

**Notes and Actions of the Newmarket Vision
Steering Group Meeting
Monday, 8 September, 2014 held at 2.00 pm
at Newmarket Town Council**

Attendees:

Cllr Warwick Hirst (FHDC)
Cllr Rachel Hood (NTC)
Bryn Griffiths (SCC)
Liz Watts (FHDC)

Christine Rush (FHDC)
Mark Beaumont (FHDC)
Marianne Hulland (FHDC)

1. Apologies

Isabelle Barrett (NTC), Cllr Lisa Chambers, Chairman (SCC), Richard Baldwin (FHDC), and Robert Feakes (SCC)

2. Conference Update

WH welcomed MH and MB from the communications team to the meeting.

- It was agreed that the conference programme should be published in a local paper – MB to action.
- LW to email chairmen of the delivery groups.
- The chairs of the delivery groups to give an update to the Newmarket Chamber of Commerce breakfast meeting - LW will attend also.
- RB had circulated a script run of events for WH and RH prior to the meeting and noted.
- It was reiterated that the top table of presenters would be the delivery group chairs, and Kim Hitch from the Prince's Trust Foundation who had recently confirmed his attendance. To be set up to be on the floor with the rest of the conference and not on the stage as this was felt too impersonal.
- Roving mic will be available for the Q&A session. CAR offered to provide this service.
- Action Plan to be updated and displayed.
- Ideas Board.
- On registration, delegates will be asked to choose two workshops from the four offered.
- Name badges will be provided.
- Comms will arrange video the conference and market place and MB will take photos and are liaising with SCC Comms.
- Comms hash-tag Newmarket Twitter account.
- BG advised that people can subscribe to the Twitter account to receive updates. RH happy to advise horseracing groups. MH would welcome a list.
- Lunch arrangements were discussed. CAR to advise final numbers to be three days prior to the conference to the Events Manager.

3. Notes and Actions from last meeting 13August, 2014

The notes were accepted as an accurate record of the meeting with progress on the following actions noted

- Grass Cutting: CAR has arranged with WH, LC, Guy Smith, Damien Parker and John Smithson to meet in October.

- Scaltback: WH reported that Warren Smyth, Chief Executive, Anglia Community Leisure and Abbeycroft Leisure hope to have a report by the end of the year.
- St Felix: No further news until Hatchfield Farm result known, but it is an option for a school site, commented WH.

4. Update from Delivery Groups

Transport Delivery Group

- WH reported that the horse-crossings had been timetabled to go ahead with Snailwell first.
- Abellio Greater Anglia will not know about the 2015/16 contract until later. WH reported that Chris Garibaldi and Noel Byrne are meeting tomorrow with them.

Education Delivery Group – no update available.

Community Planning Delivery Group

- Neighbourhood Plan: RH stated that she had met Alex Munro, Director of Maroon Planning last week with WH and colleagues on 3 September. Awaiting email from Maroon Planning with costs. On Thursday, 4 September RH and IB met with Marie Smith to prep communication to Newmarket Town Council on 22 September. Consultation needs to go ahead and the conference being a good place to start. Steven Wood (SW) advises that the Prince's Trust Foundation report and the Newmarket Vision work will be good evidence of background work leading up to the Neighbourhood plan, which RH was pleased to note.
- Open Spaces – GoWild and John Smithson have been helping with this.
- Enforcement re signage SW had given an update to the group. RH stated there had been a clear improvement on the High Street since the enforcement work had begun and it was the first time any progress had been made in this respect. RH reported the delivery group were very pleased with this work.
- Public Realm visit to museum, RH reported lots of agencies attended and were quite positive about this site. The garage at the back of the museum plot is coming up for lease. Quentin Cass and Concertus will survey. RH stated things were progressing.
- Grass cutting still a mess, but WH has meeting to attend with SCC.
- Affordable Housing – Lee Webster from Flagship unfortunately did not attend.
- No. 1 Drain – group are working with SCC and environment agency to potentially change the name.

Town Centre / Retail, Local Economy and Tourism Delivery Group

WH stated the delivery group will be meeting Tuesday, tomorrow. LW stated that Emily Earl will be able to work 3 / 4 hours per week with the group.

- Banners attached to street lamps: Amy Starkey funding banner supports. Eight separate sets of banners – the Town Council will set them up and take them down accordingly. £13K towards this.
- Sub-Groups still working. Circulation of minutes between them all needs addressing. Boyd Nicolas or Joanne Rogers to take over minutes from Robert Feakes.

5. Neighbourhood Plan

Already discussed at item 4 Updates.

6. Branding Update

- Initial concepts note had been circulated to the group. Local design companies had been asked to provide quotations and the two cheapest were then asked to provide initial concept designs for the Steering Group to consider.
 - LW had circulated the concept designs to the group, but unfortunately had not heard back from LC.
 - RH liked 'B' and 'D'
 - WH liked 'B'.
- MH thought there was more work to be done on 'B' as she would like to see more movement shown.
- RH stated that a Newmarket Vision logo without a horse was untenable.
- The meeting agreed that the branding should be specific for Newmarket Vision, to encompass the town as a whole.
- MH stated there was an option to have same symbol with different colours to denote different delivery groups. The meeting was in agreement that one logo would be used across the board, as it was thought it may cause confusion to have different colours for each group.
- Agreed that the logo would be displayed at the conference with an opportunity for conference attendees to comment.

7. Shopfront Policy Timeline

Note received from SW: West Suffolk Shopfront and Advertisement Design Guide is not intended to be a Policy but a Guide. The time line is as follows:

- September 2014 - Finalise draft
- October 2014 - Consultation on draft Guide
- February 2015 - Adoption

Boyd Nicholas will be refining this timetable with the committee council dates we are aiming to hit.

8. Studlands Park discussion update

An invite to Residents of Studlands Park to a Community Lunch on Saturday 25 October 2014 from 11am to 1pm at the Little Buds Community Centre. RB will have a map available at the lunch for discussions. Unfortunately more vandalism in the area has been reported.

9. Any other business

LW and RH have received half of a very well written prose for Royal Newmarket from Sandra Easom.

Action: RH to contact Sandra to obtain a 6/8 page summary which will be read by the Lord Lieutenant. 26 September is the deadline for the final draft.

Future Dates:

Time: Wednesday, 1 October at 9.30 am

Venue: Newmarket Town Council Offices.

6 November 9.30 am

3 December, 2.30 pm