

**Notes and Actions of the Newmarket Vision
Steering Group Meeting
Wednesday, 3 December 2014 held at 2.30pm
at Newmarket Town Council**

Attendees:

Cllr Lisa Chambers, Chairman (SCC)	Sara Blake (SCC)
Cllr Warwick Hirst (FHDC)	Christine Rush (FHDC)
Cllr Rachel Hood (NTC)	
Liz Watts (FHDC)	

1. Apologies

Bryn Griffiths (SCC) and Richard Baldwin (FHDC).

2. Notes and Actions from last meeting 1 October, 2014

The notes from the last meeting were agreed as correct.

B/F Action RH, as Mayoress, to have initial informal talks with the manager of TKMax to ask if the company could be persuaded to change the shopfront for a more subtle approach to the window dressing as it is the backdrop to the Bill Tutte memorial.

3. Update from Delivery Groups and Equine Hub Focus Group

Town Centre / Retail, Local Economy and Tourism Delivery Group

The group met on 13 November and each sub group gave an update:-

Town Centre: Reviewing the Shop Front Policy and met with Tourism Group and Guy Smith to discuss signage.

Retail: Met on 5 November to discuss the NED Project. Appreciate help from Emily Earl who is producing a project time line. Results of the High Street Topographical Survey awaited. Data captured from the SCC High Street Survey on parking and taxis will guide this work.

Local Economy: Graham Abbey reported that they are seeking government funding for a post to develop apprenticeships in Forest Heath; Newmarket Academy is seeking mentors from businesses .

Tourism: Cycling is a key development. Needs support from involved members Boyd Nicholas and WH. Rachel Wood has Arts and Culture Festival planned for July 2015.

Equine Hub Focus Group - LW stated that apprenticeships were discussed at the last meeting on 19 November; LW had received a note that SCC have decided to continue in house with employer brokerage service with Jo Leverett lead officer. The Apprenticeship Employer Brokerage element will be contracted separately. Procurement is expected to take at least until March to complete. This contract will be for the whole county and all employers. SB mentioned mentoring resource in Lowestoft. LW to check with Graeme Lockey.

Community Planning Delivery Group - RH was very pleased to report that there is agreement how to take the Newmarket Neighbourhood Plan forward along with the rest of the delivery group. The Group met on the 21 November 2014 and agreed a recommendation to go forward to the Newmarket Town Council that in addition to the existing NVCPDG members, the following key local partners would be invited to join the Newmarket Neighbourhood Plan Steering Group (NNPSG):

- Richard Fletcher / Glen Edge
- Ross McKittrick (Manager of the Guineas Shopping Centre)

- Hastings Direct (Insurance Company – Large Employer)
- Rachel Wood (Education / History Society / Library etc.)
- either Open Door (John Durrant) or a similar charitable lead.

Action: RH asked that CAR invite the above to the next meeting of the delivery group on 17 December.

RH stated that the Newmarket Neighbourhood Plan area is still to be resolved. NTC thought to keep within boundary. WH asked if local parishes should be approached to enquire if they would like to be involved. **Action:** SB will check with Marie Smith and Robert Feakes if locality can provide support/advice – cross border cases.

RH also was very pleased that John Smithson was able to attend the last meeting with some very positive news regarding the ecological corridor. John has been a great help and continues to supply information on the Management Plan of the open spaces along the green corridor – first draft ready for consultation. (Green Corridor identified as the Yellow Brick Road which follows the water course to Studlands Park).

Transport Delivery Group - LC stated that she had received some negative response over the horse crossing, but also a compliment too. Everything is waiting on the scheduling with contractors.

Education Delivery Group – LC reported that she had met with all head teachers in Newmarket to decide how to improve joining up their meetings with the education delivery group. The head teachers have agreed to return to a January/February 2015 meeting with a list of 'asks' and ideas to move this delivery group forward. The meeting with the head teachers was very positive. Newmarket Academy is improving and now has very strong leadership. Home of Horseracing Museum education officer has held some successful educational events for example with the Academy and Girl Guides a list of events was circulated at the meeting.

4. Communications

- It was agreed that Communications be a standard item on the agenda, as needs monitoring. **Action:** CAR noted.
- LC has agreed to trial Newsletter co-funded by Suffolk County Council and the District Council. LW to send an invitation round to all on the delivery groups to ask for anyone interested in writing the newsletter to come forward – this would be on a six month trial basis.
- There is a Twitter link to the council's Facebook page. The newsletter would also be linked.

The Steering Group would like copies of the confirmed minutes to be added to the FHDC website re-launched as West Suffolk:

http://westsuffolk.gov.uk/Council/Policies_Strategies_and_Plans/newmarketvision.cfm).

Action: All to remind their groups to send dates of meetings and confirmed minutes to CAR, so that she can arrange for them to be posted on the website.

5. Neighbourhood Plan

Once the area for the Newmarket Neighbourhood Plan is designated, more money will be available for the next step in the process.

The Steering Group discussed the quotation received from Alex Munro. RH to write a recommendation to NTC to commission part of the work. The NTC will be meeting on Monday, 8 December, and subject to *approval* the NTC can commission Alex Munro to provide support towards area designation of the Neighbourhood Plan, at a cost of £600 per day (excluding VAT and disbursements) estimated for two days work (as per original quotation received).

The Newmarket Town Clerk, on approval by the Town Council can then follow up after the meeting with a purchase order, in order to move things on.

Action: CAR to copy letter to Isabelle Barrett, Cllrs Warwick Hirst and Mike Jefferys.

6. Action Plan

The group agreed that the action plan needed an update on the communication plan and education. The latter will not be available until the Education Group meet early next year.

7. Studlands update

RB was unable to attend the meeting, but had sent a note prior to the meeting:

RB and Clair Harvey met with colleagues in Waste, Highways, Parks along with the Police last week to consider the list of solutions to some of the issues identified by the community at the Community Lunch. It was soon clear that a number of things were already being done to look at Speeding, Car Crime, Open Space and Fly Tipping, but gained a range of information on what is doable now and in the future. RB is in the process of typing up that information and will be in a position to share with the newly formed Residents Association shortly.

Cllr Anderson has been updated and RB has offered to support with the setting up both the Residents Association and the Neighbourhood Watch Scheme.

8. Any other business

WH asked if there was an update on the Equine Hub, as he had attended the initial meeting only. LW explained that the Equine Hub Focus Group met every quarter. Action notes are available on the website.

Action: CAR to add Equine Hub as a standard item on the agenda alongside feedback from the Delivery Groups.

SB raised a possible new funding stream at SCC related to 'convictions of crime money' – **Action:** SB to pursue enquiries.

Date and time of next meeting: Thursday 22 January, 2015 at 9.30am

Dates for 2015: 9.30am unless otherwise stated

Venue: Newmarket Town Council Offices

9 Feb 2015 Mon	18 Jun 2015 Thurs	15 Oct 2015 Thurs
16 Mar 2015 Mon	16 July 2015 Thurs	19 Nov 2015 Thurs
23 Apr 2015 Thurs 1.00-2.30pm ♦	13 Aug 2015 Thurs	9 Dec 2015 Wed 2.00-4.00pm ♦
14 May 2015 Thurs	24 Sep 2015 Thurs	