



**Newmarket Vision Steering Group  
Minutes of the meeting held on  
Wednesday, 13 January, 2016 at 1.00pm at  
Newmarket Town Council,  
Sir Ernest Cassel Meeting Room**

**Present:**

Sarah Stamp, Chair  
Bryn Griffiths  
Warwick Hirst  
Noel Byrne  
William Gittus

Robin Millar  
Simon Phelan  
Christine Rush  
Sam Townsend, Student from  
University of Sheffield

**Apologies:**

James Finch  
Howard Lay

Jill Korwin

**1. The 'I wish this was' Project Report**

SS welcomed Sam Townsend to the meeting. ST is studying for a politics degree at the University of Sheffield. Whilst he was a student of St. Benedict's Catholic Upper School he and some colleagues decided to attempt to raise awareness of the May elections and get people more engaged in the process and understanding. They set up the Peoples Politics Group. Five interviews were staged at the school with five candidates including Matthew Hancock.

Keen to carry on after the elections they used an idea they had read about from Detroit which was a social street art project using a couple of empty High Street shop windows in Newmarket and asked passers by to add their ideas of what they wanted to see in the town on a sticker.

Majority felt they were not being listened to. 400 participated of varying ages and a wide variety of issues raised from low rent for local businesses, a cinema, keeping Newmarket unique, youth centres, to an art gallery. On the whole, the people want to see shops full and issues directed at anyone who is willing to listen.

SS admired ST's report and thought it was a credit to him and his commitment. SS asked ST is Social Media important, as so many people are interested in NV, how do we engage with young people?

ST advised the group initially to go into schools and chat with students, get them to know you, then continue discussions via the social media forum. Be on their level. If a Youth Focus Group is set up, a representative could potentially attend this group ST stated.

**2. Apologies**

Apologies were received from Howard Lay, Jill Korwin and Cllr James Finch. BG advised that Robert Feakes who had the ourplace role for Newmarket has been seconded to the LEP. SS asked for thanks to be recorded for RF's support in Newmarket.

**3. Minutes of the last Meeting, 19 November 2015**

The minutes of the last meeting were agreed as correct.

**4. Delivery and Focus Group Updates**

**Newmarket Neighbourhood Plan** – WH stated the area had been defined and reiterated that it was the Town Council boundary – Severalls, Studlands, St Mary's and All Saints - excluding the Exning cemetery and those areas that overlap into East Cambs. (Election wards for Town Council). An East Cambridgeshire conversation is hoped in the future.

NNP has been promised £10K from SCC, £2K received and £8K to be match funded. It is expected that the NNP will cost in the region of £40K reported WH.

WH advised of a meeting due on 25 January with FHDC officer, Marie Smith regarding the NNP Timeline and FHDC Core Strategy.

**Equine Hub Focus Group** - WAG reported that the group have not been able to meet since the last steering group. The Royal status has currently stalled. Everything else are long term projects and issues which are progressing.

**NV Town Centre/Retail, Local Economy and Tourism Delivery Group (TRET)** - NB advised the group that the cycling initiative is moving forward with the help of Boyd Nicholas, WH and Colin Grogan. They had had a really positive meeting discussing how facilities can be increased.

**NV Education Delivery Group**  
SS gave HL's apologies.

**NV Traffic / Highways Delivery Group**  
SS gave apologies from JF.

**NV Agreed Priorities list** - unfortunately no updates were received by CAR so the spreadsheet remains the same.

## **5. Traffic / Highways way forward**

On Monday a meeting was held to discuss the way forward. SCC have had several meetings with different groups, received various reports and requests from too many different people which has caused confusion. The Traffic / Highways Delivery Group will deal with signage and brown signs. Fiona Unwin who sits on the Royal group will be liaising through this group via WH. Suzanne Buck, SCC officer will present case to Highways England.

It has been agreed therefore that WH will be the link to all NV Groups to give feedback up or down before liaising with SCC. SCC will link with WH.

BG also offered his services, should they be needed to intervene at any time.

## **6. Shop Front Policy**

SP gave a verbal report. The Strategy and supplementary planning document/guidance is very clear on what is permitted and what is not.

NB stated that he and Rachel Hood had been in conversation with a bookmakers head office explaining what the High Street meant in terms of heritage, head office were happy to listen and a mutually agreeable branding was made.

RM on a recent visit to Grantham notice subtle branding along their high street.

SP stated that planners will discuss branding sympathetic to building and environment including colours. SP reported that Boyd Nicholas would be delighted to engage with shop owners.

This is a link to an adopted 'draft document' with post committee tracked changes:

[https://www.westsuffolk.gov.uk/planning/Planning\\_Policies/upload/TRACKED-CHANGES-Shop-front-guide-v5-ctte-cons-draft-28-01-15.pdf](https://www.westsuffolk.gov.uk/planning/Planning_Policies/upload/TRACKED-CHANGES-Shop-front-guide-v5-ctte-cons-draft-28-01-15.pdf)

WH encouraged and recommended the group look at the document on line or print in colour as it is very comprehensive and a positive guide. WH congratulated BN who has created a good guidance document.

## 7. Communications

<b>NV Workshop Event - draft outline:</b>		
<b>Date:</b>	Thursday, 21 April, 2016	
<b>Venue:</b>	Newmarket Town Council, Main Hall	
<b>Time</b>		
9.30am	refreshments on arrival	
10.00am	Welcome: Sarah Stamp	
	Aim: Celebration of achievements, progress and next steps	
10.05am	Introduce Chairmen	An opportunity for each chairman to present how far each group has come and next steps. An opportunity to discuss objectives and goals for the future.
<b>Time</b>	<b>Chair</b>	<b>NV Group</b>
10.25am	Noel Byrne	NV Town Centre/Retail, Local Economy and Tourism Delivery Group
	Issue 1: Issue 2:	
	Q&A  Audience participation with stickers. Everyone invited to put their ideas forward under the issue subject	
10.45am	Howard Lay	NV Education Delivery Group
	Issue 1 Issue 2	
	Q&A  Audience participation with stickers. Everyone invited to put their ideas forward under the issue subject	
11.05am	William Gittus	Equine Hub Focus Group
	Issue 1: Issue 2:	
	Q&A  Audience participation with stickers. Everyone invited to put their ideas forward under the issue subject	
11.25am	James Finch	NV Traffic/Highways Delivery Group
	Issue 1: Issue 2:	
	Q&A  Audience participation with stickers. Everyone invited to put their ideas forward under the issue subject	
11.45am	Summary: Sarah Stamp	
12.00noon	Thanks and Close: Sarah Stamp	
PRESS RELEASE following the event. (Comms aware)		

**Action:** The chairmen of each delivery group are tasked to come up with two issues each from their groups to enable the audience to participate in thinking of 'next steps and the delivery.' The two key issues to be taken forward to the workshop will be discussed at the next NV Steering Group on 4<sup>th</sup> February, 2016 at 2pm.

**Action:** CAR to send out notification of date and time 'save the date' with more information to follow to all delivery group members.

**Action:** CAR to send a note to HL and JF with chairmen's action.

## 8. Any Other Business

**Railway** – WAG reported that the ticket machine has been installed; however it has not been connected. The group agreed that the station has improved slightly. Parking still being considered at Tattersalls.

