



Newmarket TOWN COUNCIL

The Memorial Hall, High Street, Newmarket, CB8 8JP
Tel: 01638 667 227. E-mail townclerk@newmarket.gov.uk

**NOTICE IS HEREBY GIVEN OF A MEETING OF THE NEWMARKET TOWN COUNCIL
to be held at Memorial Hall, High Street, Newmarket, CB8 8JP
Monday 28th September 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 Mayor to read the fire safety notice and ask whether anyone intends to record the meeting
2. **Apologies** for absence
3. **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
4. **Minutes of the previous meetings held 24th August 2026**
 - a) To consider and adopt the minutes, as a true record of the proceedings
 - b) To consider any matters arising
5. **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
6. **Police Report** – to receive and note a report (verbal or written) from the PCT (Police Community Team)
7. **Councillor Reports** - to receive and note reports (if any) from: **(please limit reporting time to 3 minutes)**
 - a) Ward Reports from Newmarket Town Councillors
 - b) District Councillors
 - c) County Councillors
 - d) Outside bodies representative reports from Town Councillors
8. **Announcements** - To receive the Town Mayor's and Deputy Mayor's Announcements (if any)
9. **Committee Meetings**
 - a) To receive the minutes and consider and approve any recommendations from the Development & Planning meetings held on 7th and 21st September 2026
 - b) To receive the minutes and consider and approve any recommendations from Community Services meeting held on 7th September 2026
 - c) To receive the minutes and consider and approve any recommendations from Finance and Policy meeting held on 21st September 2026
10. **Working Group Reports**
 - a) Climate and Environment Working Group update report

Distribute to the following for information:

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

b) Any other Working Group reports

11. **Twinning** – to receive a report and recommendation regarding the administration and operation of the annual MLF/MLR twinning activities
12. **External Audit** – to receive and note the Conclusion of Audit and the External Auditor's report and Statement of Accounts for 2025/26
13. **Correspondence**
14. **Date of the next Meeting – Monday 26th October 2026**

Signed: *CE Whitaker* Cathy Whitaker, Town Clerk

Date: 22nd September 2026

Distribute to the following for information:

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



Minutes of the Meeting of Newmarket Town Council

held on Monday 24th August 2026 at 6:15 pm at the Memorial Hall

Attendance:

Councillor P Winter (Town Mayor)

Councillor J Borda

Councillor J Clover

Councillor L Crissall

Councillor A Drummond

Councillor J Harvey (Deputy Town Mayor)

Councillor R Hood

Councillor P Hulbert

Councillor J Jarvis

Councillor S Kavanagh (arrived 6.17pm)

Councillor J McHugh

Councillor R Nobbs

Councillor C Revitt

Also Present: C Whitaker – Town Clerk, Cllr A Burton – SCC, Cllr A Whittle - WSC/SCC, one member of the Press and two members of the public.

Minute

26/08/1 Welcome

The Mayor welcomed everyone and read the fire safety notice and asked if anyone intended to record the meeting.

26/08/2 Apologies for Absence – LGA 1972, Section 85(1) & (2)

Apologies were received from Cllrs Berry, Slater and Yarrow. Councillors Anderson and Starkey were absent.

Cllr Kavanagh joined the meeting at 6.17pm.

26/08/3 Declaration of Members Interests & 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 Dispensation.

26/08/4 To Receive and Confirm the Minutes of the Town Council Meeting held on 27th July 2026 and any Matters Arising.

The minutes of the meeting held on 27th July 2026 were presented. Cllr Winter made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

26/08/4.01 Resolved

That the minutes of the meeting held on 27th July 2026 be adopted and signed as a correct record by the Town Mayor.

There were no matters arising.

26/08/5 Public Open Session

A resident spoke regarding the Pavilion against the request to consider exclusive hire by a local school; stating that this building was a gift to the town to promote sports and general well-being of the community and that this would be a sad loss to the town should the request be approved.

26/08/6 Police Report

A report was tabled. Cllr Hood noted the crime statistics given seem to indicate an

improvement overall.

26/08/7

Councillor Reports

Ward Reports

Cllr Hood spoke regarding Cllr Jarvis' recent social media posts about speeding on Moulton Road.

At the recent meeting by Flagship Housing regarding the Rowley Drive Icewell Hill development it was clear that the Town Council's previous comments about the project had not been taken on board and she remains very concerned by the latest offering. The Town Council should write to Flagship to request another meeting to further discuss. Cllrs Harvey, Winter, Nobbs and Revitt expressed further concerns and agreed the matter was unsatisfactory and that a further meeting was necessary.

Cllr Kavanagh informed that she had written to our Member of Parliament regarding the A14 town diversion to be looked at and requesting speed restriction on the local section of the road.

District Reports

Cllr Jarvis spoke regarding the issue of speeding near the horses on Moulton Road, citing safety concerns made by the Jockey Club and that a 60MPH speed limit is inappropriate in an area where racehorses are. The condition of the road is very poor in that area. He has begun a campaign 'Neigh to 60' and intends to pursue the matter with SCC Highways officers, whilst acknowledging that the boundaries in that area are challenging.

The recent serious fire at Dunwich Heath has brought into further question SCC's decision to abandon the climate crisis declaration. Severe risk is posed by extreme heat and action on climate adaptation is required. He commended the Town Council for its recent climate crisis declaration.

County Reports

Cllr Whittle gave a report regarding an RAF Barnham update, ongoing action on Highway matters and weed control. Particularly he asked the Town Council to consider supporting the re-instatement of double yellow lines at the site of a recent accident on Palace Street.

