

**NEWMARKET VISION
MINUTES OF
COMMUNITY PLANNING DELIVERY GROUP**

10.00 am 19th February, 2015

Held at Newmarket Town Council Offices, Council Chamber

Members Present:

Cllr Rachel Hood (Chair), Newmarket Town Council
Cllr Michael Jefferys, Newmarket Town Council
Isabelle Barrett, Newmarket Town Council Clerk
Sara Beckett, Resident
Claire Elbrow, Newmarket District Chamber of Commerce
John Durrant, Open Door
Richard Fletcher
Graeme Lockey, West Suffolk Principal Growth Officer
John Smithson, Parks Operations Manager
Christine Rush, FHDC minutes

Apologies received from William Gittus, Kim Langley, Mike Robinson, Cllr Rona Burt, Marie Smith, Steven Wood, Quentin Cass, Robert Feakes, Rachel Wood, Julian Wilson, Andrew Burton and Ross McKittrick.

Welcome to Richard Fletcher who has very kindly agreed to attend following an invitation to join the Newmarket Neighbourhood Plan (NP) Steering Group, which going forward will be part of this NV Community Planning meeting.

1. Minutes of the last meeting 23 January:

Agreed as correct.

2. Matters Arising

- **Open Spaces:** JS reported GoWild in January held a children's bird cake making event and have monthly work groups going ahead with volunteers, mulching of fruit trees and general tidying. JS stated the Guarded Orchard's redundant derelict building and satellite dishes need clearing. It is hidden by mature conifers by the side of BMX track. JS is still trying to identify ownership. There was a short discussion on the BMX track / Skate park which may be regenerated or rebuilt in another area.
- **No. 1 drain** – JS stated that he had walked the corridor area with SCC colleague. SCC are clearing the route. Can work more closely in the future. Some areas SCC cannot get to. No one has managed the vegetation for some time. JS stated that whilst this was good for nature to take its course, the area would benefit from an introduction of a more diverse ecological remit. There are some areas where ownership needs to be identified. SCC will liaise with partners. Some areas for instance FHDC, by default, have been historically mowing the grass which is not owned by the district council.

MJ and RichardF spoke about the ownership of the corridor being better if it was under one organisation. JS responded that the first stage would be to identify all current ownership including the bridges and then motions could be put place for a community ownership.

RichardF stated that he was involved in the very early vision work when he had raised the possibility of grassing over the drain where it runs between the laundry and the offices/apartments on Exeter Road; that this could be done without waiting for lengthy reviews of ownership of the whole "Ecological Corridor". It could create an attractive open area at the start of the corridor, eliminating the ugly fence and drain. He reported when we looked into this

some years ago, Anglia Water seemed amenable to a fund matching scheme to carry out the work. RichardF thought we should take the initiative and initiate this work without delay, while continuing to determine ownership of the land through which the drain flows further on. RichardF was sure environmental grants of some sort would be available to create the "corridor" but we should be able to manage the covering and grassing of the drain at the start by ourselves (with Anglia Water, the owners). RichardF thought there must be an environmental grant that could be sought. JS will look into this.

JS stated that the group will get the opportunity to read and have input, as necessary, of his report which is written as a Management Plan – what it is about, value, how to manage in future, consultation and if more survey work to be done. It is a big plan which includes aspirations, but with smaller annual work being managed leading up to the vision.

RH stated that it was unfortunate that JS had missed the last meeting when Jeff Horner, SCC Flood and Water Manager, Highway Network Management gave a presentation to the group. JS said it was unfortunate that he had missed the last meeting, but he is in touch with JH and will liaise with RF. RH stated that there was an action to be B/F from the last meeting – **Action:** RF to bring back SCC proposed action plan for the water course within the Newmarket Surface Water Management Plan to the next meeting to update (see 4.15 priority timings).

