

Membership from May 2025
Councillor Harvey (Chair)
Councillor Drummond (Vice)
Councillor Hood
Councillor Hulbert
Councillor McHugh
Councillor Perry
Councillor Winter
Councillor Yarrow

Members = 8
Quorum = 3



Newmarket

TOWN COUNCIL

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

You are hereby summoned to attend a meeting of the
FINANCE & POLICY COMMITTEE to be held at
Memorial Hall, High Street, Newmarket, CB8 8JP on
Monday 15th September 2025 at 7.15pm
*or following on from the Development and Planning
Committee meeting, whichever is later*

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

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

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

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

1. **Chair 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** – To receive and accept 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 previous meeting held 21st July 2025**
 - a) To consider and adopt the minutes, as a true record of the proceedings
 - b) To consider any matters arising
5. **Public participation** – an invitation to members of the public to make representations to Councillors. Resolutions can only be made on items on the agenda
Rules of public participation: no person may speak for longer than 3 minutes in total. The maximum time permitted for this item is 15 minutes. This is the only opportunity during the meeting, for members of the public to address Councillors.
6. **Submission of schedules of payments for information** - To approve cashbooks 1-5 for months 4 and 5
7. **Bank statements** – To confirm that the bank statement balances & related bank reconciliations have been signed by the Chair of the Finance & Policy Committee
8. **Accounts** – To receive and note the Income & Expenditure for the Finance & Policy Committee as at Month 5 closure
9. **Small Grant Applications** – to receive applications to the Council for funding
 - a) **Newmarket District Guides**
 - b) **Newmarket Joggers**
10. **Health, Safety and Facilities** – to receive a monthly report
11. **Correspondence**
12. Date of next meeting **Monday 15th September 2025**

Signed  Cathy Whitaker, Town Clerk

Date 9th September 2025

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Item 4

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

Minutes of Finance & Policy Committee held on Monday 21st July 2025

Book Number 41 2025 - 2026

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

There were no matters arising.

F/25/07/7 Public Open Session

No members of the public were present.

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

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

F/25/07/6.01 Recommendation

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

F/25/07/9 To Confirm the Bank Statement Balances & Related Bank Reconciliation have been signed by the Chairman of F&P Committee

The Chairman of the Finance & Policy Committee confirmed scrutiny of the bank reconciliations relating to the end of 30/06/2025 (month 3) for the Town Council's Current, Petty Cash, Salaries and Barclaycard Cashbooks.

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

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

F/25/07/11 Health and Safety

The monthly Health and Safety report was received and noted.

F/25/07/12 Correspondence

None noted.

F/25/07/13 Date of Next Meeting

Monday 15th September 2025 at the Memorial Hall.

Meeting closed at 7:19 pm

Signed _____ Date _____

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

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

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Date: 05/09/2025

Newmarket Town Council Current Year 2025-2026

Page: 1

Time 12:03

Cashbook 1

User: CEW

Current Account

For Month No: 4

Receipts for Month 4

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		81,627.16					81,627.16	
bacs	Banked 01/07/2025	48.00						
	Sales Recpts Page 2908	48.00	48.00		101			Sales Recpts Page 2908
bacs	Banked 02/07/2025	313.37						
	Sales Recpts Page 2909	313.37	313.37		101			Sales Recpts Page 2909
bacs	Banked 02/07/2025	120.00						
	Sales Recpts Page 2910	120.00	120.00		101			Sales Recpts Page 2910
bacs	Banked 02/07/2025	5,796.00						
	Sales Recpts Page 2911	5,796.00	5,796.00		101			Sales Recpts Page 2911
bacs	Banked 02/07/2025	221.40						
	Sales Recpts Page 2913	221.40	221.40		101			Sales Recpts Page 2913
bacs	Banked 02/07/2025	1,392.00						
	Sales Recpts Page 2914	1,392.00	1,392.00		101			Sales Recpts Page 2914
bacs	Banked 03/07/2025	3,300.00						
	Sales Recpts Page 2912	3,300.00	3,300.00		101			Sales Recpts Page 2912
000246	Banked 03/07/2025	298.50						
000246	Teadance income	298.50		49.75	1043	301	248.75	2 x dances - May/June
bacs	Banked 03/07/2025	189.60						
bacs	Downes Ellen	189.60		31.60	565		158.00	hdep/Downes wedding 20/9
bacs	Banked 07/07/2025	120.00						
bacs	Colours of Community	120.00		20.00	565		100.00	dep.bkg 5/7 - Severals
bacs	Banked 07/07/2025	46.50						
	Sales Recpts Page 2920	46.50	46.50		101			Sales Recpts Page 2920
	Banked 08/07/2025	100,000.00						
acc topup	CCLA Account	100,000.00			202		100,000.00	redemption to topup current ac
bacs	Banked 08/07/2025	240.00						
bacs	Osomerase	240.00		40.00	565		200.00	hdep/Omerase-1/8/25
bacs	Banked 14/07/2025	403.20						
	Sales Recpts Page 2921	403.20	403.20		101			Sales Recpts Page 2921
bacs	Banked 16/07/2025	200.00						
bacs	Omerase	200.00		33.33	565		166.67	hdep/Omerase-1/8/25
bacs	Banked 16/07/2025	380.00						
bacs	Meerkat Marketing Ltd	380.00		63.33	565		316.67	hdep/Meerkat-17/7/25
bacs	Banked 18/07/2025	340.20						
	Sales Recpts Page 2916	340.20	340.20		101			Sales Recpts Page 2916
bacs	Banked 18/07/2025	161.40						
	Sales Recpts Page 2918	161.40	161.40		101			Sales Recpts Page 2918
bacs	Banked 22/07/2025	480.00						

Continued on Page 2

Receipts for Month 4				Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Sales Recpts Page 2919	480.00	480.00		101			Sales Recpts Page 2919
bacs	Banked 25/07/2025	8,652.50						
	Sales Recpts Page 2915	8,652.50	8,652.50		101			Sales Recpts Page 2915
bacs	Banked 26/07/2025	264.00						
	Sales Recpts Page 2917	264.00	264.00		101			Sales Recpts Page 2917
000247	Banked 28/07/2025	81.00						
	Sales Recpts Page 2922	81.00	81.00		101			Sales Recpts Page 2922
bacs	Banked 30/07/2025	145.37						
	Sales Recpts Page 2923	145.37	145.37		101			Sales Recpts Page 2923
bacs	Banked 30/07/2025	189.00						
	Sales Recpts Page 2924	189.00	189.00		101			Sales Recpts Page 2924
bacs	Banked 30/07/2025	150.00						
	Sales Recpts Page 2925	150.00	150.00		101			Sales Recpts Page 2925
bacs	Banked 31/07/2025	47,871.24						
bacs	HMRC	47,871.24			105		47,871.24	VAT refunded Q1
bacs	Banked 31/07/2025	85.80						
	Sales Recpts Page 2926	85.80	85.80		101			Sales Recpts Page 2926
bacs	Banked 31/07/2025	294.00						
bacs	Cambridge Coins	294.00		49.00	565		245.00	hdep/Camb.Coins.30Sep25
Total Receipts for Month		171,783.08	22,189.74	287.01			149,306.33	
Cashbook Totals		253,410.24	22,189.74	287.01			230,933.49	