Cllr Whittle received questions from Councillors:- Cllr Nobbs requested that streetlights on Moulton Road be amended to stay on overnight for safety reasons. Cllr Drummond asked when the household waste recycling centre would be re-opening, as per the new SCC administration's promise. Cllr Kavanagh asked if the RAF Barnham project is definitely proceeding with Cllr Whittle responding that this seemed very likely to happen. She also asked about the type of weed treatment being used by SCC. Cllr Jarvis spoke about the delay of the repair to the Nimbus Way fencing which was a safety concern. General comment was that SCC are slow to respond and that often nothing seems to change with concerns remaining unaddressed.

A member of the public joined the meeting at 6.55pm.

Cllr Burton reported that he had been addressing speeding and temporary traffic lights concerns on Exning Road and working with residents regarding some personal appeals. Cllr Crissall commented on the delay of the installation of double yellow lines at Hamilton Road/Tennis Club. It is progressing through the legal system, but will definitely be going ahead.

Outside bodies representatives

No reports.

Cllrs Burton and Whittle left the meeting at 7.05pm.

26/08/8 Mayors Announcements

The Mayor reported that, other than attending committee meetings, working groups and other meetings, she had not attended any additional meetings or invitations.

26/08/9 To Receive the Minutes and Consider and Approve any Recommendations from the Development & Planning Committee Meetings held on 3rd and 17th August 2026

The minutes and recommendations from the Development & Planning Committee meetings held on 3rd and 17th August 2026 were presented. Cllr Hood made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the minutes were adopted. There were no recommendations.

26/08/10 To Receive the Minutes and Consider and Approve any Recommendations from the Leisure Services Committee Meeting held on 3rd August 2026

The minutes of the Leisure Services Committee meeting held on 3rd August 2026 were presented. Cllr McHugh made a proposal, seconded by Cllr Borda. A vote was taken which was unanimous and the minutes were adopted with the following recommendation being approved.

26/08/10.01 Resolved (Recommendation: L/26/08/6.01)

Newmarket Town Council approve:

- a) To take on the ownership of the trail for further expansion and maintenance.**
- b) To budget annually for funding LOTT costs**
- c) To work with the LOTT Committee regarding content and publicity and with SCC Highways or other qualified construction organisation to maintain/install further or existing plaques.**

26/08/11 Working Group Reports

The Climate and Environment Working Group minutes of a meeting on 18th August 2026 were received and noted.

Cllr Hood commented that the Enforcement Working Group had to cancel its recently planned meeting due to no progression by WSC regarding any of Enforcement matters.

26/08/12 Expression of Interest

The recent expression of interest by the Town Council regarding an asset transfer of a building in the Studlands Ward had been declined.

26/08/13 Pavilion

A request for consideration for exclusive use of the Pavilion had been received from a local school. Cllr Drummond made a proposal, seconded by Cllr Winter. A vote was taken, which was unanimous, and the following was agreed.

26/08/13.01 Resolved

That the request for exclusive use of the Pavilion be refused and that any such future requests also be rejected.

26/08/14 Residents Parking Scheme

Cllr Harvey spoke giving an update and information regarding the All Saints Area RPZ proposal. Cllr Drummond asked regarding official pavement parking within the scheme: SCC have a no pavement parking policy. Lobbying of our SCC Councillors to request consideration of a change to this policy could be made.

Cllr Harvey made a proposal, seconded by Cllr Drummond. A vote was taken, which was

unanimous, and the following was agreed.

26/08/14.01 Resolved

That a request be made to West Suffolk Council:

- i) to instruct Suffolk County Council to proceed with implementing the proposals (outlined in the letter to residents) for All Saints Road and Park Lane (such as any required road marking and signage).**
- ii) to make the necessary arrangements for permits for residents on-street and for the All Saints Car Park.**

26/08/14.02 Resolved

That a request be made to West Suffolk Council to consider further proposals for Rous Road.

26/08/14.03 Resolved

That, should it be required, the relevant funds provided in the EMR towards the costs of implementing the scheme be released.

26/08/15 Small Grant Request

A request for £900 was made by The Other Farah for funding towards a music festival at The White Hart. Cllr Drummond made a proposal, seconded by Cllr Nobbs. A vote was taken which was – 6 in favour of the proposal, 4 against the proposal, 2 abstentions. The resolution was carried as follows.

26/08/15.01 Resolved

To refuse the application by The Other Farah for grant funding.

26/08/16 Correspondence

None noted.

26/08/17 Date of the next Meeting

Monday 28th September 2026 in the Memorial Hall at 6.15pm.

Meeting closed at 7:18pm.

Signed: _____

Date: _____

Summary of Resolutions

Resolution	Resolution Wording
<u>26/08/10.01 Resolved</u> <i>(Recommendation: L/26/08/6.01)</i>	Newmarket Town Council approve: a) To take on the ownership of the trail for further expansion and maintenance. b) To budget annually for funding LOTT costs c) To work with the LOTT Committee regarding content and publicity and with SCC Highways or other qualified construction organisation to maintain/install further or existing plaques.
<u>26/08/13.01 Resolved</u>	That the request for exclusive use of the Pavilion be refused and that any such future requests also be rejected.
<u>26/08/14.01 Resolved</u>	That a request be made to West Suffolk Council: i) to instruct Suffolk County Council to proceed with implementing the proposals (outlined in the letter to

	residents) for All Saints Road and Park Lane (such as any required road marking and signage). ii) to make the necessary arrangements for permits for residents on-street and for the All Saints Car Park.
<u>26/08/14.02 Resolved</u>	That a request be made to West Suffolk Council to consider further proposals for Rous Road.
<u>26/08/14.03 Resolved</u>	That, should it be required, the relevant funds provided in the EMR towards the costs of implementing the scheme be released.
<u>26/08/15.01 Resolved</u>	To refuse the application by The Other Farah for grant funding.

