



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Finance & Policy Committee **Held on Monday 20th July 2026 at the Memorial Hall 7:15pm**

Attendance:

Councillor J Harvey (Chair)
Councillor A Drummond

Councillor J McHugh
Councillor P Winter

Also Present: C Whitaker – Town Clerk, N Alecock – Deputy Town Clerk. Cllr Borda as an observer.

Minute

F/26/07/1 Election of Chair

Cllr Drummond nominated Cllr Harvey; seconded by Cllr McHugh. A vote was taken, which was unanimous, and the following was agreed:

F/26/07/1.01 Resolved

That Cllr Harvey be elected as Chair of the Finance and Policy Committee for the Municipal Year 2026-2027.

F/26/07/2 Election of Vice Chair

Cllr Harvey nominated Cllr Drummond; seconded by Cllr McHugh. A vote was taken, which was unanimous, and the following was agreed:

F/26/07/2.01 Resolved

That Cllr Drummond be elected as Vice Chair of the Finance and Policy Committee for the Municipal Year 2026-2027.

F/26/07/3 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.

F/26/07/4 Apologies for Absence

Apologies were received from Cllr Yarrow. Cllr Hood was absent.

F/26/07/5 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

No declarations were made. There were no requests for Member's Dispensation.

F/26/07/6 To Confirm the Minutes of the Meeting Held on 18th May 2026 and any Matters Arising

Members received the minutes of the Finance & Policy Committee meeting held on 18th May 2026 and Cllr Harvey made a proposal, seconded by Cllr Winter. A vote was taken which was unanimous and the following was agreed:

F/26/05/6.01 Resolved

That the minutes of the Finance & Policy Committee meeting held on 18th

May 2026 be adopted and signed as a true record by the Chair of the Finance & Planning Committee.

Cllr Harvey reminded members that instead of approving a grant to the Racing Welfare we are working with the organisation regarding collaboration on cycle safety initiatives.

F/26/07/7 Public Open Session

Cllr Borda spoke as a member of the public regarding Item 12b. He gave a summary of his proposal to update the current Flag Flying Policy and Schedule for the Town Council.

Cllr Harvey made a proposal to bring forward Item 12b, Flag Flying Policy, to this point in the meeting; seconded by Cllr Drummond. A vote was taken, which was unanimous, and the following was agreed:

F/26/07/7.01 Resolved

That Item 12b, Flag Flying Policy, be brought forward.

Flag Flying Policy

The motion by Cllr Borda was considered.

Cllr Harvey made a proposal; seconded by Cllr McHugh. A vote was taken, which was unanimous, and the following was agreed:

F/26/07/7.02 Recommended

That the changes to the Flag Flying Policy for Newmarket Town Council be approved, subject to consideration of Appendix A where necessary.

Cllr Harvey thanked Cllr Borda for his useful amendments to the previous Policy.

Cllr Harvey made a proposal; seconded by Cllr Winter. A vote was taken, which was unanimous, and the following was agreed:

F/26/07/7.03 Recommended

That the schedule for the flying of a flag on the ground-based flagpole at the Memorial Hall be amended to include Suffolk Day on 21st June and that a Suffolk Day flag be purchased. That other suggested dates be considered for inclusion within the schedule for displaying flags and / or illuminating the Clock Tower in the relevant colours.

Cllr Harvey made a proposal; seconded by Cllr Winter. A vote was taken, which was unanimous, and the following was agreed:

F/26/07/7.04 Recommended

That investigation be carried out into the night time illumination of the Memorial Hall angled flags, as per protocol within the Flag Flying Policy.

Cllr Borda left the meeting at 7.26pm.

F/26/07/8 Submission of Schedules of Payments for Information CB1 – CB5

Members reviewed CB1 – CB5 for months 2 and 3 (2026/2027). Cllr Harvey made a proposal, seconded by Cllr McHugh. A vote was taken which was unanimous and the following was agreed:

F/26/07/8.01 Recommendation

That the ratification of the schedules of payments for the period 01/05/2026 – 31/05/2026 and 01/06/2026 – 30/06/2026 (Cash Book 1 - 5) be received and adopted.

F/26/07/9 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 30/06/2026 (month 3) for the Town Council's Current, Petty Cash, Salaries, Barclaycard and CCLA Cashbooks.

F/26/07/10 To Receive the Income and Expenditure

The Income and Expenditure reports for June 2026 were received and noted.

F/26/07/11 Health and Safety

The Health and Safety report was received and noted.

F/26/07/12 Policies

A new policy for the Newmarket Town Councillor Annual Locality Budget was considered, providing each Councillor with a £500 grant allowance per year. Cllr Harvey made a proposal, seconded by Cllr Drummond. A vote was taken, which was unanimous, and the following was agreed:

F/26/07/12.01 Recommendation

That the Newmarket Town Councillor Annual Locality Budget Policy be approved.

It was noted that application forms have previously been circulated to all Councillors and are also available from the Town Clerk.

F/26/07/13 Correspondence

None noted.

F/26/07/14 Date of Next Meeting

Monday 21st September 2026 at the Memorial Hall.

Meeting closed at 7:30pm.

Signed A J Harvey Date 21st September 2026

Summary of Recommendations	Recommendation Wording
<u>F/26/07/7.02 Recommended</u>	That the changes to the Flag Flying Policy for Newmarket Town Council be approved, subject to consideration of Appendix A where necessary.
<u>F/26/07/7.03 Recommended</u>	That the schedule for the flying of a flag on the ground-based flagpole at the Memorial Hall be amended to

	include Suffolk Day on 21 st June and that a Suffolk Day flag be purchased. That other suggested dates be considered for inclusion within the schedule for displaying flags and / or illuminating the Clock Tower in the relevant colours.
<u>F/26/07/7.04 Recommended</u>	That investigation be carried out into the night time illumination of the Memorial Hall angled flags, as per protocol within the Flag Flying Policy.
<u>F/26/07/8.01 Recommendation</u>	That the ratification of the schedules of payments for the period 01/05/2026 – 31/05/2026 and 01/06/2026 – 30/06/2026 (Cash Book 1 - 5) be received and adopted.
<u>F/26/07/12.01 Recommendation</u>	That the Newmarket Town Councillor Annual Locality Budget Policy be approved.