

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

10.00 am 21 November, 2014

Held at Newmarket Town Council Offices, Council Chamber

**Members Present:**

Cllr Rachel Hood (Chair), Newmarket Town Council  
Cllr Michael Jefferys, Newmarket Town Council  
Claire Elbrow, Newmarket District Chamber of Commerce  
Julian Wilson, Stud Farmers Association/NHG  
Sara Beckett, Resident  
Marie Smith, West Suffolk Planning Service Manager  
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, Steven Wood and Cllr Rona Burt.

**1. Minutes of the last meeting 15 September 2014:**

The minutes of the last meeting were agreed as correct.

**2. Matters Arising**

**Shop Front Guide:**

- CAR circulated a note from Boyd Nicholas (BN):  
The Draft Shop Front and Advertisement Design Guide Supplementary Planning Guidance (SPG) has gone through the committee cycles of both Councils to get approval for consultation. It has gone through the internal report process and St Edmundsbury Cabinet 21 October and FHDCs on the 28 October. Consultation will take place for six weeks in November/ December with adoption (all going well) still in February 2015.  
"As part of the consultation process it will also go to the Local Plan Working Party at FHDC and the Sustainable Development Working Party at St Edmundsbury on the 20 November 2014".

"The Shop Front and Advertisement Design Guide SPG references the planning policies which it supplements, these policies in the 'Joint Development Management Policies Local Plan' have just been through an independent examination and the Inspector has produced his suggested modifications which are currently undergoing consultation. It would be prudent to wait for these policies to be adopted by FHDC / St Edmundsbury BC before publishing the Shop Front and Advertisement Design Guide SPG. This in effect is unlikely to delay the adoption of the Design Guide given the need to go through each Councils committee cycle to consider any comments received after consultation and to adopt it as Supplementary Planning Guidance".

The note stated that BN will not be progressing a seminar, he clarified that he had agreed to talk to the Town Centre Sub Group about the composition of traditional shop fronts and advertisements. However BN stated that he would be happy to talk to other interested groups, if requested, as part of the consultation work in November/December.

- **Open Spaces:**

RH welcomed John Smithson attendance at the meeting. JS is actively in discussions with GoWild. The cut grassed circular route is regularly maintained. Bramble cutting in October. First open day this year in the Guarded Orchard, reported last month. Tree maintenance continues. Natural habitat amphibians reptiles are the main specie. Cutting back in winter is the best time so no disturbance to wildlife. There is a signage / BMX track consultation to be done.

JS circulated a map showing FHDC ownership or management areas and a discussion was had regarding all areas:

1. Guarded Orchard  
West of this is another open space, but has potential to add connection.
2. Woodland and wetland  
A number of things to do and plan for future, together with GoWild.
3. Short mown grass  
No ecological value.
4. Industrial Unit  
No nature conservation – industrial area.
5. Brown Field – semi-natural  
Balancing pond area, wild life area, a value of certain grasses and used for flood defence.
6. George Lambton Playing Field - SCC St Felix Meadows  
Not much separation between playing field and meadow.
7. St Felix Meadows (South)  
Not cut as rigorously as meadow backing on to school owned by SCC. GoWild 'Apple Day' used this piece of land. GoWild planted the trees a number of years ago.
8. No. 1 drain course.  
Balancing pond again, some water from the drain flows into this area.

None of this is actively being managed at present. Not too bad for Natural Conservation, but needs some management.

Bridge area closed off, now known who owns. **Action:** MS will ask land search to find out.

Between 4 and 5 Semi Natural backs down to Laureate School. Good habitat and links to No. 1 drain. RH asked MS to check this area also. **Action:** MS to check area between 4 and 5 marked on map. A member of the group thought SCC or District owns this land, depending on whether an exchange took place. GL stated there is industrial interest in this area.

Nos. 3 – 5 sorted out in a positive way for green corridor.  
RH thanked JS very much for this very helpful information.

JS will draw up a plan - Suffolk Wildlife Trust will be consulted on as they are important partners to us. JS stated that involvement with Greenlight Trust was not necessary. JW was pleased that the area had good ecological and educational / recreational / community use. MJ agreed. JS stated yes certainly the Guarded Orchard and needs to be community led. George Lambton area needs to have more formal arrangements.

JS stated that areas that GoWild cannot do, FHDC will pick up and help. MJ asked how does the group take this forward. JS asked for the group to wait for his report and will carry forward with management plan which is currently in place and add what can be planned for the future. Work with GoWild, consult with community and Suffolk Wildlife Trust and take forward.

**No. 1 drain** – RF reported that no negative feedback received from those responding to the introductory letter to change of name of No. 1 drain - names of those stakeholders that the letter went to are:

Dave Gillet, Anglian Water/Environment Agency.

Nick Patton, Jockey Club

Jackie Allen, Anglian Water

Peter Cornelissen, GoWild

Rob Wise, NFU

Alan Points, Joint Emergency Planning Unit (JEPU)

Ely Drainage Board has told RF that the No. 1 drain is not in their area.

