal Year.
<u>25/06/13.03 Resolved</u> <u>(H/25/06/6.01 Recommendation)</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>25/06/13.04 Resolved</u> <u>(H/25/06/9.01 Recommendation)</u>	That the Assistant Town Keeper's job specification be adjusted to 35 hours per week.
<u>25/06/15.01 Resolved</u>	That the proposal for NTC to vote Yes in the BID ballot to be held on 3 rd July 2025 be approved.



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee
Held on Monday 7th July 2025 at 6.15pm

Attendance:

Councillor R Hood (Chair)
 Councillor A Drummond
 Councillor J Harvey
 Councillor P Hulbert

Councillor J Jarvis
 Councillor J McHugh
 Councillor R Nobbs
 Councillor K Yarrow

Also Present: C Whitaker – Town Clerk, N Alecock – Deputy Town Clerk, J Ashton – Minute Assistant, 1 Member of the Press and 14 Members of the Public.

	Minute	Action by
D/25/07/1	<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/25/07/2	<u>Apologies</u> Apologies were received from Cllrs Berry and Jones.	
D/25/07/3	<u>Declaration of Member's 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> Cllr McHugh declared an "other" interest in item 7c - planning application DC/25/0736/FUL – 23 Park Lane. There were no requests for dispensation.	
D/25/07/4	<u>To Confirm the Minutes of the Meeting Held on 16th June 2025 and any Matters Arising</u> The Chair presented the minutes of the Development & Planning Committee held on 16th June 2025 and Cllr Hulbert made a proposal, seconded by Cllr Nobbs. A vote was taken which was unanimous and the following was agreed: <u>D/25/07/4.01 Resolved</u> <u>That the minutes of the Development & Planning Committee held on 16th June 2025 be adopted and were signed as a true record by the Chair of the Development & Planning Committee.</u> Matters arising: Page 4 - D/25/06/33 – The alternative street names that were submitted for the Hatchfield and Fordham Road developments have been accepted and approved by the developers and West Suffolk Council. The Chair thanked all who were involved in this work.	

A member of the public joined the meeting at 6:20pm

D/25/07/5 Public Open Session

A resident from Exning Road spoke about the planned installation of bollards on the grass verge and advised that some local residents were not informed of the plans due to poor communication from the Council. Although it is not pleasant to see cars on the grass, there is sometimes no alternative, and residents have to park on the grass. The strong feelings of residents were noted, and the Council was asked to reconsider their decision.

The Chair asked if they had any alternative options and it was suggested that parking bays be marked out on the access roads and that the disabled space be reviewed.

The Chair proposed that item 15 be brought forward, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

D/25/07/5.01 Resolved

That item 15 – Exning Road be brought forward.

D/25/07/6 Exning Road

Cllr Nobbs corroborated the residents' comments and that there has been an increase in vehicles in the area due to new accommodation and HMOs with no allocated parking.

The decision to install bollards in Exning Road was discussed, and in light of the objections received from residents, Cllr Hood made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

D/25/07/6.01 Resolved

That Cllrs Nobbs, Harvey and Yarrow look at investigating alternative options to the installation of bollards in Exning Road and a possible public consultation, reporting back to the next D&P committee.

13 members of the public left the meeting at 6:42pm.

Cllr. Nobbs left the meeting at 6.43pm.

D/25/07/7 Planning Applications

D/25/07/7/1 DC/25/0958/TCA - Trees in a conservation area notification - 10 lime (marked on plan) re pollard to four metres above ground level - Meridian Gardens, Newmarket, Suffolk. Cllr Harvey made a proposal, seconded by Cllr Yarrow. A vote was taken which was unanimous and the following was agreed:

D/25/07/7.01 Resolved

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

D/25/07/7/2 DC/25/0955/ADV - Application for advertisement consent - two non-illuminated fascia signs - 80 High Street Newmarket Suffolk. Cllr Yarrow made a proposal, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

D/25/07/7.02 Resolved

The Committee voiced no objections.

D/25/07/7/3 DC/25/0944/LB - Application for listed building consent - replacement of internal fire doors - Rupert Cottage 123 High Street Newmarket Suffolk. Cllr Yarrow made a proposal, seconded by Cllr McHugh. A vote was taken which was unanimous and the following was agreed:

D/25/07/7.03 Resolved

The Committee voiced no objections.

D/25/07/7/4 DC/25/0624/HYB - Hybrid application - a. Planning application - a. Private and affordable dwellings following demolition of existing buildings b. commercial building (class E) on ground floor and flats above c. change of use of listed stable block to community use (class F2)/ commercial use (class E) d. provision of open space, e. play space, f. equestrian, cycle and pedestrian routes, g. landscaping, h. car parking and i. associated infrastructure, b. Outline application (all matters reserved) a. Private and affordable dwellings, b. commercial unit(s) (class E), c. primary school, d. up to 90 bed care home (class C2), e. cemetery/ memorial garden, f. provision of open space, g. play space, h. equestrian, cycle and pedestrian routes, i. landscaping, j. car parking and k. associated infrastructure - Animal Health Trust, Lanwades Park, Kentford, Newmarket, Suffolk. Cllr Hood made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

D/25/07/7.04 Resolved

The Committee objected on the grounds that: the housing was not allocated in the WSC Local Plan; it is an over development of the site; increased traffic and a lack of infrastructure.

Cllr. Nobbs returned to the meeting at 6.48pm.

D/25/07/7/5 DC/25/0623/FUL - Planning application - a. private and affordable dwellings following demolition of existing buildings b. commercial building (class E) on ground floor and flats above c. change of use of listed stable block to community use (class F2)/ commercial use (class E) d. provision of open space, e. play space, f. equestrian, cycle and pedestrian routes, g. landscaping, h. car parking and i. associated infrastructure - Former Animal Health Trust Lanwades Park Kentford Newmarket Suffolk. Cllr Hood made a proposal, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

D/25/07/7.05 Resolved

The Committee objected on the grounds that the housing was not allocated in the WSC Local Plan; it is an over development of the site; increased traffic and a lack of infrastructure.

D/25/07/7/6 DC/25/0978/FUL - Planning application - removal of ATM's and night safe bezel, existing signage and reinstate materials - 18 High Street Newmarket Suffolk. Cllr Nobbs made a proposal, seconded by Cllr McHugh. A vote was taken which was

unanimous and the following was agreed:

D/25/07/7.06 Resolved

The Committee voiced no objections.

D/25/07/7/7 DC/25/0964/FUL - Planning application - alterations to ground floor windows on front elevation - 53 High Street Newmarket Suffolk.

D/25/07/7.07 Resolved

The Committee placed a holding objection due to no information being available and requested an extension of time in order to receive further information.

D/25/07/7/8 DC/25/0775/FUL - Planning application - installation of freestanding air source heat pump and distribution network operator switchgear within enclosure - All Saints Ceva Primary School Vicarage Road Newmarket Suffolk. Cllr Harvey made a proposal, seconded by Cllr Hood. A vote was taken which was unanimous and the following was agreed:

D/25/07/7.08 Resolved

The Committee voiced no objections subject to the noise level meeting the standards of Environmental Health and not being detrimental to the neighbouring property.

