



Newmarket

TOWN COUNCIL

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

Tel: 01638 667 227. E-mail townclerk@newmarket.gov.uk

ANNUAL MEETING OF THE NEWMARKET TOWN COUNCIL
to be held at Memorial Hall, High Street, Newmarket, CB8 8JP

Tuesday 26th May 2026 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. This is a public arena, therefore anything you say including your name if given, may be published by the press, social media and in Council committee minutes.

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 outgoing Mayor to read the fire safety notice and ask whether anyone intends to record the meeting
2. **Election of Mayor** – to elect a Mayor for Newmarket Town Council for the 2026/27 Municipal Year and to sign the Declaration of Acceptance of Office
3. **Election of Deputy Mayor** – to elect a Deputy Mayor for Newmarket Town Council for the 2026/27 Municipal Year and to sign the Declaration of Acceptance of Office
4. **Apologies** for absence
5. **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
6. **Minutes of the previous meetings held 27th April 2026**
 - a) To consider and adopt the minutes, as a true record of the proceedings
 - b) To consider any matters arising
7. **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.
8. **Police Report** – to receive and note a report (verbal or written) from the PCT (Police Community Team)
9. **Councillor Reports** - to receive and note reports (if any) from
 - a) Ward Reports from Newmarket Town Councillors
 - b) District Councillors
 - c) County Councillors
 - d) Outside bodies representative reports from Town Councillors
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 5th and 18th May 2026
 - b) To receive the minutes and consider and approve any recommendations from Community Services meeting held on 5th May 2026

Distribute to the following for information:

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

- c) To receive the minutes and consider and approve any recommendations from Finance & Policy meeting held on 18th May 2026
- 12. Internal Audit Reports** – to receive the Interim and Final Internal Audit Reports from the Auditor for Newmarket Town Council
- 13. Annual Governance and Accountability Return 2025/26 – Sections 1 and 2**
- a) To receive and approve the Section 1 Annual Governance Statement 2025/26 for Newmarket Town Council
 - b) To receive and approve the Section 2 Annual Accounting Statements 2025/26 for Newmarket Town Council
- 14. Committee Terms of Reference and Membership**
- a) To review committee terms of reference
 - b) To appoint members to committees
- 15. Working Groups** – To receive and approve the amended working group membership list
- 16. Standing Orders and Financial Regulations**
- a) To review the Standing Orders for Newmarket Town Council for 2026/27
 - b) To review the Financial Regulations for Newmarket Town Council for 2026/27
- 17. Financial Risk Management Scheme and Internal Controls**
- a) To review the Risk Management Scheme for Newmarket Town Council for 2026/27
 - b) To review the Internal Control systems for Newmarket Town Council for 2026/27
- 18. Delegation Arrangements** – to review delegation arrangements to officers
- 19. Subscriptions to other bodies** – To review council/staff subscriptions to other bodies
- 20. Arrangements for other bodies**
- a) Outside Services and Cemetery SLAs for West Suffolk Council
 - b) Outside Services for the Jockey Club Estates
- 21. Arrangements with other local authorities** – To confirm Town Councillor representatives on other bodies and arrangements for reporting back
- 22. Asset Register** – To review the 31/03/26 Asset Register
- 23. Insurance Cover** – To confirm arrangements for insurance cover in respect of all insurable risks
- 24. Meeting Dates** – To approve dates and times of council meetings (May 2026 – May 2027)
- 25. Memorial Gardens and Public Toilets** – to discuss the opening hours of the Memorial Gardens and public toilets
- 26. Christmas Lighting** – To consider the tenders for the 2026 Christmas lighting contract
- 27. Correspondence**
- 28. Date of the next Meeting – Monday 22nd June 2026**
- 29. 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**
- 30. Market Update**- to receive an update report

Signed:  Cathy Whitaker, Town Clerk

Date: 19th May 2026

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