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Item 8

Mayors Announcements

28th August - Opened new banking hub in the Guineas Shopping Centre

28th August – Attended a meeting at the Racing Centre for the Sports Hub

12th September – Gave the freedom of Newmarket to the Grenadier Guards

17th September – Opened the Global Spice Convenience Store on Freshfields

26th September – Attended the Sausage festival to judge the best sausage dog

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Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee Held on Monday 7th September 2026 at 6:15pm

Attendance:

Councillor J Harvey (Vice Chair)
Councillor J Berry (from 6.21pm)
Councillor A Drummond

Councillor P Hulbert
Councillor R Nobbs

Also Present: C Whitaker – Town Clerk, N Alecock – Deputy Town Clerk, Cllrs Winter (from 6.17pm), Borda (from 6.47pm) and Revitt (from 6.53pm) as observers, 9 Members of the public and 1 Member of the Press

	Minute	Action by
D/26/09/1	<u>Chair to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded</u> The Chair welcomed everyone, read the Fire Safety Notice and asked if anyone intended to record the meeting. No one was recording the meeting.	
D/26/09/2	<u>Apologies</u> Apologies were received from Cllrs Hood, Jarvis, McHugh and Yarrow.	
D/26/09/3	<u>Declaration of Members Interests & 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</u> Cllr Nobbs declared an 'other' interest in item 7a – DC/26/0812/FUL. There were no requests for dispensation. <i>1 Member of the Press joined the meeting at 6.16pm</i>	
D/26/09/4	<u>To Confirm the Minutes of the Meeting Held on 17th August 2026 and any Matters Arising</u> The Chair presented the minutes of the Development & Planning Committee held on 17th August 2026 and Cllr Hulbert made a proposal, seconded by Cllr Nobbs. A vote was taken which was unanimous and the following was agreed: <u>D/26/09/4.01 Resolved</u> That the minutes of the Development & Planning Committee held on 17th August 2026 be adopted and be signed as a true record by the Chair of the Development & Planning Committee. There were no matters arising. <i>Councillor Winter joined the meeting as an observer at 6.17pm</i>	
D/26/09/5	<u>Public Open Session</u>	

A member of the public spoke in relation to item 7a – DC/26/0812/FUL about his concerns including the number of properties that have been approved, spaces below the national standard, unsuitable escape routes and 1 fire alarm panel for the whole building which is locked in the bar area; he requested refusal of the application.

The applicant stated that the fire survey had been undertaken and there were no ongoing issues identified; also that Environmental Health have visited the site and the plans have been amended to meet the minimum standard requirements so everything has now been resolved.

Councillor Berry joined the meeting at 6.21pm

1 Member of the public joined the meeting at 6.22pm

The Chair made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

D/26/09/5.01 Resolved

That item 7a – DC/24/0812/FUL be brought forward.

D/26/09/6 Amended and Deferred Plans

DC/26/0812/FUL – Planning application – creation of additional residential unit within existing building – 2 Sun Lane, Newmarket

Councillor Nobbs left the meeting at 6.23pm

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

D/26/09/6.01 Resolved

The Committee deferred the application to West Suffolk Officers to determine, given the complexities.

Councillor Nobbs rejoined the meeting and 7 members of the public left the meeting at 6.25pm

D/26/09/7 Planning Applications

D/26/09/7/1 DC/26/1232/TCA – Trees in a conservation area notification – one Marabella Plum (marked T1 on plan) overall reduction by two metres – 8 Ferndale Close, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

D/26/09/7.01 Resolved

The Committee supports responsible tree management and voiced no objection.

D/26/09/7/2 DC/26/1211/TPO – TPO 012 (1956) tree preservation order – one Beech (marked T1 on plan and within A1 on order) remove one large limb back to stem from three metres and one limb at five metres back to stem overhanging garden and one Oak (marked T2 on plan and within A1 on order) reduce branches overhanging garden by 1.5 metres – 81A Edinburgh Road, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

D/26/09/7.02 Resolved

The Committee supports responsible tree management and voiced no objection.

D/26/09/7/3 DC/26/1219/TPO – TPO 234(1972) tree preservation order – one Beech (marked ONSX on plan and within A13 on order) applying a wood chip mulch treatment to the root zone and an overall crown reduction by up to two metres – Gordon Richards Close, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Berry. A vote was taken which was unanimous and the following was agreed:

D/26/09/7.03 Resolved

The Committee supports responsible tree management and voiced no objection.

1 member of the public joined the meeting at 6.37pm

D/26/09/7/4 DC/26/1226/P3CMA – Prior approval application under Part 3 of the Town and Country Planning (General Permitted Development) Order 2015 – change of use if first, second and third floors from commercial, business and service (class E) to seven dwellings (class C) – Rutland Chambers, 19 High Street, Newmarket. Cllr Nobbs made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

D/26/09/7.04 Resolved

The Committee are concerned about the cumulative effect of infill additional accommodation with no additional parking increased waste provision and the additional demand on services. Also that this is not being included in the figures for additional housing supply.

D/26/09/7/5 DC/26/1202/FUL – Single storey extension to create a trainers office with controlled entrance and parking area – Green Ridge Stables, Hamilton Road, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Berry. A vote was taken which was unanimous and the following was agreed:

D/26/09/7.05 Resolved

The Committee voiced no objection.

D/26/09/7/6 DC/26/1194/HH – Householder planning application – a. insertion of sliding door on rear elevation (following removal of two existing doors) b. new patio and with perimeter walls – Paddock View, 6 Exning Road, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

D/26/09/7.06 Resolved

The Committee voiced no objection.

D/26/09/7/7 DC/26/1283/TCA – Trees in a conservation area notification – one Silver Maple (T4 on plan) fell – Clarehaven Stables, 57 Bury Road, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Berry. A vote was taken which was unanimous and the following was agreed:

D/26/09/7.07 Resolved

The Committee objects to the felling of healthy trees and objects to this

application until supporting evidence is provided to justify the felling.