Payments for Month 4					Nominal Ledger				
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/05/2025	Anglian Water Business Nationa	14957140	22.13	22.13		501			Cem Water Jan-Apr 25
26/06/2025	West Suffolk Council	1331359	250.00	250.00		501			Parking Permit- OG
26/06/2025	Cooleraid Ltd	1773992	36.00	36.00		501			4X 19 L Bottle
26/06/2025	Duck Plumbing & Heating Limite	61634	198.00	198.00		501			MH boiler & Cooker gas svc
26/06/2025	Abbey Security Services Ltd	43278	743.76	743.76		501			Secuirty Services June 25
26/06/2025	Phillip Green	20725	120.00	120.00		501			Maintain CT June 25
26/06/2025	Caskade Music	27062025	100.00	100.00		501			Tea dance music June 25
28/06/2025	JezO's Events Ltd	3657	480.00	480.00		501			Compare Newmarket Carnival 25
01/07/2025	Cloudy IT	08147	827.63	827.63		501			Cldy IT-July 25
02/07/2025	Unity Trust Bank	BANKCHARG	15.45			4051	101	15.45	UTB bank charges
03/07/2025	EastOfEngland Amb SvcNHS	R073-DONAT	100.00			4312	305	100.00	Frist Responders donation
07/07/2025	Staff Salary Account	salaries	40,000.00			204		40,000.00	salary acc topup
10/07/2025	Petty Cash	pc reimb	131.40			210		131.40	mid-month PC topup
12/07/2025	N-CIS	12660/5774	57.29	57.29		501			July telephone IT services
15/07/2025	Harrisons Packaging	6311442	276.00	276.00		501			Dog waste Envirobag
15/07/2025	Cooleraid Ltd	1776201	223.87	223.87		501			Annual cooler rental
15/07/2025	R J Lift Services Ltd	303729	257.97	257.97		501			Lift repairs
15/07/2025	Saxon Fire Ltd	43348	1,058.76	1,058.76		501			Saxon fire-MH & Cem service
15/07/2025	Thurlow Nunn Standen Ltd	483940	1.08	1.08		501			Steel Pan
15/07/2025	TH Tree Surgery Ltd	2023910	1,560.00	1,560.00		501			Rowly drv-Grind out stumps
15/07/2025	Fenland Leisure Products Ltd	066354	142.80	142.80		501			Rubber-MG swing part
15/07/2025	Newmarket Community Arts Creat	14072025	200.00	200.00		501			Samba performance- Carnival
15/07/2025	Pizza Mondon	nmc2806202	50.00	50.00		501			Pizza-Band at Carnival
15/07/2025	Highfield Event Group	qht24366	636.00	636.00		501			Red rope- RV visit
15/07/2025	Crash Cleaner Ltd	00130	195.00	195.00		501			June Shelter Cleans
15/07/2025	Crash Cleaner Ltd	00129	106.25	106.25		501			June MH A/L cover cleans
15/07/2025	Crash Cleaner Ltd	00128	214.61	214.61		501			June MH/Sev Weekend Cleans
15/07/2025	Crash Cleaner Ltd	00127	238.00	238.00		501			May MH/Sev weekend cleans
15/07/2025	Crash Cleaner Ltd	00126	233.74	233.74		501			April MH/Sev weekend cleans
15/07/2025	Crash Cleaner Ltd	00125	195.00	195.00		501			March Shelter Cleans
15/07/2025	Crash Cleaner Ltd	00124	102.00	102.00		501			March A/L cover cleans
15/07/2025	Crash Cleaner Ltd	00122	170.00	170.00		501			March Conv Wend cleans
15/07/2025	Crash Cleaner Ltd	00123	212.50	212.50		501			March Weekend Cleans MH/SEV
15/07/2025	West Suffolk Council (Rates)	2618.88	2,618.88	2,618.88		501			WSC Q I SLA 2025
15/07/2025	GeoXphere Ltd	24UC023-00	840.00	840.00		501			Parish Online- Mapping Softwar
15/07/2025	Collaboration 23 Construction	975	7,620.00	7,620.00		501			CB & BT Clean, Church

Payments for Month 4					Nominal Ledger				
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
15/07/2025	Norfolk Sound Systems	0480	4,500.00	4,500.00		501			wall
15/07/2025	Cooleraid Ltd	1771756	152.40	152.40		501			Stage and PA Carnival
15/07/2025	Thurlow Nunn Standen Ltd	483821	45.32	45.32		501			Cooleraid-Annual rent &Deposit
17/07/2025	West Suffolk Council	1332121	420.00	420.00		501			Gen supplies TK
17/07/2025	SOS Bus CIO	SOSBUSCAR	50.00			4312	305	50.00	Hire Grosvenor car park RV
18/07/2025	British Gas	806976294	42.40	42.40		501			Carnival donation for 1st aid
18/07/2025	Crown Gas and Power	3594295	259.73	259.73		501			Elec Cem May/June 25
18/07/2025	Crown Gas and Power	3597674	56.36	56.36		501			Gas June25 MHall
21/07/2025	Total Energies	3006079835	41.98	41.98		501			Gas June25 PAV
21/07/2025	Total Energies	3005957526	1,106.42	1,106.42		501			CT Elec July
21/07/2025	Total Energies	3006050620	32.72	32.72		501			MH- Elec July
21/07/2025	Total Energies	3005903109	27.32	27.32		501			Conv.elec June25
21/07/2025	Total Energies	3006009248	148.29	148.29		501			BTutte elecJune25
21/07/2025	Total Energies	3006009237	52.47	52.47		501			Elec June25 PAV
22/07/2025	Stellantis FS UK	DD	575.23		95.87	4039	200	479.36	Elec June25 Cem.
29/07/2025	C & C Consulting Services Ltd	05002	20.52	20.52		501			Van lease
30/07/2025	1 Gray & Sons Funfairs	250	1,450.00	1,450.00		501			H&S- Travel
30/07/2025	British Gas	603922137	37.09	37.09		501			fair ride for 24/7 garden ent
31/07/2025	Palmer (Fencing) Limited	18726	5,698.20	5,698.20		501			elec cem June/July 25
31/07/2025	Tolly's Flowers	220725	144.00	144.00		501			RV stewarding fees for 23/7
31/07/2025	Broxap	335999	17,912.30	17,912.30		501			Posy for RV
31/07/2025	Collaboration 23 Construction	981	2,218.20	2,218.20		501			outdoor gym at Severals`
31/07/2025	Anglian Water Business Nationa	354535901	36.86	36.86		501			Town Trail/Cemetery
31/07/2025	Anglian Water Business Nationa	290307401	72.19	72.19		501			water cem Apr-Jul25
31/07/2025	Adams & Eden Restoration	21072025	222.00	222.00		501			water cem Apr-Jul25
31/07/2025	Thurlow Nunn Standen Ltd	484605	25.95	25.95		501			hall door repair
31/07/2025	Broxap	ADJ	0.20	0.20		501			gen supplies
Total Payments for Month			95,582.27	54,710.19	95.87			40,776.21	ADJUSTMENT
Balance Carried Fwd			157,827.97						
Cashbook Totals			253,410.24	54,710.19	95.87			198,604.18	

