



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Finance & Policy Committee **Held on Monday 17th November 2025 at the Memorial Hall 7:15pm**

Attendance:

Councillor J Harvey (Chairman)
Councillor R Hulbert
Councillor J McHugh

Councillor P Winter
Councillor K Yarrow

Also Present: C Whitaker – Town Clerk, N Alecock – Deputy Town Clerk, J Ashton – Minute Assistant and Cllr Revitt as an observer.

Minute

F/25/11/1 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/25/11/2 Apologies for Absence

Apologies were received from Cllrs Drummond and Hood.

F/25/11/3 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/25/11/4 To Confirm the Minutes of the Meeting Held on 15th September 2025 and any Matters Arising

Members received the minutes of the Finance & Policy Committee meeting held on 15th September 2025 and Cllr Harvey made a proposal, seconded by Cllr Winter. A vote was taken which was unanimous and the following was agreed:

F/25/11/4.01 Resolved

That the minutes of the Finance & Policy Committee meeting held on 15th September 2025 be adopted and signed as a true record by the Chair of the Finance & Planning Committee.

There were no matters arising.

F/25/11/5 Public Open Session

No members of the public were present.

F/25/11/6 Submission of Schedules of Payments for Information CB1 – CB5

Members reviewed CB1 – CB5 for months 6 and 7 (2025/26). Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

F/25/11/6.01 Recommendation

That the ratification of the schedules of payments for the period 01/09/2025 –

30/09/2025 and 01/10/2025 – 31/10/2025 (Cash Book 1 - 5) be received and adopted.

F/25/11/7 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 31/10/2025 (month 7) for the Town Council's Current, Petty Cash, Salaries, Barclaycard and CCLA Cashbooks.

F/25/11/8 To Receive the Income and Expenditure

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

F/25/11/9 Budget

The Finance & Policy budget for 2026/2027 was considered and Cllr Harvey made a proposal, seconded by Cllr Yarrow. A vote was taken, and the following was agreed:

F/25/11/9.01 Recommendation

That the Finance & Policy budget for 2026/2027 at £153,200 be approved.

A discussion was held regarding publishing the costs for repairs due to malicious damage and Town Clerk will prepare a report. The addition of individual Town Cllr locality budgets was welcomed.

F/25/11/10 Health and Safety

The monthly Health and Safety report was received and noted. The work on the Public Conveniences has started but a new roof is required and quotes are being sought.

F/25/11/11 Correspondence

None noted.

F/25/11/12 Date of Next Meeting

Monday 19th January 2026 at the Memorial Hall.

Meeting closed at 7:42pm

Signed _____ Date _____

Summary of Recommendations	Recommendation Wording
<u>F/25/11/4.01 Resolved</u>	That the minutes of the Finance & Policy Committee meeting held on 15th September 2025 be adopted and signed as a true record by the Chair of the Finance & Planning Committee.
<u>F/25/11/6.01 Recommendation</u>	That the ratification of the schedules of payments for the period 01/09/2025 – 30/09/2025 and 01/10/2025 – 31/10/2025 (Cash Book 1 - 5) be received and adopted.
<u>F/25/11/9.01 Recommendation</u>	That the Finance & Policy budget for 2026/2027 at £153,200 be approved.