

**NEWMARKET VISION**  
**Notes Of**  
**Neighbourhood Plan Working Group**  
Thursday 13th August 2015 at 10:00am

held at Newmarket Town Council Offices, Council Chamber.

**Members Present** Cllr R Hood, Cllr M Jefferys, Sara Beckett, John Borda (Newmarket Chamber of Commerce), Marie Smith (West Suffolk)

**Apologies received from**

Isabelle Barrett (Newmarket Town Council Clerk), John Durrant, Andrew Burton, Graeme Lockey (West Suffolk), William Gittus, Claire Elbrow (NDCC), Rachel Wood, Julian Wilson.

It became evident that the meeting would not be quorate therefore discussion followed between the members who were present which after some later arrivals amounted to 5 but only 4 voting members.

Various topics were discussed from the prepared Agenda and these are notes from the discussion, but not necessarily in order as some items were re-visited when members arrived.

A resolution noted from the draft minutes of Newmarket Town Council 27 July 2015 (15/07/26.02) was factually incorrect and would be seeking an amendment to this as the wording had additions that were not stated by Cllr Jefferys and should be removed. He had simply said the minutes from 08 July 2015 should be noted, the meeting was not quorate.

At the same meeting Cllr Appleby stated that the fact that minutes from the NNPSG meeting of April, May, June and July had all been presented to the Council at the same time which was similar to waiting for a bus. It should be pointed out at the next Council Meeting that in fact the reason why the June minutes were presented at the July Newmarket Town Council meeting was because the NNPSG meeting was held on 25 June 2015 after the June Full Town Council Meeting 22 June 2015 and the June and July minutes had been presented in a timely manner. The minutes for April and May had not been the current minute takers responsibility.

Cllr Appleby had also suggested the present NNPSG be disbanded and replaced with The Mayor, Deputy Mayor and Chairs of the Committees of Development and Planning, Leisure and Community Services) This would not allow for consistency over a period of years as the makeup of the Council changed annually. We recognised of course that the membership of the NNPSG required to be quorate and the terms of reference were confusing. Perhaps instead of reading that to be quorate half the members should be present, it might read that 5 voting members meet the quorum required. If community members find it difficult to attend, the Steering Group might need to be re-constituted. This might be that 3 further Councillors would become members as they appear to fulfil the commitment required to attend meetings, but it is important and best practice that whilst Newmarket Town Council are the qualifying body the document produced is Community led and

that the Steering Group is comprised of 'doers' as there is a lot of work to undertake that will require commitment by people prepared to do the work required (leg work) not just make up numbers

Cllr Appleby suggested that the Chair of NNPSG and the minute taker had authorised the spending of funds on 08 July 2015 when the meeting was not quorate. The sequence of events was discussed in that it was neither the Chair nor minute taker that had suggested the placing of an advert in both local Newspapers. The minutes of that meeting and the following meeting on 16 July 2015 made that quite clear.

Marie Smith confirmed that Newmarket Town Council is the qualifying body and as the Town Council have resolved the NNPSG will inform and prepare information on behalf of Newmarket Town Council, the NNPSG enables work to be carried out. Guidance for a Neighbourhood Planning states that it is good practice to have community involvement, it is after all the Community who vote at the referendums. The Local Plan is due for adoption in August 2017 and the NNP need not be postponed for a year as has been suggested by Cllr Hirst at the Town Council Meeting of 27 July 2015, in fact it can run alongside as the Local plan develops in the full knowledge that the NNPSG and officers of Forest Heath /West Suffolk are working extremely well together and keep each other informed.

Cheveley Parish Council have met since our last meeting and notified the Town Clerk by email that they do not wish the area we proposed ( North Ward) to be included in the NNP.

As an Extraordinary Town Council meeting has been called for 20 August 2015 Cllr Jeffreys will not be able to attend the Woodditton Parish Meeting which is the same evening they may feel the same as Cheveley Parish Council.

Marie Smith confirmed that the boundary for the designated area can be amended without further consultation and in fact the group have consulted extremely well and are responding to the results of the consultations and responses from neighbouring Parish Councils.

The logo for the NNP was discussed. It was noted that without agreement a Logo had been used for the Designated Area consultations which is a trademark belonging to Honda, as soon as this was noticed it was removed. SB has spoken with Paula Wilson who is very keen to be involved and it may be appropriate to ask her to provide a unique Logo.

SB has spoken to Andrew Burton and whilst he has as yet not been able to attend NNPSG due to work commitments he would be very happy to source a web site suitable for the NNP. One Suffolk offers such a web site that could fit well with Newmarket Town Council as it is the same one used by the Town Council

Discussion followed re items for the next Agenda.

## **ACTION POINTS**

Cllr Jeffreys ~ Objectives

Cllr Hood ~ Action Plan/ Time Table

Date of next meeting as planned 03 September 2015 10:00 Ernest Cassel Room at  
Newmarket Memorial Hall.