Receipts for Month 4				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		150.00					150.00	
	Banked 10/07/2025	131.40						
pc reimb	Current Account	131.40			201		131.40	mid-month PC topup
Total Receipts for Month		131.40	0.00	0.00			131.40	
Cashbook Totals		281.40	0.00	0.00			281.40	

Payments for Month 4					Nominal Ledger				
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
07/07/2025	Petty Cash M4	PCASH	131.40		13.16	4023	101	3.29	PCash/folder dividers
						4020	102	54.17	PCash/EM eyetest/lenses
						4009	101	10.80	PCash/Parking&mileage-SALC
						4016	120	8.33	PCash/toilet brushes
						4020	102	41.65	PCash/staff refr
Total Payments for Month			131.40	0.00	13.16			118.24	
Balance Carried Fwd			150.00						
Cashbook Totals			281.40	0.00	13.16			268.24	

Receipts for Month 4				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		8,230.58					8,230.58	
	Banked 07/07/2025	40,000.00						
salaries	Current Account	40,000.00			201		40,000.00	salary acc topup
Total Receipts for Month		40,000.00	0.00	0.00			40,000.00	
Cashbook Totals		48,230.58	0.00	0.00			48,230.58	

Payments for Month 4				Nominal Ledger					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
23/07/2025	HMRC M4	1106882604	5,948.00			515		5,948.00	HMRC M4
23/07/2025	Net Salaries M4	NETSAL M4	13,104.81			516		13,104.81	Net Salaries M4
25/07/2025	People's Partnership WPP M4	WPP 2604	1,697.92			514		1,697.92	People's Partnership WPP M4
31/07/2025	Unity Trust Bank	BANKCHARG	7.50			4051	101	7.50	UTB bank fees
Total Payments for Month			20,758.23	0.00	0.00			20,758.23	
Balance Carried Fwd			27,472.35						
Cashbook Totals			48,230.58	0.00	0.00			48,230.58	

Receipts for Month 4				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	1,542.53					1,542.53	
	Banked	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>1,542.53</u>	<u>0.00</u>	<u>0.00</u>			<u>1,542.53</u>	

Payments for Month 4				Nominal Ledger					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
01/07/2025	card/Ashfield Applicance Spare	CC261348	19.99		3.33	4016	120	16.66	card/Henry Hoover hose
04/07/2025	card/AutoZone	CC261349	8.97		1.50	4041	306	7.47	card/bolts for play area
04/07/2025	card/Papa John's	CC261350	247.39		41.23	4181	307	206.16	card/reception for LEXLINK
04/07/2025	card/Adobe	CC261366	97.06		16.18	4025	101	80.88	card/Acropro licence
04/07/2025	card/Prime Amazon	CC26PRIME	8.99			4025	101	8.99	card/Prime Amazon
07/07/2025	card/All Saints News	CC261351	11.20		1.87	4028	101	9.33	card/newspaper bill
07/07/2025	card/Amazon	CC261352	18.82		3.14	4016	120	15.68	card/bowl and dw tablets
08/07/2025	card/Party Packs	CC261353	224.88		37.48	4180	101	187.40	card/flags for RV
08/07/2025	card/Amazon	CC261354	179.50		29.90	4041	306	149.60	card/play sand
14/07/2025	card/Amazon	CC261356	9.99		1.67	4180	101	8.32	card/name badges
14/07/2025	card/pdfaid.com	CC26PDFAID	49.00			4025	101	49.00	card/pdfaid.com
15/07/2025	card/Tindalls	CC261355	15.95		2.66	4023	101	13.29	card/stationery
15/07/2025	card/Amazon	CC261357	29.98		5.00	4180	101	24.98	card/buckets
16/07/2025	card/Amazon	CC261358	5.79			4078	120	5.79	card/sugar
17/07/2025	card/Amazon	CC261360	10.48		1.75	4023	101	8.73	card/stationery
24/07/2025	card/Amazon	CC261361	36.10		6.02	4023	101	30.08	card/heavy duty stapler
24/07/2025	card/Amazon	CC231362	14.49		2.42	4023	101	12.07	card/clipboards
24/07/2025	card/Amazon	CC231363	25.98		4.34	4440	301	21.64	card/safety wristbands
28/07/2025	card/Amazon	CC261364	14.24		2.37	4023	101	11.87	card/TC 2026 diary
Total Payments for Month			1,028.80	0.00	160.86			867.94	
Balance Carried Fwd			513.73						
Cashbook Totals			1,542.53	0.00	160.86			1,381.67	

Receipts for Month 4				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		1,231,449.40					1,231,449.40	
bacs	Banked 02/07/2025	4,813.11						
bacs	CCLA	4,813.11			1190	101	4,813.11	PSDF reinvestment for June25
Total Receipts for Month		4,813.11	0.00	0.00			4,813.11	
Cashbook Totals		1,236,262.51	0.00	0.00			1,236,262.51	

Payments for Month 4				Nominal Ledger					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
08/07/2025	Current Account	acc topup	100,000.00			201		100,000.00	redemption to topup current ac
Total Payments for Month			100,000.00	0.00	0.00			100,000.00	
Balance Carried Fwd			1,136,262.51						
Cashbook Totals			1,236,262.51	0.00	0.00			1,236,262.51	

Receipts for Month 5

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		157,827.97					157,827.97	
adj to SL	Banked 13/01/2025	-134.40						
adj	Dimensions	-134.40		-22.40	565		-112.00	adj dep to SL rec
adjCB-SL	Banked 13/01/2025	134.40						
	Sales Recpts Page 2934	134.40	134.40		101			Sales Recpts Page 2934
bacs	Banked 08/07/2025	-200.00						
bacs	Omerase	-200.00		-33.33	565		-166.67	Adj to security deposit
bacs	Banked 08/07/2025	200.00						
bacs	Omerase	200.00			566		200.00	damagedep/Omerase/1/8
bacs	Banked 04/08/2025	4,160.54						
bacs	CCLA	4,160.54			1190	101	4,160.54	CCLA reinvestment
correction	Banked 04/08/2025	-4,160.54						
correction	CCLA correction	-4,160.54			1190	101	-4,160.54	`
bac	Banked 06/08/2025	649.90						
	Sales Recpts Page 2928	649.90	649.90		101			Sales Recpts Page 2928
bacs	Banked 06/08/2025	283.50						
	Sales Recpts Page 2929	283.50	283.50		101			Sales Recpts Page 2929
bacs	Banked 07/08/2025	88.50						
	Sales Recpts Page 2930	88.50	88.50		101			Sales Recpts Page 2930
basvd	Banked 08/08/2025	456.00						
	Sales Recpts Page 2927	456.00	456.00		101			Sales Recpts Page 2927
000248	Banked 12/08/2025	150.00						
	Sales Recpts Page 2931	150.00	150.00		101			Sales Recpts Page 2931
adj	Banked 12/08/2025	-200.00						
	Sales Recpts Page 2933	-200.00	-200.00		101			Sales Recpts Page 2933
bacs	Banked 13/08/2025	210.00						
bacs	E Akinsara	210.00		35.00	565		175.00	hdep.Jamz.9/8/25
bacs	Banked 13/08/2025	70.00						
bacs	Kempdale	70.00		11.67	565		58.33	hdep/Kempdale wedding 30Oct26
bacs	Banked 13/08/2025	-200.00						
	Sales Recpts Page 2935	-200.00	-200.00		101			Sales Recpts Page 2935
bacs	Banked 14/08/2025	2,665.00						
bacs	West Suffolk Council	2,665.00			1005	207	2,665.00	insurance payout-for signage
bacs	Banked 14/08/2025	-200.00						
bacs	Isomerase	-200.00			566		-200.00	damage deposit ref.Isomerase
bacs	Banked 18/08/2025	1,782.00						
bacs	West Suffolk Council	1,782.00		297.00	1005	202	1,485.00	WSLSLA credit/prev.overcharge
bacs	Banked 19/08/2025	24.00						

