

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

10.00 am 17 December, 2014

Held at Newmarket Town Council Offices, Council Chamber

**Members Present:**

Cllr Rachel Hood (Chair), Newmarket Town Council  
Cllr Rona Burt, FHDC  
Julian Wilson, Stud Farmers Association/NHG  
Sara Beckett, Resident  
Marie Smith, West Suffolk Planning Service Manager  
Kim Langley, West Suffolk Strategic Housing and Enabling Officer  
Graeme Lockey, West Suffolk Principal Growth Officer  
Robert Feakes, SCC Planning Officer (Policy)  
John Smithson, Parks Operations Manager  
Christine Rush, FHDC minutes

**Apologies** received from William Gittus, Cllr Michael Jefferys, Claire Elbrow and Steven Wood.

**1. Minutes of the last meeting 21 November 2014:**

RH asked for the groups thanks to CAR to be minuted as RH and the group were very appreciative of all CARs invaluable help during 2014. A couple of small typographical errors in the last minutes were corrected, and at item 4 it was the Town Clerk not Alex Munro that had suggested getting together 21 people from various different sectors to form a forum, noted.

**2. Matters Arising**

• **Open Spaces:**

- JS circulated an A4 sheet 'SWOT Analysis' on the Guarded Orchard – a useful technique for understanding the strengths and weaknesses, and for identifying possible opportunities and possible threats faced. JS to share with GoWild and await comments. JS quickly reviewed the list for the group. JS mentioned a derelict building with two satellite dishes and asked if anything was known about them; RH stated Michael Anderson may know. RH gave JS contact numbers.
- Referring to the map circulated at the last meeting showing eight specific areas of land JS has completed more land searches as to whom owns the various parcels of land, but unfortunately the land was found not to be registered, so no further forward.
- JS plans to walk the areas to identify what ecological work is needed, look at resources for maintenance.
- JS concluded that he will seek GoWild's view which will inform the rest of the plan which is hoped to be complete at the end of January 2015. If all concerned happy to adopt plan JS said he would be aiming for end of March ready for the new financial year.

• **Shop Front Guide:** - is progressing.

- RH has spoken to the manager of TK Max who completely understands that the bespoke red frontage of TK Max detracts the eye away from the Bill Tutte statue. Unfortunately, MS stated, retrospective changes to plans

already approved are not possible. MS can only speak and try to encourage an owner to change a shop front, but cannot enforce. RH spoke of the shop front with large wine glasses in the window that it did not look right in a conservation area; MS will take a look at the legal position. MS stated that adoption of the Shop Front Guide is aimed for February. RH stated this was a positive move which the group welcomes.

- **No. 1 drain** – RF reported at the last meeting that the Parish of Newmarket is not itself within an Internal Drainage Board (IDB) area. However, the No. 1 and No. 2 Drains flow into the Ely IDB area, to the North. **Action:** RF stated he would circulate a plan of IDB boundaries in respect of Newmarket. Also, RF to invite Jeff Horner, SCC Flood and Water Manager, Highway Network Management to the amended date of the next meeting - 23 January 2015.

### 3. Affordable Housing – Newmarket Area

RH welcomed Kim Langley – Strategic Housing and Enabling Officer from FHDC.

- KL reported that FHDC has 1000 householders with local connection to this area on the waiting list.
- Evidence of a local connection has to be provided before acceptance on to the register.
- 450 households out of the 1000 requiring housing want to live in Newmarket.
- Proof of
  - household income,
  - housing need and
  - local connection will be required in order that a banding award is given.
- KL communicated some interesting statistics and promised to circulate to all after the meeting. The group thought it would be interesting to see the different age groups and types of housing that was required in Newmarket and also comparing Newmarket data to the rest of FHDC area.
- The figures showed a snapshot of the number of properties let in Newmarket over a five year period; however KL advised that this figure would have included properties that may have been let more than once so not a true figure of actually number of properties available for letting.
- KL stated there is a demand for one bed properties; however these properties tend to have the highest turnover. There is also a demand for two, three and four bed affordable properties but due to limited affordable stock available especially on four bed homes, applicants are waiting a number of years for suitable accommodation
- Over 65's are exempt from the bedroom tax.
- Empty homes – The Strategic Housing Team are encouraging home owners to bring empty properties back into use. There are incentives available through grants, but not a lot of take up so far. The Strategic Housing team are targeting all empty properties which have been empty for longer than six months. JW asked if owners were aware of incentives. KL advised a dedicated officer will be closely working with all empty property owners and prompting owners to get in touch. Those that ignore the council's attempts to get in touch or refuse to bring their empty property back into use; the council may use their discretionary powers to compulsory purchase the property.

- USAFE properties in Eriswell were mentioned in discussion. The District Council advised that the owner of these properties is releasing those 100 at a time. It was mentioned at the meeting whether these would be suitable for affordable housing to meet the districts affordable housing needs and KL advised that it would not meet our sustainable communities agenda to see 100 affordable properties all in one location where there is currently limited infrastructure for the tenants.
- KL will also share the Housing Allocation Policy with the members of the group as some were concerned that social housing in Newmarket was being awarded to those outside of the Newmarket area and not being given to local people. The policy states that a 'local connection' is part of the housing criteria along with 'income and housing need'.
- KL stated that there has been an insufficient amount of affordable housing built in Newmarket to meet the demand of the town..

