

**Notes and Actions of the Newmarket Vision
Steering Group Meeting
Thursday, 6 November, 2014 held at 9.30am
at Newmarket Town Council**

Attendees:

Cllr Lisa Chambers, Chairman (SCC)	Robert Feakes (SCC)
Cllr Warwick Hirst (FHDC)	Christine Rush (FHDC)
Richard Baldwin (FHDC)	

1. Apologies

Cllr Rachel Hood (NTC), Liz Watts (FHDC), and Bryn Griffiths (SCC)

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

The notes from the last meeting were agreed as correct.

- **B/F Action** BG will check with to see if the company who did the last street survey (2010-11) has come back to Guy Smith yet.
- **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. Further Conference feedback

The Tourism Sub Group met on the afternoon of 29 September and the reported Conference feedback was overall felt positive and successful. All comments were noted by the Steering Group and will be taken into account for future events.

The Steering Group were very impressed with how many people attended. CR stated that she had recorded:

- 120 people who had accepted the invitation;
(This number includes:
 - 5 people who wanted to attend after seeing the newspaper article;
 - 8 residents and 1 twitter interest.)
- 24 extra people turned up on the day.
- 9 students attended on the day.
- 153 in total attended.

4. Update from Delivery Groups

Community Planning Delivery Group

RF, in RH absence, mentioned renaming of No. 1 Drain and that Geoff Horner the SCC Flood and Water Manager to be invited to a January 2015 meeting. The Steering Group had a discussion about the monthly inspection of No.1 Drain. WH mentioned that Jane Birch, SCC and the Environment Agency measure rainfall and meter flow checks. The monthly inspection is due, but no date received as yet. RF mentioned that no negative feedback had been received from the stakeholders who had received a letter about the renaming and re-evaluating the area. The Steering Group felt that there were a number of issues that needed to be sorted before renaming takes place.

Town Centre / Retail, Local Economy and Tourism Delivery Group

WH stated that there was a lot of duplication of work within the four sub-groups and that he intended to remove the overlaps at his next meeting. Date of next meeting 13 November.

Transport Delivery Group

LC stated that

- A different approach to small businesses, young people and older people
- Supporting Newmarket Equine Design group.
- Parking strategy led by FHDC.
- Pressure on air quality issues around the clock tower area due to cars queueing.
- Whether or not 20 miles per hour in the avenue area should be policy.
- Town Council to look at issue on the avenue. Shirley Crickmore article made front page of the local paper. IB has asked for that area to be looked at again.

Education Delivery Group – LC reported that the group has not met yet.

5. Neighbourhood Plan

It was reported that the funding application has been successful.

6. Branding Update

The Steering Group agreed the Newmarket Vision proofs which included the requested hands on the clock face and a race horse complete with jockey. A sample letter, agenda and poster/advert was circulated to give an idea of what the logo would look like when used for correspondence and on publicity materials. The clock hands on the logo showing the time of eight minutes to eight o'clock represents 1952 when Elizabeth became Queen (the two minutes not easily shown).

It was agreed that the letter template needs a box just under the logo for each group to add their group's name on the right hand side of the letter. There would be space for 'Ref:' and 'Date:' on the left hand side of the letter above the address box, which is lined up to be used with window envelopes.

The footer would potentially have a generic address of the 'Newmarket Vision c/o The Newmarket Town Council and address. **Action:** WH to discuss at the next NTC meeting if it was okay to use NTC address so that when a letter received from anyone for Newmarket Vision, it would be scanned in and sent via email to CAR for actioning. WH will advise at the next Steering Group if the NTC is agreeable to this.

MH urged the group to look at the video from the conference www.youtube.com/watch?v=ZqwgcfOQtYg and feedback their views to her for future reference. LC suggested using WS College students, but MH said a project is needed to fit into their curriculum and would potentially need funding.

Communication between groups was discussed at length. MH also put forward an idea of having a NV newsletter, which would entail someone collating minutes from all groups, summarising, writing and emailing to all groups. Discussions on the merits of having an emailed newsletter to all groups with resources available took place, but the Steering Group felt that the opportunity for all members of all groups to access the minutes from the website would be preferable. No money available for the resourcing of a newsletter. CAR stated that unfortunately she had not received copies of all minutes from all of the groups. With different people taking the notes, CAR cannot spend the time chasing for information. The Steering Group would like copies of the confirmed minutes to be added to the FHDC website (shortly to be 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.

7. Action Plan

No further updates.

8. Studlands Park Community Lunch and Consultation update

RB reported he was very pleased with the turnout which was in excess of 120 local residents. RB circulated the collated comments from residents against a number of issues and asked for a steer on the next steps. RB stated he supports the Residents' Association. **Action:** RB was advised to meet with officer colleagues to see what is doable and what can be achieved or not before Christmas and feedback to the Steering Group.

A general discussion took place regarding successful meetings WH and Cllr Anderson had had in the past with Studlands residents. Housing – Development and Schools, Maintenance of Communal Areas – Bushes and Grass Cutting, Parking and Crime. WH said that Guy Smith (SCC Highways), Damien Parker (FHDC Parks Manager) has been involved too and that the landscape company had completed a very detailed survey and a proposal will be written. LC mentioned that the Residents' Association maybe able to co-ordinate volunteers to help themselves. LC asked if a licence between all three local government bodies to agree maintenance plan. If landowners do not sign up to keeping the area tidy pressure by comms media may help.

WH stated that he and Councillor Anderson have an action plan for Studlands and are working through for example bus shelters. WH will take salient points from RB's list reported to the group and add to his action plan and potentially will be taken on by Residents Association. Michael is having a meeting tomorrow evening – RB to attend and will discuss feedback with him also.

9. Any other business

There was no other business.

Date and time of next meeting: 3 December at 2.30 pm at Newmarket Town Council Offices.

Dates for 2015: 9.30am unless otherwise stated

Venue: Newmarket Town Council Offices

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