Receipts for Month 5				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Sales Recpts Page 2937	24.00	24.00		101			Sales Recpts Page 2937
bacs	Banked 19/08/2025	163.20						
bacs	A Wheeler	163.20		27.20	565		136.00	hdep/LeadersRoman17/9/25
bacs	Banked 22/08/2025	289.80						
	Sales Recpts Page 2938	289.80	289.80		101			Sales Recpts Page 2938
bacs	Banked 22/08/2025	120.00						
bacs	H Fry	120.00		20.00	565		100.00	hdep/H Fry-30/8/25
bacs	Banked 26/08/2025	259.96						
	Sales Recpts Page 2939	259.96	259.96		101			Sales Recpts Page 2939
	Banked 26/08/2025	-800.00						
	Sales Recpts Page 2941	-800.00	-800.00		101			Sales Recpts Page 2941
Total Receipts for Month		5,811.86	1,136.06	335.14			4,340.66	
Cashbook Totals		163,639.83	1,136.06	335.14			162,168.63	

Payments for Month 5

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
30/07/2025	Omerase	ADJ	-200.00			565		-200.00	adj to security dep
30/07/2025	Omerase adj	ADJ	200.00			565		200.00	Omerase adj
30/07/2025	Omerase adj	ADJ	-200.00		-33.33	565		-166.67	Omerase adj
07/08/2025	Locus Services Ltd	250813	594.00	594.00		501			Clean up bio hazard waste
07/08/2025	Thrill Seekers Ltd	mem2502	3,925.00	3,925.00		501			Summer entertainment Thrillsee
07/08/2025	Phillip Green	20825	120.00	120.00		501			July maintain winding CT
07/08/2025	Icon Sign & Design Ltd	29237	1,044.00	1,044.00		501			Several Signs
07/08/2025	Broxap	335753	6,766.13	6,766.13		501			Outdoor gym flooring
07/08/2025	Abbey Security Services Ltd	43453	669.38	669.38		501			Security services July 25
07/08/2025	CRC Pest Control	7879	600.00	600.00		501			Pest Control
07/08/2025	Nicky Swinburn Ltd	03593	3,175.86	3,175.86		501			Lunch 22nd July
12/08/2025	N-CIS	12745	55.58	55.58		501			Tel svcs Aug 25
12/08/2025	Fenland Leisure Products Ltd	65738	30.00	30.00		501			Returned rep.buffer
12/08/2025	Keyways Locksmith Ltd	24515	172.80	172.80		501			6x squire 39 Padlocks
12/08/2025	C & C Consulting Services Ltd	05155	20.52	20.52		501			H&S Advisor Mileage
12/08/2025	Kalkwik	102620	216.00	216.00		501			Hosting Newmarket.gov.uk
12/08/2025	West Suffolk Council	1333177	180.00	180.00		501			Premises Licence Annual Fee
12/08/2025	Anglian Water Business Nationa	15389259	3,557.51	3,557.51		501			MH & Gds Water May-Aug25
12/08/2025	Libra Security Ltd	7836	48.00	48.00		501			Pav fobs
13/08/2025	Cortado Espresso Bar	SHOPFRONT	1,000.00			4073	101	1,000.00	Cortado/shopfront imp grant
15/08/2025	Crown Gas and Power	3614413	259.81	259.81		501			Gas MH July 25
16/08/2025	Horse Requisites	56658	10.08	10.08		501			Flexiskip
17/08/2025	Crown Gas and Power	3628721	61.54	61.54		501			Gas PV July 25
19/08/2025	British Gas	813373861	40.37	40.37		501			Elec Cem July 25
19/08/2025	Cloudy IT	08479	827.63	827.63		501			CloudyIT August 25
21/08/2025	Total Energies	3005903109	28.23	28.23		501			Elec BT July 25
21/08/2025	Total Energies	3006050620	44.72	44.72		501			Elec Conv July 25
21/08/2025	Total Energies	3005957526	1,108.44	1,108.44		501			Elec MH July 25
21/08/2025	Total Energies	3006009248	128.93	128.93		501			Elec Pav July 25
21/08/2025	Total Energies	3006009237	54.63	54.63		501			Elec cem July 25
21/08/2025	Total Energies	3006079835	43.40	43.40		501			Elec CT July 25
22/08/2025	Stellantis FS UK	DD	575.23		95.87	4039	200	479.36	van lease payment
24/08/2025	Siemens Financial Services	DD	778.59		129.76	4028	101	648.83	Printer lease quarterly
26/08/2025	Duck Plumbing & Heating Limite	62245	150.00	150.00		501			Pav boiler service
26/08/2025	Triple Threat Theatre	01	1,000.00	1,000.00		501			Balance for Entertainment
26/08/2025	Royal British Legion	1	40.00	40.00		501			VE day wreath
26/08/2025	Greenbarnes LTD	19403	1,231.96	1,231.96		501			2 Replace boards
27/08/2025	Petty Cash	300847	61.33			210		61.33	PC reimb M5
28/08/2025	Dorans Plumbing	3181	181.80	181.80		501			MH Toilet faults
28/08/2025	1 Gray & Sons Funfairs	00000255	2,200.00	2,200.00		501			Rides- Summer Ent
28/08/2025	Duralock Group	0883	3,258.96	3,258.96		501			Additional gym fence
28/08/2025	CEF	438723	37.06	37.06		501			Lightbulbs
31/08/2025	Unity Trust Bank	BANKCHARG	19.80			4051	101	19.80	bank charges

Total Payments for Month	34,117.29	31,882.34	192.30	2,042.65
Balance Carried Fwd	129,522.54			
Cashbook Totals	<u>163,639.83</u>	<u>31,882.34</u>	<u>192.30</u>	<u>131,565.19</u>

Receipts for Month 5				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		150.00					150.00	
	Banked 27/08/2025	61.33						
300847	Current Account	61.33			201		61.33	PC reimb M5
Total Receipts for Month		61.33	0.00	0.00			61.33	
Cashbook Totals		211.33	0.00	0.00			211.33	