**Empty shops:** - BG mentioned 'Slack Space' Colchester – link below gives an indication of what the organisation does in Colchester  
[https://twitter.com/slack\\_space](https://twitter.com/slack_space) BG will seek out some more information and circulate to the steering group in due course. NB thanked BG as this would be very useful information that he can pass on to the Retailers Association.

NB raised concerns over the Bill Tutte memorial as 'service' channels have been dug in this area and hope that after such an attractive space has been created that it is put back to its former state.

RM mentioned the Arts Story Telling Project, details to be confirmed as yet.

**B/F NV Agreed Priorities list** CAR circulated the list for each group to update individual sections with minutes of 19 November, 2015.

**Action:** Please return updated list to CAR for collation in readiness for the next meeting.

## 9. Future Dates

**Dates:** Tuesday, 4 February, 2016

**Time:** 2.00 pm

**Venue:** Newmarket Town Council Offices



**Newmarket Vision Steering Group  
Minutes of the meeting held on  
4 February, 2016 at 2pm at  
Newmarket Town Council  
Sir Ernest Cassel Meeting Room**

**Present:**

Sarah Stamp, Chair	Warwick Hirst
Bryn Griffiths	Robin Millar
Howard Lay	Noel Byrne
Jill Korwin	Christine Rush
William Gittus	

**Apologies:**

James Finch	Simon Phelan
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**1. Welcome and Apologies**

SS welcomed Jill Korwin, a Corporate Director from FHDC to the group. Apologies were received from JF and SP. SP has handed over to JK.

**2. Minutes of the last meeting, 13 January, 2016**

The minutes of the last meeting were agreed as correct.

**3. Updates from**

**Newmarket Neighbourhood Plan (NNP) – WH stated**

- the three wards of Newmarket is the agreed area, has been through consultation with no disagreements.
- Have consulted on the seven aims and objectives.
- Issues: Money 'in house' £8K from SCC but have to match fund.
- Budget needs to be set for Neighbourhood Plan. There is precept meeting on 22 February which does not include NNP.
- NNP would like the district council to advise what is expected of them in monetary terms.
- Timeline meeting with Marie Smith has been cancelled unfortunately, but NNP needs to agree with single issue review.

**Action:** JK to advise timeline.

Single Issue Review Timeline information added after the meeting:

Approximate Timetable	Reg. No.	Stage in Single Issue Review
July - September 2012	18	Initial Issues and Options Consultation
August - October 2015	18	Further consultation on Issues and Options
April - June 2016	18	Consultation on Preferred Options
September - October 2016	19	SIR Proposed Submission document consultation
December 2016	22	Submission of SIR document to the Secretary of State
February 2017	24	Examination in Public into 'soundness' of SIR
June 2017	25	Inspector's Report into 'soundness' of the SIR

August 2017	26	Adoption of SIR document by the council and incorporation into the Development Plan for the district.
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*\*The timetable above is based on the February 2016 Local Development Scheme*

**Equine Hub Focus Group** – WG explained that the group is not meeting until 22 February. However things are progressing.

- Jockey Club Estates has a planning application for a trotting ring to relieve capacity pressure elsewhere. This will mean horse crossings will be affected.
- Providing a third Gallop later this year.
- National Stud are being cautious and have closed their doors temporarily after an infectious disease was found, however WG stated that there should not be any long term effects and has been unfortunately blown out of proportion.

**NV Education Delivery Group** – HL circulated a draft action plan to the meeting and briefly gave a review covering the 10 objectives of the delivery group.

HL asked the meeting if anyone had the capacity to liaise with those businesses who would want to get involved with the schools. The work would naturally be under the direction of HL two days per week.

**ACTION:** RM, JK and HL to meet to discuss development and Sixth forms capacity and funding.

**ACTION:** JK and Judith Mobbs, SCC Assistant Director to discuss 'brokerage' scheme.

**ACTION:** SS to write to Newmarket Journal saying how disappointed the steering group were to read a small good news article in the paper on page nine rather than hitting the front page, as the story deserved. The group agreed behind every grade is a person and should be celebrated.

The Newmarket Messenger newspaper was mentioned for future local news, as this free paper is delivered to all in the neighbourhood.

**NV Town Centre/Retail, local Economy and Tourism Delivery Group (TRET)** – NB stated that his group had met recently and had received a presentation from Amy Starkey on the 350 year celebration of the collaborations between the Race Course and the Town; it is a celebration of everything going on in the town:

- Time capsule
  - Photo book
  - Micro site, currently being soft tested
  - Unveiling of statues in the High Street and
  - Potential visit by Her Majesty the Queen later in the year.
- NB reported that the East Anglian Railway ticket machine is working. This Friday at 3.30pm is the grand opening of the station since alterations have been made. NB was pleased to report this progress as the station is the window to the town.

- The TRET delivery group discussed the workshop. Another meeting is required to pull all the success together.
- John Smithson's detailed management plan was reviewed. The meeting has been held with Anglian Water. The No.1 Drain is being referred to as Newmarket Brook.
- Cycle Route Project - The meeting about the Cycle Route was very positive BN met with RM, WH and SCC rep.
- High Street Design meeting has been set for February and needs pushing on. Boyd Nicholas chairs the working group.
- Shop Front Policy – was discussed.
- Signage – along the A14 from outwards into Newmarket, five attraction signs are allowed but part of criteria is defined by footfall to the attraction.
- BID – all businesses get a postal vote 3 March. All concluded by 31 March. Announcement 12.01 on 1 April. Business Plan being finalised which will be handed out to some businesses and talk them through. If a positive vote, then Board of Directors will be formed.

**ACTION:** JK to ask West Suffolk Econ Development to write a press release on low vacancy rate of business property, brand names we have – to endeavour to change the perception of the town.

**ACTION:** JK to check with Comms re the availability of Barry Peters.

- Quarterly heritage meetings with Rachel Wood from the Tourism Sub Group are discussing heritage awards. Historic England – links sustainable development of landscapes culture, sport and walking. Wait for funding.
- Newmarket Branding – NB advised that Amy Starkey has put forward soft proposals for the branding for the whole of Newmarket to have consistent 'heritage' branding. The Jockey Club have worked on this – the colours have been agreed at the TRET Delivery Group as gold / black / white.
- Graham Abbey Newmarket Chamber of Commerce is looking for support for start-up businesses. Would like an incubation centre for Newmarket. Interested in businesses being able to supply hot desk space and meeting rooms.

**NV Traffic/Highways Delivery Group** – SS passed apologies on from JF. CAR had recently circulated the notes from the last meeting to the steering group for information. Progress is being made on the issue of signage and JF will provide an update at the next meeting. BG reiterated his offer from the last meeting, that if he should be needed to intervene at any time with any Highways issue, he would be happy to assist.

#### 4. **Priority Action List**

SS reminded all that the action list needs to be updated. Please forward updates to CAR.

#### 5. **Comms, NV Workshop Event**

RM circulated a draft workshop outline that had been drawn up by the Family and Communities Manager.

- Register on arrival

- Collect number
- Sit at appropriate numbered table
- Panels round the room to add thoughts of participants
- Send note to all those who participated
- Media to be invited
- Cup cakes provided by NB to finish.

'Hold the date' had already been sent to all NV groups.

The group agreed that they wanted the participants to leave knowing they have achieved and that their ideas will be taken forward.

**ACTION:** SS, JK and CAR to meet to draft invite.

**6. Any Other Business**

There was no other business.