D/26/09/7/8 DC/26/1288/TCA – Trees in a conservation area notification – one Horse Chestnut (T1 on plan) repollard to ten metres above ground level – Barkway House, 18 Bury Road, Newmarket. Cllr Nobbs made a proposal, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

D/26/09/7.08 Resolved

The Committee supports responsible tree management, however raised concerns whether ten metres above ground would detrimentally the impact on the health of the tree.

D/26/09/7/9 DC/26/1279/P3CMA – Prior approval application under Part 3 of the Town and Country Planning (General Permitted Development) Order 2015 – change of use to first floor from commercial, business and service (class E) to two apartments (class C3) – 24 Market Street, Newmarket. Cllr Nobbs made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

D/26/09/7.09 Resolved

The Committee are concerned about the cumulative effect of infill additional accommodation with no additional parking increased waste provision and the additional demand on services. Also that this is not being included in the figures for additional housing supply.

D/26/09/7/10 DC/26/1287/TCA – Trees in a conservation area notification – one Cypress (T1 on plan) remove four lowest limbs on southwestern aspect – The Gables, 20 Bury Road, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

D/26/09/7.10 Resolved

The Committee supports responsible tree management and voiced no objection.

D/26/09/7/11 DC/26/1307/TCA – Trees in a conservation area notification – one Robinia and one holly (marked on plan) fell – 45 Rous Road, Newmarket. Cllr Drummond made a proposal, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

D/26/09/7.11 Resolved

The Committee objects to the felling of healthy trees and requests that the Tree Officer consider the necessity of felling and if so conditions for the replacement of a suitable tree.

D/26/09/7/12 DC/26/1280/P3CMA – Prior approval application under Part 3 of the Town and Country Planning (general Permitted Development) Order 2015 – change of use of first and second floors from commercial, business and service (class E) to three dwellings (class 3) – 18 High Street, Newmarket. Cllr Nobbs made a proposal, seconded by Cllr Drummond. A vote was unanimous and the following was agreed:

D/26/09/7.12 Resolved

The Committee are concerned about the cumulative effect of infill additional accommodation with no additional parking increased waste provision and the additional demand on services. Also that this is not being included in the figures for additional housing supply.

D/26/09/7/13 DC/26/1254/FUL – Planning application – one steel frame storage building – Green Ridge Stables, Hamilton Road, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Berry. A vote was taken which was unanimous and the following was agreed:

D/26/09/7.13 Resolved

The Committee voiced no objection.

D/26/09/7/14 DC/26/1273/HH – Householder planning application – a. single storey extension to front b. single storey extension to rear c. alterations to fenestration – 15 Adastral Close, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Berry. A vote was taken which was unanimous and the following was agreed:

D/26/09/7.14 Resolved

The Committee voiced no objection.

D/26/09/7/15 DC/26/1286/P3CMA – Prior approval application under Part 3 of the Town and Country Planning (General Permitted Development) Order 2015 – change of use of ground, first and second floors from commercial, business and service (class E) to four dwellings (class C3) – 74-76 High Street, Newmarket. Cllr Nobbs made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

D/26/09/7.15 Resolved

The Committee are concerned about the cumulative effect of infill additional accommodation with no additional parking increased waste provision and the additional demand on services. Also that this is not being included in the figures for additional housing supply.

D/26/09/8 Planning and Enforcement Appeals

Planning appeal AP/26/0023/STAND and enforcement appeal AP/26/0024/ENF were noted.

D/26/09/9 East Cambs Planning Applications

Noted.

D/26/09/10 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

West Suffolk Planning Determinations received during weeks commencing 12/08/26, 19/08/26 and 26/08/26 were noted.

Applications	Description	Address	WSC Decision	NTC Decision
DC/26/0907/VAR	Planning application – Variation of Condition 2 (opening hours) of	2-5 Elizabeth Parade,	Approved	No objection

	DC/14/0340/FU to extend the opening hours to Monday to Sunday 6am to 11pm	Newmarket			
DC/26/0898/HH	Householder planning application – single storey rear extension (following demolition of existing conservatory)	64 Edinburgh Road, Newmarket	Approved	No objection	
DC/26/1004/TPO	TPO 04 (2012) tree preservation order – two Yew (T18 and T20 on plan and order) overall crown reduction by two metres, one Yew (T24 on plan and on order) crown lift to three and a half metres above ground level	3 Arborfield Drive, Newmarket	Approved	No objection	

D/26/09/11 Delegation Panel and Development Control Committee Decisions

DC/24/0622/RM was noted. Cllr Harvey made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

Councillor Borda joined the meeting at 6.47pm

D/26/09/11.01 Resolved

That a letter be sent to WSC expressing the dissatisfaction, in its strongest terms, in approving the scheme that we strongly objected to. No conditions were added and the opportunity for a HGV plan or limits on operation were not taken. We would like to see this done for future applications.

That a letter be sent to SCC requesting a Newmarket Transport Plan.

D/26/09/12 Licensing

None noted.

D/26/09/13 Enforcement

A meeting is arranged with West Suffolk Council for Wednesday 16th September in which Cllrs Harvey, Hood and Winter and the Deputy Town Clerk will be attending. All members of the Committee are also invited.

D/26/09/14 Working Group Reports

No reports offered.

D/26/09/15 Palace Street

A proposal for double yellow lines was discussed. Cllr Harvey made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

D/26/09/15.01 Resolved

The Committee support restricted parking but felt that other alternatives should also be considered particularly to protect the appearance of the Bill Tutte memorial area such as expanding the Restricted parking zone that operates for most of Palace Street to the junction with the High Street installation of sleeping policemen or pedestrianising the area.

