



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 22nd September 2025 at 6.15pm

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

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting.

Members of the public and press may not orally report or comment about a meeting as it takes place if present at a meeting of the Council, but otherwise may:

- a. film, photograph or make an audio recording of the meeting;
- b. use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;
- c. Report or comment on the proceedings in writing, during or after a meeting or orally after the meeting.

The Council will where possible facilitate such recording unless it is being disruptive. It will also take steps to ensure that children, the vulnerable and members of the public who object to being filmed are protected without undermining the broader purpose of the meeting

A G E N D A

1. **Welcome** - The Mayor to read the fire safety notice and announce that this meeting is being recorded and to ask whether anyone else intends to record the meeting
2. **Apologies** for absence
3. **Declaration of interests**
 - a) Councillors are invited to raise any declarations of interest concerning items on the agenda
 - b) To consider any requests for dispensation
4. **Minutes of the previous meeting held 26th August 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 Councillor to the Newmarket Town Council Committee** – to receive applications from interested and qualified candidates, taking a vote if relevant
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. **Police Report** – to receive and note a report (verbal or written) from the PCT (Police Community Team)
8. **Councillor Reports** - to receive and note reports (if any) from County and District Councillors, Ward Reports and outside bodies reports from Town Councillors
9. **Outside Bodies Representation by NTC** – to assign Councillor representation to WSC Town and Parish Forum meetings
10. **Announcements** - To receive the Town Mayor's and Deputy Mayor's Announcements (if any)
11. **Committee Meetings**
 - a) To receive the minutes and consider and approve any recommendations from the Development & Planning meetings held on 1st and 15th September 2025
 - b) To receive the minutes and consider and approve any recommendations from the Community Services meeting held on 1st September 2025
 - c) To receive the minutes and consider and approve any recommendations from the Finance & Policy meeting held on 15th September 2025
12. **Working Group Reports for FTC** – To receive any reports from the NTC Working Groups that report

Distribute to the following for information:

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

C

directly to Full Council Committee

13. Youth Strategy

- a. To consider a proposal by Newmarket Charitable Foundation regarding the Youth Hub
- b. To consider a proposal by Suffolk County Council Families and Communities for a monthly drop-in session for young adults not in education, learning or training

14. External Audit – to receive and note the Conclusion of Audit and the External Auditor's report and Statement of Accounts for 2024/2025

15. Railway 200 Project

- a. To receive a proposal for the funding of a Railway 200 plaque at the train station and interpretation boards at the train station and two remote railway-related locations
- b. To receive an update regarding the Model Railway Display at the Memorial Hall in 31st October and 1st November

16. Market – to receive a report and proposal regarding the market location from West Suffolk Council

17. East Cambridgeshire Solar Farm – ARUP – Long Barrow Solar – to discuss and approve a response for submission to this application

18. Exning Road – to receive a recommendation from the Working Group regarding bollards at the grassy verge areas

19. Correspondence

20. Date of the next Meeting – 27th October 2025

21. Exclusion of the press & public - To resolve that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information relating to individuals or private contracts

22. To discuss a confidential town matter

Signed:  Cathy Whitaker, Town Clerk

Date: 16th September 2025



Newmarket TOWN COUNCIL

Minutes of the Meeting of Newmarket Town Council

held on Tuesday 26th August 2025 at 6:15 pm at the Memorial Hall

Attendance:

Councillor P Winter (Town Mayor)
Councillor M Anderson
Councillor J Borda
Councillor L Crissall

Councillor A Drummond
Councillor J Harvey (Deputy Town Mayor)
Councillor R Hood
Councillor J Jarvis

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

Minute

25/08/1 Welcome

The Chair read out the Fire safety notice and announced that the meeting was being recorded by the Minute Assistant asked if anyone intended to record the meeting.

25/08/2 Apologies for Absence – LGA 1972, Section 85(1) & (2)

Apologies were received from Cllrs Berry, Clover, Jones, McHugh, Nobbs, Starkey, Unwin and Yarrow. Cllr Hulbert was absent.

25/08/3 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

None noted. There were no requests for Member's Dispensation.

25/08/4 To Receive and Confirm the Minutes of the Town Council Meeting held on 28th July 2025 and any Matters Arising.

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

25/08/4.01 Resolved

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

There were no matters arising.

25/08/5 Co-option of a Council Member

The Mayor reported that notice had been issued and the cut off date will be mid-September. A new Councillor will be Co-opted at the next full Council meeting.

25/08/6 Public Open Session

No members of the public were present.

25/08/7 Police Report

A written report and the monthly stats were received and noted. It was not clear what the graph represented (was it registered crimes or prosecutions?). Cllr Hood had recently met with Trading Standards in her SCC role. She stated she believed that the law is lacking regarding the illegal sale of contraband goods. She asked for this to be put on the next agenda.

25/08/8 Councillor Reports

SCC – Cllr Drummond reported that the monthly report had been issued and highlighted the funding made towards bus services and the availability of the Voluntary Network in Newmarket.

West Suffolk Council (WSC) – Cllr Drummond – reported that the Royal visit on 22nd July 2025 was great for Newmarket. He was made aware that the WSC Chair had pushed his way past the Mayor to be in the photo next to the King, despite The Countess of Euston moving the Mayor next to the King. On 24th July 2025 he had written to Ian Gallin and Cliff Waterman suggesting that the Chair should apologise to the Mayor and the Mayor confirmed that this has not yet happened to date. Therefore, on behalf of WSC he apologised for the Chair's behaviour.

The Mayor gave her thanks for his support in this matter; however also stated that she personally had not been bothered by this situation.

Cllr Jarvis reported – that the new provisional bus timetable had been issued and whilst it is a positive step in the right direction, it is not perfect.

Ward Reports – None noted.

Outside Bodies – None noted.

25/08/9 Mayors Announcements

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

15th August – Attended the VJ Service at St Mary's Church in Bury St Edmunds.

15th August – Attended the Beacon Lighting for VJ Day at the Severals.

17th August – Attended the VJ Service at the Newmarket War Memorial.

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

15th July – Attended the Awards presentation at Newmarket Academy (including 3 Newmarket Mayor's awards).

25/08/10 To Receive the Minutes and Consider and Approve any Recommendations from the Development & Planning Committee Meetings held on 4th and 18th August 2025

The minutes and recommendations from the Development & Planning Committee meeting held on 4th August 2025 were presented. Cllr Harvey made a proposal seconded by Cllr Drummond. A vote was taken which was unanimous and the minutes were adopted. There were no recommendations.

The minutes and recommendations from the Development & Planning Committee meeting held on 18th August 2025 were presented. Cllr Hood made a proposal seconded by Cllr Drummond. A vote was taken which was unanimous and the minutes were adopted. There were no recommendations.

25/08/11 To Receive the Minutes and Consider and Approve any Recommendations from the Leisure Services Committee Meeting held on 4th August 2025

The minutes of the Leisure Services Committee meeting held on 4th August 2025 were presented. Cllr Harvey made a proposal seconded by Cllr Borda. A vote was taken which was unanimous and the minutes were adopted:

25/08/11.01 Resolved (L/25/08/4.01 Resolved)

That the minutes of the Leisure Services Committee meeting held on 2nd June 2025 be adopted and signed as a true record by the Chair of the Leisure Services Committee.

25/08/11.02 Resolved (L/25/08/8.01 Resolved)

That Cllr McHugh be appointed as a Member of the Leisure Services Committee.

25/08/11.03 Resolved (L/25/08/10.01 Recommendation)

That the request from NHRM for a letter of support for a grant application be approved and this be sent urgently.

25/08/12 Working Group Reports for FTC

Updates from the Working Groups were received and noted.

25/08/13 Memorial Hall 2-stop Platform Lift

Replacing the lift was discussed and Cllr Hood made a proposal seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

25/08/13.01 Resolved

That the quote to purchase and install a replacement lift by Stannah Lifts at a cost of £24,024 be accepted. That the quote from In and Out Lifts to remove the lift and prepare the lift well at a cost of £6,345 be accepted.

Repairing the stage lift was discussed and Cllr Winter made a proposal seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

25/08/13.02 Resolved

That the quote from RJ Lifts to repair the stage lift at a cost of £1,209 be accepted.

The Annual Budget for future replacement of the lift was discussed and Cllr Drummond made a proposal seconded by Cllr Hood. A vote was taken which was unanimous and the following was agreed:

25/08/13.03 Resolved

That the Lift EMR account be replenished and be budgeted for a minimum £4K annually.

25/08/14 Public Conveniences

A proposal for the installation of a refit of the Newmarket Town Council's public conveniences was considered. Cllr Hood made a proposal seconded by Cllr Crissall. A vote was taken which was unanimous and the following was agreed:

25/08/14.01 Resolved

That delegated powers be given to the Mayor, Deputy Mayor and Town Clerk to investigate further funding options to accept the quote from Focus Washrooms at a cost of £73,843 to carry out the refit of the public conveniences and to carry out any supporting necessary electrical and CCTV upgrade works.

25/08/15 Working Groups

Information regarding Development and Planning working groups, including the latest Enforcement information, was received and noted. Cllr Hood stated that NTC must keep pressing WSC for enforcement action.

25/08/16 Section 106

A summary of the funding awarded to Newmarket was received, discussed and noted. The funding will be monitored in an attempt to ensure that Section 106 money is utilised for what it was allocated and that NTC can be involved and influence how the funds are spent.

25/08/17 Correspondence

None noted.

25/08/18 Date of the next Meeting

Monday 22nd September 2025 in the Memorial Hall at 6:15pm.