**7. Date of Next Meeting**

9.30am on 21 March, 2016.

SS stated after the 21 April NV Workshop Event the Steering Group meetings may be less frequent.





**Newmarket Vision Steering Group**  
**21<sup>st</sup> March, 2016 at 09.30**  
**Newmarket Town Council Offices**

## **Key Notes and Actions**

**Attendees:** Cllr Sarah Stamp (Chair); Cllr Warwick Hirst; Cllr James Finch; William Gittus, Howard Lay, Noel Byrne; Sara Blake, Jill Korwin

**Guest:** Di Robertshaw (BID)

**Apologies:** Cllr Robin Millar; Bryn Griffiths, Christine Rush

**1. Minutes** of meeting 4<sup>th</sup> February:

**Matters arising:** TRET group already working on Communications so they are picking up issue re shop vacancy rates.

**2. Updates from Delivery Groups**

**Newmarket Neighbourhood Plan:** (Warwick Hirst)

- Area has been agreed: Newmarket County Council boundary - less Exning Cemetery.
- Consultation on aims completed and drawing strategy from that. FHDC Single Issue Review is going out for consultation so any work on housing or land usage will have to tie in with that.
- WH noted that had a lot of support from Forest Heath DC.
- Funding is a current concern – SCC supporting financially.
- Aiming to complete by end of 2017 due to Single Issue Review.

**Equine Hub Focus Group:** (William Gittus)

- Updated action plan on website.
- Slowly making progress on key worker housing sites.

**Education Delivery Group:** (Howard Lay) A lot of activity

Activity around supporting pupils with English as second language.

- Work on raising aspirations being planned and links with West Suffolk College. Warren Smyth (Abbeycroft Community Leisure) appointed as Enterprise Co-ordinator.
- Governor network slowly developing.
- Bidding to Raising the Bar fund for Literacy projects.
- Linking up with local press to raise positive profile for Newmarket education.

WG emphasised need for support requests from education sector to business to be coordinated and focussed.

**TRET Delivery Group:** (Noel Byrne)

- Next meeting Friday.
- Railway ticket machine now working. Green corridor – progressing. Exploring BMX opportunities around the corridor.
- Retailers – BID progressing.

- Tourism – cycle project ongoing.

Due to expansion of business to East of Suffolk, Noel will be standing down from chair of TRET. Sarah Stamp thanked Noel for his work and support over the years for driving the Vision forward; he will be sorely missed.

**Traffic / Highways Delivery Group:** (James Finch)

- Horse-crossings –paper being developed to formalise proposals. Looking to do a trial run in the Summer holidays with police support.
- Tourism signs – liaising with tourist group; agreeing the businesses that should be on there; (Fiona Unwood); getting final costs to enable businesses to look at contributions. SCC as Highways authority will submit application to Highways England. Will be agreed at Highways meeting on 30<sup>th</sup> March.

**Action:** James Finch to update steering group after 30<sup>th</sup> March with outcome of that meeting

- Car drivers and horse crossing – looking at creating a flyer for distribution to residents and tourism locations.
- Off street/onstreet parking – signage being developed. Aim to be put in before opening of HoHR (September).
- Increased parking charges have been agreed by FHDC including charging (but double time) for Blue Badge holders.

Group suggested an afternoon free parking in Newmarket to encourage visitors over Christmas would be beneficial. Last year application was made too late.

**Action:** Jill Korwin to raise with Darren Dixon

- Safety review – independent consultancy report produced on Snailwell Road – report to be considered.
- Number of schemes being progressed in conjunction with LEP. James Finch working as part of a group with Suffolk Chamber of Commerce re A14 improvements and prioritisation of those improvements and includes A11 and A142 requirements.

**3. BID update:** Di Robertshaw was welcomed to group.

- BID now gone to vote – will end on 31/March and declaration at 6pm on 1 April.
- Have been visiting businesses to encourage voting – building on work that has been done in run up to the vote. To date 72 votes submitted from 346 eligible businesses– need about 100 to make BID credible so getting out there to encourage support. Where businesses have not received a form there is a formal process to follow to get documents reissued to ensure the integrity of the vote.
- Newmarket News is doing a piece this week and EADT have run some coverage.

**Action:** Jill to ask West Suffolk comms to use NMV social media/press releases to raise awareness of vote and encourage vote

**4. NV Workshop Event** – reviewed plans for event 21st April 2016

- Note this was purely for stakeholders not a public meeting.
- One amendment to brief – Ask tables to list top 3 success of the Newmarket Vision rather than individual delivery group.

**Actions:** Jill K to speak to West Suffolk Communications Prepare a press release for the event.

Christine to circulate distribution list for invite and numbers and who is attending after Easter

James Finch not available for the event and will arrange for a substitute.

Reminder – ALL to let Richard know of any support needed in terms of posters etc. for the event.

**5. Update from meeting with Support Officers:** JK updated group on key issues arising from support officers meeting.

- Real opportunity for delivery groups to deliver as relationships established, but a refresh may be needed post BID decision and 21st April event
- Need for Simpler plans and priorities
- Encourage new local people to get involved
- Focus on issues where there is added value by bringing partners together – not about what individual organisations will just do
- Steering group –
  - Real value in the check, challenge, coordinate, celebrate role
  - Important role to be the enabling body to unblock issues
  - Focus on outcomes
  - Communications
  - Strategic view from Steering group; outward focus
  - Celebrate Newmarket's successes.

Some actions are being progressed to make relationships between groups:

- Update list of all group members and circulate
- Schedule support officer meetings to improve co-ordination
- Improve sharing of information between groups – develop simpler high level overview with objectives and current action
- Align meeting dates

**6. Any Other Business**

Flood Defences was responsibility of Community Planning Group but it has been raised as to where this now sits. Flooding issue is around the drain and that is being picked up through TRET – John Smithson leading on that and links with Jane Birch at SCC, flood defence lead.

**Action** – Warwick to send issue to JK to send to John Smithson (Complete)

**7. Date of Next Meeting** and future meetings: agreed frequency of meetings be reduced as bulk of work through individual groups.

21<sup>st</sup> April – NV Event NTC Main Hall 9.30 am to 12 noon

9<sup>th</sup> May – 9.30am

9<sup>th</sup> June – 2.00pm- cancelled

11<sup>th</sup> July – 9.30am

11<sup>th</sup> August – 9.30am- cancelled

12 September – 9.30am

10<sup>th</sup> October - 9.30am- cancelled

14 November 9.30am

5<sup>th</sup> December 9.30am- cancelled



**Newmarket Vision Steering Group  
9 May, 2016 at 09.30  
Newmarket Town Council Offices**

## **Key Notes and Actions**

**Attendees:** Cllr Sarah Stamp (Chair); Cllr Warwick Hirst; Cllr James Finch; William Gittus, Cllr Robin Millar; Bryn Griffiths, Richard Baldwin and Christine Rush

**Apologies:** Howard Lay, Noel Byrne and Jill Korwin

### **8. Welcome**

SS welcomed Richard Goss to the meeting, who has agreed to Chair NV TRET Delivery Group meetings starting on 20 May, 2016.

### **9. Minutes** of meeting 21 March, 2016 and matters arising:

The minutes were agreed as correct.

- Afternoon free parking leading up to Christmas.

**Action:** Richard Baldwin to check with JK for update from Darren Dixon

### **10. Updates from Delivery Groups**

**Newmarket Neighbourhood Plan:** (Warwick Hirst)

- Work on-going
- Single Issue Review out for consultation currently.