D/25/07/7/9 DC/25/1001/HH - Householder planning application - replacement gate and lowering height of existing brick piers - Mesnil Warren 40 Bury Road Newmarket Suffolk. Cllr Hood made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

D/25/07/7.09 Resolved

The Committee placed a holding objection until information is received on the original gates that are being replaced and requested an extension of time in order to receive this further information.

D/25/07/7/10 DC/25/1028/HH - Householder planning application - a. replacement door to side elevation b. removal of window and replacement door to side elevation c. juliet balcony to side elevation d. single storey rear extension (following demolition of existing conservatory) - 83 Edinburgh Road Newmarket Suffolk. Cllr Harvey made a proposal, seconded by Cllr Yarrow. A vote was taken which was unanimous and the following was agreed:

D/25/07/7.10 Resolved

The Committee voiced no objections.

D/25/07/8 Amended and Deferred Plans

D/25/07/8/1 DC/25/0841/HYB – Deferred - 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 Suffolk. Cllr Yarrow made a proposal, seconded by Cllr Hood. A vote was taken which was unanimous and the following was agreed:

D/25/07/8.01 Resolved

The Committee objected on the grounds that the housing is not allocated in the WSC Local Plan.

D/25/07/8/2 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 Suffolk. Cllr Yarrow made a proposal, seconded by Cllr Hood. A vote was taken which was unanimous and the following was agreed:

D/25/07/8.02 Resolved

The Committee objected on the grounds that the housing is not allocated in the WSC Local Plan.

Cllr McHugh declared an "other" interest in the following application and left the meeting at 7.08pm.

D/25/07/8/3 DC/25/0736/FUL - Planning application - a. two storey side and rear extension (following demolition of existing side extension), b. change of use from class C4 (6 person HMO) to Sui generis larger HMO (13 person) - 23 Park Lane Newmarket Suffolk. Cllr Harvey made a proposal, seconded by Cllr Hood. A vote was taken which was unanimous and the following was agreed:

D/25/07/8.03 Resolved

The Committee requested that their previous objection be resubmitted as the plans had no material difference.

Cllr Mc Hugh returned to the meeting at 7.10pm.

D/25/07/9 Planning Appeals

None noted.

Cllr. Borda joined the meeting as an observer at 7.11pm.

D/25/07/10 East Cambs Planning Applications

The East Cambs Weekly Lists were noted.

D/25/07/11 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

There were no West Suffolk Planning Determinations received during weeks commencing 09/06/2025, 16/06/2025 & 23/06/2025.

Applications	Description	Address	WS Decision	NTC Decision
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) fell, 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 Suffolk	Approved	No objection
DC/25/0509/FUL	Planning application - one Industrial unit.	Land At Newmarket Business Park Studlands Park Avenue Newmarket Suffolk	Withdrawn	
DC/25/0821/TPO	TPO 02(1980) tree preservation order - one yew (T61 on plan and order) prune back branches on the property side to suitable pruning points achieving up to 1m clearance from the building , one yew (T66 on plan and order) prune back branches on the property side to suitable pruning points achieving up to 2m clearance from the building.	4 Cecil Lodge Close Falmouth Avenue Newmarket Suffolk	Approved	Objected
DC/25/0782/TCA	Trees in a conservation area notification - one Yew (marked on plan) fell.	Berners House 2 Mill Hill Newmarket Suffolk	Approved	Objected
DC/25/0776/HH	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 Suffolk	Approved	No Objections

DC/25/0448/FUL	Planning application - a. conversion of basement to additional commercial space b. single storey rear extension.	1 Rous Road Newmarket Suffolk	Approved	Objected	
DC/25/0080/LB	Application for listed building consent - a. internal and external alterations to stable building, including provision of roof lights on eastern, western and southern elevation, insertion and replacement of windows and doors on all elevations b. bricking up of stable doors on southern elevation and insertion of timber door c. repair works to existing openings d. single storey extension.	Five Bells 16 St Marys Square Newmarket Suffolk	Approved	No Objections	
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 Suffolk	Approved	Objected	
DC/25/0729/HH	Householder planning application - single storey rear extension	13 Exning Road Newmarket Suffolk	Approved	No Objections	
DC/25/0357/HH	Householder planning application - single storey side and rear extensions	20 Melrose Gardens Newmarket Suffolk	Approved	No Objections	

D/25/07/12 Delegation Panel Decisions

DC/25/0448/FUL - Planning application - a. conversion of basement to additional commercial space b. single storey rear extension - 1 Rous Road, Newmarket.

It was noted that the Panel were minded to “grant” permission.

D/25/07/13 Licensing

None noted.

D/25/07/14 Enforcement

The next Working Group meeting is scheduled for Thursday 17th July. The Deputy Town Clerk was asked to follow up on the status of 128 High Street.

Black Bear Lane extension: the resident may need to lodge a formal planning application with WSC.

D/25/07/15 Working Group Reports

The NNP Workshop planned for Monday 30 June 2025 did not go ahead due to a lack of attendees. The Working Group and writing team have been meeting regularly and working hard on the plan but are now at a point where they need Councillor input; an item will be added to the next Full Town Council meeting on 28th July 2025.

D/25/07/16 Sunnica

A letter from the Sunnica Parish Council Alliance was considered and Cllr Nobbs made a proposal, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

D/25/07/16.01 Resolved

That the Committee continues its support of the Sunnica Parish Council Alliance.

D/25/07/17 Correspondence

The WSC Local Plan is due to be adopted at their Council meeting on Tuesday 15th July 2025.

D/25/07/18 Date of Next Meeting

Monday 21st July 2025 at the Memorial Hall.

Meeting closed 7:22pm.

Signed _____ Date _____

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/25/07/4.01 Resolved</u>	That the minutes of the Development & Planning Committee held on 16th June 2025 be adopted and were signed as a true record by the Chair of the Development & Planning Committee.
<u>D/25/07/5.01 Resolved</u>	That item 15 – Exning Road be brought forward.
<u>D/25/07/6.01 Resolved</u>	That Cllrs Nobbs, Harvey and Yarrow look at investigating alternative options to the installation of bollards in Exning Road and a possible public consultation, reporting back to the next D&P committee.
<u>D/25/07/7.01 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/25/07/7.02 Resolved</u>	The Committee voiced no objections.
<u>D/25/07/7.03 Resolved</u>	The Committee voiced no objections.
<u>D/25/07/7.04 Resolved</u>	The Committee objected on the grounds that: the housing was not allocated in the WSC Local Plan; it is an over development of the site; increased traffic and a lack of infrastructure.
<u>D/25/07/7.05 Resolved</u>	The Committee objected on the grounds that: the housing was not allocated in the WSC Local Plan; it is an over development of the site; increased traffic and a lack of infrastructure.
<u>D/25/07/7.06 Resolved</u>	The Committee voiced no objections.
<u>D/25/07/7.07 Resolved</u>	The Committee placed a holding objection due to no information being available and requested an extension of time in order to receive further information.
<u>D/25/07/7.08 Resolved</u>	The Committee voiced no objections subject to the noise level meeting the standards of Environmental Health and not being

