



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 _____ Cllr J.Harvey _____ Date ____ 17.11.25 _____

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.