



NEWMARKET VISION MINUTES OF Neighbourhood Plan Steering Group

Thursday 21 July 2016

held at Ernest Cassel Room. Newmarket Town Council Offices 10:00

Members Present:

Cllr Rachel Hood [RH]

Cllr Michael Jefferys [MJ]

Cllr Philippa Winter [PW]

Rachel Wood [RW]

Sara Beckett [SB]

Apologies received Cllr Wadham, Cllr Starkey, Cllr Hirst, Cllr Morrey, Cllr O'Neill, Julian Wilson and William Gittus.

Welcome to all members by Cllr Hood.

Minutes from 30 June 2016 accepted and approved by all (to add unanimously.)

MJ had confirmed details required for NNPSG to attend the Carnival and this had been followed up by SB. It was disappointing that on arrival at the Carnival just before 13:00 a stall allocated 1K could not be located. An empty stall was used by NNPSG. After the event SB had a conversation with the Events Manager explaining that a stall was not available as described in the confirmation letter. The Events Manager gave various 'reasons'it had been moved, the label blew away, someone else must have used it but finally said this was because we had not arrived at 11:00 as instructed in the confirmation letter (attached). The letter did not state that but "you are welcome to arrive as early as 11:00". There was clearly no need for NNPSG to arrive at 11:00. The concern was that NNPSG could cope but if this had happened to a fee paying customer

it would have reflected very badly on NTC. In addition the 'stall' was very shabby wood lifting from table as if wet and no chairs were provided.

Action SB to send copy of email to RH and attach copy to these minutes.

Matters arising and review of actions.

Page 3: MJ will speak to relevant contact re Newmarket Academy

BN had sent email with written comments on policies for members to consider.

Agenda Items

5. MJ proposed that the next workshop (4th August) reviews Boyd Nicholas's comments on the policies and make recommendations to the full committee where relevant. (Seconded and all in favour)

6. Members hours were noted and recorded.

7. It was felt that the Carnival 'experience' could be divided into

[a] Practical feedback

[b] What Happened?

[c] Future consultations

Action RH proposed that SB write a resume for [a] as a record for the Inspector.

The Carnival had not been a waste of our time but an experience with valuable lessons learnt. It was important to have a presence and have it known that NNP was there and what it was about. Press release /banner

[b] has been discussed above and an excuse rather than a reason was given and it was agreed a formal letter should be sent to NTC Events Manager to reference the Carnival arrangements for NNPSG. RH to draft, send to all for comment/amendment.

[c] Change location: not in a row of stalls selling items. Would be better near or in Pavilion in a less formal manner in a gazebo type structure with chairs, not behind a desk /stall that automatically acts as a barrier. NTC use to have an actual presence at the Carnival in the past.

SB prepares a resume of attendance to the stall

Future : Banner , press release, web site .Not just for the Carnival but for future consultation we should organise a press release by inviting the press to a presentation with refreshments and a Q&A session an immediately go out to public consultation

We must advertise on dedicated web site and NTC web site.

Future idea: not in a row of stalls with people who are selling. Not behind a desk which acts as a barrier to communication .More relaxed approach.

Appropriate space might be near the Pavilion to create a less formal area. NTC use to have a stall prior to the Carnival being held on the Severals and as Pavilion is NTC this would be good and refreshments nearby.

To review in plenty of time for next year if consultations still required in the first week of July.

Any other comments/thoughts could be sent to the secretary.

The NNPSG should be able to decide its location at the Carnival.

Future consultations will be required and they need to be planned into the schedule

Press briefing with refreshments and Q&A, to precede a formal consultation.

Vacant shops might be used and the display could easily be moved.

Review of NNPSG schedule required as Local Plan has been pushed back by 3 months at least. Whilst policies have commenced a lot of evidence is required.

Discussion of timing of consultations

Spring 2017

Summer 2017 in Memorial Gardens and at children's events.

Action SB to speak to Kate Ashton (Library)

8. Action Web site is vital SB meeting with CON and could discuss then

Budget required and needs to be on F&P agenda (as page 4 of minutes 30 June)

Tab on NTC needs to be accessed as not updated for a year. SB had sent in a trial feedback form and no reply there email address needs to be changed as agreed 30 June. Discussion dedicated web site needed

Action RH to discuss finance with Deputy Mayor as a web site is required we need a designed and functional web site to put on Town Council agenda

Town Council has a budget for marketing /Tourism and this is for the good of Newmarket.

9. Policies update nothing further other than email with comments from BN this will be reviewed at Workshop

10. Finance Update Action RH to speak to CON who is Treasurer. Need to confirm that Cllr Hirst has handed over all finance detail.

Funding Form no further update

11. Items for next Agenda

Review schedule to plan future consultations

Dates, locations, publicity to be considered

Member's hours as per Carnival

Venue: Newmarket Town Council Offices Ernest Cassel Room.

Workshop Thursday 04 August 2016	Thursday 18 August 2016	1st and 3rd Thursday of each month at 10:00 In Ernest Cassel Room www.newmarket.gov.uk
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