**Action:** KL will find out from Lee Webster how much housing stock Flagship has and each location in Newmarket.

A discussion on the Red Lodge development took place - developers were allowed to build less than was originally planned. MS explained central government rules and viability assessments. Developers can submit an application and provide a viability assessment later and if found not to be viable for them, they do not have to build to requirements set within the council core strategy. Unfortunately these are the challenges faced. FHDC are exploring an option of building affordable homes for people. GL stated that FHDC are trying to find a solution – lots of work going on to come up with positive options. MS stated that when developers are ready to start the second phase of building, affordable housing will be looked at again.

#### 4. Neighbourhood Plan Update

The composition of the group was agreed at the last meeting and invitations to join the Group have been sent to:

- Richard Fletcher
- Ross McKittrick, The Guineas Shopping Centre Manager
- Rachel Wood (Education / History Society / Library etc.)
- Andrew Burton - Hastings Direct (Insurance)  
The above have accepted, waiting to hear from
- John Durrant - Open Door or a similar charitable lead will need to be invited.

**Action:** CAR to send dates of 2015 meetings to those listed above.

RH, as Chairman had sent a letter to NTC with recommendation from the NV Community Planning Delivery Group to commission Alex Munro for a period of two days to commence the preparation work in respect of the Newmarket Neighbourhood Plan designated area.

RH reported that the NTC felt that the decision would need to be ratified by the Finance Committee and then brought back to the NTC who will be meeting on 26 January, 2015 and will hopefully agree to the commission.

MS stated she was working on a document that would be useful for NP groups to use and in the hope that it would prevent groups doing any abortive work.

**Action:** MS will circulate once the document has been approved with members.

The group had a discussion over potential area, Prince's Trust and July Racecourse areas. MS advised that more work up front will pay dividends in the long run.

**5. Delivery Groups and Equine Hub** – minutes of meetings can be found at:

[http://westsuffolk.gov.uk/Council/Policies\\_Strategies\\_and\\_Plans/newmarketvision.cfm](http://westsuffolk.gov.uk/Council/Policies_Strategies_and_Plans/newmarketvision.cfm)

**6. Any Other Business**

No news on DeNiro's old building.

**7. 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.	<p>Neighbourhood Plan identified</p> <p><i>Sought public view of objectives and aspirations at Conference on 19 September, 2014.</i></p> <p>The Newmarket Vision Community Planning Delivery Group (NVCPDG) 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):</p> <ul style="list-style-type: none"> <li>o Richard Fletcher</li> <li>o Ross McKittrick (Manager of the Guineas Shopping Centre)</li> <li>o Andrew Burton, Hastings Direct (Insurance Company – Large Employer)</li> <li>o Rachel Wood (Education / History Society / Library etc.)</li> <li>o either Open Door (John Durrant) or a similar charitable lead.</li> </ul> <p>Action taken: above have been invited to all future meetings of the Newmarket Vision Community Planning Delivery Group.</p> <ul style="list-style-type: none"> <li>• Neighbourhood Plan Steering Group potentially to take up the first half of the NVCPDG meeting.</li> <li>• Consultation will be evening meetings.</li> </ul> <p>8 Dec 2014 a further recommendation sent to NTC to Commission Alex Munro to provide support towards area designation of the Neighbourhood Plan. The NTC Finance Committee to meet to discuss and NTC to consider on 26 January, 2015.</p>
2.2	Identify existing low quality, low density, low occupancy residential sites in less sustainable locations and create plans for	Neighbourhood Plan

2	Community Planning Delivery Group	Timings
	redevelopment.	
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. <b>(moved from Traffic Group)</b>	<i>John Smithson Parks joint work with Planning / supporting GoWild.</i>  <i>Management Plan – first draft ready for consultation.</i>
4.13	Explore ways of improving existing and new landscape assets (e.g. sports pitches) through development agreements and potential donations. <b>(moved from Traffic Group)</b>	<i>Scalback issues moving forward – potential community hub on this site. Quentin Cass.</i>  <i>John Smithson Parks joint work with Planning.</i>
4.15	Explore strategies to enhance biodiversity and ecological corridors within the Town Centre linked into the wider landscape. <b>(moved from Traffic Group)</b>	<b>Green Corridor:</b> Yellow Brick Road follows the water course to Studlands Park.  <b>Action and Plan:</b> <ul style="list-style-type: none"><li>• Go forward with JS current Management Plan.</li><li>• JS to add what can be planned for the future.</li><li>• Work with GoWild,</li><li>• consult with community and Suffolk Wildlife Trust and take forward.</li></ul> <b>Name process:</b> <i>Suffolk Environment Agency. Consultation and stakeholders.</i>  <b>Jeff Horner</b> , SCC Flood and Water Manager attending Jan 2015 meeting.

**8. DATE OF NEXT MEETING: 10.00am Friday, 23 January, 2015 at NTC**

**9. Future meeting 2015 dates - Venue: Sir Ernest Cassel Meeting Room:**

19 Feb 2015 10am Thurs	25 Jun 2015 10am Thurs	29 Oct 2015 10am Thurs
19 Mar 2015 10am Thurs	30 Jul 2015 10am Thurs	26 Nov 2015 10am Thurs
30 Apr 2015 10am Thurs	27 Aug 2015 10am Thurs	17 Dec 2015 10am Thurs
21 May 2015 10am Thurs	17 Sep 2015 10am Thurs	