	detrimental to the neighbouring property.
<u>D/25/07/7.09 Resolved</u>	The Committee placed a holding objection until information is received on the original gates that are being replaced and requested an extension of time in order to receive this further information.
<u>D/25/07/7.10 Resolved</u>	The Committee voiced no objections.
<u>D/25/07/8.01 Resolved</u>	The Committee objected on the grounds that the housing is not allocated in the WSC Local Plan.
<u>D/25/07/8.02 Resolved</u>	The Committee objected on the grounds that the housing is not allocated in the WSC Local Plan.
<u>D/25/07/8.03 Resolved</u>	The Committee requested that their previous objection be resubmitted as the plans had no material difference.
<u>D/25/07/16.01 Resolved</u>	That the Committee continues its support of the Sunnica Parish Council Alliance.

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Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee Held on Monday 21st July 2025 at 6.15pm

Attendance:

Councillor R Hood (Chair)
Councillor J Berry
Councillor A Drummond
Councillor J Harvey (Vice)

Councillor P Hulbert
Councillor J Jarvis
Councillor J McHugh
Councillor R Nobbs
Councillor K Yarrow

Also Present: N Alecock – Deputy Town Clerk, C O'Reilly – Events Manager, J Ashton – Minute Assistant, and 5 Members of the Public.

	Minute	Action by
D/25/07/19	<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/25/07/20	<u>Apologies</u> Apologies were received from Cllr Jones.	
D/25/07/21	<u>Declaration of Member's 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/25/07/22	<u>To Confirm the Minutes of the Meeting Held on 7th July 2025 and any Matters Arising</u> The Chair presented the minutes of the Development & Planning Committee held on 7 th July 2025 and Cllr Nobbs made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed: <u>D/25/07/22.01 Resolved</u> That the minutes of the Development & Planning Committee held on 7th July 2025 be adopted and were signed as a true record by the Chair of the Development & Planning Committee. Matters arising: Page 2 – D/07/6/.01 Resolved - Exning Road – Cllr Harvey gave a summary of the working groups findings to date and reported that the installation of the bollards has been deferred in order to explore further options including amelioration of the potential impact on residents, which will take further time to investigate.	

It was agreed to contact Jonathon Stratton when there is a proposal being presented to committee for decision.

Cllr. Nobbs reported a non-pecuniary interest as he lives in this area.

3 members of the public left the meeting 6:30pm.

Page – D/25/07/17 – The West Suffolk Local Plan was adopted on 15th July 2025.

D/25/07/23 Public Open Session

No members of the public wished to speak.

D/25/07/24 Planning Applications

D/25/07/24/1 DC/25/1062/HH – Householder planning application – a. single storey front porch extension b. two storey extension to side of dwelling c. single storey extension to rear of dwelling – 22 Paget Place, Newmarket. Cllr Hood made a proposal, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

D/25/07/24.01 Resolved

The Committee voiced no objections subject to there only being 1 Sycamore tree on the property, however if there are more trees, the Committee placed a holding objection until a tree plan is submitted.

D/25/07/24/2 DC/25/1083/TCA – Trees in a conservation area notification – one silver birch (1 on plan) overall crown reduction by one metre, one laburnum (5 on plan) one crab apple (6 on plan) one maple (7 on plan) overall crown reduction by five metres, one holly (2 on plan) one shrub (3 on plan) one hawthorn (4 on plan) fell – 17 The Avenue, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

D/25/07/24.02 Resolved

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

D/25/07/24/3 DC/25/1107/TPO – TPO 005 (2022) tree preservation order – one yew (T14 on plan and on order) overall crown reduction by three and a half metres, one sycamore (T15 on plan, and on order) overall crown reduction of two and a half metres – 18 Paget Place, Newmarket. Cllr Nobbs made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

D/25/07/24.03 Resolved

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

D/25/07/24/4 DC/25/1068/HH – Householder planning application – front porch (following demolition of existing porch) – 26 Paget Place, Newmarket. Cllr Yarrow made a proposal, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

D/25/07/24.04 Resolved

The Committee voiced no objections.

D/25/07/25 Amended and Deferred Plans

D/25/07/25/1 Deferred - DC/25/0964/FUL – Planning application – alterations to ground floor windows on front elevation – 53 High Street, Newmarket. Cllr Nobbs made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

D/25/07/25.01 Resolved

The Committee have concerns over the overall height and style of the windows of a building in the historic High Street and Conservation Area and would follow advice from the Conservation Officers.

D/25/07/26 Planning Appeals

None noted.

Cllr Drummond declared an “other” interest in the following item and left the meeting at 6.49pm.

D/25/07/27 East Cambs Planning Applications

The East Cambs Weekly Lists were noted.

Cllr Drummond returned to the meeting at 6.49pm.

D/25/07/28 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

Applications	Description	Address	WS Decision	NTC Decision
DC/25/0731/HH	Householder planning application - a. single storey side extension b. raising first floor roof c. removal of garage link	Boyarin Lodge 30 Bury Road Newmarket Suffolk	Approved	No objection
DC/25/0705/FUL	Planning application - a. replace 10 windows with timber casement windows b. create three additional window openings at first floor on south elevation c. replace existing asbestos pitched roof with natural slate roof tiles	36A High Street Newmarket Suffolk	Approved	No objection
DC/25/0696/HH	Householder planning application - a. single storey side extension b. demolition of existing rear extension	Kensington Cottage 9 Doris Street Newmarket Suffolk	Approved	No objection
DC/25/0828/ADV	Application for advertisement consent - replacement double-sided internally illuminated digital displays	Bus Shelter High Street Newmarket Suffolk	Approved	No objections
DC/25/0616/HH	Householder planning application - a. single storey rear infill extension b. external insulation finished with white render	14 Freshfields Newmarket Suffolk	Approved	No objections
DC/23/1562/FUL	Planning application - change of use from nightclub (sui generis) to two apartments and commercial unit (Class E) with alterations to first and second floors of existing units	2 Sun Lane Newmarket Suffolk	Approved	No Objections

D/25/07/29 Delegation Panel Decisions

DC/25/0163/FUL - Planning application - a. change of use from storage building to two flats (class C3); b. section of flat roof between gable roofs; c. removal of outbuilding roof and north-east elevation; d. additional and modified window and door openings - Land at 34 & 36 Old Station Road, Newmarket

It was noted that the Officer was minded to “grant” permission but referred the application to the Development Control Committee due to concerns about the impact on parking in the vicinity of the site as a result of the lack of on-site car parking, as this is a contentious issue generally in Newmarket.