**Equine Hub Focus Group:** (William Gittus)

- All progressing.

**Education Delivery Group:** (Howard Lay) no update available.

**TRET Delivery Group:** (Noel Byrne) no update available.

RG in attendance and has met with NB, SS and RM. RG will chair his first meeting on Friday, 20 May!

**Traffic / Highways Delivery Group:** (James Finch)

JF thanked RM for representing him at the Workshop Event.

- JF reported that the car parks signage is on order.

**Action:** WH to provide Steering Group with a map to show signage and could also be added to the e-newsletter.

- Brown Signs: Initial application has been submitted to Highways England for their consideration and review.
- Final application has to be made to Highways England by Mid September.
- Detailed traffic flows identified. A Business Case to be written. Then has to be rated amongst 14 cases, to prioritise which is first.
- Snailwell Road safety audit – horse walk traffic lights and pedestrian path down side of the road – study not released yet.
- Developing Horse activated signs.

- Congestion around Waitrose exit. Talks on-going with the Catholic Church if route reconfigured to one way system potential exit by car park.
- Number of schemes being progressed in conjunction with LEP. James Finch working as part of a group with Suffolk Chamber of Commerce re A14 improvements and prioritisation of those improvements and includes A11 and A142 requirements.

### **11. BID update**

CAR circulated the hardcopy of the BID Business Plan 2016-2021. The BID has its own working group and is meeting tomorrow evening, 10 May. BID is a private limited company. BID Manager recruitment process by 1<sup>st</sup> July. 4<sup>th</sup> July launch event, potentially at the Jockey Club. The group thought that it would be very useful to receive a presentation from the BID Manager. The Steering Group would like to know

- what the relationship with BID is?
- Will a representative from BID sit on the TRET Delivery Group?
- What projects will they be involved with? Potentially BID should see the Steering Group as help and support.

**Action:** RG will liaise with BID. RG can sit on meetings as an observer. RG will invite board member to sit on TRET Delivery Group.

### **12. NV Workshop Event**

All agreed that the workshop was very well attended and were able to take away valuable information for improvements, in particular communication. Communication between groups and communication of the NV work. RB stated that JK has plans for a simpler plans and priorities recording which will assist in the updating of the other groups and cross over of work should be more easily seen.

### **13. Communications**

The group thought the e-Newsletter is key, however good quality articles and information is necessary to report to reflect excitement / interest. A communication proposal with options had been circulated with the agenda from Mark Beaumont. A discussion followed re merits of Facebook and twitter media, link with local journals to raise profile and awareness of the NV work. BG suggested a communications grid as good news stories are not getting into the press. RG reported that the Retailers always get support from Newmarket Journals. However on chatting to his clients about NV – they had not heard of the NV work so RG thinks local newspaper is a better medium. WG agreed and the wider audience of EDT and BFP would be an improvement. RM stated that BID and NV may overlap with promotion of work. SS would like MB to have ownership of communications.

**Action:** RM to speak with JK.

**Action:** CAR to send out email to all NV contacts on behalf of SS to include website and twitter address, attach copy of slides, Workshop 'post-it' celebration and improvement notes. (11.05.2016 email sent).

### **14. RIS2 Update**

JF working with Chamber of Commerce and Highways England to improve A11 and A14. Road Investment Strategy (1) 2014-2019 and (2) 2020-2024. JF attends Chamber meetings in Ipswich and Bury St Edmunds. JF reported there is not one single project in RIS1 in Suffolk. Highways England embarrassed, with RIS2 JF has the opportunity to change this. All proposals are required by October this year. The Minister makes the final decision. RIS2 will have a Suffolk programme included. JF gave Felixstowe docks as a huge example. 40% of containers come into England through Felixstowe and has a massive impact on roads and the local economy. Currently all have to be unloaded in the Midlands and then goods are returned to Suffolk. There is potential investment to build warehouses and expand in Suffolk to have a better infrastructure including rail links.

**15. Any Other Business**

Flood Defences was responsibility of Community Planning Group but it has been raised as to where this now sits. Flooding issue is around the drain and that is being picked up through TRET – John Smithson leading on that and links with Jane Birch at SCC, flood defence lead. WH stated this had all been resolved.

There was no other business.

**16. Date of Next Meeting** and future meetings: frequency of meetings has been reduced:

11<sup>th</sup> July – 9.30am  
12 September – 9.30am  
14 November - 9.30am



**Newmarket Vision Steering Group  
11 July, 2016 at 09.30  
Newmarket Town Council Offices**

## **Key Notes and Actions**

**Attendees:** Cllr Robin Millar (Chair), Richard Goss, Cllr Andy Drummond, Bryn Griffiths, Jill Korwin and Christine Rush

**Apologies:** Howard Lay, William Gittus, Cllr Richard Smith and Cllr James Finch

### **17. Thanks and Welcome**

RM asked for a minuted note of thanks to Sarah Stamp for her time as Chair of Newmarket Vision Steering Group. RM stated he absolutely spoke from the heart when he said that Sarah had made a significant contribution in the development of the Vision ensuring it is now strong enough to address the issues it must deal with. RM announced that Suffolk County Councillor Richard Smith (Cabinet Member for Finance and Heritage) is taking over from Sarah and will attend the next meeting.

RM welcomed Cllr Andy Drummond who, as Newmarket Mayor, is taking over from Cllr Warwick Hirst representing the Town Council. Also, the Chair noted many thanks to Warwick for his continued support to the vision and standing in for the previous Newmarket Town Council Mayor John Berry.

### **18. Minutes of meeting 9 May, 2016 and matters arising:**

The minutes were agreed as correct.

- Afternoon free parking in Newmarket leading up to Christmas: Car parking proposal from NV TRET Delivery Group has been sent to Darren Dixon at FHDC requesting each Wednesday free parking for four weeks leading up to Christmas.
- Decisions: RM thought it important to note in the minutes that NV Steering Group cannot always make final decisions, but would have to take the form of recommendations to SCC or FHDC.
- JK mentioned that support officers are being more proactive in liaising over activities of different groups.

### **19. Listening Event held Saturday, 14 May:**

JK advised the group that the listening road show was the idea of SCC's Leader Cllr Colin Noble who wanted to hear the views of people in and around Suffolk. As part of a programme, an event was held on 14 May in the Guineas Shopping Centre. People were invited to write their comments against the different Newmarket Vision Groups on:

- What should be the key focus for the group for each of these areas over the next year?
- What should the group practically be looking at?

There were a total of 14 comments relevant to Newmarket Vision, that the meeting reviewed but concluded there really wasn't too much recorded that the NV group didn't know already.

RG reiterated a comment from a previous meeting that the public in general do not know what is going on in their own town and that the NV group need to communicate more.

There are gym facilities in town and plenty of bars and cafes. RM stated that communication was a good point and would be picked up at item 7.

## **20. Updates from Delivery Groups**

### **Equine Hub Focus Group:** (William Gittus)

JK was able to update the group in WG's absence. The group is working on a one page infographic, building on the Deloitte Report and economic profiles. Progressing with the Uphill Gallop; links with schools – working on a holiday scheme with Home of Horseracing and also with race course programme. Looking at increasing numbers to the town.

**ACTION:** AD asked that racing employment figures in the town need to be added to figures going to Cabinet. JK will pass this on.