Payments for Month 5				Nominal Ledger					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
18/08/2025	adj to CBK 4	ADJUSTMENT	-397.45		-55.50	4018	101	-173.40	adj to CBK 4
						4025	101	-80.88	adj to CBK 4
						4023	101	-13.32	adj to CBK 4
						4020	102	-3.46	adj to CBK 4
						4037	202	-7.89	adj to CBK 4
						4025	101	-49.00	adj to CBK 4
						4028	101	-14.00	adj to CBK 4
18/08/2025	adj to cbk 4	ADJUSTMENT	397.45		55.50	4018	101	173.40	adj to cbk 4
						4025	101	80.88	adj to cbk 4
						4023	101	13.32	adj to cbk 4
						4020	102	3.46	adj to cbk 4
						4037	202	7.89	adj to cbk 4
						4025	101	49.00	adj to cbk 4
						4028	101	14.00	adj to cbk 4
27/08/2025	Petty Cash M5	PCASH M5	61.33		4.10	4023	101	13.58	PC/calendar & receipt books
						4016	120	22.84	PC/Cleaning supplies
						4078	120	8.55	PC/event refr
						4020	102	12.26	PC/staff refr
Total Payments for Month			61.33	0.00	4.10	57.23			
Balance Carried Fwd			150.00						
Cashbook Totals			211.33	0.00	4.10	207.23			

Receipts for Month 5				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		27,472.35					27,472.35	
	Banked	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		27,472.35	0.00	0.00			27,472.35	

Payments for Month 5

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
01/08/2025	card/Amazon	CC261365	208.09		34.69	4018	101	173.40	card/Toner packs x 2 for TC
04/08/2025	card/Adobe	CC261368	97.06		16.18	4025	101	80.88	card/Acropro lic
04/08/2025	card/Adobe	CC261368	97.06		16.18	4025	101	80.88	card/Acropro lic
07/08/2025	card/Amazon	CC261370	15.98		2.66	4023	101	13.32	card/phone lanyards for events
11/08/2025	card/Tescos	CC261372	3.85		0.39	4020	102	3.46	card/staff refr
11/08/2025	card/PDFAID.com	PDFAID	49.00			4025	101	49.00	card/PDFAID fees
11/08/2025	card/pdfaid.com	PDFAID	49.00			4025	101	49.00	card/pdfaid.com
11/08/2025	card/Tescos	CC261372	3.85		0.39	4020	102	3.46	card/staff refreshments
12/08/2025	card/Wolseley	CC261374	9.47		1.58	4037	202	7.89	card/new tap for cem
15/08/2025	card/All Saints News	CC261376	14.00			4028	101	14.00	card/newspaper costs
15/08/2025	card/All Saints News	CC261376	14.00			4028	101	14.00	card/newspaper costs
18/08/2025	adj to cbk4	ADJUSTMENT	-561.36		-72.07	4018	101	-173.40	adj to cbk4
						4025	101	-161.76	adj to cbk4
						4023	101	-13.32	adj to cbk4
						4020	102	-6.92	adj to cbk4
						4025	101	-98.00	adj to cbk4
						4037	202	-7.89	adj to cbk4
						4028	101	-28.00	adj to cbk4
25/08/2025	Peoples' Partnership M5	DD WPP M5	1,903.64			514		1,903.64	Peoples' Partnership M5
31/08/2025	Unity Trust Bank	BANKCHARG	7.35			4051	101	7.35	UTB bank charges
31/08/2025	Net Salaries M5	NETSAL M5	14,501.80			516		14,501.80	Net Salaries M5
31/08/2025	HMRC M5	1108662605	6,831.46			515		6,831.46	HMRC M5
Total Payments for Month			23,244.25	0.00	0.00			23,244.25	
Balance Carried Fwd			4,228.10						
Cashbook Totals			27,472.35	0.00	0.00			27,472.35	

Receipts for Month 5				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	513.73					513.73	
	Banked	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd	986.23						
	Cashbook Totals	1,499.96	0.00	0.00			1,499.96	

Payments for Month 5				Nominal Ledger					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/08/2025	card/Tescos	CC261367	3.55			4020	120	3.55	card/office refreshments
01/08/2025	card/Amazon	CC261365	208.09		34.69	4018	101	173.40	card/Toner packs x 2 for TC
04/08/2025	card/PRIME	PRIMESUBS	8.99			4025	101	8.99	card/PRIME lic
04/08/2025	card/Adobe	CC261368	97.06		16.18	4025	101	80.88	card/Acropro lic
06/08/2025	card/Amazon	CC251369	21.57		3.60	4023	101	17.97	card/laminating pouches
07/08/2025	Card/Amazon	CC261370	15.98		2.66	4023	101	13.32	CARD/PHONE LANYARDS FOR EVENTS
08/08/2025	card/Amazon	CC261371	8.29			4023	101	8.29	card/Velcro strips for posters
11/08/2025	card/Tescos	CC261372	3.85		0.39	4020	102	3.46	card/staff refr
11/08/2025	card/PDFAID licence	PDFAIDSUBS	49.00			4025	101	49.00	card/PDFAID licence
12/08/2025	cardWolseley	CC261374	9.47		1.58	4037	202	7.89	card/new tap for cem
14/08/2025	card/MD Grocery	CC261375	5.98			4020	102	5.98	card/staff refr
15/08/2025	card/All Saints News	CC261376	14.00			4028	101	14.00	card/newspaper bill
18/08/2025	card/Amazon	CC261377	10.99		1.83	4016	120	9.16	card/Hoover bags
19/08/2025	card/QD	CC261379	11.98		2.00	4029	200	9.98	card/batteries
19/08/2025	card/Land Registry	CC261380	24.99			4058	101	24.99	card/title plans MH & Gdns
19/08/2025	card/Land Registry	CC261381	24.99			4058	101	24.99	card/title plans-Turkoman
21/08/2025	card/Wickes	CC261382	35.20		5.87	4036	202	29.33	card/ply board
21/08/2025	card/Madingley Mulch	CC261383	230.00		38.33	4037	306	191.67	card/play sand
23/08/2025	card/LCN	CC261373	503.75		83.96	4059	101	419.79	card/NNP Wordpress 2yr.
28/08/2025	card/Tescos	CC261384	32.35		1.08	4443	301	31.27	card/tea dance supplies
28/08/2025	card/Suffolk CC	CC261385	170.00			4311	304	170.00	card/BTutte tree licence
29/08/2025	card/Amazon	CC261386	9.88		1.65	4443	301	8.23	card/teadance supplies
Total Payments for Month			1,499.96	0.00	193.82			1,306.14	
Cashbook Totals			1,499.96	0.00	193.82			1,306.14	

Receipts for Month 5					Nominal Ledger Analysis			
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		1,136,262.51					1,136,262.51	
bacs Banked 04/08/2025		4,160.54						
bacs CCLA		4,160.54			1190	101	4,160.54	CCLA reinvestment for July
Total Receipts for Month		4,160.54	0.00	0.00			4,160.54	
Cashbook Totals		<u>1,140,423.05</u>	<u>0.00</u>	<u>0.00</u>			<u>1,140,423.05</u>	