*Cllr Revitt joined the meeting as an observer at 6.53pm
1 member of the public left the meeting at 6.55pm*

D/26/09/16 Correspondence

None noted.

D/26/09/17 Date of Next Meeting

Monday 21st September 2026 at 6.15pm at the Memorial Hall.

Meeting closed 6:59pm.

Signed A J Harvey Date 21st September 2026

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/26/09/4.01 Resolved</u>	That the minutes of the Development & Planning Committee held on 17th August 2026 be adopted and be signed as a true record by the Chair of the Development & Planning Committee.
<u>D/26/09/5.01 Resolved</u>	That item 7a – DC/24/0812/FUL be brought forward.
<u>D/26/09/6.01 Resolved</u>	The Committee deferred the application to West Suffolk Officers to determine given the complexities.
<u>D/26/09/7.01 Resolved</u>	The Committee supports responsible tree management and voiced no objection.
<u>D/26/09/7.02 Resolved</u>	The Committee supports responsible tree management and voiced no objection.
<u>D/26/09/7.03 Resolved</u>	The Committee supports responsible tree management and voiced no objection.
<u>D/26/09/7.04 Resolved</u>	The Committee are concerned about the cumulative effect of infill additional accommodation with no additional parking increased waste provision and the additional demand on services. Also that this is not being included in the figures for additional housing supply.
<u>D/26/09/7.05 Resolved</u>	The Committee voiced no objection.
<u>D/26/09/7.06 Resolved</u>	The Committee voiced no objection.
<u>D/26/09/7.07 Resolved</u>	The Committee objects to the felling of healthy trees and objects to this application until supporting evidence is provided to justify the felling.
<u>D/26/09/7.08 Resolved</u>	The Committee supports responsible tree management, however raised concerns over the impact on the health of the tree.
<u>D/26/09/7.09 Resolved</u>	The Committee are concerned about the cumulative effect of

	infill additional accommodation with no additional parking increased waste provision and the additional demand on services. Also that this is not being included in the figures for additional housing supply.
<u>D/26/09/7.10 Resolved</u>	The Committee supports responsible tree management and voiced no objection.
<u>D/26/09/7.11 Resolved</u>	The Committee objects to the felling of healthy trees and refers to the Tree Officer for the replacement of a suitable tree.
<u>D/26/09/7.12 Resolved</u>	The Committee are concerned about the cumulative effect of infill additional accommodation with no additional parking increased waste provision and the additional demand on services. Also that this is not being included in the figures for additional housing supply.
<u>D/26/09/7.13 Resolved</u>	The Committee voiced no objection.
<u>D/26/09/7.14 Resolved</u>	The Committee voiced no objection.
<u>D/26/09/7.15 Resolved</u>	The Committee are concerned about the cumulative effect of infill additional accommodation with no additional parking increased waste provision and the additional demand on services. Also that this is not being included in the figures for additional housing supply.
<u>D/26/09/11.01 Resolved</u>	That a letter be sent to WSC expressing the dissatisfaction, in its strongest terms, in approving the scheme that we strongly objected. No conditions were added and the opportunity for a HGV plan or limits on operation were not taken. We would like to see this done for future applications. That a letter be sent to SCC requesting a Newmarket Transport Plan.
<u>D/26/09/15.01 Resolved</u>	The Committee support restricted parking but felt that other alternatives should also be considered particularly to protect the appearance of the Bill Tutte memorial area such as expanding the Restricted parking zone that operates for most of Palace Street to the junction with the High Street installation of sleeping policemen or pedestrianising the area.



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee Held on Monday 21st September 2026 at 6:15pm

Attendance:

Councillor J Harvey (Vice Chair)
Councillor A Drummond

Councillor P Hulbert

Also Present: C Whitaker – Town Clerk, N Alecock – Deputy Town Clerk, Cllrs Winter (from 6.35pm) as an observer, 1 Member of the public (from 6.17pm) and 1 Member of the Press

Minute	Action by
D/26/09/18 <u>Chair to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded</u> The Chair welcomed everyone, read the Fire Safety Notice and asked if anyone intended to record the meeting. No one was recording the meeting.	
D/26/09/19 <u>Apologies</u> Apologies were received from Cllrs Berry, Jarvis, McHugh, Nobbs and Yarrow. Cllr Hood was absent.	
D/26/09/20 <u>Declaration of Members Interests & 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</u> There were no declarations of interest or requests for dispensation.	
D/26/09/21 <u>To Confirm the Minutes of the Meeting Held on 7th September 2026 and any Matters Arising</u> The Chair presented the minutes of the Development & Planning Committee held on 7th September 2026 and Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed: <u>D/26/09/21.01 Resolved</u> That the minutes of the Development & Planning Committee held on 7th September 2026 be adopted and be signed as a true record by the Chair of the Development & Planning Committee. <i>1 Member of the Public joined the meeting at 6.17pm</i> The Chair confirmed that letters have been drafted in relation to Hatchfield and a HGV transport plan and will be sent shortly. SCC have received our feedback with regards to the proposed yellow lines at Palace Street.	
D/26/09/22 <u>Public Open Session</u> None.	

D/26/09/23 Planning Applications

D/26/09/23/1 DC/26/1186/HH – Householder planning application – a. front porch b. conversion of garage to habitable room c. render to front elevation d. replacement windows – 4 Paget Place, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

D/26/09/23.01 Resolved

The Committee voiced no objection.

D/26/09/23/2 DC/26/1296/FUL – Planning application – a. mezzanine floor b. air conditioning units to rear elevation – Newmarket Retail Park, Unit 5, Oaks Drive, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

D/26/09/23.02 Resolved

The Committee voiced no objection subject to there being no noise issues and that SCC are content that this does not obstruct the highway with regard to the Right of Way

D/26/09/23/3 DC/26/1298/HH – Householder planning application – a. remove chimney b. single storey rear extension (following demolition of existing conservatory) – 1 Wyndham Way, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

D/26/09/23.03 Resolved

The Committee voiced no objection.