Meeting closed at 6:57pm

Signed: _____

Date: _____

Summary of Resolutions

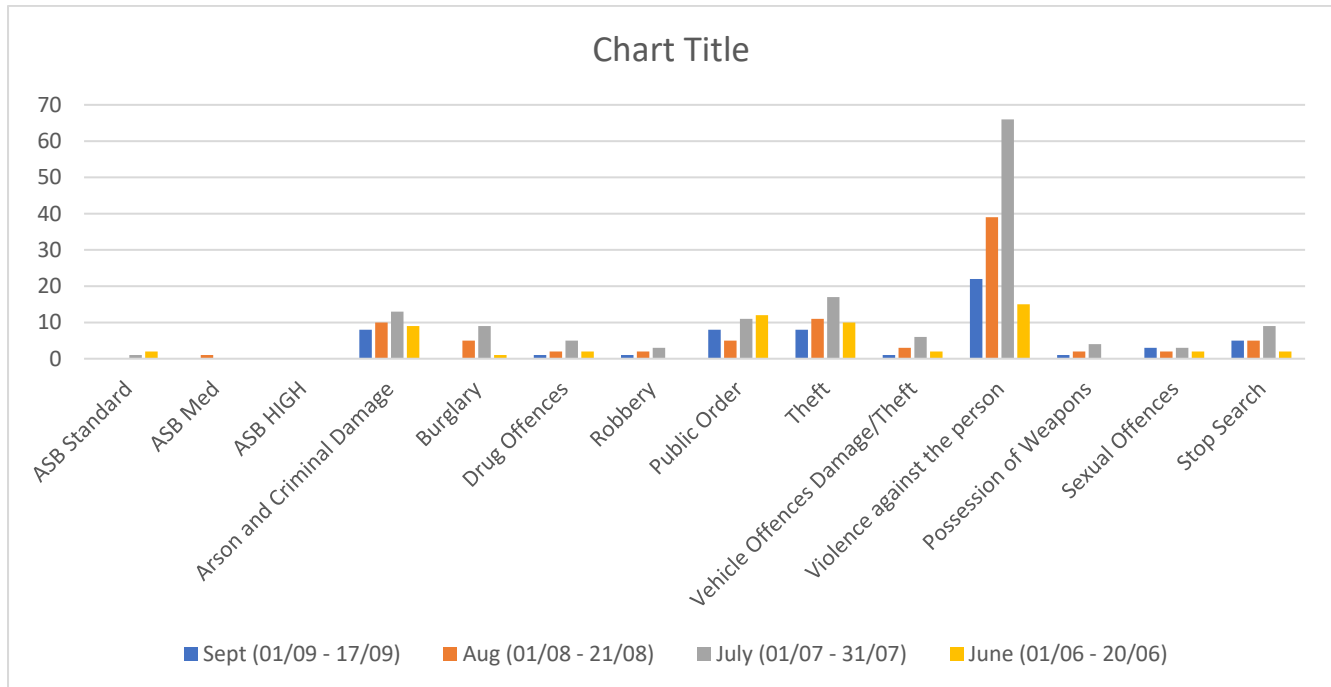
Resolution	Resolution Wording
<u>25/08/4.01 Resolved</u>	That the minutes of the meeting held on 28 th July 2025 be adopted and signed as a correct record by the Town Mayor.
<u>25/08/11.01 Resolved</u> <i>(L/25/08/4.01 Resolved)</i>	That the minutes of the Leisure Services Committee meeting held on 2nd June 2025 be adopted and signed as a true record by the Chair of the Leisure Services Committee.
<u>25/08/11.02 Resolved</u> <i>(L/25/08/8.01 Resolved)</i>	That Cllr McHugh be appointed as a Member of the Leisure Services Committee.
<u>25/08/11.03 Resolved</u> <i>(L/25/08/10.01 Recommendation)</i>	That the request from NHRM for a letter of support for a grant application be approved and this be sent urgently.
<u>25/08/13.01 Resolved</u>	That the quote to purchase and install a replacement lift by Stannah Lifts at a cost of £24,024 be accepted. That the quote from In and Out Lifts to remove the lift and prepare the lift well at a cost of £6,345 be accepted.
<u>25/08/13.02 Resolved</u>	That the quote from RJ Lifts to repair the stage lift at a cost of £1,209 be accepted.
<u>25/08/13.03 Resolved</u>	That the lift EMR account be replenished and be budgeted for a minimum £4K annually.
<u>25/08/14.01 Resolved</u>	That delegated powers be given to the Mayor, Deputy Mayor and Town Clerk to investigate further funding options to accept the quote from Focus Washrooms at a cost of £73,843 to carry out the refit of the public conveniences and to carry out any supporting necessary electrical and CCTV upgrade works.

17/09/25

Attention: Council Meeting

Item 7

Good evening - Please find as requested a graph.



As always, I am happy for any actions to be raised from this meeting for me to address and report back at the next meeting should anyone have anything different, they wish to raise.

Upcoming Events:

Street Meet every Tuesday 1000-1200 Guineas Shopping Centre

Additional pre-planned engagement(s) populated on Suffolk Internet page(s)

Thank you for your time.

Sgt Christopher BUTTON



Report to	Full Council Committee
Subject	Cllr representation on WSC Town & Parish Forum
Purpose	Decision
Classification	Unrestricted
Meeting date	22nd September 2025
Item number	9
Written By	Cathy Whitaker – Town Clerk

Summary: Cllr Jones has indicated that he is no longer available to be the representing Councillor for the WSC Town & Parish Forum, which meets quarterly – usually in person.

This is a very beneficial group that NTC needs to be part of with Councillor attendance at, and feedback from, the meetings. It is a valuable way of connecting the Council with the other Town and Parish Councils in the District and receiving communication from WSC.

Therefore, we will be looking to allocate another Councillor to this group at the meeting of Full Council on 22nd September.

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Item 10

Mayors announcement

14th September- Attended a service at The War Memorial for Battle of Britain.

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Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee Held on Monday 1st September 2025 at 6.15pm

Attendance:

Councillor J Harvey (Chair)
Councillor J Berry

Councillor P Hulbert
Councillor J McHugh

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

Minute	Action by
D/25/09/1 <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, read the Fire Safety Notice and confirmed that the meeting was being recorded by the Minute Assistant.	
D/25/09/2 <u>Apologies</u> Apologies were received from Cllrs Drummond, Hood, Jarvis, Jones, Nobbs and Yarrow.	
D/25/09/3 <u>Declaration of Members Interests & to Remind Councillors of the need to keep up to date their Register of Member's Interests and to Consider any Requests Received for Member's Dispensation</u> None noted. There were no requests for dispensation.	
D/25/09/4 <u>To Confirm the Minutes of the Meeting Held on 18th August 2025 and any Matters Arising</u> The Vice Chair presented the minutes of the Development & Planning Committee held on 18th August 2025 and Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed: <u>D/25/09/4.01 Resolved</u> That the minutes of the Development & Planning Committee held on 18th August 2025 be adopted and were signed as a true record by the Vice Chair of the Development & Planning Committee. Matters arising: D/25/08/23/2 – DC/25/0779/FUL – Newmarket Lawn Tennis Club – there was no further update. D/25/08/32/1 – Grosvenor Car Park – a meeting will be held on Tuesday 9th September 2025 with an Officer from SCC Highways. D/25/08/33 – the NNP Working Group has been informed that the NNP Objectives were approved at Full Town Council.	

D/25/09/5 Public Open Session

No members of the public were present.

D/25/09/6 Planning Applications

Weeks Commencing 11/08/2025 & 18/08/2025.

D/25/09/6/1 DC/25/1286/TCA- Trees in a conservation area notification a.one Walnut (T1 on plan) and one Bean (T2 on plan) fell. B. one Walnut (T3 on plan) overall crown reduction by three metres - 9 Balaton Place, Snailwell Road, Newmarket, Suffolk. Cllr Harvey made a proposal, seconded by Cllr McHugh. A vote was taken which was unanimous and the following was agreed:

D/25/09/6.01 Resolved

The Committee actively encourages responsible tree management and object to the felling of healthy trees. The Committee does not object to this application and requested that the application be submitted to the Tree Officer for consideration and a full report. If the trees are to be felled, that they be felled outside of the bird nesting season and the Committee requests that suitable replacements be planted.

Cllr Berry joined the meeting at 6:24pm

D/25/09/6/2 DC/25/0964/FUL - Planning application- alterations to ground floor windows on front elevation- 53 High Street, Newmarket, Suffolk. Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

D/25/09/6.02 Resolved

The Committee voiced no objection.

D/25/09/6/3 DC/25/1281/FUL - Planning application- two windows to front elevation- Studlands Park Industrial Estate, Travis Perkins, Studlands Park Avenue, Newmarket, Suffolk. Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

D/25/09/6.03 Resolved

The Committee voiced no objection.

D/25/09/6/4 DC/25/1320/TPO - TPO 012 (1956) Tree preservation order - one Horse Chestnut (marked on plan) overall crown reduction by up to two metres - 31 Norfolk Avenue, Newmarket, Suffolk. Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

D/25/09/6.04 Resolved

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

D/25/09/7 Amended and Deferred Plans

D/25/09/7/1 DC/25/1209/TCA – Clarehaven Stables, 57 Bury Road, Newmarket – deferred pending information regarding trees to be felled. Cllr Harvey made a proposal, seconded by Cllr Berry. A vote was taken which was unanimous and the

following was agreed:

D/25/09/7.01 Resolved

The Committee actively encourages responsible tree management and following the receipt of confirmation that the trees are in a poor condition supports the recommendation of the Tree Officer to grant permission to fell the trees.

D/25/09/8 Planning Appeals

None noted.

D/25/09/9 East Cambs Planning Applications

The East Cambs Weekly Lists were noted.

D/25/09/10 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

The following West Suffolk Planning Determinations were received during weeks commencing 11/08/2025 & 18/08/2025.

Applications	Description	Address	WS Decision	NTC Decision
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 Suffolk	Approved	No objection
DC/25/0664/FUL	Planning application - one replacement multi-use games area/playzone with associated lighting, landscaping and hardstanding link to path.	Studlands Park Sports Club Hyperion Way Newmarket Suffolk	Approved	No objection
DC/25/0665/ADV	Application for advertisement consent – non-illuminated vinyl banners fixed to perimeter fence.	Studlands Park Sports Club Hyperion Way Newmarket Suffolk	Approved	No objection

D/25/09/11 Delegation Panel Decisions

DC/24/1774/FUL - Planning application - a. change of use for first floor from shop store (use class E) to residential dwelling (use class C3) b. first floor rear extension - 13A Wellington Street, Newmarket.

It was noted that the Panel agreed with the Officer's recommendation to grant permission. Further enquiries will be made regarding the status of this application and whether there is an opportunity to express the committee's views that would require that WS officers are satisfied that room sizes are sufficient and that this is likely to increase parking stress in the area.