**Action:**

- RF and MS to endeavour to clarify who is the responsible Internal Drainage Board b/f.
- RF to invite Jeff Horner, SCC Flood and Water Manager, Highway Network Management to 29 January 2015 meeting.

**St Felix and Scaltback** – RF reported that Cllr Lisa Chambers and Quentin Cass recently met and that a timeline is being drawn up and will be shared at a future NV Steering Group meeting. MJ attended a meeting where there was a discussion on three Scaltback models / costs/ sustainability / self financing.

**Studlands** – to be a future agenda item. A residents association is being set up following the community lunch.

**3. Affordable Housing – Newmarket Area**

Regrettably LW was not in attendance. However, it was reported that Kim Langley – Strategic Housing and Enabling Officer from FHDC would attend future meetings. RH was very pleased to hear this news as a profile at 2.2 of the groups priorities is required.

**4. Neighbourhood Plan Update**

RH reported that the Newmarket Town Clerk at NTC Full Council Meeting proposed a Neighbourhood forum. The Town Clerk had suggested getting together 21 people from various different sectors to form a forum. The Community Planning Delivery Group (NVCPDG) thought that inviting several more people to the group would facilitate this need for a broader balanced group covering a good variety of representatives of the local community. MS stated that the group must have terms of reference and must report to NTC. It was agreed then that the group would be called the Newmarket Neighbourhood Plan Steering Group (NNPSG) and that they would have their own meetings and suggested this group would meet in the evenings.

A discussion over who was to be invited to the NNPSG took place.

**Action:** Invitations to join the Group:

- Richard Fletcher - MJ/RH to make contact.
- Glen Edge - Retired
- Nick Froy - Newmarket College
  
- Ross McKittrick, The Guineas Shopping Centre Manager – Graeme Lockey to make contact.
  
- either Open Door (John Durrant) or a similar charitable lead and
- Hazel Pidsley - Voluntary Sector – Claire Elbrow to make contact.
  
- Andrew Burton - major employers - Hastings Direct (Insurance) – Sara Beckett to contact.
- Rachel Wood (Education / History Society / Library etc.)
  
- Local Councillors/NTC – already on board Rachel Hood and Michael Jefferys
- District Officer - Marie Smith
- County Officer - Robert Feakes
- Landowner of key sites - William Gittus already associated with the Community Planning Group.

Local landowners - The intention will be to include local landowners in the consultation process.

RH and MJ are very happy to agree to take this forward to the NTC who will be meeting on Monday 8 December.

## **5. Delivery Groups and Equine Hub - Quick update**

**Equine Hub** – RH stated that the focus group had met early on the morning of 19 November - another positive meeting. Attendees were John Morrey, William Gittus, Liz Watts, Graeme Lockey, Alison Huxley (SCC) and Rachel Hood. Apologies were received from Amy Starkey and Chris Garibaldi. The groups focus is on the development of the horseracing sector and changes to infrastructure of the industry. The action plan working document can be viewed at

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

CAR reminded the meeting that a copy of all Newmarket Vision minutes that have been circulated can be found on the new West Suffolk website at the same link as above.

- **Steering Group** – The Steering Group met on 6 November. Discussion on Branding.
- **Traffic /Highways** – To meet 24 November.
- **Town Centre/Retail, Local Economy and Tourism Delivery Group** - Met on 13 November and were planning to remove some duplication of work.
- **Education Delivery Group** – Meeting to be arranged.

## **6. Any Other Business**

RH commented that DeNiro's building was up for sale and that it used to be a cinema at the last meeting. SB will ask one of the TRET subgroups for any news. GL stated there had definitely not been any business interest with regards to reinstating the building as a cinema.

Discover Newmarket Launch – RH attended and gave speech. All involved were happy with how well the event went. Julian Muscat, journalist reported positive news.

RH reported that Ian Gallin, Chief Executive of FHDC has commissioned a further study into the local, national and international standing of the racing industry in Newmarket. Deloitte’s will be conducting the study and Alan Switzer is the lead on the project.

## 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 / Glen Edge</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><i>Action: above to be invited to future meeting of the Newmarket Neighbourhood Plan Steering Group.</i></p> <p><i>Further recommendation sent to NTC to Commission Alex Munro to provide support towards area designation of the Neighbourhood Plan. NTC to consider on 8 Dec 2014.</i></p>
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	<p>Neighbourhood Plan</p> <p>Brownfield Sites identified.</p>

2	Community Planning Delivery Group	Timings
	walking, cycling, and new supporting bus services (refer to the 'renewing the Northern area' map on page 43 of NEnq.byDesign) .	
2.4	Develop integrated and purpose built housing for elderly and down sizing in any development.	Neighbourhood Plan RF has seen some drafts on Extra Care Eastern Housing Toolkit and can provide something shortly.
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 Wednesday, 17 December, 2014 at NTC

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

23 or 29 Jan 2015 - TBC 10am Thurs	21 May 2015 10am Thurs	17 Sep 2015 10am Thurs
26 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