D/26/09/23/4 DC/26/1347/HH – Householder planning application – ramped access to front elevation – 1 Bill Rickaby Drive, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

D/26/09/23.04 Resolved

The Committee voiced no objection.

D/26/09/23/5 DC/26/1324/FUL – Planning application – energy storage plant and associated infrastructure – Verge, Exning Road, Newmarket. Cllr Harvey made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

D/26/09/23.05 Resolved

The Committee object in the strongest terms due to the effect on the street scene, overdevelopment, potential noise and disturbance and the use of hazardous materials.

D/26/09/24 Amended and Deferred Plans

None noted.

D/26/09/25 Planning and Enforcement Appeals

Planning appeal AP/26/0023/STAND and enforcement appeal AP/26/0024/ENF were noted.

D/26/09/26 East Cambs Planning Applications
Noted.

D/26/09/27 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

West Suffolk Planning Determinations received during weeks commencing 02/09/26 and 09/09/26 were noted.

Applications	Description	Address	WSC Decision	NTC Decision
DC/26/0683/RM	Reserved matters application – submission of details under outline planning permission DC/24/0720/OUT – access (other than the previously approved and installed means of access), appearance, landscaping, layout and scale – for the construction of three commercial units (us class B2/B8 and E(g))	Hatchfield Farm, Fordham Road, Newmarket	Approved	Strongly objected
DC/26/0973/HH	Householder planning application – a. single-storey rear infill extension b. covered barbeque enclosure c. soft and hard landscaping works	6 Alycidon Mews, Newmarket	Approved	No objection
DC/26/1083/TPO	TPO 04 (1977) tree preservation order – three Horse Chestnut (G1 on plan, within G3 on order) crown reduction in height by two metres	91 St Philips Road, Newmarket	Approved	No objection
DC/26/1116/TCA	Trees in a conservation area notification – works stated on submitted tree schedule of works	Godolphin Stables, Snailwell Road, Newmarket	Approved	No objection
DC/26/1041/ADV	Application for advertisement consent – a. one internally illuminated totem sign b. ten non illuminated fascia signs c. two non illuminated fascia signs	Unit 6 Nucleus Park, 351 Exning Road, Newmarket	Approved	Objected
DC/26/1118/TPO	TPO 13 (1991) tree preservation order – two Beech (T002 and T003 on plan, within area A4 of order), one species unknown (T007 on plan, within A4 of order) and one Sycamore (T008 on plan, within area A4 on order) fell	Godolphin Stables, Snailwell Road, Newmarket	Approved	No objection
DC/26/1107/TPO	TPO 03 (1990) tree preservation order – a. one Lime (T1 on plan within G2 on order) reduce two lowest lateral limbs by two metres over boundary b. one Beech (T2 on plan within G2 on order) reduce middle and lower crown by 1.5 metres and reduce height	57 Drinkwater Close, Newmarket	Approved	No objection

	by one metre			
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D/26/09/28 Delegation Panel and Development Control Committee Decisions

The delegated decision was noted for DC/26/1041/ADV – Unit 6, Nucleus Park, 351 Exning Road, Newmarket – as Granted by officer delegation.

D/26/09/29 Licensing

Pavement licence renewal – the Bull, 62 High Street, Newmarket – Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

D/26/09/29.01 Resolved

The committee have no objection providing the current configuration is being continued.

D/26/09/30 Enforcement

Cllrs Winter and Harvey and the Deputy Town Clerk met with WSC last Wednesday 16th September to discuss planning enforcement. It was a constructive meeting in which the process, our role, options and follow up were discussed. We were informed that WSC Newmarket Members are given a briefing on enforcement cases every 2 months. Specific issues were raised and updates given and our frustration emphasised. Going forward, it was noted that WSC Officer will meet bi-monthly with the Town Clerk/Deputy Town Clerk following that briefing for feedback and to improve communication lines.

D/26/09/31 Working Group Reports

No reports offered.

D/26/09/32 Correspondence

It was noted that we are in receipt of a sex establishment renewal licence consultation which will be on the next agenda for consideration.

D/26/09/33 Date of Next Meeting

Monday 5th October 2026 at 6.15pm at the Memorial Hall.

Meeting closed 6:35pm.

Signed _____ Date _____

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/26/09/21.01 Resolved</u>	That the minutes of the Development & Planning Committee held on 7th September 2026 be adopted and be signed as a true record by the Chair of the Development & Planning Committee.

<u>D/26/09/23.01 Resolved</u>	The Committee voiced no objection.
<u>D/26/09/23.02 Resolved</u>	The Committee voiced no objection subject to there being no noise issues and that SCC are content that this does not obstruct the highway with regard to the Right of Way.
<u>D/26/09/23.03 Resolved</u>	The Committee voiced no objection.
<u>D/26/09/23.04 Resolved</u>	The Committee voiced no objection.
<u>D/26/09/23.05 Resolved</u>	The Committee object in the strongest terms due to the effect on the street scene, overdevelopment, potential noise and disturbance and the use of hazardous materials.
<u>D/26/09/29.01 Resolved</u>	The committee have no objection providing the current configuration is being continued.

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Minutes of a Meeting of the Community Services Committee
Held on Monday 7th September 2026 at 7:15pm

Attendance:

Councillor P Winter (Chair)
Councillor J Borda
Councillor J Harvey
Councillor P Hulbert

Councillor S Kavanagh
Councillor R Nobbs
Councillor C Revitt

Also Present: C Whitaker – Town Clerk. N Alecock – Deputy Town Clerk, member of the Press.
Minute

The Town Clerk announced that items 1 and 2 on the agenda were needed to be resolved again, as they were missed from the July agenda and added as emergency items at that time. However, following the meeting it became apparent that this was not allowed for the purposes of Election of Chairs or Vice Chairs.