D/25/09/12 Licensing

PL192 – Cherry Tree Pub – 117 Exning Road, Newmarket - Application to vary a premises licence. Cllr Harvey made a proposal, seconded by Cllr Berry. A vote was taken which was unanimous and the following was agreed:

D/25/09/12.01 Resolved

The Committee objected to removing the maximum number from 130

(effectively thereby inappropriately allowing unlimited numbers), removing the requirement for no outside music (potential noise nuisance as close to residential) and any expansion into the parking area potentially resulting in displacement of vehicles into neighbouring streets.

D/25/09/13 Enforcement

Exning Road carwash – A letter from a resident regarding the unlawful carwash on Exning Road was discussed. An update was given and WSC Enforcement and Environmental are looking into the issues and their reports are awaited. This item will be added to the enforcement issues list.

Other enforcement issues – the next Working Group meeting will be held on 9th September 2025. Cllr Hulbert reported that another 2 cars had been dumped in Nimbus Way and another in The Avenue, and this has been reported to WSC. An update is awaited.

D/25/09/14 Working Group Reports

There were no reports.

D/25/09/15 Correspondence

Notification received from WSC that a decision will be made by WSC on whether to go out to public consultation on the Rowley Drive Masterplan.

D/25/09/16 Date of Next Meeting

Monday 15th September 2025 at the Memorial Hall.

Meeting closed 6:52pm.

Signed ____ Cllr R.Hood _____ Date ____15.09.25_____

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/25/09/4.01 Resolved</u>	That the minutes of the Development & Planning Committee held on 18th August 2025 be adopted and were signed as a true record by the Vice Chair of the Development & Planning Committee.
<u>D/25/09/6.01 Resolved</u>	The Committee actively encourages responsible tree management and object to the felling of healthy trees. The Committee does not object to this application and requested that the application be submitted to the Tree Officer for consideration and a full report. If the trees are to be felled, that they be felled outside of the bird nesting season and the Committee requests that suitable replacements be planted.
<u>D/25/09/6.02 Resolved</u>	The Committee voiced no objection.

<u>D/25/09/6.03 Resolved</u>	The Committee voiced no objection.
<u>D/25/09/6.04 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/25/09/7.01 Resolved</u>	The Committee actively encourages responsible tree management and supports the recommendation of the Tree Officer to grant permission to fell the trees.
<u>D/25/09/12.01 Resolved</u>	The Committee objected to removing the maximum number from 130 (effectively thereby inappropriately allowing unlimited numbers), removing the requirement for no outside music (potential noise nuisance as close to residential) and any expansion into the parking area potentially resulting in displacement of vehicles into neighbouring streets.

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Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee
Held on Monday 15th September 2025 at 6.15pm

Attendance:

Councillor R Hood (Chair)
 Councillor J Harvey

Councillor K Yarrow

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

Minute	Action by
D/25/09/17 <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 announced that the Fire Safety Notice was not required and confirmed that the meeting was being recorded by the Minute Assistant.	
D/25/09/18 <u>Apologies</u> Apologies were received from Cllrs Berry, Drummond, Hulbert, Jarvis, Jones, McHugh and Nobbs.	
D/25/09/19 <u>Declaration of Members Interests & to Remind Councillors of the need to keep up to date their Register of Member's Interests and to Consider any Requests Received for Member's Dispensation</u> None noted. There were no requests for dispensation.	
D/25/09/20 <u>To Confirm the Minutes of the Meeting Held on 1st September 2025 and any Matters Arising</u> The Chair presented the minutes of the Development & Planning Committee held on 1st September 2025 and Cllr Harvey made a proposal, seconded by Cllr Hood. A vote was taken which was unanimous and the following was agreed: <u>D/25/09/20.01 Resolved</u> That the minutes of the Development & Planning Committee held on 1st September 2025 be adopted and were signed as a true record by the Chair of the Development & Planning Committee. Matters arising: Page 1 - D/25/08/32/1 – Grosvenor Car Park – a meeting was held on Tuesday 9th September 2025 with Cllrs Harvey and Hood, the Town Clerk and Matthew Fox, an Officer from SCC Highways, to discuss the pedestrian access. Page 4 – D/25/09/13 – Enforcement – the Exning Road car wash was discussed and it was noted that a structure has now been installed without planning permission. They	

are opening the drain covers to dispose of the dirty water in the manholes; this has been reported to the Environment Agency. Deputy Town Clerk was asked to make further enquiries regarding ownership, licence, planning permission and environmental issues.

D/25/09/21 Public Open Session

No members of the public were present.

D/25/09/22 Planning Applications

D/25/09/22/1 DC/25/1276/TCA – Trees in a conservation area notification – one bird cherry, two grafted cherry (marked on plan) fell – 1 The Severals, Newmarket. Cllr Hood made a proposal, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

D/25/09/22.01 Resolved

The Committee actively encourages responsible tree management and object to the felling of healthy trees. The Committee supported the objections from the neighbours and strongly objected to this application given the importance of the trees and visual impact in a Conservation Area. Alternative ways to manage the trees within the paving area were requested.

D/25/09/22/2 DC/25/1142/FUL - Planning application – altered entrance staircase to front elevation – 138 High Street, Newmarket. Cllr Hood made a proposal, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

D/25/09/22.02 Resolved

The Committee strongly objected on the grounds that this is an important building in a Conservation Area and will affect the visual impact. The current entrance and door is a feature and should be preserved.

D/25/09/22/3 DC/25/1327/P3CMA – Prior approval application under Part 3 of the Town and Country Planning (General Permitted Development) Order 2015 – change of use from commercial/ business/ service to ten dwellings (class C3) – 138 High Street, Newmarket. Cllr Hood made a proposal, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

D/25/09/22.03 Resolved

The Committee placed a holding objection and requested an extension to conduct a site visit; if an extension is not possible that delegation is given to Cllrs Hood, Harvey and Yarrow to formulate a response after the site visit.

D/25/09/22/4 DC/25/1380/TCA – Trees in a conservation area notification – two silver birch, 15 amelanchier/crab apple (marked on plan as group 3) fell – Land At Meridian Gardens, Newmarket. Cllr Hood made a proposal, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

D/25/09/22.04 Resolved

Committee actively encourages responsible tree management and object to the felling of healthy trees. The Committee strongly object to this application and

referred to the previous application where the majority of residents had objected and there is no written evidence to support felling the trees.

D/25/09/22/5 DC/25/1297/ADV – Application for advertisement consent – one non-illuminated fascia sign – 107 High Street, Newmarket. Cllr Yarrow made a proposal, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

D/25/09/22.05 Resolved

The Committee supported and welcomed the change to the colour scheme and adherence to WSC Shopfront Policy regarding heritage materials and colour; however The Committee objected to this application for the reason that. the size of the sign remains unacceptable for a Conservation Area and needs to be reduced to make it proportionate.

Cllr Winter joined the meeting as an observer at 6:50pm

D/25/09/23 Planning Applications Amended and Deferred Plans

None noted.

D/25/09/24 Planning Appeals

None noted.

D/25/09/25 East Cambs Planning Applications

The East Cambs Weekly Lists were noted.

D/25/09/26 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

West Suffolk Planning Determinations received during weeks commencing 25/08/2025 & 01/09/2025.

Applications	Description	Address	WS Decision	NTC Decision
DC/25/1169/TCA	Trees in a conservation area notification - one acacia (T1 on plan) remove three lowest branches on the western aspect, one cotoneaster (T2 on plan) overall crown reduction by four metres, one willow (T3 on plan) re pollard to 10 metres above ground level.	Paddocks Lodge 18 The Avenue Newmarket Suffolk	Approved	No objection
DC/25/1145/TCA	Trees in Conservation area Notification - one Acacia (marked A1 on plan) - re-pollard to three metres above ground level.	45 Rous Road Newmarket Suffolk	Approved	No objection
DC/25/1068/HH	Householder planning application - front porch (following demolition of existing porch).	26 Paget Place Newmarket Suffolk	Approved	No objection
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	Approved	No objection
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	Withdrawn	Objected
DC/25/1209/TCA	Trees in a conservation area notification - two horse chestnut (T1 and T2 on	Clarehaven Stable 57 Bury Road	Approved	No objection

	plan), one wellingtonia (T5 on plan) fell, one horse chestnut (T3 on plan) reduce height by 10 metres, one horse chestnut (T4 on plan) reduce branch over road by two metres.	Newmarket Suffolk			
DC/25/1107/TPO	TPO 005 (2022) tree preservation order - one yew (T14 on plan and on order) overall crown reduction by one 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 Suffolk	Approved	No objection	
DC/25/0964/FUL	Planning application - alterations to ground floor windows on front elevation.	53 High Street Newmarket Suffolk	Approved	Holding objection	

D/25/09/27 Delegation Panel Decisions

DC/25/0061/FUL - Planning application - a. Subdivision of one flat to create two flats b. single storey rear extension c. new door opening and alterations to shop front - 20-21 St Marys Square, Newmarket.

It was noted that the Panel agreed with the Officer's recommendation to grant permission and the meeting voiced no objections.

D/25/09/28 Licensing

Premises Licence – Papa Johns – 1 The Island Fred Archer Way Newmarket - Application for a premises licence to provide late refreshments in/outdoors Monday – Sunday 23:00 - 0300. Cllr Hood made a proposal, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

D/25/09/28.01 Resolved

The Committee deferred the decision to the WSC Licence Officer.

D/25/09/29 Enforcement

38 Mill Road apparently operating as an AirBnB was discussed and the meeting requested that the DTC raise this as a new enforcement case with WSC. The Working Group will continue to pursue the current outstanding enforcement issues.

D/25/09/30 Working Group Reports

There were no reports.

D/25/09/31 Correspondence

Planning Application to ECDC for a Solar farm – Long Barrow Solar South of Swaffham Prior Village. An item will be added to the next full Town Council agenda to discuss further.

D/25/09/32 Date of Next Meeting

Monday 6th October 2025 at the Memorial Hall.

Meeting closed 7:07pm.