D/25/07/30 Licensing

It was confirmed that King Slots does have a premises licence but that there are issues with the shopfront signage which is not appropriate in the conservation area and requires planning consent which has not yet been applied for.

D/25/07/31 Enforcement

The Working Group met on Thursday 17th July and discussed ongoing issues but there was no updated enforcement action to report at this stage.

West Suffolk Enforcement have issued an Enforcement Notice on 128 High Street and confirmed that no appeal has been received. Action will be enforced if there is no compliance taken by 4th August 2025, although we need to clarify with West Suffolk what that enforcement action may entail.

D/25/07/32 Working Group Reports

None noted.

D/25/07/33 Correspondence

None noted.

D/25/07/34 Date of Next Meeting

Monday 4st August 2025 at the Memorial Hall.

Meeting closed 7:00pm.

Signed _____ Date _____

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/25/07/22.01 Resolved</u>	That the minutes of the Development & Planning Committee held on 7th July 2025 be adopted and were signed as a true record by the Chair of the Development & Planning Committee.
<u>D/25/07/24.01 Resolved</u>	The Committee voiced no objections subject to there only being 1 Sycamore tree on the property, however if there are

	more trees, the Committee placed a holding objection until a tree plan is submitted.
<u>D/25/07/24.02 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/25/07/24.03 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/25/07/24.04 Resolved</u>	The Committee voiced no objections.
<u>D/25/07/25.01 Resolved</u>	The Committee have concerns over the overall height and style of the windows of a building in the historic High Street and Conservation Area and would follow advice from the Conservation Officers.

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Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Community Services Committee **Held on Monday 7th July 2025 at 7:35pm**

Attendance:

Councillor J McHugh (Chair)
Councillor J Borda
Councillor J Harvey

Councillor P Hulbert
Councillor J Jarvis
Councillor R Nobbs
Councillor K Yarrow

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

Minute

C/25/07/1 To Elect a Chair for the Meeting

Town Clerk requested nominations for a Chair for the meeting due to the absence of the outgoing Chair. Cllr Harvey nominated Cllr McHugh, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

C/25/07/1.01 Resolved

That Cllr McHugh be elected as Chair for the meeting tonight.

C/25/07/2 To Elect a Chair

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

C/25/07/2.01 Resolved

That Cllr Winter be elected as the Chair of the Community Services Committee for 2025/2026 Municipal Year.

C/25/07/3 To Elect a Vice Chair

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

C/25/07/3.01 Resolved

That Cllr McHugh be elected as the Vice Chair of the Community Services Committee for 2025/2026 Municipal Year.

C/25/07/4 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 and confirmed that the meeting was being recorded by the Minute Assistant.

C/25/07/5 Apologies for Absence

Apologies were received from Cllr Winter.

C/25/07/6 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

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Received for Members Dispensation

None noted. There were no requests for dispensations.

C/25/07/7 To Receive and Confirm for Accuracy the Minutes of the Community Services Committee Meeting Held on Monday 6th May 2025 and Any Matters Arising

Members received the minutes of the Community Services Committee meeting held on 6th May 2025 and Cllr Borda made a proposal, seconded by Cllr Nobbs. A vote was taken which was unanimous and the following was agreed:

C/25/07/7.01 Resolved

That the minutes of the Community Services Committee meeting held on 6th May 2025 be adopted and signed as a true record by the Chair of the Community Services Committee.

Matters arising:

Page 1 – C/25/05/7 – Daniel Cooper Bart Memorial – Town Clerk reported she had used Delegated Powers to select a contractor, and the work had been carried out.

C/25/07/8 Public Open Session

No members of the public wished to speak.

C/25/07/9 To Receive the Accounts

The accounts for June 2025 were received and noted.

C/25/07/10 Public Conveniences

A report on the options available to upgrade the facilities with quotes was considered. Cllr Nobbs made a proposal, seconded by Cllr McHugh. A vote was taken which was unanimous and the following was agreed:

C/25/07/10.01 Recommendation

That option one from Focus Washrooms to upgrade the existing building with access from the High Street (which as well as being convenient may also enable access to specific funding sources) be approved to progress by pursuing detailed quotes, lead times as to when the project may be completed and any other relevant information.

C/25/07/11 Bus Shelters

A report on upgrading 2 bus shelters on the High Street was considered. The living roof option, whilst being of environmental benefit, appeared expensive and issues of ongoing maintenance and how the company would benefit from the arrangement were discussed. So Cllr Hulbert made a proposal, seconded by Cllr McHugh. A vote was taken which was unanimous and the following was agreed:

25/07/11.01 Recommendation

That other options be considered and further quotes be obtained.

C/25/07/12 Correspondence

None noted.

C/25/07/13 Date of Next Meeting

Monday 1st September 2025 at the Memorial Hall.

Meeting closed at 8:11pm.

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>C/25/07/1.01 Resolved</u>	That Cllr McHugh be elected as Chair for the meeting tonight.
<u>C/25/07/2.01 Resolved</u>	That Cllr Winter be elected as the Chair of the Community Services Committee for 2025/2026 Municipal Year.
<u>C/25/07/3.01 Resolved</u>	That Cllr McHugh be elected as the Vice Chair of the Community Services Committee for 2025/2026 Municipal Year.
<u>C/25/07/7.01 Resolved</u>	That the minutes of the Community Services Committee meeting held on 6th May 2025 be adopted and signed as a true record by the Chair of the Community Services Committee.
<u>C/25/07/10.01 Recommendation</u>	That option one from Focus Washrooms to upgrade the existing building with access from the High Street (which as well as being convenient may also enable access to specific funding sources) be approved to progress by pursuing detailed quotes, lead times as to when the project may be completed and any other relevant information.
<u>25/07/11.01 Recommendation</u>	That other options be considered and further quotes be obtained.

Book number 5 2025 -2026

Minutes of Community Services Committee held on Monday 7th July 2025

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Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Performance & Audit Committee Held on Monday 14th July 2025 at 6:15pm

Attendance:

Councillor J Harvey (Chair)
Councillor R Hood
Councillor J McHugh

Also present: C O'Reilly – Events Manager and J Ashton – Minute Assistant.

Minute

P/25/07/1 To Elect a Chairman

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

P/25/07/1.01 Resolved

That Cllr Harvey be elected as the Chairman of the Performance & Audit Committee for 2025/2026 Municipal Year.

P/25/07/2 To Elect a Vice Chairman

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

P/25/07/2.01 Resolved

That Cllr Yarrow be elected as the Vice Chairman of the Performance & Audit Committee for 2025/2026 Municipal Year.

P/25/07/3 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 Notice was not required and that proceedings were being recorded by the Minute Assistant.

P/25/07/4 Apologies for Absence

Apologies were received from Cllrs Drummond, Winter and Yarrow.

P/25/07/5 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.