- B/F from 17.12.14 minutes **Action:** RF stated he would circulate a plan of IDB boundaries in respect of Newmarket.
- JS was asked about progress on 4.13 of the priority timings – JS reported that Damien Parker (DP), Leisure and Cultural Operations Manager of FHDC had inherited this work from Neil Anthony. 4 Global have been commissioned (October 2014) to prepare a 'playing pitch and built sports facility strategy' for the whole of West Suffolk. An audit of all sports facilities is being undertaken. **Action:** JS will ask DP to attend the next meeting to give a brief. **Action:** RH will make contact with DP also.
- Priority timing 4.12 **Action:** RH to contact Marie Smith / Damien Parker.
- **Public Access / Scaltback:** - **Action:** RH to ask William Gittus to contact Quentin Cass. **Action:** CAR to ask Quentin Cass to attend the next meeting.
- **Shop Front Guide:** - It was reported that the guide went to FHDC cabinet this week and will then go to council. Should be ready in April.

3. Newmarket Neighbourhood Plan Steering Group (NNPSG)

The NNPSG Terms of Reference (ToR) were agreed at the NTC on the evening of Monday 26 January.

Action: IB to send Final Version of NNPSG Terms of Reference to CAR for circulation to the group.

RH asked the group present, their preference for meetings. After some discussion, it was thought best to look for an evening date end of March / Early April that Phillippa, the consultant and could attend to launch the NNPSG. Some meetings could potentially be held in the evenings and some during the day time.

Action: IB and RH to ask Phillippa from Optimis consultants for

- time line and action plan with end date;
- date to attend an evening meeting.

- Once potential evening date/s have been found - send to CAR for circulation to the Newmarket Neighbourhood Plan Steering Group (NNPSG) to check availability of group.

4. Affordable Housing – Newmarket Area

KL provided a summary of Flagships housing stock within Newmarket which was circulated with the meeting papers.

JD thought there were five units within a shared house for your people / homeless at 28a Park Lane, rather than the three stated in KL's summary. Other providers – Orbit, Solo, Suffolk House and Racing Welfare.

RH asked JD if he could provide the group with other housing providers and contacts for the next meeting. MJ stated that JD's experience and knowledge of housing will help us inform our NNP. **Action:** JD will send information to CAR for circulation to the group at the March meeting.

5. Studlands Update: RH reported that some locality money has been given to Studlands new Resident's Association.

6. Delivery Groups and Equine Hub – confirmed minutes of meetings can be found at:

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

'TRET' Town Centre / Retail, Local Economy and Tourism Delivery Group:

SB gave an update on the TRET group. Action plan not yet updated due to technical difficulties, but should be ready at the next meeting.

- Retail sub group consulting on art work.
- Tourism sub group organising Music and Cultural event for July, as yet to be confirmed.
- Newmarket Carnival – 4 July
- Racing July Course – early July
- Sausage festival – educational programme.
- Rail sub group being set up.

JD and RichardF asked who the members of the other groups were. RH explained and referred them to the Newmarket Vision web page as mentioned above and for completeness asked CAR to send a copy of the structure. **Action:** CAR send copy of structure to JD and RichardF.

7. Any Other Business

GL will check with Ross McKittrick, Manager of the Guineas Shopping Centre to gauge availability for meeting the group.

8. Priority Timings:

| 2 | Community Planning Delivery Group | Timings |
|-----|---|--|
| 2.1 | Identify gap / redevelopment / 'brownfield' sites in the most sustainable locations, i.e. more central areas and / or where new trips are more likely to be by walk, cycle, bus or train. | Neighbourhood Plan identified <i>Sought public view of objectives and aspirations at Conference on 19 September, 2014.</i> 21 November 2014 The Newmarket Vision Community Planning Delivery Group (NVCPDG) met and agreed a recommendation to go forward to the Newmarket Town Council (NTC) that in addition to the existing NVCPDG members, the following key local partners would be invited to join the Newmarket Neighbourhood Plan Steering Group |