Signed _____ Date _____

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/25/09/20.01 Resolved</u>	That the minutes of the Development & Planning Committee held on 1 st September 2025 be adopted and were signed as a true record by the Chair of the Development & Planning Committee.
<u>D/25/09/22.01 Resolved</u>	The Committee actively encourages responsible tree management and object to the felling of healthy trees. The Committee supported the objections from the neighbours and strongly objected to this application given the importance of the trees and visual impact in a Conservation Area. Alternative ways to manage the trees within the paving area were requested.
<u>D/25/09/22.02 Resolved</u>	The Committee strongly objected on the grounds that this is an important building in a Conservation Area and will affect the visual impact. The current entrance and door is a feature and should be preserved.
<u>D/25/09/22.03 Resolved</u>	The Committee placed a holding objection and requested an extension to conduct a site visit; if an extension is not possible that delegation is given to Cllrs Hood, Harvey and Yarrow to formulate a response after the site visit.
<u>D/25/09/22.04 Resolved</u>	The Committee actively encourages responsible tree management. The Committee placed a holding objection and requested an extension to conduct a site visit; if an extension is not possible that delegation is given to Cllrs Hood, Harvey and Yarrow to formulate a response after the site visit.
<u>D/25/09/22.05 Resolved</u>	The Committee supported and welcomed the change to the colour scheme and adherence to WSC Shopfront Policy regarding heritage materials and colour; however The Committee objected to this application for the reason that. the size of the sign remains unacceptable for a Conservation Area and needs to be reduced to make it proportionate.
<u>D/25/09/28.01 Resolved</u>	The Committee deferred the decision to the WSC Licence Officer.

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Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Community Services Committee Held on Monday 1st September 2025 at 7:15pm

Attendance:

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

Councillor P Hulbert
Councillor J McHugh (Vice Chair)

Also Present: C Whitaker – Town Clerk, N Alecock – Deputy Town Clerk and J Ashton – Minute Assistant.

Minute

C/25/09/1 Chair to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded

The Chair opened the meeting and read out the fire safety notice and confirmed that the meeting was being recorded by the Minute Assistant.

C/25/09/2 Apologies for Absence

Apologies were received from Cllrs Jarvis, Nobbs and Yarrow.

C/25/09/3 Declaration of Member's Interests and to Remind Councillors of the Need to Keep up to Date Their Register of Member's Interests and to Consider Any Requests Received for Members Dispensation

None noted. There were no requests for dispensations.

C/25/09/4 To Receive and Confirm for Accuracy the Minutes of the Community Services Committee Meeting Held on Monday 7th July 2025 and Any Matters Arising

Members received the minutes of the Community Services Committee meeting held on 7th July 2025 and Cllr McHugh made a proposal, seconded by Cllr Borda. A vote was taken which was unanimous and the following was agreed:

C/25/09/4.01 Resolved

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

Matters arising:

C/25/07/10/1 - Public Conveniences – it was confirmed that the project was going ahead.

C/25/09/5 Public Open Session

No members of the public were present.

C/25/09/6 To Receive the Accounts

The accounts for August 2025 were received and noted.

C/25/09/7 Bus Shelters

Book number 6 2025 -2026

An interim report regarding the overhaul/replacement of two council-owned shelters with Heritage shelters was considered and Cllr Winter made a proposal, seconded by Cllr Harvey. A vote was taken the results were as follows:

Votes For: Cllrs Winter, Harvey, McHugh and Borda

Votes Against: Cllr Hulbert

The following was agreed:

25/09/7.01 Recommendation

That collating all costs for both bus shelters overhaul/replacement and RTI installation continues. To research and apply for all relevant funding available.

C/25/09/8 Correspondence

None noted.

C/25/09/9 Date of Next Meeting

Monday 3rd November 2025 at the Memorial Hall.

Meeting closed at 7:26pm.

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>C/25/09/4.01 Resolved</u>	That the minutes of the Community Services Committee meeting held on 7th July 2025 be adopted and signed as a true record by the Chair of the Community Services Committee.
<u>25/09/7.01 Recommendation</u>	That collating all costs for both bus shelters overhaul/replacement and RTI installation continues. To research and apply for all relevant funding available.



Item 11c

Newmarket

TOWN COUNCIL

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

Attendance:

Councillor J Harvey (Chairman)
Councillor R Hood

Councillor P Winter
Councillor K Yarrow

Also Present: C Whitaker – Town Clerk and J Ashton – Minute Assistant.

Minute

F/25/09/1 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 proceedings were being recorded by the Minute Assistant.

F/25/09/2 Apologies for Absence

Apologies were received from Cllrs Drummond, Hulbert and McHugh.

F/25/09/3 Declaration of Member's Interests and to Remind Councillors of the Need to Keep up to Date their Register of Member's Interests and to Consider any Requests Received for Member's Dispensation

None noted. There were no requests for Member's Dispensation.

F/25/09/4 To Confirm the Minutes of the Meeting Held on 21st July 2025 and any Matters Arising

Members received the minutes of the Finance & Policy Committee meeting held on 21st July 2025 and Cllr Harvey made a proposal, seconded by Cllr Hood. A vote was taken which was unanimous and the following was agreed:

F/25/09/4.01 Resolved

That the minutes of the Finance & Policy Committee meeting held on 21st July 2025 be adopted and signed as a true record by the Chair of the Finance & Planning Committee.

There were no matters arising.

F/25/09/5 Public Open Session

No members of the public were present.

F/25/09/6 Submission of Schedules of Payments for Information CB1 – CB5

Members reviewed CB1 – CB5 for months 4 and 5. Cllr Harvey made a proposal, seconded by Cllr Winter. A vote was taken which was unanimous and the following was agreed:

F/25/09/6.01 Recommendation

That the ratification of the schedules of payments for the period 01/07/2025 – 31/07/2025 and 01/08/2025 – 31/08/2025 (Cash Book 1 - 5) be received and adopted.

F/25/09/7 To Confirm the Bank Statement Balances & Related Bank Reconciliation have been signed by the Chairman of F&P Committee

The Chair of the Finance & Policy Committee confirmed scrutiny of the bank reconciliations relating to the end of 31/08/2025 (month 5) for the Town Council's Current, Petty Cash, Salaries, Barclaycard and CCLA Cashbooks.

F/25/09/8 To Receive the Income and Expenditure

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

F/25/09/9 Small Grants

Newmarket District Guides – the request for a grant to support an event for activities, catering and attendance was considered. Cllr Harvey made a proposal, seconded by Cllr Yarrow. A vote was taken which was unanimous and the following was agreed:

F/25/09/9.01 Recommendation

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

Newmarket Joggers - the request for a grant to purchase a replacement rechargeable floodlight was considered. Cllr Harvey made a proposal, seconded by Cllr Hood. A vote was taken which was unanimous and the following was agreed:

F/25/09/9.02 Recommendation

That the request from Newmarket Joggers for a grant be approved and be awarded £700.

F/25/09/10 Health and Safety

The monthly Health and Safety report was received and noted.

F/25/09/11 Correspondence

None noted.

F/25/09/12 Date of Next Meeting

Monday 10th November 2025 at the Memorial Hall.

Meeting closed at 7:34pm

Signed _____ Date _____

Summary of Recommendations	Recommendation Wording
<u>F/25/09/4.01 Resolved</u>	That the minutes of the Finance & Policy Committee meeting held on 21st July 2025 be adopted and signed as a true record by the Chair of the Finance & Planning Committee.
<u>F/25/09/6.01 Recommendation</u>	That the ratification of the schedules of payments for the period 01/07/2025 – 31/07/2025 and 01/08/2025 – 31/08/2025 (Cash Book 1 - 5) be received and adopted.

<u>F/25/09/9.01 Recommendation</u>	That the request from Newmarket District Guides for a grant be approved and be awarded £1,000.
<u>F/25/09/9.02 Recommendation</u>	That the request from Newmarket Joggers for a grant be approved and be awarded £700.

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Newmarket

TOWN COUNCIL

Report to	Full Town Council
Subject	Full Council Working Groups update
Purpose	Information
Classification	Unrestricted
Meeting date	22 September 2025
Item number	12
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.
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.
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Report to	Full Council Committee
Subject	Youth Strategy
Purpose	Decision
Classification	Unrestricted
Meeting date	22nd September 2025
Item number	13 a and b
Written By	Cathy Whitaker – Town Clerk

Summary: This report outlines two proposals for Newmarket Town Council to facilitate activities in line with its Youth Strategy policy.

1: Youth Hub – already launched at the Pavilion weekly in collaboration with Newmarket Charitable Foundation. Initially 2 x late afternoon sessions for school aged children after school.

RECOMMENDATION: That the hire fee for the Pavilion be set to zero and that Newmarket Charitable Foundation will donate £2,000 per annum to Newmarket Town Council.

2: Young adults Hub – Suffolk County Council's Families and Communities have requested a space for a monthly drop-in session for two hours on a Thursday for young adults aged 16-24 who are not in education, learning or training.

RECOMMENDATION: That the Pavilion be made available on a monthly basis free of charge for two hours.

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Newmarket Town Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2025

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Section 16 of the Accounts and Audit Regulations 2015 (SI 2015/234)

	Notes
1. The audit of accounts for Newmarket Town Council for the year ended 31 March 2025 has been completed and the accounts have been published.	This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.
2. The Annual Governance & Accountability Return including the auditor's certificate and opinion is available for inspection and copying by any local government elector of the area of Newmarket Town Council on application to:	
(a) <u>C. WHITAKER. TOWN CLERK</u> <u>KING EDWARD VII MEMORIAL HALL</u> <u>HIGH STREET.</u> <u>NEWMARKET. CB8 2JP.</u>	(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR
(b) <u>MONDAY to FRIDAY</u> <u>10 - 2 pm</u>	(b) Insert the hours during which inspection rights may be exercised
3. Copies will be provided to any local government elector of the area on payment of £ <u>1.00</u> (c) for each copy of the Annual Governance & Accountability Return.	(c) Insert a reasonable sum for copying costs
Announcement made by: (d) <u>C. WHITAKER, TOWN CLERK.</u>	(d) Insert the name and position of person placing the notice
Date of announcement: (e) <u>4/9/25.</u>	(e) Insert the date of placing of the notice

Section 3 – External Auditor’s Report and Certificate 2024/25

In respect of

Newmarket Town Council – SF0285

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2025; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2024/25

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with *Proper Practices* and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

The smaller authority has confirmed that it has not complied with the governance Assertions in Section 1, Boxes 4 and 5, and it has provided the appointed auditor with an adequate explanation for non-compliance and details of the actions necessary to address weaknesses identified. These responses are consistent with the internal auditor’s responses to internal control objectives C, M and N on the Annual Internal Audit Report.