P/25/07/6 To Receive and Confirm for Accuracy the Minutes of the Performance & Audit Committee Meeting Held on Monday 14th April 2025 and Any Matters Arising

The Chair presented the minutes of the Performance & Audit Committee Meeting held on Monday 14th April 2025 and Cllr Harvey made a proposal seconded by Cllr Hood. A vote was taken which was unanimous and the following was agreed:

P/25/07/6.01 Resolved

That the minutes of the Performance & Audit Committee meeting held on Monday 14th April 2025 be adopted and signed as a true record by the Chair of the Performance & Audit Committee.

There were no matters arising.

P/25/07/7 Public Open Session

No members of the public were present.

P/25/07/8 Resolution Audit

The resolution progress for Q1 financial year 2025/2026 was received, updated, and noted.

The outstanding resolutions for 2022-2023, 2023-2024 and Q1 – Q4 2024/2025 were received, updated, and noted.

P/25/07/9 Neighbourhood Plan

An item for the revised NNP will be on the next full Council agenda 28th July 2025 to be discussed and reviewed.

P/25/07/10 Working Group Reports

The list of active Working Groups was received, updated and noted.

P/25/07/11 Correspondence

None noted.

P/25/07/12 Date of Next Meeting

Monday 13th October 2025.

Meeting closed at 8:00pm.

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>P/25/07/1.01 Resolved</u>	That Cllr Harvey be elected as the Chairman of the Performance & Audit Committee for 2025/2026 Municipal Year.
<u>P/25/07/2.01 Resolved</u>	That Cllr Yarrow be elected as the Vice Chairman of the Performance & Audit Committee for 2025/2026 Municipal Year.

<u>P/25/07/6.01 Resolved</u>	That the minutes of the Performance & Audit Committee meeting held on Monday 14th April 2025 be adopted and signed as a true record by the Chair of the Performance & Audit Committee.
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Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Finance & Policy Committee
Held on Monday 21st July 2025 at the Memorial Hall 7:15pm

Attendance:

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

Councillor P Hulbert
Councillor J McHugh
Councillor K Yarrow

Also Present: N Alecock – Deputy Town Clerk, C O'Reilly – Events Manager and J Ashton – Minute Assistant.

Minute

F/25/07/1 To Elect a Chairman

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

F/25/07/1.01 Resolved

That Cllr Harvey be elected as the Chair of the F&P Committee for 2025/2026 Municipal Year.

F/25/07/2 To Elect a Vice Chairman

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

F/25/07/2.01 Resolved

That Cllr Drummond be elected as the Vice Chair of the F&P Committee for 2025/2026 Municipal Year.

F/25/07/3 Chairman to Read the Fire Safety Notice and Announce that Proceedings may be filmed or Recorded

The Chairman opened the meeting and announced that the Fire Safety Notice was not required and that proceedings were being recorded by the Minute Assistant.

F/25/07/4 Apologies for Absence

Apologies were received from Cllr Winter. The resignation of Cllr Perry was noted.

F/25/07/5 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 Member's Dispensation.

F/25/07/6 To Confirm the Minutes of the F& P Meeting Held on 19th May 2025 and any Matters Arising

Members received the minutes of the Finance & Policy Committee meeting held on 19th May 2025 and Cllr Harvey made a proposal, seconded by Cllr Hood. A vote was taken which was unanimous and the following was agreed:

F/25/07/4.01 Resolved

That the minutes of the Finance & Policy Committee meeting held on 19th May 2025 be adopted and signed as a true record by the Chairman of the Finance & Planning Committee.

There were no matters arising.

F/25/07/7 Public Open Session

No members of the public were present.

F/25/07/8 Submission of Schedules of Payments for Information CB1 – CB5

Members reviewed CB1 – CB5 for months 2 and 3 (2025/2026). Cllr Harvey made a proposal, seconded by Cllr Hood. A vote was taken which was unanimous and the following was agreed:

F/25/07/6.01 Recommendation

That the ratification of the schedules of payments for the period 01/05/2025 – 31/05/2025 and 01/06/2025 – 30/06/2025 (Cash Book 1 - 5) be received and adopted.

F/25/07/9 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 30/06/2025 (month 3) for the Town Council's Current, Petty Cash, Salaries and Barclaycard Cashbooks.

F/25/07/10 To Receive the Income and Expenditure

The Income and Expenditure reports for June 2025 were received and noted.

F/25/07/11 Health and Safety

The monthly Health and Safety report was received and noted.

F/25/07/12 Correspondence

None noted.

F/25/07/13 Date of Next Meeting

Monday 15th September 2025 at the Memorial Hall.

Meeting closed at 7:19 pm

Signed _____ Date _____

Summary of Recommendations	Recommendation Wording
<u>F/25/07/1.01 Resolved</u>	That Cllr Harvey be elected as the Chair of the F&P Committee for 2025/2026 Municipal Year.
<u>F/25/07/2.01 Resolved</u>	That Cllr Drummond be elected as the Vice Chair of the F&P Committee for 2025/2026 Municipal Year.
<u>F/25/07/4.01 Resolved</u>	That the minutes of the Finance & Policy Committee meeting held on 19th May 2025 be adopted and signed as a true record by the Chair of the Finance & Planning

	Committee.
<u>F/25/07/6.01 Recommendation</u>	That the ratification of the schedules of payments for the period 01/05/2025 – 31/05/2025 and 01/06/2025 – 30/06/2025 (Cash Book 1 - 5) be received and adopted.

DRAFT

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Report to	Full Town Council
Subject	Full Council Working Groups update
Purpose	Information
Classification	Unrestricted
Meeting date	28th July 2025
Item number	14
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.

Item 16 a

From: clerk@chippenhamcambs-pc.gov.uk

Date: 19 June 2025 at 17:42:44 BST

Cc:

Subject: Sunnica - Parish Council Alliance

Dear Representatives of your Town and Parish Councils,

As you will be aware, the Sunnica Industrial Solar Scheme is now moving ahead. While the campaign to prevent its approval has regrettably come to an end, our role as Parish and Town Councils remains critical. It is now more important than ever that we stand together to ensure our voices are heard and our communities are protected during the final planning and implementation phases of this scheme.

The next stage in the Sunnica application process is the review and discharge of many planning conditions. I have attached a spreadsheet of these planning conditions, and the councils and consultees responsible for their review and sign off/rejection. We do not know when these plans will be submitted to the Councils and Sunnica is not required to give any forewarning, but once they are, the Councils will have just 56 days to consult the relevant bodies and present their final opinion. If they fail to do so in this short timeframe then these plans will be assumed as consented. We therefore must use this time to organise ourselves to ensure we are in a position to look in detail at the plans when they come through and ensure we are adequately protected from the dangers Sunnica represents. If we are not properly protected Sunnica cannot be allowed to go ahead.

Chippenham Parish Council has serious concerns regarding the absence of a comprehensive safety plan for the proposed Battery Energy Storage Systems (BESS) and therefore are particularly focused on the Battery Fire Safety Management Plan (County Councils) and the Hazardous Substances Consent (District Councils). The potential risks, including fire, toxic smoke and contamination of aquifers and waterways must not be underestimated. These are not hypothetical scenarios; they represent very real dangers that could have lasting consequences for our residents and environment, Moss Landing being a vivid example of this.

