



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Finance & Policy Committee **Held on Monday 19th January 2026 at the Memorial Hall 7:15pm**

Attendance:

Councillor J Harvey (Chair)
Councillor A Drummond
Councillor P 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 Slater as an observer.

Minute

F/26/01/1 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/26/01/2 Apologies for Absence

Apologies were received from Cllr Hood.

F/26/01/3 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

Cllrs McHugh and Yarrow declared an "other" interest in item 10b – grant application – Newmarket Chalk Streams CIC. There were no requests for Member's Dispensation.

F/26/01/4 To Confirm the Minutes of the Meeting Held on 17th November 2025 and any Matters Arising

Members received the minutes of the Finance & Policy Committee meeting held on 17th November 2025 and Cllr Harvey made a proposal, seconded by Cllr Winter. A vote was taken which was unanimous and the following was agreed:

F/26/01/4.01 Resolved

That the minutes of the Finance & Policy Committee meeting held on 17th November 2025 be adopted and signed as a true record by the Chair of the Finance & Planning Committee.

There were no matters arising.

F/26/01/5 Public Open Session

No members of the public were present.

F/26/01/6 Submission of Schedules of Payments for Information CB1 – CB5

Members reviewed CB1 – CB5 for months 8 and 9 (2025). Cllr Harvey made a proposal, seconded by Cllr Winter. A vote was taken which was unanimous and the following was agreed:

F/26/01/6.01 Recommendation

That the ratification of the schedules of payments for the period 01/11/2025 – 30/11/2025 and 01/12/2025 – 31/12/2025 (Cash Book 1 - 5) be received and adopted.

F/26/01/7 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 30/11/2025 (month 8) and 31/12/2025 (month 9) for the Town Council's Current, Petty Cash, Salaries, Barclaycard and CCLA Cashbooks.

F/26/01/8 To Receive the Income and Expenditure

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

F/26/01/9 Budget Outcome 2025/2026

The projected outcome analysis for the total budget year 2025 – 2026 was presented by the Town Clerk. The total budget projected underspend of £181,862 was noted, along with projected information regarding transfers into relevant earmarked reserves.

F/26/01/10 Small Grants

The following grant applications were considered.

Hope for Tomorrow – a grant for the continuance of the presence of the mobile unit at Newmarket Hospital was considered. Cllr Drummond made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

F/26/01/10.01 Resolved

That the request from Hope for Tomorrow for a grant be approved and be awarded at £500.

Cllrs McHugh and Yarrow declared an "other" interest in the following item and left the meeting at 7:26pm.

Newmarket Chalk Streams CIC - a grant to support the Rivers of Light event on 21st February 2026 was considered. Cllr Harvey made a proposal, seconded by Cllr Winter. A vote was taken which was unanimous and the following was agreed:

F/26/01/10.02 Resolved

That the request from Newmarket Chalk Streams CIC for a grant be approved and be awarded at £1,000.

Cllrs McHugh and Yarrow returned to the meeting at 7:27pm

F/26/01/11 Health and Safety

The monthly Health and Safety report was received and noted. There is a new issue with stone and brickwork at the front of the building and emergency repairs are required to prevent falling masonry.

F/26/01/12 Policies

A meeting has taken place to set an update schedule and will be reported to the

next Finance and Policy meeting.

F/26/01/13 Correspondence

None noted.

F/26/01/14 Date of Next Meeting

Monday 16th March 2026 at the Memorial Hall.

Meeting closed at 7:41pm

Signed _Cllr John Harvey_____ Date _16/03/26_____

<u>Summary of Recommendations</u>	<u>Recommendation Wording</u>
<u>F/26/01/4.01 Resolved</u>	That the minutes of the Finance & Policy Committee meeting held on 17th November 2025 be adopted and signed as a true record by the Chair of the Finance & Planning Committee.
<u>F/26/01/6.01 Recommendation</u>	That the ratification of the schedules of payments for the period 01/11/2025 –30/11/2025 and 01/12/2025 – 31/12/2025 (Cash Book 1 - 5) be received and adopted.
<u>F/26/01/10.01 Resolved</u>	That the request from Hope for Tomorrow for a grant be approved and be awarded at £500.
<u>F/26/01/10.02 Resolved</u>	That the request from Newmarket Chalk Streams CIC for a grant be approved and be awarded at £1000.