3 External auditor certificate 2024/25

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2025.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

PKF Littlejohn LLP

Date

01/09/2025

Section 1 – Annual Governance Statement 2024/25

We acknowledge as the members of:

NEWMARKET TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2025, that:

	Agreed		Yes* means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.		✓	during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.		✓	considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

27/05/2025

and recorded as minute reference:

25/05/16.01

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

PM Lister

Clerk

Quint

www.newmarket.gov.uk

Section 2 – Accounting Statements 2024/25 for

NEWMARKET TOWN COUNCIL

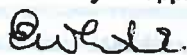
	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	
1. Balances brought forward	431,807	487,263	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	823,069	923,030	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	146,974	184,099	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	236,405	206,545	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	89,864	89,864	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	588,318	583,136	Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	487,263	714,847	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).

8. Total value of cash and short term investments	463,575	750,425	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	4,538,015	4,538,087	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	664,339	602,737	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)			✓	The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2025 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval



Date

26/05/2025

I confirm that these Accounting Statements were approved by this authority on this date:

27/05/2025

as recorded in minute reference:

25/05/16.02

Signed by Chair of the meeting where the Accounting Statements were approved



Annual Internal Audit Report 2024/25

NEWMARKET TOWN COUNCIL

www.newmarket.gov.uk

During the financial year ended 31 March 2025, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2024/25 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.		✓	
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2023/24, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2023/24 AGAR tick "not covered")			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2024-25 AGAR period, were public rights in relation to the 2023-24 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).		✓	
N. The authority has complied with the publication requirements for 2023/24 AGAR (see AGAR Page 1 Guidance Notes).		✓	
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

04/12/2024 08/05/2025

Name of person who carried out the internal audit

H HEELIS (HEELIS & LODGE)

Signature of person who carried out the internal audit



Date

08/05/2025

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

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Report to	Full Council Committee
Subject	Railway 200 Project
Purpose	Decision
Classification	Unrestricted
Meeting date	22nd September 2025
Item number	15
Written By	Cathy Whitaker – Town Clerk

Summary: This report outlines the plans for the Railway 200 Project.

1.	Introduction
a.	Working collaboratively with Discover Newmarket, Railway 200, Newmarket Journal – and liaising with Greater Anglia and Network Rail: plans to mark the Railway 200 Project with events, commemoration and education – specifically around the history of Newmarket railways.
b.	The Railway 200 museum train is not visiting Newmarket, but will visit Cambridge – dates tbc.
2.	Context
a.	Newmarket wishes to mark this anniversary and bring education and awareness regarding its unique railway past.
b.	Friday 31 st October and Saturday 1 st November – Ely Model Rail Club are displaying in the Memorial Hall – times tbc. Railway 200 information in place.
3.	Proposal/Options
a.	A Railway 200 Red Plaque – placed at the train station platform to commemorate the railway horses (see example attached). Friendly pictorial/text Interpretation boards – initially at the rail station platform (see example attached) – and later at the sites of the two other railway locations (Bury Road and Old Station Road) and possibly Railway Crossing. An invitation only launch with Press – tbc Friday 31 st October 10am on rail platform.
4.	Financial/Resource Implications
a.	Red Plaque – c.£600. Interpretation boards – prices tbc. Discover Newmarket liaising with R Wood and A Hayes regarding board content.
b.	Greater Anglia have committed to fund to the value of the equivalent of 4 x A1 standard noticeboards. EMR Town Tourism account stands at £5,000 and all other costs will be funded from this.
5.	Next Steps/Recommendations
a.	To approve the expenditure for a Red Railway 200 Commemoration Plaque and the interpretation boards at the rail station and remote historical locations.





Report to	Full Council Committee
Subject	Newmarket Market
Purpose	Decision
Classification	Unrestricted
Meeting date	22 nd September 2025
Item number	16
Written By	Cathy Whitaker – Town Clerk

Summary: This report outlines a proposal by West Suffolk Council regarding the location of the market on Tuesdays and Saturdays in Newmarket.

This follows a meeting between Cllr Winter and Harvey and the Town Clerk with representatives from WSC on 5th September. (see attached evaluation sheet by NTC)

Attached are four DRAFT schematics of possible layout for the Market Square, should that become the location of choice.

Newmarket Market Location Proposal (version written in partnership by WSC and NTC)

Following a meeting on 5 September 2025 between representatives of West Suffolk Council (WSC) and Newmarket Town Council (NTC) the following proposal, as requested by NTC representatives, sets out the basis for a shared agreement between the two councils on the future location and an ambitious development of the market, working in partnership with local town councillors in co-creating benefits for Newmarket town and community.

Background

In 2022 stakeholders shared a vision to “create a safe high-quality public space on the High Street which can accommodate the market; that complements and enhances the town’s historic centre and that can serve as a focal point for civic identity and community activity in the town. “

This aspiration was understood. However, despite extensive investigations to relocate the market to the High Street, through several options, the implementation of this scheme in its various potential iterations has proved to be cost prohibitive and/or impracticable (significantly including in relation to highways safety).

NTC identified Exeter Road as a potential alternative site so this proposal will be looked at in more detail and costings obtained. Highways has indicated that a regular closure could be possible in principle, but does not believe at this stage that pedestrianisation would be feasible.

Current Position

The current market square that currently hosts the market provides ample and safe space for the market at its current scale in addition to the potential for growth as traders increase. In addition, it also offers a simple and cost-effective solution to waste management and provides a useful “park and collect” function. While not back at historic levels and facing the challenges all markets and retail in general are facing, traders have increased since 2024 from 2 to 3 weekly on average to 6 to 7, with an additional 13 at Makers Markets.

However, it is fully recognised that the market square is not without its limitations and the recent analysis by Newmarket Town Council sets out the following issues:

- Area more remote/less visible/reduced footfall
- Area/Environment unattractive (Vape, etc.)
- Used for parking

These points are accepted by West Suffolk Council, which is keen to move forward on them. The Council is also keen to pursue the objective in its own markets development plan to build stronger partnerships with local town councils in the running of all its markets.

Proposal

It is proposed that key town stakeholders work in partnership for the benefit of the market and focus on making improvements to the existing market location on market square. Support is sought from all town stakeholders to develop the market and local input is needed to ensure the space becomes fit for community purpose.

A range of interventions can be agreed such as making a permanent public space on part of market square, reconfiguring the steps and ramp and making visual improvements to the area. Design work can be commissioned to transform the market area into an attractive, functioning location to build on the existing growth of the market. An indicative scheme has been drawn up but not yet costed but existing funding below could support that immediately.

Therefore, the existing funding from SIGIF (£100,000) could be allocated to this work and the separate S106 (£101,991.11) could be allocated to making improvements to the High Street, in line with the S106 agreement. Such as new lighting columns as suggested by Newmarket Town Council (for which quotes have been obtained from Suffolk County Council).

Going forward, while WSC would continue to manage and fund the market operationally, it would also be keen for the Town Council to take a more direct role in its marketing and future development plans. Allowing the market to be presented to users and traders as a collaboration between the two councils. WSC confirms that it is not looking for operational resource from the Town Council, only to promote the markets.

The immediate proposal is that WSC release the S106 funding for the High Street (which is wanted in the short-term by NTC for streetlight improvements) and to confirm that the market is not moving to the High Street. Once this is done we can collectively look at the proposals for the Market Square and Exeter Road.

NTC RECOMMENDATION

That the Town Council approves the proposal by WSC to release the Section 106 funds for the High Street for NTC to use in the short-term for the replacement of street lights.

That the Town Council resolves to cease seeking a location move to the High Street for Newmarket Market, enabling WSC to begin the process of looking at the proposals for Market Square and Exeter Road.

Option 1

Option 1 aims to formalise the existing market configuration by creating a central space to accommodate the market flanked by two new permanent public spaces. Option compatible with car parking on the market space on non-market days