For this reason, we are calling for the reformation of the Parish Council Alliance. We would like to invite your council to join us in forming a united front to engage with the planning authorities, local and central government, fire services and other key agencies. Our collective voice will be far more influential in holding those responsible to account and in ensuring that robust safety measures are put in place. If safety cannot be proved Sunnica can not go ahead.

At this stage, we do not intend to hold regular meetings, however we do feel, given that we do not know when these plans will be submitted, it is essential to have the Parish Council Alliance to ensure that we are ready. Therefore, we ask for your formal support and commitment to being part of the Alliance. All communications will be shared with member councils in advance, except in cases where urgent deadlines require immediate action.

Please present this request at your next parish or town council meeting and confirm whether your council will participate in the Alliance. Now is the time to come together. Our shared concerns and joint advocacy are essential to safeguarding our communities from potentially dangerous practices during the rollout of this development.

Yours

Cllr Nick Wright

Sally Hughes

Parish Clerk 01638 720915 <https://chippenhamcambs-pc.gov.uk/>

Requirement	Who is Responsible for Discharge?	Who must be consulted?
3 - Phasing And Date Of Final Commissioning	ECDC and WSC	N/A
5 - Approved Details And Amendments	All relevant authorities as defined by each 'requirement'.	N/A
6 - Detailed Design Approval	ECDC or WSC or both	N/A
8 - Landscape Ecological Management Plan	ECDC or WSC or both	Natural England Historic England
10 - Stone Curlew	ECDC and WSC	Natural England
11 - Fencing And Other Means Of Enclosure	ECDC or WSC or both	N/A
14 - Construction Environmental Management Plan	ECDC or WSC or both	Local Highways Authority Natural England Environment Agency
15 - Operational Environmental Management Plan	ECDC or WSC or both	Local Highways Authority Natural England Environment Agency
17 - Operational Noise	ECDC or WSC or both	N/A
18 - Ground Conditions	ECDC or WSC or both	N/A
20 - Skills, Supply Chain And Employment	ECDC or WSC or both	N/A
21 - Permissive Paths	ECDC or WSC or both	N/A
22 - Decommissioning And Restoration	ECDC or WSC or both	N/A
5 - Approved Details And Amendments To Them	All relevant authorities as defined by each 'requirement'.	N/A
7 - Fire Safety Management	Cambridgeshire County Council AND Suffolk County Council	Cambridgeshire Fire and Rescue Service Suffolk Fire and Rescue Service Environment Agency HSE
12 - Surface And Foul Water Drainage	Cambridgeshire County Council or Suffolk County Council or both	ECDC or WSC or both Relevant Internal Drainage Board Anglian Water
16 - Construction Traffic Management Plan And Travel Plan	Cambridgeshire County Council or Suffolk County Council or both	N/A
19 - Water Management Plan	Cambridgeshire County Council or Suffolk County Council or both	ECDC or WSC or both Relevant Internal Drainage Board
23 - Crash Site Exclusion Area	Cambridgeshire County Council	Isleham PC (if licence obtained)
24 - Prow	Cambridgeshire County Council or Suffolk County Council or both	N/A
HSC/COMAH	ECDC and WSC	Cambridgeshire Fire and Rescue Service Suffolk Fire and Rescue Service Environment Agency HSE

XXX Parish / Town Council

Email:

XX July 2025

For the attention of (delete as needed)

Sunnica Planning, Cambridgeshire County Council
Sunnica Planning, East Cambridgeshire District Council
Sunnica Planning, Suffolk County Council
Sunnica Planning, West Suffolk District Council

Dear Planning Department,

On behalf of XXX Parish / Town Council, please accept this as a formal request to be notified as soon as any application documents are submitted by the applicant, Sunnica Ltd, in connection with discharging of Requirements for the consented Sunnica solar and battery plant.

We would like to have the opportunity to review the discharge application documents, and would respectfully ask that any comments we make, on behalf of our parishioners, are reasonably taken into account.

We recognise that discharging of the DCO Requirements is time sensitive (56 days) and we are aware that deemed consent applies should the Requirement not be discharged within this short timeframe. We will work to ensure that any comments we have are submitted in good time for your consideration.

Regarding lithium ion battery storage safety matters and the lack of suitable safety regulations for these, our Parish / Town council would like to have the opportunity to comment on the battery fire safety plans and emergency response protocols that we would expect to be included in these plans.

In addition, we are aware that Hazardous Substances Consent is needed for the battery storage and we wish to be consulted on this matter.

Thank you for your consideration.

Best regards

XXX

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NatWest Newmarket branch is closing on 24 September 2025

**Here's a guide to explain
what it means for you.**



NatWest

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Access to cash services



Scan the QR code or visit natwest.com/access-to-cash to find out all the ways to access cash services.

Please see Glossary on page 13 if you need any assistance with using QR Codes.

We're still here to help

Even though your branch is closing, we are still here to help you. There are other ways you can do your everyday banking detailed on page 7. However, if you'd like to ask us anything or you need extra support, please get in touch with our dedicated Customer Support Specialists on **0131 380 6528**, (Relay UK **18001 0131 380 6528** or International **+44 131 380 6528**).

Remember there will be no change to customer account numbers, sort codes, standing orders, Direct Debits, cards, PINs or cheque books.

Braille, large print or audio format?

If you'd like this guide in another format such as Braille, large print or audio format, call our Customer Support Specialists on **0131 380 6528**, (Relay UK **18001 0131 380 6528** or International **+44 131 380 6528**). Or talk to a colleague in branch.

We can also help you with translation services if required.

What is Relay UK?

Relay UK is a free service to help deaf people and those who have hearing loss or are speech impaired to communicate over the phone.

You can use the Relay UK app with your mobile, tablet or PC. Or just use Relay UK via your Minicom or Uniphone by dialling 18001 in front of the number that you want to call and you will be connected to an operator.

How can Banking My Way support me?

Do you need additional support with banking because your circumstances have changed? For example, you may have had a change to your finances or have been diagnosed with a serious illness.

Banking My Way is a free service that allows you to record information about the support or adjustments you need to make banking easier.

How can I let you know about support I need?

You can do this on the Mobile App, via Online Banking, by visiting a branch or calling our Customer Support Specialists.

Branches nearest to Newmarket

Pop into any NatWest branch. All have level or ramp access unless specified on our branch locator, and you'll find a full list of all other branches, services and any changes to opening hours at natwest.com/branchlocator. Standard opening hours listed are subject to change.

Did you know? Our ATMs include Braille labels, raised numbers, and coloured keys for entry and error.