Payments for Month 5					Nominal Ledger				
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		1,140,423.05						
	Cashbook Totals		1,140,423.05	0.00	0.00			1,140,423.05	

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05/09/2025

Newmarket Town Council Current Year 2025-2026

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Detailed Income & Expenditure by Budget Heading AS AT 31/8/25

Month No: 5

Committee Report FINANCE & POLICY M5

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Finance & Policy</u>								
<u>100 Precept</u>								
1176 Precept Received	0	1,006,971	1,006,971	0			100.0%	
Precept :- Income	0	1,006,971	1,006,971	0			100.0%	0
Net Income	0	1,006,971	1,006,971	0				
<u>101 Administration</u>								
1103 Rent Receivable	0	0	100	100			0.0%	
1190 Interest Received	4,161	18,244	0	(18,244)			0.0%	
Administration :- Income	4,161	18,244	100	(18,144)			18244.2	0
4008 Staff Training	0	95	3,000	2,905	2,905	3.2%		
4009 Staff Travel	0	11	250	239	239	4.3%		
4018 Software/Computer Consumables	173	226	2,500	2,274	2,274	9.1%		
4019 New IT System/Hardware	0	0	10,000	10,000	10,000	0.0%		
4021 Telephone	46	215	2,500	2,285	2,285	8.6%		
4022 Postage	0	19	500	481	481	3.9%		
4023 Stationery	78	371	1,750	1,379	1,379	21.2%		
4025 Subscriptions&Licences	875	7,176	15,000	7,824	7,824	47.8%		
4026 Insurance	0	0	10,500	10,500	10,500	0.0%		
4028 Office Maintenance	796	4,815	10,000	5,185	5,185	48.2%		
4030 Recruitment Advertising	0	67	1,000	933	933	6.7%		
4051 Bank Charges/Interest	27	125	350	225	225	35.8%		
4056 Legal Expenses	0	0	12,000	12,000	12,000	0.0%		
4057 Audit & Accountancy Fees	0	1,282	3,850	2,568	2,568	33.3%		
4058 Professional Fees	50	50	2,000	1,950	1,950	2.5%		
4059 web site	600	765	1,000	235	235	76.5%		
4060 Councillors Training	0	0	600	600	600	0.0%		
4061 Councillors Expenses	0	0	200	200	200	0.0%		
4062 Civic Regalia	0	0	2,000	2,000	2,000	0.0%		
4064 Town Mayor's Allowance	0	79	1,000	921	921	7.9%		
4073 Shopfront Imp Grant Scheme	1,000	2,096	0	(2,096)	(2,096)	0.0%		
4074 Grant - Bill Tutte Scholarship	0	0	1,000	1,000	1,000	0.0%		
4075 Grant to CAB	0	5,000	5,000	0	0	100.0%		
4076 Grants	0	12,000	15,000	3,000	3,000	80.0%		
4077 Marketing	0	0	5,000	5,000	5,000	0.0%		
4079 Remembrance Event Expenses	40	60	2,500	2,440	2,440	2.4%		
4090 Biodegradable Dog Poo Bags	0	230	1,000	770	770	23.0%		
4113 Rolling Capital Reserve	0	0	10,000	10,000	10,000	0.0%		

Continued over page

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4118 Youth Strategy	0	2,390	8,000	5,610		5,610	29.9%	
4180 Civic Functions	346	9,409	2,500	(6,909)		(6,909)	376.4%	
4220 Discover Nmkt Stakeholder Fee	0	5,000	5,000	0		0	100.0%	
4221 CCTV WSC SLA Monitoring	0	1,345	5,298	3,953		3,953	25.4%	
Administration :- Indirect Expenditure	4,033	52,827	140,298	87,471	0	87,471	37.7%	0
Net Income over Expenditure	128	(34,583)	(140,198)	(105,615)				
<u>103 Health & Safety</u>								
4020 Misc. Staff Costs	0	0	500	500		500	0.0%	
4028 Office Maintenance	0	98	200	102		102	48.9%	
4058 Professional Fees	17	3,733	5,000	1,267		1,267	74.7%	
Health & Safety :- Indirect Expenditure	17	3,831	5,700	1,869	0	1,869	67.2%	0
Net Expenditure	(17)	(3,831)	(5,700)	(1,869)				
Finance & Policy :- Income	4,161	1,025,215	1,007,071	(18,144)			101.8%	
Expenditure	4,050	56,658	145,998	89,340	0	89,340	38.8%	
Movement to/(from) Gen Reserve	111	968,557	861,073	(107,484)				
Grand Totals:- Income	4,161	1,025,215	1,007,071	(18,144)			101.8%	
Expenditure	4,050	56,658	145,998	89,340	0	89,340	38.8%	
Net Income over Expenditure	111	968,557	861,073	(107,484)				
Movement to/(from) Gen Reserve	111	968,557	861,073	(107,484)				

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent
<u>Finance & Policy</u>							
Income	4,161	1,025,215	1,007,071	(18,144)			101.8%
Expenditure	4,050	56,658	145,998	89,340	0	89,340	38.8%
Net Income over Expenditure	111	968,557	861,073	(107,484)			
plus Transfer from EMR	0	0	0	0			
less Transfer to EMR	0	0	0	0			
Movement to/(from) Gen Reserve	111	968,557	861,073	(107,484)			

Community Services

Income	4,150	30,641	66,030	35,389			46.4%
Expenditure	1,568	162,159	392,097	229,938	0	229,938	41.4%
Net Income over Expenditure	2,582	(131,518)	(326,067)	(194,549)			
plus Transfer from EMR	0	39,891	0	(39,891)			
less Transfer to EMR	0	0	0	0			
Movement to/(from) Gen Reserve	2,582	(91,627)	(326,067)	(234,440)			

Leisure Services

Income	1,206	21,104	28,000	6,896			75.4%
Expenditure	26,427	183,769	241,064	57,295	0	57,295	76.2%
Net Income over Expenditure	(25,221)	(162,665)	(213,064)	(50,399)			
plus Transfer from EMR	13,870	13,870	0	(13,870)			
less Transfer to EMR	0	0	0	0			
Movement to/(from) Gen Reserve	(11,351)	(148,795)	(213,064)	(64,269)			

Human Resources

Income	0	0	0	0			0.0%
Expenditure	23,262	103,669	311,942	208,273	0	208,273	33.2%
Net Income over Expenditure	(23,262)	(103,669)	(311,942)	(208,273)			
plus Transfer from EMR	0	0	0	0			
Movement to/(from) Gen Reserve	(23,262)	(103,669)	(311,942)	(208,273)			

Development & Planning

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent
Income	0	0	0	0			0.0%
Expenditure	0	0	10,000	10,000	0	10,000	0.0%
Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>	<u>(10,000)</u>	<u>(10,000)</u>			
Grand Totals:- Income	9,516	1,076,960	1,101,101	24,141			97.8%
Expenditure	55,307	506,254	1,101,101	594,847	0	594,847	46.0%
Net Income over Expenditure	<u>(45,790)</u>	<u>570,705</u>	<u>0</u>	<u>(570,705)</u>			
plus Transfer from EMR	13,870	53,761	0	(53,761)			
less Transfer to EMR	0	0	0	0			
Movement to/(from) Gen Reserve	<u>(31,920)</u>	<u>624,466</u>	<u>0</u>	<u>(624,466)</u>			