| 2 | Community Planning Delivery Group | Timings |
|------|---|--|
| | | <p>(NNPSG):</p> <ul style="list-style-type: none"> ○ Richard Fletcher ○ Ross McKittrick (Manager of the Guineas Shopping Centre) ○ Andrew Burton, Hastings Direct (Insurance Company – Large Employer) ○ Rachel Wood (Education / History Society / Library etc.) ○ John Durrant (Open Door) <ul style="list-style-type: none"> • Monday 26 January, 2015 NNPSG Terms of Reference (ToR) agreed at NTC Committee Meeting. • Phillippa at Optimis Consulting to provide support towards area designation of the Neighbourhood Plan. • NNPSG potentially to take up the first half of the NVCPDG meeting. • Consultation will be evening meetings. • Launch NNPSG one evening end March / early April. |
| 2.2 | Identify existing low quality, low density, low occupancy residential sites in less sustainable locations and create plans for redevelopment. | Neighbourhood Plan |
| 2.3 | If growth is required beyond the capacity of brownfield sites throughout the district, bring forward a masterplan for a new, mixed use community in / around Studlands, developing existing community assets, incorporating new and greatly improved links for walking, cycling, and new supporting bus services (refer to the 'renewing the Northern area' map on page 43 of NEnq.byDesign). | Neighbourhood Plan Brownfield Sites identified. |
| 2.4 | Develop integrated and purpose built housing for elderly and down sizing in any development. | Neighbourhood Plan Extra Care Eastern Housing Toolkit: RF reported Simon Phelan, West Suffolk Head of Housing is testing draft information against Hsg Reg., i.e. what specific need for elderly. Will keep the group updated. |
| 4.12 | Conduct an audit and character assessment of existing landscape assets within and surrounding the town with a view to create a landscape strategy. | Further clarity required on the criteria for commissioning this work and the desired outcome. Sites owned by the District Council are audited on an annual basis and a work plan is in place for each. <i>Marie Smith and Damien Parker</i> <i>Management Plan</i> – first draft ready for consultation. |

| 2 | Community Planning Delivery Group | Timings |
|------|---|--|
| | (moved from Traffic Group) | |
| 4.13 | Explore ways of improving existing and new landscape assets (e.g. sports pitches) through development agreements and potential donations. (moved from Traffic Group) | <p>4 Global have been commissioned to prepare a 'playing pitch and built sports facility strategy' for the whole of West Suffolk including Newmarket. 4 Global are auditing all of the sports facilities in the area, in accordance with Sport England standards. The strategy will identify current usage, condition of facilities and put in place a plan to address any deficits in provision or over-provision.</p> <p><i>Damien Parker : Aiming to get the strategy adopted by both FHDC & SEBC in Sept 2015.</i></p> |
| 4.15 | Explore strategies to enhance biodiversity and ecological corridors within the Town Centre linked into the wider landscape. (moved from Traffic Group) | <p>Green Corridor: Yellow Brick Road follows the water course to Studlands Park.</p> <p>Action and Plan: <i>John Smithson</i></p> <ul style="list-style-type: none"> • Go forward with JS current Management Plan. • JS to add what can be planned for the future. • Work with GoWild, • consult with Suffolk Wildlife Trust, local groups and community and take forward management plans for key areas being developed. <p>Name process: <i>Suffolk Environment Agency. Consultation and stakeholders – no known methodology or process in renaming, as far as all the agencies are concerned, however this was agreed as not urgent.</i></p> <ul style="list-style-type: none"> • Jeff Horner, SCC Flood and Water Manager attended 23rd Jan 2015 meeting. Possible long term solution proposal is location of water meadow attenuation – Opt 7 of Suffolk Flood Risk Management Partnership. ▪ Timescales: From April, the new financial year - start at Sassoon Close – ecological assessments to be done. October/November time potentially to start work. ▪ Action: RF to bring back proposed action plan to the next meeting to update. ▪ Action: JS to liaise with SCC. |

9. DATE OF NEXT MEETING: 10.00am Thursday, 19 March, 2015 at NTC - Cancelled. April evening date sought.

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| 21 May 2015 10am Thurs | 27 Aug 2015 10am Thurs | 26 Nov 2015 10am Thurs |
| 25 Jun 2015 10am Thurs | 17 Sep 2015 10am Thurs | 17 Dec 2015 10am Thurs |
| 30 Jul 2015 10am Thurs | 29 Oct 2015 10am Thurs | |