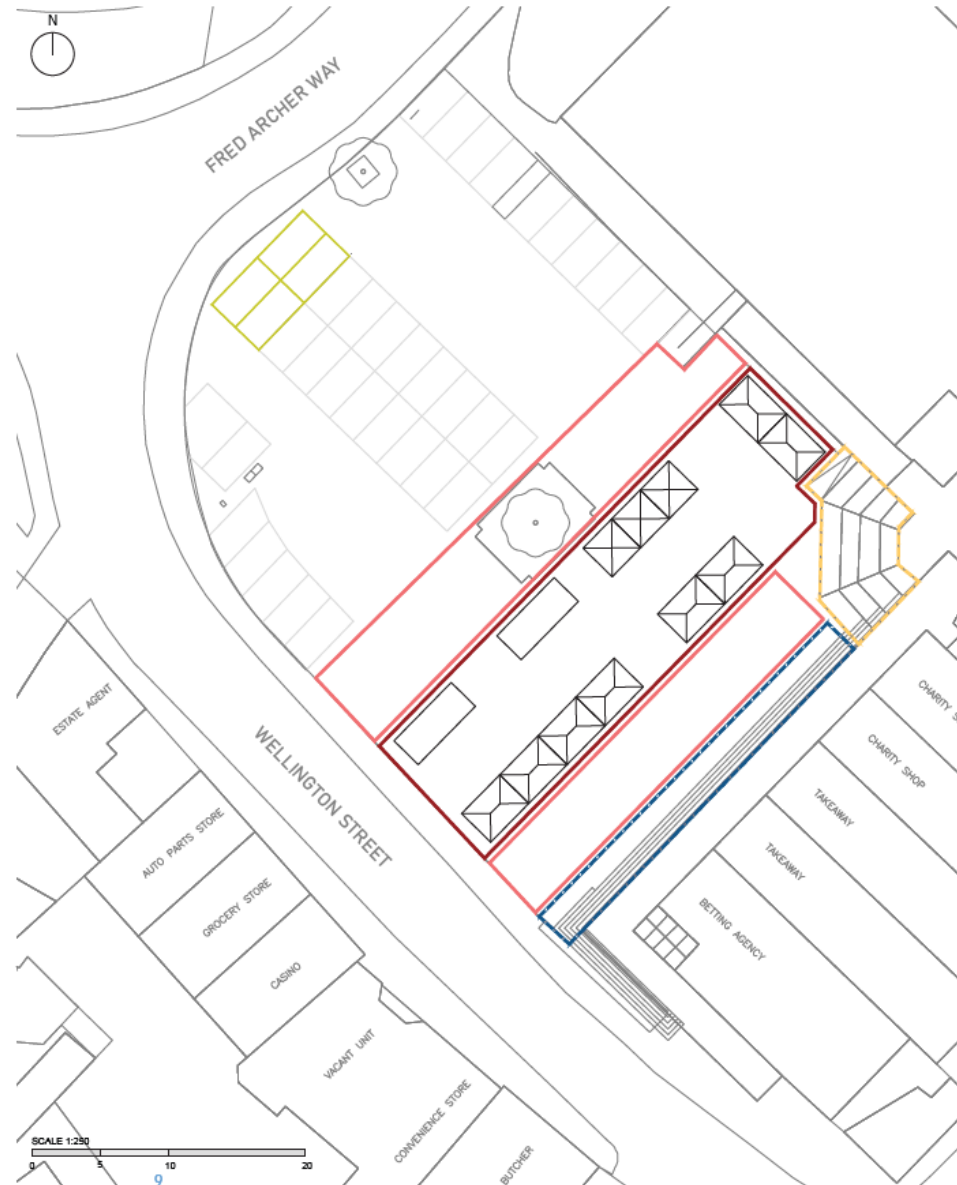
PROS

- **Structure:** Market space delineated by permanent public spaces north and south and physically separated from car park. Flexible square function on non-market days.
- **Connectivity:** Corridor-like entrance to The Guineas, supporting a pedestrian desire line.
- **Activation:** Southern permanent public space to generate activity along the steps area.
- **Sunlight:** Western parts of market and permanent public spaces benefit from sunlight

CONS

- **Logistics:** More challenging set-up for stalls further east in the market
- **Visibility:** Market less visible from surrounding areas

*Market stalls configuration is indicative



Option 2

Option 2 aims to formalise existing market configuration by creating two spaces to host the market east and west of the car park. The remaining space will include permanent street furniture and planting. Option compatible with car parking on the market space on non-market days

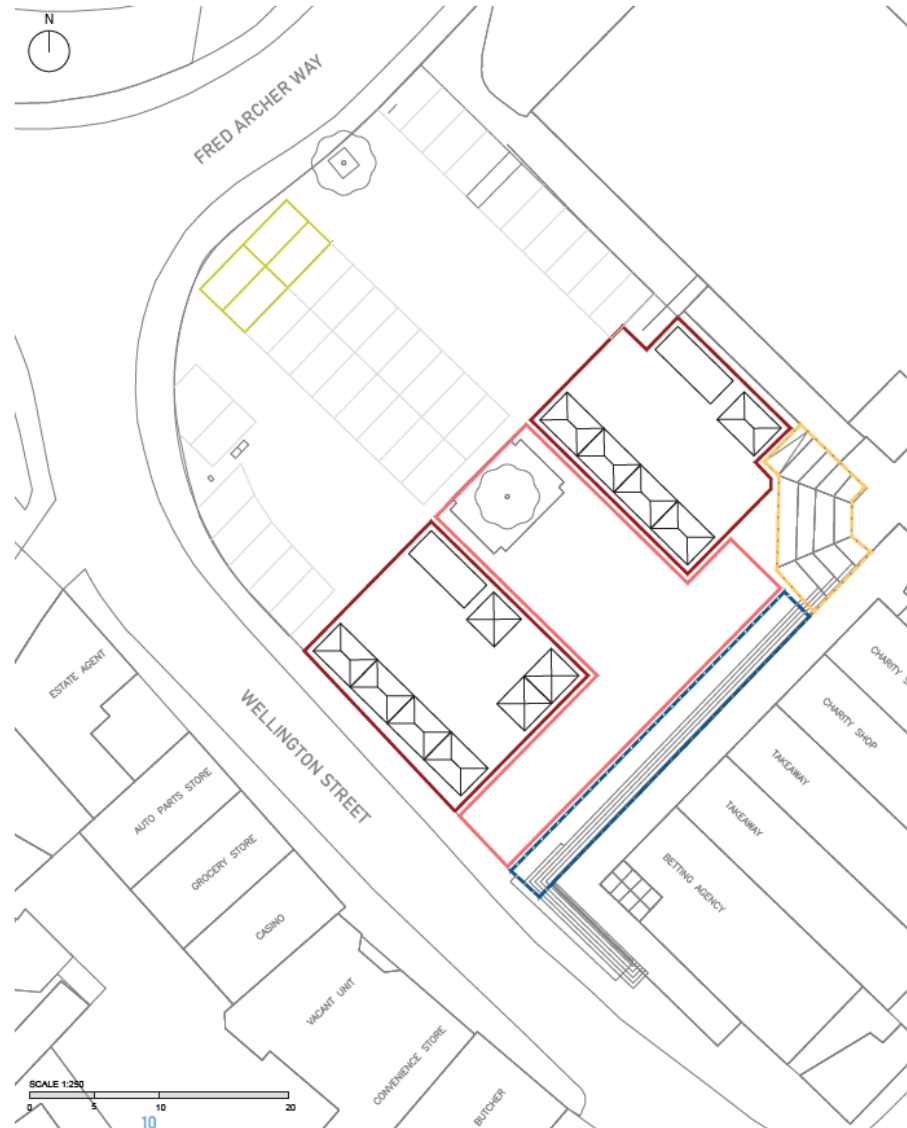
PROS

- Structure: Permanent public space in the middle, bounded by two smaller flexible spaces.
- Logistics: Market divided in two separate spaces, facilitating loading/unloading for stalls
- Visibility: Improved market visibility from Wellington Street and Mill Hill
- Activation: Southern permanent public space to generate activity along the steps area.
- Sunlight: Large market surface area benefits from sunlight

CONS

- Cohesiveness: Market space may feel like a continuation of car park space on non-market days.
- Flexibility: two smaller market spaces may provide less flexibility for events

*Market stalls configuration is indicative



Option 3

Option 3 aims to create a new L-shape public space to host the market adjacent to Wellington Street. The remaining space will include permanent street furniture and planting.

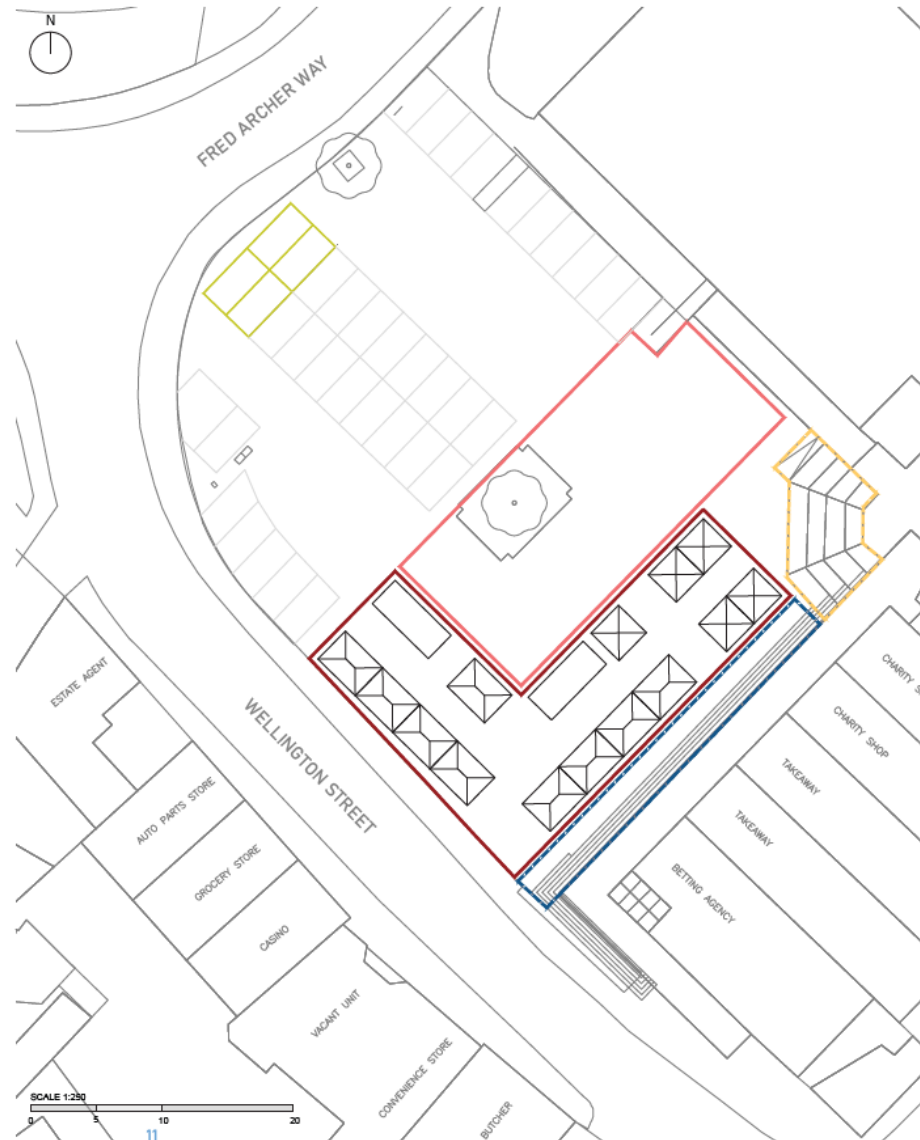
PROS

- Logistics: market may benefit from two sites for loading/unloading
- Visibility: improved visibility from Wellington Street
- Cohesiveness: Majority of the market space physically separated from car park
- Integration with surrounding space: Potential to expand market space onto Wellington Street
- Sunlight: Majority of the market benefits from sunlight

CONS

- Structure: shape of flexible market space lack enclosure/clear definition
- Activation: Flexible market space hinders further integration with steps area.