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
<u>Current Assets</u>			
101	Debtors	1,716	
105	Vat Due	11,335	
201	Current Account	129,523	
202	CCLA Account	1,140,423	
204	Staff Salary Bank Account	4,228	
208	Barclaycard Account	(986)	
210	Petty Cash	150	
	Total Current Assets	1,286,388	
<u>Current Liabilities</u>			
501	Creditors	38	
565	Bookings Deposit	597	
566	Damage Deposit	200	
	Total Current Liabilities	835	
	Net Current Assets	1,285,553	
	Total Assets less Current Liabilities	1,285,553	

Represented by :-

301	Current Year Fund	293,920
310	General Fund	426,679
311	EMR Play Equipment	32,449
312	EMR Bill Tutte	1
313	EMR Town Regeneration	1
314	EMR Youth Strategy	10,363
315	EMR YBR/Orchard	1
316	EMR Clocks/Memorials	7,205
317	EMR Buildings-M Hall Fund	21,815
318	EMR Buildings - Pavilion Fund	36,563
319	EMR Disused Churchyard	11,668
320	EMR Cooper Memorial	2,008
321	EMR Grants	22,651
322	EMR Street Lighting	3,500
323	EMR Allotments	2,839
324	EMR IT Upgrade Fund	30,000
325	EMR Public Realm	65,510
326	EMR Elections	21,428
327	EMR Legends of the Turf	1,614
328	EMR Vehicle Replacement	5,760
329	EMR Shopfront Imp Grant	8,861
330	EMR Cemetery	33,654
331	EMR Town Improvement	1
332	EMR HR/Recruitment	30,000
333	EMR Carnival	13,428
334	EMR Christmas Lights	2,679
335	EMR Winter Event	26,000
336	EMR Events-General	10,000
337	EMR MLF Twinning	597
338	EMR War Memorial	1
339	EMR Town Tourism	5,000
340	EMR RPZ Underwriting Fund	18,000

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
341	EMR Water Feature	4,971
342	EMR Memorial Gardens	13,034
343	EMR Workwear	472
344	EMR Asset Sales	5,401
345	EMR Cinema Kit Fund	1,000
346	EMR Public Conveniences	32,000
347	EMR Several Grounds/Fence	1
348	EMR Nkt Neighbourhood Plan	6,498
349	EMR Legal/Professional Fees	12,000
350	EMR Lift	30,000
351	EMR Market	32,000
352	EMR Highways	3,980
Total Equity		1,285,553



Report to	Finance & Policy Committee
Subject	Small Grant Applications to Newmarket Town Council
Purpose	Decision
Classification	Unrestricted
Meeting date	15th September 2025
Item number	9
Written By	Cathy Whitaker – Town Clerk

Summary: This report outlines details and recommendations regarding two applications for small grant funding to Newmarket Town Council.

1.	Introduction
a.	Newmarket District Guides application – attached
b.	Newmarket Joggers application - attached
2.	Context
a.	Newmarket District Guides – November 25 District event at the Jarman Centre, Newmarket. Funds to help pay for activities and food and subsidised attendance.
b.	Newmarket Joggers – purchase of one rechargeable floodlight to replace obsolete one.
3.	Financial/Resource Implications
a.	Newmarket District Guides – Request for £2,000.
b.	Newmarket Joggers – Request for £682.80.
	To date, £12K has been awarded out of the £15K budgeted amount for small grants. We also have an ear-marked reserve for grants should the current year budget be exhausted.
5.	Next Steps/Recommendations
a.	Newmarket District Guides – Officer recommendation – Council to consider granting £1,000.
b.	Newmarket Joggers – Officer recommendation – Council to consider granting £682.80.



Grant Application Form

The Town Council considers grant applications from local organisations every year, each is considered on its merits and against availability of funds. Applications are invited from local organisations which directly benefit residents. For guidance, applicants are advised to read the Grants and Funding Policy document which is available on the Council's website: www.newmarket.gov.uk

1. Your Organisation

Name of Organisation	Newmarket District Guides
Address	
Telephone 0741 977 9301	E-mail
Is this application a consortium/partnership bid?	Yes / No
If yes, name(s) of other organisations involved:	
Details of main contact person (name, address, phone and email)	
Name of Chairman (name, address, phone, email)	Mrs Chloe Carter,
Name of Secretary (name, address, phone, email)	Ms Tina Walker,
Name of Treasurer (name, address, phone, email)	Mrs Diana Read,

2. Please describe the project for which you are applying for funds

Give consideration to the following:

- Number of clients/members/public served (where relevant)
- Description of service/activity provided, project or event to be supported
- Reason for application with details of how the grant will be used
- How the grant will benefit the town and people of Newmarket

We are planning on having a District event at The Jarman Centre (Friday 27th November – 29th November 2025). We have 81 active girls in the district and 20 Volunteers. We are proposing to give the opportunity for one of our volunteers undertaking her Going Aay Qualification for Brownies. We will have 12 Brownies and 12 Guides on residential and holding a District Day on Saturday 28th November, undertaking activities run by The Jarman Centre Volunteers. We will be providing lunch for everyone on Saturday and finish off with a campfire at the end of Saturday's activities.

We are asking for a grant as Newmarket District Guides does not have a lot of money coming in yearly, we have for the past 15 years not added a levy onto the Girlguiding subscription as we have low income families and want Guiding to be accessible to all girls. The grant will be used to help pay for the activities and food, together with helping fund those who would like to undertake the residential weekend.

The grant will enable girls within Newmarket District come together and spend time enjoying activities. We have 8 units within the district. The girls are from the ages of 4 years old up to 18 year olds and all volunteers are 18 year old plus.

3. Amount of grant requested

Amount of grant requested	£2,000
Details and amount of matched funding from your group	£1,500
Details and amount of funding from other sources	
Total cost of project/activity	£3,685

4. **Where will this take place?** Please give us the address and postcode of the main site of your project. If your project is taking place over a wider geographic area, please tell us the main areas where the project will take place.

The Jarman Centre, 119 Duchess Drive, Newmarket, CB8 9HB – The whole weekend will be based at The Jarman Centre.

5. When is the project due to start and end?

Start date	5pm Friday 27th November 2025
End date	12pm Sunday 29th November 2025

6. **If you have received funding from Newmarket Town Council, in the last three years, please list below the year, purpose and amount of funding received.**

Year	Purpose	Amount
	N/A	

7. How would Newmarket Town Council support be acknowledged?

We will be asking the local newspaper to come along and do a story. To celebrate Girlguiding in Newmarket District and how it is possible due to the support from Newmarket Town Council.