### **Education Delivery Group:** (Howard Lay)

RM reported that the Education group had been reassessed after the NV Workshop Event.

RM passed on an update from HL who is having some positive discussions with FHDC and SEBC re site improvements and Laureate have joined the Samuel Ward Academy Trust. There is also progress in relation to appointing a family support officer between schools.

**ACTION:** CAR to forward info to Davina Howes and Richard Baldwin – family support officer.

RM will pick up with governors at a meeting on 14<sup>th</sup> with Councillors.

### **TRET Delivery Group:** (Richard Goss)

RG reported that the BID had an open evening on 1<sup>st</sup> July which was well attended. RG will liaise with the BID Board and invite a member to join the TRET Delivery Group; hopefully the BID Manager. The BID Manager's post is being advertised. All those existing members of the BID group will make up the Board until next year when the new Board will be voted in. RG will keep the Steering Group updated. RG stated that he is personally a big supporter of the BID and will be interested to see how successful they become.

Coach parking in Newmarket was discussed at the meeting held on 20<sup>th</sup> June. Where do they park in town? The Museum has its own coach park. The group came up with some options:

- Land outside Tesco's – but RG has since heard that this land is no longer available unfortunately.
- Railway car park – Tattersalls to be approached and obviously would not be used on sale days. AD and RM suggest raising the question with the Traffic/Highways Delivery Group or John Morrey.



AD and RM suggested a side street off the main High Street; however RG said that this is not ideal as buses with engines idling would not be great for the local homes. All agreed.

**ACTION:** RG to raise with Cllr James Finch, Chairman and Suzanne Buck, Support Officer of SCC of the Traffic/Highways Delivery Group.

High Street Project – Three designs are being looked at, but concerns that this is taking a long time which is apparently due to them being so very different to compare. RG has not seen the designs to date.

**ACTION:** RG to ask for an update from Boyd Nicholas on the three design tenders and report back to the next Steering Group.

An email had been received from Richard Fletcher regarding Rutland Hill. A discussion on a suggested 'one way' system' from High Street to All Saints Church and part pedestrianisation took place. Access to car parks etc., TK Maxx, the Rutland Arms Hotel could be problematic - All Saints and Park Lane not suitable for heavy goods, but would enforcing smaller delivery vehicles be acceptable and would have to be carefully looked into.

**ACTION:** CAR to forward email from R Fletcher to the Traffic/Highways Delivery Group for an agenda item when they next meet for discussion.

**Traffic / Highways Delivery Group:** (Bryn Griffiths)

BG provided an update and RIS2 link is

<https://www.gov.uk/government/collections/road-investment-strategy-post-2020>

BG also forwarded to the group a briefing note regarding the brown tourism signs advising that following a review of the town centre signs a package of new signs to the car parks and the Home of Horseracing Museum have been ordered through Suffolk Highways in readiness for the opening of the museum in September. The tourism signs on the A11 and A14 had been reviewed as however are very costly due to constraints around sign provision and design and safety measures (i.e. the closing of lanes to provide safe access to the signs etc.). However JK suggested if the signs on trunk road sufficient, money might be better spent on priority to the town centre signs initially as potentially more important to tourists on arrival into the town. BG stated the traffic group would take this into consideration.

**ACTION:** CAR was asked to send Amy Starkey a copy of the briefing note.

**ACTION:** CAR to provide Amy Starkey's contact details to Suzanne Buck.

**ACTION:** CAR to ask, on behalf of BG, Suzanne Buck who is making the formal application to Highways England for the signage?

Snailwell Road: RM reported that he has met with the Jockey Club and consulted with local residents.

Rail Sub Group: BG reported that the group have fund raised £92K for the Newmarket Station improvements and has enabled progress. This was a great effort from Abellio, SCC, The Jockey Club, Newmarket Races and FHDC. Decision on the franchise has been delayed due to rail crossing review as Network Rail wanted to shut the crossing and people would need to walk further. Whether this is a 'right of way' or not Network Rail wants legislation to change. The review continues.

The Public Sector Leaders Group provided funding for a review of the A14 junctions to inform a bid to Highways England for schemes to be considered within RIS 2 funding programme. This work has progressed to enable a submission within the July deadline and junction 37, the A142/A14 junction is one of 7 junctions included.

**21. Newmarket Neighbourhood Plan:** (Andy Drummond)

AD will provide an update for the next meeting.

**22. Car Park Provision:** RM reported two surveys into transport parking zones in the High Street had been completed. Unfortunately, both not enough to make a decision by SCC. There will be a third survey and with increase footfall traffic with the Museum more participation in the survey is expected. RM stated that following a consultation meeting the South looks to be the priority.

**ACTION:** CAR to check with Suzanne Buck if a date for the further architect's survey has been identified yet.

**23. Communications**

- After a discussion as to whether the NV e-Newsletter was to continue or not, it was decided that it met the objective of keeping all the NV groups updated but should have a more external focus.
- However following the April Workshop Event there was still a need to find the resource to communicate the NV work to the wider community. It was suggested that SCC, FHDC and NTC Communication units could take it in turns, chasing for stories and promoting positive articles. In addition RM will look at what additional resource could be provided for this.
- JK has arranged for an extra column on the NV action list which the officer support will add to for comms attention.
- Also a suggestion to have a dedicated page once a month in the Newmarket Journal with a specific background colour that brings quick recognition and attention to NV articles.
- Studlands use Facebook social media which works for them.
- Need to work with the BID over future communications for the town

**ACTION:** RG will talk to BID about comms.

**ACTION:** NV e-Newsletter to continue JK to advise author.

**24. Any Other Business**

RG followed up a funding query on behalf of the NV TRET Delivery Group they may like to fund the Trees in Planters Project. It was agreed it should be a BID funded project. £5K is sought.

RM reminded the group that it has no budget available. Also before projects get underway too far, funding should be sought at an early stage. BG asked that RG continue to liaise with the Traffic/Highways Delivery Group.

**ACTION:** JK will send RG a link to SCC regarding external funding.

Added here for further reference: The best place to look for funding opportunities is the new 'Funding for Suffolk' website. A search for both local and national funding opportunities specific to project needs. The website is hosted by Community Action Suffolk, and the link is provided below.

<http://www.communityactionsuffolk.org.uk/how-we-help/funding/>

Royal visit: AD advised that the Lord Lieutenant is organising a Royal visit for the unveiling of the statue and a museum visit. Schools are involved too.

**25. Date of Next Meetings**

12 September – 9.30am

14 November - 9.30am



**Newmarket Vision Steering Group  
12 September, 2016 at 9.30 am  
Newmarket Town Council Offices**

**Key Notes and Actions**

**Attendees:**

Cllr Richard Smith MVO, Chairman  
Cllr Robin Millar  
Cllr Andy Drummond  
Cllr James Finch  
Richard Goss  
Bryn Griffiths

Howard Lay  
William Gittus  
Richard Baldwin  
Christine Rush  
Michael Attwood  
Chris Garibaldi (for item 3)

**26. Welcome and Apologies**

Cllr Richard Smith opened the meeting and introduced himself as the new chairman of the group and is the Suffolk County Council Cabinet Member for Finance, County Councillor for Aldeburgh and Leiston and has past and present connections with Newmarket. Each member in turn introduced themselves.

Apologies received from Jill Korwin. Richard Baldwin attended on behalf of JK.