L/26/09/1 Election of Chair

Cllr Winter took the Chair and asked for nominations for Chair of the Community Services Committee. Cllr Nobbs nominated Cllr Winter for Chair, seconded by Cllr Harvey.. There were no other nominations, a vote was taken and the following was agreed:

C/26/09/1.01 Resolved

That Cllr Winter be elected as the Chair of the Community Services Committee for 2026/2027 Municipal Year.

L/26/09/2 Election of Vice Chair

Cllr Winter nominated Cllr McHugh for Vice Chair of the Community Services Committee, seconded by Cllr Hulbert. There were no other nominations, a vote was taken and the following was agreed:

C/26/09/2.01 Resolved

That Cllr McHugh be elected as the Vice Chair of the Community Services Committee for 2026/2027 Municipal Year.

L/26/09/3 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 needed.

L/26/09/4 Apologies for Absence

Apologies were received from Cllrs Jarvis, McHugh, Revitt, Yarrow.

L/26/09/5 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 Members Dispensation

Book number 5 2026 -2027

Cllr Borda declared an 'other' interest in agenda item 9. Dispensation was given by the Clerk to participate in the debate, but not vote.

L/26/09/6 To Receive and Confirm for Accuracy the Minutes of the Community Services Committee Meeting Held on Tuesday 6th July 2026 and Any Matters Arising

Members received the minutes of the Community Services Committee meeting held on 6th July 2026 and Cllr Winter made a proposal, seconded by Cllr Nobbs. A vote was taken which was unanimous and the following was agreed:

C/26/09/6.01 Resolved

That the minutes of the Community Services Committee meeting held on 6th July 2026 be adopted and signed as a true record by the Chair of the Community Services Committee with the following amendment: 'Items 1 and 2, Elections of Chair and Vice Chair, are not permitted as emergency items: therefore, the items will be re-presented at the CS meeting agenda on 7th September.'

There were no matters arising.

L/26/09/7 Public Open Session

No members of the public were in attendance.

L/26/09/8 To Receive the Accounts

The accounts for August 2026 were received and noted.

L/26/09/9 Planters on the High Street

Email communication was received (in a personal capacity) from a volunteer with the SOS bus, regarding the issue of the location of the SOS bus service should the planned pavement planters be approved and situated in that area. Cllr Borda spoke, with a dispensation, requesting that the item be deferred to allow further research regarding an alternative location for the bus on Friday and Saturday evenings between 9.30pm and 4am. Cllr Winter made a proposal, seconded by Cllr Harvey. Cllr Borda refrained from voting, as per the dispensation agreed. A vote was taken which was unanimous and the following was agreed:

C/26/09/9.01 Resolved

That this item be deferred to allow further research regarding an alternative location for the SOS bus on Friday and Saturday evenings between 9.30pm and 4am.

L/26/09/10 Correspondence

None noted.

L/26/09/11 Date of Next Meeting

Monday 2nd November 2026 at the Memorial Hall.

Meeting closed at 7:32pm.

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>C/26/09/1.01 Resolved</u>	That Cllr Winter be elected as the Chair of the Community Services Committee for 2026/2027 Municipal Year.
<u>C/26/09/2.01 Resolved</u>	That Cllr McHugh be elected as the Vice Chair of the Community Services Committee for 2026/2027 Municipal Year.
<u>C/26/09/6.01 Resolved</u>	That the minutes of the Community Services Committee meeting held on 6th July 2026 be adopted and signed as a true record by the Chair of the Community Services Committee with the following amendment: ‘Items 1 and 2, Elections of Chair and Vice Chair, are not permitted as emergency items: therefore, the items will be re-presented at the CS meeting agenda on 7th September.’
<u>C/26/09/9.01 Resolved</u>	That this item be deferred to allow further research regarding an alternative location for the SOS bus on Friday and Saturday evenings between 9.30pm and 4am.

Book number 7 2026 -2027

Minutes of Community Services Committee held on Monday 7th September 2026

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Minutes of a Meeting of the Finance & Policy Committee
Held on Monday 21st September 2026 at the Memorial Hall 7:15pm

Attendance:

Councillor J Harvey (Chair)
Councillor A Drummond

Councillor P Winter

Also Present: C Whitaker – Town Clerk, N Alecock – Deputy Town Clerk, Member of the Public
Minute

F/26/09/1 Chair to Read the Fire Safety Notice and Announce that Proceedings may be filmed or Recorded

The Chair opened the meeting, read the Fire Safety Notice and asked if anyone intended to record the meeting.

F/26/09/2 Apologies for Absence

Apologies were received from Cllrs McHugh and Yarrow. Cllr Hood was recorded as absent.

F/26/09/3 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

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

F/26/09/4 To Confirm the Minutes of the Meeting Held on 20th July 2026 and any Matters Arising

Members received the minutes of the Finance & Policy Committee meeting held on 20th May 2026 and Cllr Harvey made a proposal, seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

F/26/09/4.01 Resolved

That the minutes of the Finance & Policy Committee meeting held on 20th July 2026 be adopted and signed as a true record by the Chair of the Finance & Planning Committee.

Cllr Harvey stated that a Traffic and Parking Working Group meeting is scheduled for 29/9/26 and that the representative from the Racing Welfare safe cycling initiative had been invited to discuss collaboration.

F/26/09/5 Public Open Session

A member of the public spoke requesting the following:

- a robust financial and corporate strategy for this Council, on a stated timeline
- transparency on the WSC and Jockey Club Estates SLA contracts before they renew next spring
- a joint position with other West Suffolk towns on the issue of double taxation
- a precept freeze while that strategy is built

The Chair thanked the member of the public regarding his input and stated that these matters would be looked at with his requests in mind.

