



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 ____ Cllr J.Harvey _____ Date 15/09/25 _____

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.