**27. Minutes of meeting 11 July, 2016 and matters arising**

The minutes were agreed as correct after a couple of small amendments.

- Racing Employment Figures – WAG to provide data to FHDC.
- Signage – JF reported that it had been decided that the signs into Newmarket are clear. The brown signs deemed satisfactory. To change would involve evening work and traffic management, and incur health and safety costs which are ridiculously high. It was felt that money was better spent on signing for the New Heritage Centre.
- On Street Parking Enforcement – RM and JF reported that this issue was being discussed shortly at the Suffolk Leaders Group taking place this Friday.

**28. Home of Horseracing**

CG unfortunately held up in travelling to the meeting initially so WAG reported:

- A soft opening this weekend to coincide with Newmarket open weekend which brings 6-7 thousand people into town. It is in its third or fourth year and benefits the whole town.
- Palace House is part of the ticket price (what is available to view).
- Country Life article WAG will circulate.
- Equine stars in attendance to draw interest.
- CG arrived and was very happy to report the Café opened last week and the shop opens this week!

- CG and WAG reported that an early feasibility study had been completed with two options – one to build on the outskirts or - two in town. It was the intention to get foot flow from the south side of town and into Sun Lane.
- CG reiterated that this weekend is Newmarket weekend, show casing the site, with live horse demos, taster tours etc.
- From Monday Palace House galleries will be opening, visitors will be able to buy a ticket with official opening within the next few weeks.
- 98 staff to be trained in the next two weeks and orientation.
- Second phase CG stated is to up grade the High Street, CG stressed this is a must. RM shop front guide reflects this upgrade initially and the future High Street improvements are intended.
- WAG commented it was unfortunate that the shop front guide does not have any retrospective power to change the original shop fronts since its launch.
- CG reported that the traffic calming between Palace House and the Trainer’s Yard site - sleeping policeman was proposed, but not physically possible due to the camber of the road.
- It is now beautifully linked, and people will see it as pedestrian area. However a safety audit needs to be done, as some cars seemingly intentionally race down there and problems with delivery vans also.  
**ACTION:** MA to action to monitor all traffic in the Palace Street area and CAR to note as an agenda point for the next meeting.
- Palace House, National Heritage Centre for Horseracing and Sporting Art Newmarket this is the museum strap line  
CG left the meeting at 10.15am

## 29. Updates from Delivery Groups

### **Equine Hub Focus Group:** (William Gittus)

- WAG reported that the planning application is going through for the Uphill Gallop.
- Stable waste recycling proposals being looked at. BG stated that he had seen something similar before, but trying to get all interests lined up and economics unfortunately did not work.
- AD FHDC recently invested in Solar Farm, council has been working on rent a roof. However grid is not able to take power locally.

### **Education Delivery Group:** (Howard Lay)

HL working on strategic areas

- Academies
- Helping with that transition.
- Improving quality
- Sites, infrastructure
  - HL reported there are some good schools across the area, but schools need investment.
  - HL is working with partners and with Abbeycroft Leisure increasing sports provision where by if land is given, pupils have access to facilities during school time.
- Staffing - drafting excellent staff across academies.
- Language – English as additional language. There is significant progress when language is not a problem.

- Government measures schools on progress now, and not on attainment. Press have not caught up with this as yet, unfortunately.  
**ACTION:** RB to add Gov. measure - progress not attainment, with good news story to comms grid.

**TRET Delivery Group:** (Richard Goss)

- RG will be inviting the BID Manager who starts on 3 October, to the next TRET meeting – Monday, 31 October.  
**ACTION:** RG will also invite BID Manager to a future Steering Group meeting.
- Di Robertshaw, also a member of the BID will be giving a presentation on "Love Newmarket WiFi" at the next meeting. Di will be asking for funding, and ask the Steering Group to note this request at the early stage of this project.  
**ACTION:** RG will report back details of the "Love Newmarket WiFi" project to the next Steering Group meeting.
- RG expressed his concern that the Design Brief Project is no further forward. RG said the Design Brief met the S106 criteria. RG stated the Retailers group felt the project would really help the footfall in the High Street.  
**ACTION:** RB and RM to look at resources.  
**ACTION:** When appropriate RG to bring the Design Brief to the Steering Group.
- RG stated that the trees in tubs on the High Street in conjunction with the BID, is however planning to go ahead. Maps being looked at by the Tourism Sub Group.

**Traffic / Highways Delivery Group:** (Cllr James Finch)

- JF advised Abellio won the rail franchise.
- JF explained RIS1 and 2, that there were missed opportunities with RIS1. JF stated that RIS2 will make a difference – a major programme. A14 capacity is not a problem it is the junctions. Rougham J45 - 5 month project, for better flow between the Business Park and Bury St Edmunds. There are improvements planned for all junctions and JF has groups working on these. Highways England has to put a plan to Department for Transport.
- Devolution may change this process.
- Exning junction is part of they study. Evidence based on priority. If the application is successful work will commence Spring 2020 onwards.  
**ACTION:** JF to ensure no road works around Newmarket during the museum opening celebrations.

**30. Newmarket Neighbourhood Plan:** (Cllr Andy Drummond and Cllr Robin Millar)

- NNP is owned by the Town Council
- Local plan is the whole of the FHDC area.
- Single Issue Review October date.
- Planning applications will still come through for Newmarket. Taken on own merits and locations. Planning permission is not affected by the Hatchfield decision.

- NNP to have update at next meeting.

### **31. Car Park Provision:** (Christine Rush)

CAR gave an update on the car parking provision in Newmarket:

- A comprehensive Car Parking Review report went to FHDC Cabinet on 22 December 2015.
- It concluded that currently there is sufficient car parking, however it is to be reviewed regularly once the HoH visitor numbers are realised.
- A couple of 'Residents Parking area' consultations was due to take place this month, however has been deferred until next year, as SCC felt that the survey would not reflect the thoughts of the residents until the HoH visitor numbers and parking habits were known.
- The areas to be consulted are adjacent ends of the High Street from the Clock Tower – Lisburn Road/ All Saints Road - basically TK Maxx store and immediately behind HoH area and the North is from Grosvenor Yard car park area and St Mary's Church going towards the Race Course.

RG mentions that the BID group are employing two town rangers - RG not sure how official, but will attempt to gently move people on. RG to advise the BID to check the legality of this. JF stated that SCC is the official body of traffic enforcement.

RM not convinced - the area to the north of High Street is not a problem, it is the side to the south that has the problems. A public consultation proved this with people placing dots on a map identifying areas where they thought problems were.

### **32. Communications** (Richard Baldwin)

RB stated that the NV support officers met with JK last week.

Following that meeting JK drafted a communications sheet, 'Summary of opportunities and approach' which was circulated with the agenda.

- Supporting officers will co-ordinate stories and the plan can be shared and developed with the local press.
- Comms team will be working with us.
- RS thinks once a month is not too frequent for comms.
- WAG stated the idea was to show a strand of NV working along side news stories and that NV has contributed to the themes.

### **33. Funding, S106 Money**

The group approved the following recommendations:

- The TRET group (High Street Design Project group) continues to progress the design brief work and actively seeks match funding, with the support of FHDC and SCC.
- Newmarket Vision steering group keeps track of the progress of these initiatives and through a communications plan ensures that the improvements are promoted and the role of Newmarket Vision is made clear.
- Ultimate approval for the schemes will remain with FHDC as signatory to the 106 agreement.