*Market stalls configuration is indicative



Option 4

Option 4 aims to create a new L-shape permanent public space adjacent to Wellington Street with the remaining space to host the market

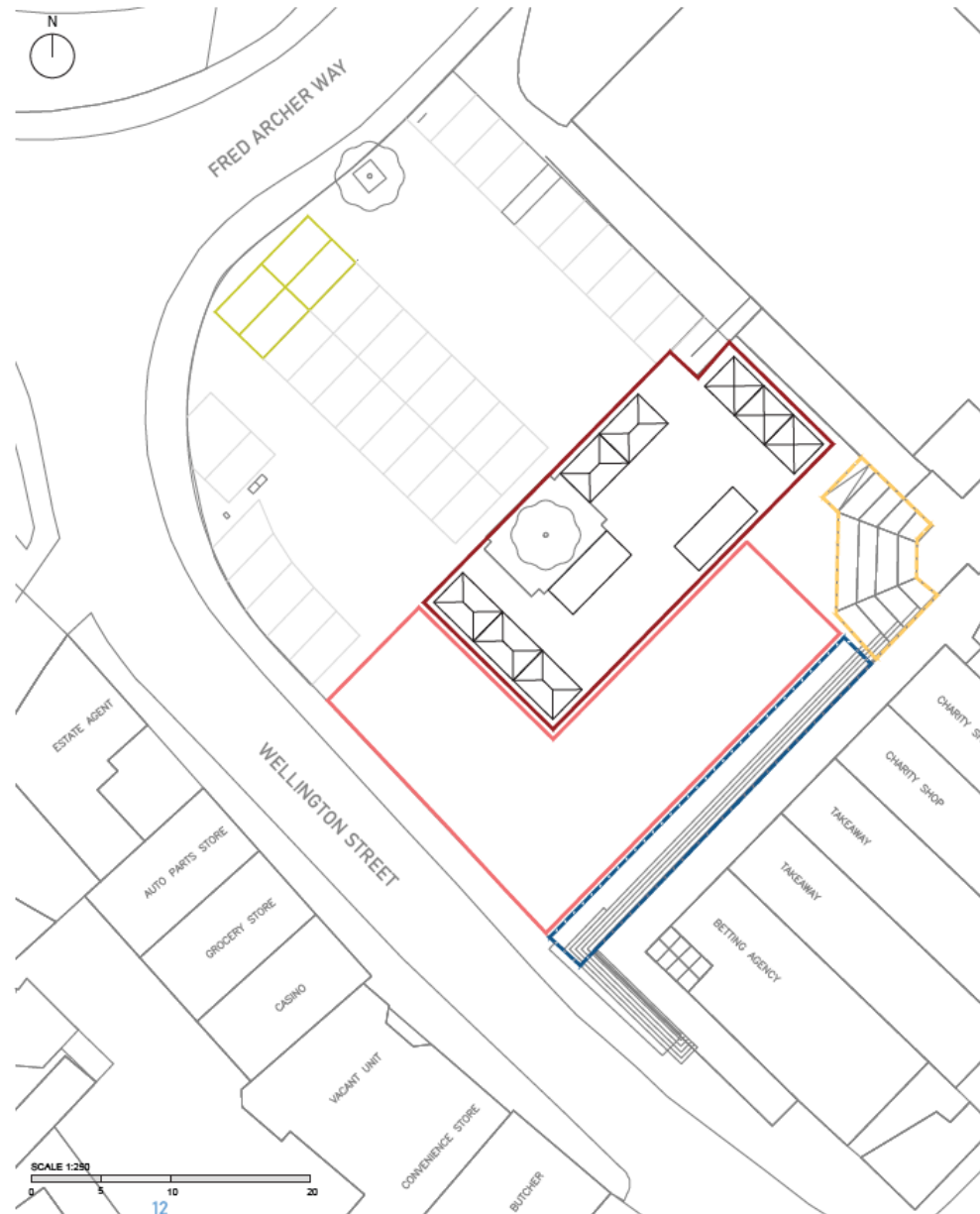
PROS

- Connectivity: opportunity links with Wellington Street and The Guineas
- Logistics: market may benefit from two sites for loading/unloading
- Activation: Southern permanent public space to generate activity along the steps area.

CONS

- Sunlight: Market would not benefit from sunlight
- Visibility: Market less visible from surrounding areas
- Integration with surrounding space: Market space separated from Wellington Street
- Cohesiveness: Market space feels like a continuation of car park space

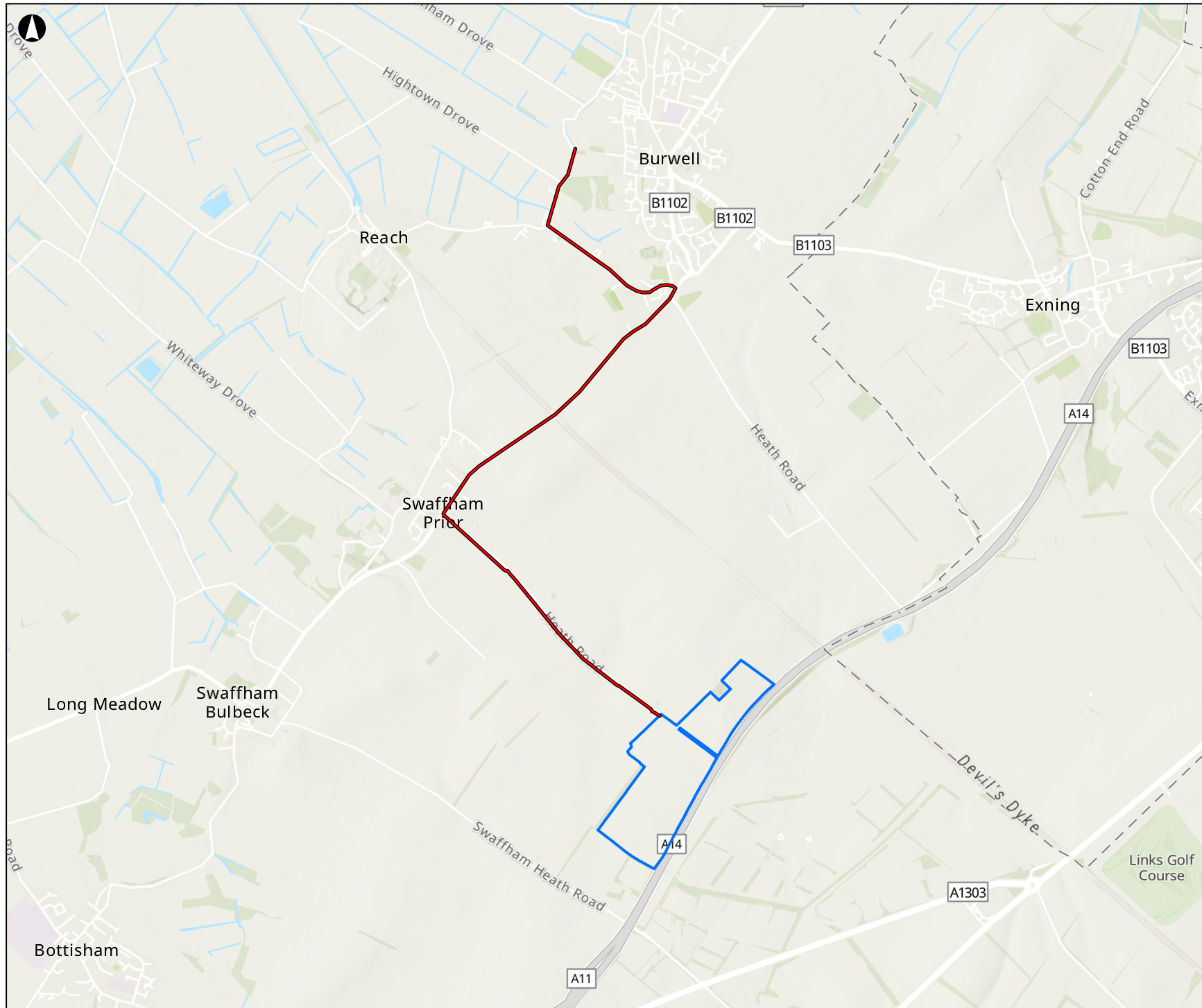
*Market stalls configuration is indicative



Market Evaluation (meeting Wed 3 September 2025 - PW, JH, TC) in preparation for meeting with WS Fri 5 Sept, 3pm.

Location options:		High Street (desired)	Market Square (current)	Exeter Rd (new) - pedestrianise	Other
				New suggestion: between High Street and Guineas Car Park exit slip road.	Palace Street discounted due to issues such as trader / Fire vehicle access, electrical, etc. Bill Tutte /others issues re space and access.
Pros		High visibility Increased footfall Adds to vibrancy in the High Street Increase in trade for High Street shops Increased parking income on market site to offset run costs	Name implies Market More flexible space Potential for expansion Waste collection already in place The market does have regulars in that location Potential use as public space Near Guineas Car Park	Would allow expansion of restaurants, etc into the area Readily accessible for traders Near Guineas Car Park	
Cons		Safety - Road / traffic / gazebos Need for barriers Running cost £40k (see *) Access / set-up for traders Less room for expansion Reduction in on-street parking on market days	Area more remote/less visible/reduced footfall Area unattractive Environment unattractive (Vape, etc) Used for parking	Access required for deliveries (rising bollards?) Less usable as public space Cost?	
Costs / income		Set up minimal cost but running approx £40k	?	?	
Constraints		Can't pedestrianise or divert traffic / A14 diversion route Necessity for barriers * WS not prepared to service waste		Highways / access? TRO	

Funding	S106 approx £101k Suffolk Inclusive Growth Investment Fund (SIGIF) £100k			
Questions	How much additional car park income on market site if market in High Street?	What are the current running costs?	Is possible re Highways?	
	Why Waste not supported when it is for the market square?		What would be the costs?	
Conclusions	Not feasible for safety, practical, cost and waste reasons	Area needs to be made more attractive	From Highways, operational and cost perspectives is this a realistic option?	Other potential sites?
	However funding required to enhance any location and the High Street	Better signage / link to the High Street (use the Guineas area too) Access / Ramp Management plan for expansion / public use		
	Alternative use of the funds if not moved to High Street:	Additional planters/plants, replace lamp posts, bus shelters/RTI, clean, improve shopfronts Any improvements to Market Square to be all / part-funded by Guineas landlords?		