1. NatWest Cambridge Petty Cury

21 Petty Cury Cambridge CB2 3NE 14.30 miles	Monday	09.30-16.30
	Tuesday	09.30-16.30
	Wednesday	10.00-16.30
	Thursday	09.30-16.30
	Friday	09.30-16.30
	Saturday	09.30-13.00
	Sunday	Closed

Branch facilities:

- ✓ Wheelchair Access
 - ✓ Induction Loop
 - ✓ Saturday Opening
 - ✓ Outside ATM Service
 - ✓ Inside ATM Service
- ✓ Cash & Cheque Deposit Machine
 - ✓ Bulk Coin In Machine
 - ✗ Automated Deposit Machine

2. NatWest Bury St. Edmunds

7 Cornhill Bury St. Edmunds IP33 1BQ 15.92 miles	Monday	09.30-16.30
	Tuesday	09.30-16.30
	Wednesday	10.00-16.30
	Thursday	09.30-16.30
	Friday	09.30-16.30
	Saturday	09.30-13.00
	Sunday	Closed

Branch facilities:

- ✓ Wheelchair Access
 - ✓ Induction Loop
 - ✓ Saturday Opening
 - ✓ Outside ATM Service
 - ✓ Inside ATM Service
- ✓ Cash & Cheque Deposit Machine
 - ✓ Bulk Coin In Machine
 - ✓ Automated Deposit Machine

3. NatWest Huntingdon

92 High Street Huntingdon PE29 3DT 29.24 miles	Monday	09.30-15.30
	Tuesday	09.30-15.30
	Wednesday	10.00-15.30
	Thursday	09.30-15.30
	Friday	09.30-15.30
	Saturday	Closed
	Sunday	Closed

Branch facilities:

- ✓ Wheelchair Access
 - ✓ Induction Loop
 - ✗ Saturday Opening
 - ✓ Outside ATM Service
 - ✓ Inside ATM Service
- ✓ Cash & Cheque Deposit Machine
 - ✗ Bulk Coin In Machine
 - ✓ Automated Deposit Machine

Business customers

Whilst you can use any of our NatWest branches or the Post Office, you can manage your accounts and payments 24/7 with Bankline or Online Banking. Alongside our digital offerings, we can support your cash needs with courier options or our on-site safe.

To find out more speak to your normal point of contact or go to business.natwest.com/ways-to-bank

Banking Hubs

We've worked with Cash Access UK and other UK Banks to open Banking Hubs. You can access counter services Monday to Friday, and a member of our NatWest team will be on hand one day a week to help Personal and Business customers with more specific questions. To find out more, please go to natwest.com/bankingnearme#bh

Please see Glossary on page 13 for further information on Banking Hubs.

Banking at the Post Office

Did you know that you can use your debit card to check your balance, withdraw and pay in cash at the Post Office*? You can also make cheque and cash deposits with a barcoded credit slip. Business customers can do all this and can register to use our change giving service. Your point of contact at the bank will be able to fill you in.

*Note that limits apply to cash withdrawals and deposits.

Please see below 3 Post Offices that are nearby to Newmarket branch.

Newmarket	Exning	Moulton
0.28 miles	2.66 miles	3.40 miles
Mon-Sat 09.00-17.30 (Sat Close 12.30)	Mon-Sat 09.00-13.00 (Mon Close 17.00, Tue Close 15.00, Sat Close 12.00), Sun 10.00-15.00	Mon-Sat 09.00-17.00 (Mon-Fri Closed 13.00-14.00, Sat Close 13.30)

To find out more about banking at the Post Office, you can contact;

- a colleague in branch
- a colleague in your local Post Office
- your bank point of contact.

Or go to postoffice.co.uk/branch-finder to find your nearest Post Office.

Nearest free to use cash machines

BP, Bury Road

Lloyds, 48 High Street

Waitrose, Fred Archer Way

There might be a nearer cash machine which charges a fee. To see the full listing go to link.co.uk

PayPoint Services

PayPoint offers in-store payment services for customers – including bill payments and cash functions. To find your nearest branch go to consumer.paypoint.com

Other ways to do your everyday banking



NatWest Mobile Banking App

With our handy mobile app, you can do lots of banking things without having to go into a branch.

- check balances and transfer money between accounts
- withdraw money using Get Cash
- pay bills, your contacts and someone new... and much more.

And you can do all this 24 hours a day wherever you might be.

Find out more at natwest.com/everydaybanking

App available to customers aged 11+ with compatible iOS and Android devices and a UK or international mobile number in specific countries. Get Cash: Withdraw up to £130 every 24 hours at any NatWest or Royal Bank of Scotland cash machine, as long as it's within your daily withdrawal limit. You must have at least £10 available in your account. To pay bills, someone new or your contacts, limits apply and you need to be 16 or over.



NatWest Video Banking

Chat to us face-to-face from the comfort of your home. You'll need internet connection and a device with a camera or webcam. The experts are on hand and we can give you a free Financial Health Check – and we now have a specialist mortgage service too.

Find out more at natwest.com/videobanking

Video banking calls may be recorded and service hours apply. Compatible device required.



NatWest Personal and Business Online Banking

All the features of Mobile Banking with the ability to do more, such as:

- view up to seven years of statements
- set up email or text alerts.

Register for Personal or Business Online Banking at natwest.com



NatWest Personal and Business Telephone Banking

For personal telephone banking queries, call **03457 888 444** (Relay UK **18001 03457 888 444**).

Premier customers call **0333 202 3330** (Relay UK **18001 0333 202 3330**).

Business telephone banking queries call **03457 11 44 77** (Relay UK **18001 03457 11 44 77**).

Business customers can also speak to their bank point of contact.

Transaction type	NatWest branch	Post Office	NatWest ATM	Cash & Cheque Deposit Machine	Other bank brand ATM	Online or Mobile App	Telephone Banking	Video Banking	Banking Hub
Take out cash	●	●	●	●	●				●
Pay in cash or cheques	●	●		●		● * Cheques via Mobile App only			●
Change Giving	●	▲							▲
Balance enquiries	●	●	●	●	●	●	●		●
Statement/ recent transactions	●		●	●		●	●		● * Display only
Make payments/ transfer funds/ pay bills	●			●		●	●		●
General Banking enquiries	●					●	●		●
Financial Health Check	●						■	■	
Additional support via our Customer Support Specialists							■	■	●

■

Personal Customers only

▲

Business Customers only

●

All Customers



Personal banking

natwest.com/banking-with-natwest

←

Alternatively, for more details of all the ways to do your personal or business banking with NatWest, please scan the appropriate QR code or follow the links provided.