F/26/09/6 **Submission of Schedules of Payments for Information CB1 – CB5**
Members reviewed CB1 – CB5 for months 4 and 5 (2026/2027). Cllr Harvey made a proposal, seconded by Cllr Winter. A vote was taken which was unanimous and the following was agreed:

F/26/09/6.01 Recommendation

That the ratification of the schedules of payments for the period 01/07/2026 – 31/07/2026 and 01/08/2026 – 31/08/2026 (Cash Book 1 - 5) be received and adopted.

F/26/09/7 **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 31/8/2026 (month 5) for the Town Council's Current, Petty Cash, Salaries, Barclaycard and CCLA Cashbooks.

F/26/09/8 **To Receive the Income and Expenditure**

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

F/26/09/9 **Health and Safety**

The Health and Safety report for September 2026 was received and noted.

F/26/09/10 **Small Grant Funding**

An application for a small grant of £200 from Suffolk Sight was discussed. This will be passed to Cllr Winter, who would like to cover this funding under her Town Council Locality Budget for 2026-2027.

F/26/09/11 **Policies**

There is no further update on the Policies schedule at this time.

F/26/09/12 **Correspondence**

None noted.

F/26/09/13 **Date of Next Meeting**

Monday 16th November 2026 at the Memorial Hall.

Meeting closed at 7.36pm.

Signed _____ Date _____

Summary of Recommendations	Recommendation Wording
<u>F/26/09/6.01 Recommendation</u>	That the ratification of the schedules of payments for the period 01/07/2026 – 31/07/2026 and 01/08/2026 – 31/08/2026 (Cash Book 1 - 5) be received and adopted.



Report to	Full Council Committee
Subject	MLF/MLR Twinning onwards arrangements
Purpose	Decision
Classification	Unrestricted
Meeting date	28th September 2026
Item number	11
Written By	Cathy Whitaker – Town Clerk

Summary: This report outlines a proposal for a return to the original model of a separate committee run Newmarket Twinning Association for the onward operation, administration and funding.

1.	Introduction
a.	Prior to 2018, there was a Newmarket Twinning Association.
b.	NTC would provide an annual grant to the NTA and a welcome reception during the hosting year visit.
c.	The association folded and the accounts were handed to the Town Council.
2.	Context
a.	Since 2018 the Town Council has taken on the administration and liaison role.
b.	This has proved to be very costly to the Council and labour intensive for the officers.
c.	It is felt that now is the time, with increased resident interest, to hand back to a NTA.
3.	Financial/Resource Implications
a.	Annual budgeted amount of £2,500 to be paid to the NTA bank account.
b.	On hosting years – provide a welcome reception for the hosts and their visitors and any additional guests felt appropriate at the time by the Town Council.
5.	Next Steps/Recommendations
a.	To agree to budget £2,500 grant annually for the NTA and to provide a welcome reception on hosting years.
b.	To transfer the Twinning EMR balance of £597 into the NTA bank account, once confirmed.
c.	To provide advice and assistance as and if necessary to the NTA.

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Newmarket Town Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2026

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Section 16 of the Accounts and Audit Regulations 2015 (SI 2015/234)

1. The audit of accounts for Newmarket Town Council for the year ended 31 March 2026 has been completed and the accounts have been published. 2. The Annual Governance & Accountability Return including the auditor's certificate and opinion is available for inspection and copying by any local government elector of the area of Newmarket Town Council on application to: (a) C Whitaker, Town Clerk/RFO _____ King Edward VII Memorial Hall, High Street, Newmarket, CB8 8JP _____ _____ (b) Monday - Thursday: 10am - 2pm _____ _____ 3. Copies will be provided to any local government elector of the area on payment of £1.00 (c) for each copy of the Annual Governance & Accountability Return. Announcement made by: (d) _N Alecock, Deputy Town Clerk_ Date of announcement: (e) _15/09/2026_	Notes This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years. (a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR (b) Insert the hours during which inspection rights may be exercised (c) Insert a reasonable sum for copying costs (d) Insert the name and position of person placing the notice (e) Insert the date of placing of the notice
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Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

NEWMARKET TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2026, that:

	Agreed		Yes means that the authority
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	☒	☐	prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	☒	☐	made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	☒	☐	has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	☒	☐	during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	☒	☐	considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	☒	☐	arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	☒	☐	responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	☒	☐	disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	☐	☐	has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.	☒	☐	has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

22/06/2026

and recorded as minute reference:

26/06/1401

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

P.M. Winter

Clerk

E. L. A. 2

www.newmarket.gov.uk

PUBLICLY AVAILABLE WEBSITE/WEBSITE ADDRESS

Section 2 – Accounting Statements 2025/26 for

NEWMARKET TOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	
1. Balances brought forward	487,263	714,847	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	923,030	1,006,971	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	184,099	187,081	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	206,545	256,208	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	89,864	89,864	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	583,136	901,441	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	714,847	661,386	Total balances and reserves at the end of the year. must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	750,425	644,953	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	4,538,087	4,683,429	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	602,737	538,815	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	
11 Do the figures in the accounting statements above exclude any trust transactions?	☒	☐	For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.

I certify that for the year ended 31 March 2026 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval.

E. J. R. L.

Date

22/06/2026

I confirm that these Accounting Statements were approved by this authority on this date:

22/06/2026

as recorded in minute reference:

26/06/14.02

P.M. Winter

Signed by Chair of the meeting where the Accounting Statements were approved

P.M. Winter

Section 3 – External Auditor's Report and Certificate 2025/26

In respect of **Newmarket Town Council – SF0285**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2026; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2025/26

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

3 External auditor certificate 2025/26

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2026.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

Date

11/09/2026