**34. Any Other Business**

There was no other business.

**35. Date of Next Meetings**

14 November – 9.30am

It was agreed that the Steering Group would meet quarterly after next meeting on a Monday.

**ACTION:** CAR to arrange quarterly meetings for next year.

**Newmarket Vision Steering Group  
14 November, 2016 at 9.30 am  
Newmarket Town Council Offices**



## Key Notes and Actions

### Attendees:

Cllr Richard Smith MVO, Chairman  
Cllr Robin Millar  
Cllr Andy Drummond  
Cllr James Finch  
Richard Goss

Bryn Griffiths  
William Gittus  
Christine Rush  
Guests:  
Joe Watson, Econ Dev, FHDC  
Di Robertshaw, chair NRA

### Declarations of Interest:

RS was concerned that Declarations of interest on all agendas should be noted. RS has a niece and two nephews at the Laureate School. There were no other declarations.

### 36. Apologies

Apologies received from Howard Lay. Please note Michael Attwood will only attend if BG is unable.

### 37. Minutes of meeting 12 September, 2016

The minutes were agreed as correct

### 38. Matters arising

- Palace Street traffic monitoring: JK  
The survey will take place around next summer, when indicative traffic volumes will be known. CG is concerned with vehicles speeding, primarily. Museum paid for traffic calming, but not effective. NTC have suggested a one way system.  
**ACTION:** JF will take this forward to the Traffic Delivery Group.
- Racing Employment figures to be supplied to FHDC: WAG  
Unfortunately the figures were not available.  
**ACTION:** B/F to next agenda.
- Signage for Palace House, National Heritage Centre for Horseracing and Sporting Art: JF  
JF reported that this has all been done and is complete.
- On Street Parking Enforcement: RM spoke to Insp Shipton and he has confirmed officers are going out once a week and undertaking a spot check. SCC and Police have put papers forward for enforcement management by Districts. Residents and schools have submitted a signed petition and RM believes that this had the desired affect that brought about the spot checks into Newmarket.  
Police are withdrawing from civil enforcements JF reported and it will be down to SCC as highways. No need to bring forward again.
- Comms Plan: agenda item.

HM visit – AD all good reports! Went very well, timing perfection. AD heard that the Queen was delighted and with the huge crowd that

turned out for her. RS said the NTC should be applauded. The Queen was delighted with the statue.

### **39. Updates from Delivery Groups**

#### **Equine Hub Focus Group:** (William Gittus)

- WAG reported that the planning application is going through for the Uphill Gallop.
- Disposal of Horse Waste – WAG reported he had just returned from a trip to Norway, he is not convinced that the new technology is good currently as too much heat waste currently. Wants to be clear on the amount of waste that is produced in Newmarket. If trainers change what they bed their horses on, it could be used for gardens. Something for future discussions.

#### **Education Delivery Group:** (Howard Lay)

HL sent his apologies but provided a written update.

The Education Delivery Group will meet on Thursday 8 December and advised the Steering Group that he will be standing down as Chairman. HL has an idea who could follow on from him on the NV Education Delivery Group and will be discussed on 8<sup>th</sup>.

JK reviewed HL's update, circulated at the meeting regarding on going work.

**ACTION:** JK to draft a letter of thanks to HL on behalf of RS.

#### **TRET Delivery Group:** (Richard Goss)

- High Street Design Brief update  
RG was happy to report that he had heard tenders have gone out. JK confirmed the deadline is 16 November, and decision expected by the end of month. RG impressed the importance for information in the High Street for orientation of visitors. RG confirmed there are no statues in the plans, but artwork and information.
- **BID update:**  
Graham Philpot BID Manager in post; he has previous experience at a BID in London. ]

**ACTION:** RG to advise GP to attend the start of the next meeting beginning with a short BID update and a presentation.

- Love Newmarket WiFi Project and S106 funding application RG / DR
  - The Retailers Association set up a working party to bring WiFi into the High Street. Presentation at the TRET meeting two weeks ago.
  - WiFi will benefit businesses and can be used as a foot fall counter. Three companies have been reviewed and the Retailer Association have chosen to work with Elephant WiFi.
  - Massive potential and has the best system for future add-ons such as GeoSense and information display.
  - Application is for £52,459.00 towards the total cost. JK stated that this currently sat in a S106 fund allocated to marketing approved by Newmarket Vision. A second fund exists for high street improvements.

- Some members expressed concern in regard to privacy and this needs to be checked.
- JF uses mobile signals to track traffic flows. SCC have invested in this model as information logged for future improvement works.
- Traffic is counted in and out to track main traffic flows on the main roads.  
**ACTION:** JK to contact Graeme Mateer Transport Policy and Development Manager re privacy note.  
**ACTION:** JW to contact Elephant Wifi re privacy issues
- JF requested that the group check due diligence on this company – contract period of three years, software and continuation that would change if necessary. Hardware will be in place. Build into the budget of the BID. DR stated the WiFi would cover the BID area. Race course and Heritage museum to be approached as yet.  
**ACTION:** –JW to validate
- **Agreed:** The NV Steering Group would like to recommend S106 money being released to this project and a letter from Elephant to satisfy the issue raised.
- BG - working groups to be circulated to Newmarket and District Chamber of Commerce and if someone wants to represent them on one of the groups. RS suggest a rep joins TRET and Traffic.  
**ACTION** BG.

**Actioned Summary:** JW/DR

“Elephant Wi-Fi has provided Forest Heath District Council with the sufficient legality framework regarding the data in question. The snippet below from Elephant Wi-Fi’s legal letter reviews and answers the questions that the board raised at the last meeting:

“With regards to user access, every user that connects to the two systems has a dedicated username and password. We also log the last time every account accessed the system. Each account has its own security permission and we are able to lock accounts down to the following permission types:

View – only view data. Download of anything is not allowed Edit – view & download data plus create and send E-Shots Admin – this is for ourselves and allows us full edit permissions plus user creation / deletion / lock.

There are a couple of us that have Super Admin privileges for obvious reasons that get us access to everything including raw code.

What is important to note is that once a customer downloads and stores the data “off line” i.e. not on our servers they are responsible for data protection.

In the main Data Protection means you are capable of stopping people from having access to end users data if they are not supposed to have it, which when taken off our servers becomes out of our control and hence the reason why the responsibility falls to the customer.”

The letter has been verified by our legal department for additional confirmation. The matter of due diligence has also taken place. Elephant Wi-Fi is a subsidiary of Proximity Futures Limited. A quick search on FHDC database reveals that Proximity Futures Limited has a 4/10 likelihood of failure based on their current 2015 accounts. 1 being low risk, and 10 being very risky. Therefore, having a below average risk of failure.

Consequently, the BID will now move forward with Elephant Wi-Fi and manage the project from here on.

The digital high street project is a major step forward for Newmarket, and the BID and NRA would like to thank the vision for their continuous input and cooperation to bring the project to fruition."

**Traffic / Highways Delivery Group:** (Cllr James Finch)

- RIS2 Update:
  - 18 months involvement JF.  
**ACTION:** JF will circulate sheet of information.  
**(Attached copy with minutes)**
  - RIS identifies priority improvements for major trunk routes A14, A47, A12 South of A14 A120.
  - Highways England put the business case together, submitted to Dept. of Transport and Sign off by Secretary of State.
  - JF reported he has a good relationship with group. The A14 does not have capacity issues, but there are five particular junctions that do. A14 Bury St Edmunds, Ipswich, (Copdock), Four Sisters interchange, Capel St. Mary, Mildenhall/Barton Mills/Fiveways roundabout. A Feasibility study is being conducted for the whole of the A14 to lead into RIS3.