→



Business banking

business.natwest.com/ways-to-bank

Customers who may need additional support with their banking

When customers need extra support, we will continue to provide this:

- our Customer Support Specialists will be making proactive telephone calls to customers over the coming weeks, providing bespoke support and advice with personalised solutions to ensure you can continue to bank in a way that suits you
- running a face-to-face event in branch for those who may prefer to speak to someone familiar
- ongoing support with using our digital services
- help in identifying the nearest Post Office and advice on what services can be accessed
- our Local Directors will be contacting relevant local organisations to advise them of the closure, working together to support customers and the local community following closure
- If you need further support or your circumstances have changed, please tell us by using our free service Banking My Way. Visit natwest.com/accessibility/banking-my-way.html

How we will support you in the lead up to the branch closure

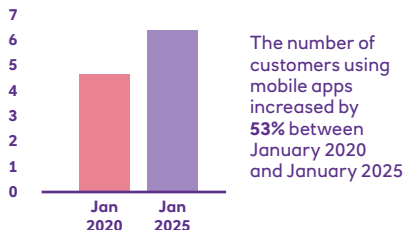
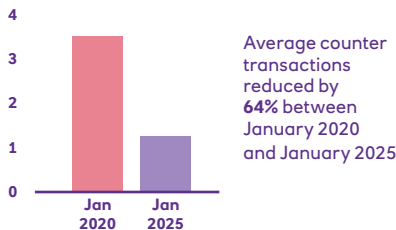
We will be running a Supporting you through our Branch Closure event that will provide:

- education on finding the right local banking services that will support you to bank with us once your branch closes
- an opportunity to talk to our experts to assist your understanding around the latest frauds and scams
- help and support with all the ways you can continue to bank with us.

The way we bank is changing

With the ease of mobile and online banking fewer people are coming into the bank. This means we've had to make some tough choices about which can stay open. So, we want to make sure that we keep the branches people are using most.

Across the bank we have seen.



Measurement in both graphs is millions

More than

805

million mobile and online transactions were processed between March 2024 and February 2025.

Our responsibility to you

We completely understand that online banking isn't right for everyone. Sometimes you want to chat things through with someone. We promise that you'll still be able to talk to one of our team either on the phone, by video or in one of our other branches.

We've put together this guide to support you through the changes, but if you've got any questions at all just ask one of our team.

They'll be on hand to help you find ways you can bank that best suit your needs. We're also here for anyone who'd like help in getting started with online banking or our app. As well as short, easy-to-follow How To videos, we run online classes over Zoom. You'll find everything you need to know on our website natwest.com/onlinebanking (And there are some handy fraud and scam awareness tips too.)

We also have Customer Support Specialists that are dedicated to helping customers who need more support.

How we decide to close a branch

Closing a branch is always difficult and not a decision that we ever take lightly. A branch closure decision involves us looking at several different criteria, including:

- the likely impact on customers. How often customers use the branch – and the transactions they’re making.
- their banking preferences.
- where the nearest branch and nearest cash machines are.
- is there a local Post Office for everyday banking.
- all the other banking options: Online, Mobile, Telephone and Video Banking.
- nearby shared services like Banking Hubs and deposit machines.

Protecting access to cash

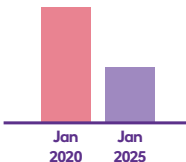
We want to ensure access to cash is protected wherever we have customers. We work with LINK to carry out cash access assessments in places which might need better cash access services.

This means we ask LINK to conduct independent access to cash assessments whenever we close a branch or remove an ATM. LINK may also conduct assessments where cash services offered by other providers are removed or where they are requested by the local community.

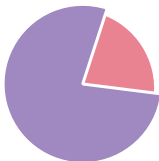
If new cash services are recommended by LINK, we will work with our industry partners to protect access to cash in a community. This might include putting in a new ATM or Banking Hub.

Find out more about how LINK protects access to cash at link.co.uk

In Newmarket, we saw:



Comparing January 2020 and January 2025, counter transactions for personal customers have decreased by **52%**



78% of personal customers using the branch also chose to use Online Banking or our mobile app between February 2024 to January 2025.

- **227** personal customer(s) used the branch on average each month

- **82** business customer(s) used the branch on average each month.

Please see the Glossary on page 13 for personal/business monthly average and counter transaction definitions.

Your opinion matters

That's why we're getting in touch with our customers and engaging with the local community to talk through our decision. We will update this factsheet with details of who we contacted, a summary of responses and any complaints. You'll be able to read the results at natwest.com/branchclosures by 18 August 2025.

Meanwhile, if you'd like to ask us anything or you need extra support, please get in touch with our dedicated Customer Support Specialists on **0131 380 6528** (Relay UK **18001 0131 380 6528**, International + **44 131 380 6528**).

Glossary of terms

- **Average Business customer use** – business customer data is from February 2024 to January 2025 and is the number of customers who visited the branch on 12 or more occasions.
- **Average Personal customer use** – personal customer data is from February 2024 to January 2025 and is the number of customers who visited the branch on 12 or more occasions.
- **Banking Hubs** – Banking Hubs offer easy access to face-to-face cash and banking in the heart of communities across the UK. They are owned by Cash Access UK and operated by the Post Office. Open Monday-Friday, 9am-5pm, each Banking Hub has a counter where you can access cash services whenever the Hub is open and whoever you bank with, these include pay in cash and cheques, withdraw cash, check your balance, pay utility bills. You can also talk to a member of the NatWest team on their day in the Hub. There is a private space where you can talk face-to-face about more specific enquiries.
- **Banking My Way** – Banking My Way is a free service that allows you to record information about the support or adjustments you need to make banking easier. You can do this on the Mobile App, via Online Banking, by giving us a call or visiting a branch.
- **Bankline** – allows customers to manage multiple business accounts, see all transactions in real time and make secure domestic and international payments.
- **Barcoded paying-in slip** – credit slip with barcode that is in a machine-readable form.
- **Counter transaction** – a service carried out by a customer in branch with a representative of the bank, such as depositing cash and cheques or making cash withdrawals.
- **Digitally active** – customers who use our mobile app or Online Banking.
- **Distance** – mileage is calculated on the shortest drive distance from closing branch postcode to closest branch postcode and nearest Post Office postcodes.
- **Everyday banking** – customers making use of in-branch services such as cash deposits, cash withdrawals and cheque deposits.
- **Get Cash** – a function on our mobile app that lets customers withdraw money quickly without using a bank card.
- **LINK** – The UK's largest cash machine network, connecting virtually all of the UK's ATMs and providing communities with access to cash through services such as cashback at retailers' tills and Banking Hubs.
- **Local Directors** – responsible for overseeing and managing a number of branches across a set geographical area.
- **Online transaction** – a transfer, payment or amendment to a payment via the mobile app or Online Banking.
- **QR code** – a type of barcode that can be read easily by a digital device such as a smart phone, and directs users to a specific web page instantly. To access a QR code link, simply open your camera on your smart phone, point it at the QR code and click on the yellow box that appears. You will then be directed to the web page.

Calls may be recorded. Online Banking available to customers aged 11+ with a NatWest account. Business Online Banking and Bankline is available to customers who have a NatWest business account. Fees may apply.

Facts correct as at 01 March 2025.

NatWest, a business name of National Westminster Bank Plc ("NatWest"), registered in England and Wales (Registered Number 929027).
Registered Office: 250 Bishopsgate, London EC2M 4AA. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. NatWest is entered on the Financial Services Register (Registration Number 121878).

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NatWest