Legend

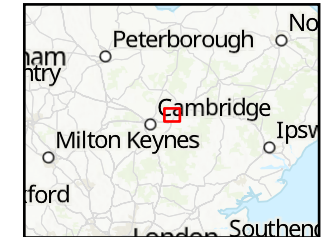
-  Cable Connection Route
-  Solar Development Site

A4

Coordinate System: British National Grid

World Topographic Map: Esri UK, Esri, TomTom, Garmin, Foursquare, GeoTechnologies, Inc, MET/NASA, USGS.

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Rev Date By Chkd Appd Authd

ARUP 

Drawing Title

Figure 1.1**Site Location Plan**Client
Low Carbon Solar Park 42 LimitedProject Name
Long Barrow SolarScale at A4
1:40,000Project Number
RevDrawing Number
1.1

Low Carbon Solar Park 42 Limited

Long Barrow Solar

Chapter 1: Introduction

July 2025

This report takes into account the particular instructions and requirements of our client. It is not intended for and should not be relied upon by any third party and no responsibility is undertaken to any third party.

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1. Introduction

1.1 Background

- 1.1.1 Low Carbon Solar Park 42 Limited (hereafter referred to as ‘the Applicant’) is seeking planning permission from East Cambridgeshire District Council (ECDC), as the local planning authority (LPA), to construct and operate a solar farm. The proposed solar farm would generate approximately 49.9 megawatts (‘MW’) output capacity (hereafter referred to as ‘the Proposed Development’). The ‘Site’ consists of two key areas; the photovoltaic (PV) farm (referred to as the ‘Solar Development Site’), and an electrical connection cable route (referred to as the ‘Cable Connection Route’). The Solar Development Site is located approximately 2.2km south of Swaffham Prior village and consists of agricultural fields.
- 1.1.2 The total area of the Site is approximately 80 hectares (ha) with approximately 75ha within the Solar Development Site and approximately 5ha within the 6.6km Cable Connection Route which will connect the Proposed Development to the existing UK Power Networks (UKPN) Substation to the north of the Proposed Development.
- 1.1.3 The Proposed Development falls within Schedule 2 of the Town and Country Planning (Environmental Impact Assessment) Regulations 2017, as amended (‘the EIA Regulations’) (UK Statutory Instruments, 2017). The Proposed Development has not undertaken formal EIA Screening or Scoping. Part of the Site has previously undergone EIA Screening (21/00854/SCREEN) and Scoping (21/01276/SCOPE) in 2021 for a different 49.9MW solar farm with battery energy storage across an area of 59ha. The Screening Opinion for the previous development has been taken into consideration when preparing the EIA scope for the Proposed Development and pre-application consultation has taken place between ECDC and the Applicant to agree the scope and approach. A Pre-application response was received from ECDC in September 2023.
- 1.1.4 The findings of the EIA undertaken are presented within this Environmental Statement (ES), which accompanies the application for planning permission for the Proposed Development. The ES is designed to inform readers of the nature of the Proposed Development, the likely environmental effects, and the measures proposed to protect the environment. Further detail on this is provided in **Chapter 3: EIA Assessment Methodology**.
- 1.1.5 This chapter is supported by **Figure 1.1: Site Location Plan (ES Volume III)**.

1.2 Solar Farms in the UK

- 1.2.1 The Proposed Development responds to the UK Government’s support for solar energy by providing a renewable energy supply that would reduce carbon emissions and assist in establishing a greater diversity of energy sources in the UK.
- 1.2.2 The Proposed Development would provide vital new energy infrastructure required to ensure security of supply to the UK, supporting the Department for Energy Security and Net Zero (DESNZ) in providing a more sustainable, low carbon economy. Solar power provides an important role in moving the UK away from its reliance on fossil fuels. The Proposed Development would also provide a positive contribution to the UK’s carbon reduction targets.

1.3 The Proposed Development

- 1.3.1 The Proposed Development would comprise a solar PV farm and associated infrastructure on approximately 75ha of land to the south of Swaffham Prior village (see **Figure 1.1 in ES**

Volume III). It is estimated that the solar PV panels would generate approximately 49.9MW of electricity, which is enough to power approximately 14,000 homes and displace approximately 9,500 tonnes of CO₂ per annum. The operational life of the Proposed Development is expected to be 40 years. The Proposed Development would comprise the following elements (subject to detailed design):

- Rows of solar PV panels;
- Approximately 18 inverters and transformers (within enclosed structures);
- One DNO (Distribution Network Operator) Substation and one Customer Substation/ Switchgear;
- An underground electrical cable connection to an existing UKPN Substation north of the Site (referred to as the 'Cable Connection Route');
- Internal access tracks;
- Internal buried cabling;
- Perimeter fence; and
- Closed circuit television (CCTV) cameras.

1.3.2 Further detail on the Proposed Development is contained within **Chapter 4: Proposed Development Description, Design Evolution and Alternatives.**

1.4 The Site and Setting

1.4.1 The Solar Development Site is located on agricultural land approximately 2.2km south of Swaffham Prior village. The Site is entirely within the administrative area of Cambridgeshire County Council and East Cambridgeshire District Council and is centred on National Grid Reference TL 58987 62289.

1.4.2 The Solar Development Site is currently used as agricultural land and is bounded by:

- Newmarket Bypass (A14) to the south and east;
- Agricultural land to the north; and
- Partridge Hall Farm and further agricultural land to the west.

1.4.3 The Cable Connection Route extends for approximately 6.6km across agricultural land adjacent and parallel to Heath Road, with a further section within the highways along the B1102, Reach Road and Weirs Drove. The Cable Connection Route includes a buried cable connection to connect the Solar Development Site with the existing UKPN Substation.

1.4.4 The wider area is rural in character. Beyond the farmsteads bordering the Site, residential and commercial properties are located in neighbouring small villages, the closest of which is a plant hire company.

1.4.5 The Solar Development Site is crossed by a public right of way (PRoW), which passes through the western section of the Solar Development Site.

1.4.6 Further information on the Site and its surroundings are detailed within **Chapter 2: Site Description.**

1.5 Legislation, Planning Policy and Guidance

- 1.5.1 This EIA has been undertaken with reference to local and national planning policy. Further details regarding the planning policies relevant to the Proposed Development are presented in the supporting Planning, Design and Access Statement submitted within the planning application and within **Chapter 5: Planning Policy Context**.

1.6 Environmental Statement Structure

- 1.6.1 This ES is split into three volumes (Volumes I to III) and a Non-Technical Summary (Volume IV). Volume I is the Main Report, Volume II is the accompanying Technical Appendices and Volume III is the accompanying Figures.
- 1.6.2 These documents and their components are described fully in **Chapter 3: EIA Assessment Methodology**.

1.7 Consultation

- 1.7.1 Consultation is integral to development proposals and related assessments that accompany an application for planning consent. The views of stakeholders serve to focus the environmental studies and to identify specific matters that require further investigation, as well as to inform aspects of the design of the Proposed Development. The scope of the technical assessments included in this ES have been consulted upon with key stakeholders, as detailed within **Chapters 6 to 8**.

1.8 Competence

- 1.8.1 Regulation 18 (5) of the EIA Regulations (UK Statutory Instruments, 2017) requires that in order to ensure the completeness and quality of the ES, the developer must ensure that the ES is prepared by competent experts and the ES must be accompanied by a statement from the developer outlining the relevant expertise or qualifications of such experts. In this regard, the EIA Lead, who has coordinated the preparation of this ES, is a full member of the Institute of Environmental Management and Assessment (IEMA) and a Chartered Environmentalist (CEnv). In addition, Arup are IEMA EIA Quality Mark accredited. Inputs across the various technical environmental disciplines have been provided by appropriately qualified discipline technical specialists.
- 1.8.2 The EIA Team have all carried out a number of previous EIAs and produced ESs for a wide variety of developments, including those similar to the Proposed Development. It is thus considered that the EIA Team who have prepared this ES comply with the requirements of Regulation 18 (5). Further information on the EIA team and relevant competence is detailed in the table below.

1.9 EIA Team

Table 1-1: EIA Team

Organisation	Expertise/EIA Input
Low Carbon Solar Park 42 Limited	Low Carbon Solar Park 42 Limited (c/o Low Carbon UK Solar Investment Company Ltd) is the Applicant and has provided input into the ES introductory chapters (Chapters 1-4).
Arup	EIA Co-ordinators; Authoring the ES introductory chapters (Chapters 1 – 4), cumulative effects assessments (Chapter 9) and the summary chapter (Chapter 10); and

Organisation	Expertise/EIA Input
	Preparation of the Non-Technical Summary (ES Volume IV).
DWD	Planning consultants and authors of Chapter 5: Legislative Framework and Policy Context.
Kernon	Agricultural specialist and authors of Chapter 6: Agricultural Land and Soils. Tony Kernon BSc (Hons), MRICS, FBIAC, who has over 35 years of experience in assessing the effects of development proposals on agricultural land and businesses.
Cotswold Archaeology	Archaeologists and authors of Chapter 7: Cultural Heritage. Cotswold Archaeology is a Registered Organisation with the Chartered Institute for Archaeologists (CIfA).
RHLA	Landscape architect and author of Chapter 8: Landscape and Visual Amenity. The LVIA has been undertaken by a Chartered Landscape Architect (CMLI) and Practitioner of the Institute of Environmental Management and Assessment (PIEMA), with 20 years' experience in LVIA and landscape design. This includes extensive experience of solar projects and schemes in East Cambridgeshire and West Suffolk

1.10 Other Documents

1.10.1 The ES forms part of the supplementary information supplied to ECDC with the Proposed Development planning application. The following documents, which do not form part of the ES, will also be submitted:

- Application Cover Letter;
- Application Form and Certificates;
- Community Infrastructure Levy ('CIL') form;
- Application drawings;
- Planning, Design and Access Statement;
- Site Selection Report;
- Consultation Report;
- Transport Report;
- Construction Traffic Management Plan;
- Flood Risk Assessment and Drainage Strategy;
- Preliminary Ecological Appraisal;
- Glint and Glare Assessment;
- Arboricultural Impact Assessment; and
- Noise Assessment.

References

UK Statutory Instruments, 2017. *The Town and Country Planning (Environmental Impact Assessment) Amendment Regulations*. [Online]
Available at: <https://www.legislation.gov.uk/uksi/2017/571/regulation/18>
[Accessed 23 June 2025].

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