Members expressed concern in regard the A142 / A14 Newmarket – 'Exning Junction' noting dangerous queuing on the highway with traffic coming from Cambridge. JF content it is in RIS2 and in the feasibility study.

**40. Communications/PR** (Jill Korwin)

The communications plan was circulated with the agenda.

JG reviewed the summarised grid. Unfortunately, stories have hit the press, but have not been linked to NV. JF requested if a Newmarket story is released, please refer to Newmarket Vision where appropriate.

- co-ordinated stories can be shared and developed with the local press.
- Comms plan in place and can go forward from now.
- Car parking DR did speak with TRET and had no idea comms not mentioned NV.
- BG suggest a few stock phrases, complimentary to NV to comms of each organisation to use

**ACTION:** Comms from each of our organisations to link back to NV

**ACTION:** JK/BG to agree a list of phrases.

**ACTION:** CAR keep as a regular item on the agenda.

**ACTION:** All contact JK or BG to get ball rolling.

- 41. Newmarket Neighbourhood Plan (NNP)** (Cllr Andy Drummond)  
BN has supplied AD with a draft and a schedule planner. Currently at writing policy stage. Pre submission, consultation then to FHDC in March.  
**ACTION:** AD will circulate schedule.
- NNP Steering Group meet on first and third Thursday of each month.
  - There are ten basic objectives being written, six have been completed.
  - <http://www.newmarket.gov.uk/nmkt-neighbourhood-plan/draft-objectives/>

The steering group found this update very encouraging news and thanked AD.

**ACTION:** CAR Keep this item on the agenda

- 42. Newmarket Prospectus – introduction and development timeline**  
Following a FHDC Cabinet meeting Cllr Lance Stanbury is leading on a prospectus for Newmarket. The prospectus will help inform the review of the local plan, build on work of the Newmarket vision, and will be used as a check list of the initial four years work in regard to built environment issues and is thought to be a healthy process.  
It can also be used as part of the Newmarket Neighbourhood Plan evidence.

Lance Stanbury will be having informal conversations with key partners - a chance to bring everything together and refocus.

RS and LS meeting on Thursday, 17 November in the morning.

**ACTION:** JK summary action points from Prince's Foundation Enquiry By Design *attached below*.

- 43. Any Other Business**  
Snailwell Road, RM looking at scheme in place, designs being worked up for extension of walk way. Residents, on Thursday will have the opportunity to look at the scheme. RM meeting officers this afternoon. If residents do not mind, work could start immediately and takes horses off the road and pavement.  
**ACTION:** RM will feedback at the next meeting.

The steering group agreed we have a unique environment in Newmarket which needs to be used to the best advantage of the whole community.

- 44. Dates of Next Meetings, 10am on a Monday**  
Agreed dates for next year are:

16 January, 2017  
3 April, 2017  
24 July, 2017  
30 October, 2017

## Summary of Newmarket Vision Statements and Action Plans:

### **1. 'In twenty year' time, Newmarket will have improved the quality and accessibility of public open space and capitalised on its unique landscape setting'**

- Set up a working group to arbitrate the different access requirements of pedestrians, cyclists, motorists and the horse racing community
- Educate residents in the access restrictions to equine land and surrounding areas
- Explore and communicate the historic landscape pattern of the town
- Conduct an audit and character assessment of existing landscape assets within and surrounding the town

### **2. 'In twenty years' time Newmarket will have an excellent internal network of safe connections for walking, cycling and horses, making non-car movement much more attractive'**

- Identify existing routes and enhance walking and cycle loops around the town
- Create clear signage to inform better access to areas of open space around the town
- Explore the potential for providing additional horse walks and enhancing existing horse walk infrastructure
- Upgrade crossings, with a prioritised programme for implementing improvements

### **3. 'In twenty years' time Newmarket will be popular visitor and tourist destination by using its unique position as the home of horse racing. Through strong branding and marketing Newmarket will be recognised as part of the Suffolk Tourism offer and positioned as the Gateway to the East of England'**

- Use Newmarket's unique selling points in a new marketing and branding strategy

### **4. 'In twenty years' time Newmarket will have a successful and attractive High Street, part of a more varied and accessible town centre, with a balanced range for different income levels of quality shops and vibrant local market that caters for the needs of local residents, visitors and tourists'**

- Redevelop the Guineas shopping centre to create a mixed use development with retail and residential units and internal streets

- Implement town centre legibility strategy structured around key landmarks and destinations which provides better information and directions for pedestrians and motorists
- Improve the public realm and street furniture
- Update the town centre parking strategy
- Introduce a town-centre-wide 20mph zone
- Relocate the library to a more central position of the high street to create a landmark and gathering place for residents
- Revitalise the market – management, visual appeal and location
- Examine potential for a cinema/entertainment venue for local residents on the High Street

**5. 'In twenty years' time economic growth will be stimulated to encourage businesses to develop and grow in a manner which complements Newmarket's existing infrastructure and horse racing industry'**

- Maintain and enhance the existing businesses, services and facilities based around the horse racing industry and ensure its future attraction and viability
- Balance the present and future needs of the horse racing industry
- Attract new businesses to Newmarket
- Greater co-ordination and partnership working is needed between Newmarket's different business leaders and organisations including the council
- Provide the right conditions and locations for growth
- Through partnership working a co-ordinated campaign should be devised to market and promote Newmarket to key business sectors and industries in order to attract inward investment
- Existing enterprises should be given the opportunity to grow and upgrade
- Retain skilled workers to create a more diverse local economy for different skill sets

**6. 'In twenty years' time, Newmarket will have improved the quality of life for its residents paying particular attention to the young and elderly'**

- Work closely with schools to create community hubs including breakfast and after school activities
- Improve/create cycle routes between schools and green spaces
- Create a more diverse/higher quality night time economy by introducing a cinema or live music venue

**7. 'In twenty years' time, Newmarket will have improved the social connection between the horse racing and non-horse racing communities'**

- Establish a series of walkable loops to connect different neighbourhood centres and enhance community cohesion
- Encourage tourism offers which can also be used by local residents

**8. *'In twenty years' time, Newmarket will raise aspirations for its residents through good schooling, training and employment opportunities'***

- Hold open days for the local schools at the racing yards to showcase the different career paths available in the equine industry
- Establish an equestrian/sports science centre of excellence
- Build on the example at Foley House by linking children centre services, youth services and adult education

**9. *'In twenty years' time, Newmarket will have thrived and grown in a sustainable and well-balanced manner, delivering a better quality of life for all, with horse racing remaining vital to the town's economy and character'***

- Identify gap/redevelopment/'Brownfield' sites in the most sustainable locations
- Identify existing low quality, low density, low occupancy residential sites in less sustainable locations and draw up plans for redevelopment
- Since growth is required beyond the capacity of Brownfield Sites, bring forward a masterplan for a new mixed-use community in/around Studlands

**10. *'In twenty years' time Newmarket will be an attractive town that is well connected to neighbouring settlements, towns and cities by roads, bus and rail'***

- Enhance the 'sense of arrival' at the main town centre gateways