8. Please confirm the following documents are available for inspection if required

Your accounts	Yes
Budget projections for the activity	Yes
The constitutional document that governs your organisation	Yes
A recent bank statement for the account	Yes

9. Data protection and freedom of information

We are committed to transparency and accountability. This includes being clear about how we assess and make decisions. Details of grants made by the Town Council will be published on our

website. Acceptance of this is a condition of grant funding.

As a public body, we follow the Data Protection Act 1998 and the Freedom of Information Act 2000. For further information, see details on our website at <http://www.newmarket.gov.uk>

10. Declaration

We will take your signature on this form as confirmation that you understand our obligations under the Data Protection Act 1998 and the Freedom of Information Act 2000

By signing this declaration, you are confirming that you have the authority to sign this application and that the details given are true and correct.

Your signature (digital signature acceptable)	Chloe Carter
Name	Mrs Chloe Carter
Date	31/05/2025

Return this application form with all necessary supporting information to:	townclerk@newmarket.gov.uk
	King Edward VII Memorial Hall High Street Newmarket Suffolk CB8 8JP
Telephone	01638 667 227

For internal use only	
Date received	1/6/2025
Date presented to F&P committee	15/9/25 to FP Committee. Full Council on 22/9/25
Decision	
Notes	Officer Recommendation: Award £1K.



Grant Application Form

The Town Council considers grant applications from local organisations every year, each is considered on its merits and against availability of funds. Applications are invited from local organisations which directly benefit residents. For guidance, applicants are advised to read the Grants and Funding Policy document which is available on the Council's website: www.newmarket.gov.uk

1. Your Organisation

Name of Organisation	Newmarket Joggers AC
Address	Newmarket Joggers AC The Racing Centre Fred Archer Way Newmarket CB8 8NT
Telephone - 07785378652	E-mail chair@newmarketjoggers.co.uk
Is this application a consortium/partnership bid?	No
If yes, name(s) of other organisations involved:	
Details of main contact person (name, address, phone and email)	James Smith,
Name of Chairman (name, address, phone, email)	James Smith, chair@newmarketjoggers.co.uk
Name of Secretary (name, address, phone, email)	Wendy Ancill, secretary@newmarketjoggers.co.uk
Name of Treasurer (name, address, phone, email)	Joanne Bouttell, treasurer@newmrketjoggers.co.uk

2. Please describe the project for which you are applying for funds

Give consideration to the following:

- Number of clients/members/public served (where relevant)
- Description of service/activity provided, project or event to be supported
- Reason for application with details of how the grant will be used
- How the grant will benefit the town and people of Newmarket

Newmarket Joggers AC currently has a total membership of 195, aged from 9 to 78 years old, who live within Newmarket or surrounding villages. All of our committee are volunteers from the club membership. We provide training at the Newmarket Academy grass field on Tuesday and Thursday evenings. There is no fixed lighting at the field. In the winter months we ensure our sessions are lit and safe by using rechargeable floodlights. Our current floodlights are 8 years old and a couple have become beyond repair. Consequently, we need to purchase replacements. We are applying for funding to purchase one rechargeable floodlight. If we were successful in

receiving this funding, it would help reduce club expenditure. This in turn ensures we can keep our membership fees low making us more accessible from a financial perspective to our local community. The amount we are applying for is for a direct replacement of the same model of light (with tripod). Newmarket Joggers would then fund the other light which needs replacing. This would be a different model that is easier to source and we would like to trial.

3. Amount of grant requested

Amount of grant requested	£682.80
Details and amount of matched funding from your group	£648
Details and amount of funding from other sources	£0
Total cost of project/activity	£1,330.80

4. **Where will this take place?** Please give us the address and postcode of the main site of your project. If your project is taking place over a wider geographic area, please tell us the main areas where the project will take place.

The portable rechargeable floodlights will be used at our regular grass track training location at the Newmarket Academy Field where we have a storage container.

Address:

Newmarket Academy, Exning Rd, Newmarket CB8 0EB

5. When is the project due to start and end?

Start date	ASAP
End date	Lights need to be delivered by September

6. **If you have received funding from Newmarket Town Council, in the last three years, please list below the year, purpose and amount of funding received.**

Year	Purpose	Amount

7. How would Newmarket Town Council support be acknowledged?

We are active on social media (Facebook and Instagram). If we were successful in bidding for this funding, we can acknowledge Newmarket Town Council's support through these channels and on the relevant page on our website

www.newmarketjoggers.co.uk.

8. **Please confirm the following documents are available for inspection if required**

Your accounts	Yes
Budget projections for the activity	Yes
The constitutional document that governs your organisation	Yes (on website)
A recent bank statement for the account	Yes

9. Data protection and freedom of information

We are committed to transparency and accountability. This includes being clear about how we assess and make decisions. Details of grants made by the Town Council will be published on our website. Acceptance of this is a condition of grant funding.

As a public body, we follow the Data Protection Act 1998 and the Freedom of Information Act 2000. For further information, see details on our website at <http://www.newmarket.gov.uk>

10. Declaration

We will take your signature on this form as confirmation that you understand our obligations under the Data Protection Act 1998 and the Freedom of Information Act 2000

By signing this declaration, you are confirming that you have the authority to sign this application and that the details given are true and correct.

Your signature (digital signature acceptable)	
Name	James Smith
Date	27/06/2025

Return this application form with all necessary supporting information to:	townclerk@newmarket.gov.uk
	King Edward VII Memorial Hall High Street Newmarket Suffolk CB8 8JP
Telephone	01638 667 227

For internal use only	
Date received	27/6/25
Date presented to F&P committee	15/9/25 / to FTC 22/9/25 – Officer rec: £682.80 award.
Decision	

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Health, Safety and Facilities update for F&P

prepared by Town Clerk

Memorial Hall/Garden

Council chamber lighting is obsolete and failing. Replacement lighting and a more simplified dimmer system to be installed asap – still in investigation. Main Hall lighting is also going the same way, although all bulbs have been fitted during the refurbishment.

Memorial Hall gas boiler serviced. Pavilion gas boiler serviced.

Stage lift is out of order – awaiting engineer visit.

Main lift replacement is now ordered and lead time is est. 21 weeks maximum. In meantime, the old lift will be removed.

All Memorial Hall toilets with cisterns running have been repaired – water bill had reflected the leaks.

The bar and kitchen lighting will be replaced if possible with movement sensors to match the remainder of the building. This, to reduce the electrical bills.

Vandalism to the paving stone area at the sensory wall – no CCTV footage.

Public Toilets

Public Convenience refit to be done est. November.

Pavilion and Severals Grounds

The new Outdoor Gym on the Severals to be fenced in September and a PSPO dog control order applied for.

Cemetery

Flintwork safety works on chapel are on-going.

There has been a spate of vandalism at the Cemetery recently. The wooden shed was damaged – nothing stolen, but the repairs are costing £500. The standpipe taps are being opened up and left gushing on a few occasions during the daytime with the taps being damaged on occasion and needing repair.

Pest control ongoing.

Closed Churchyards

All Saints walls flintwork repairs and renovations underway.

Elsewhere

The youth shelter on the George Lambton field has been cleared of all graffiti and anti-graffiti coating will be applied to ease future removal.

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