



# Newmarket Vision Steering Group Meetings 2015

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# Notes and Actions of the Newmarket Vision Steering Group Meeting

Thursday, 22 January, 2015 held at 9.30am  
at Newmarket Town Council

## 1. Attendees

Cllr Lisa Chambers, Chairman (SCC)  
Cllr Warwick Hirst (FHDC)  
Cllr Rachel Hood (NTC)  
Liz Watts (FHDC)  
Richard Baldwin (FHDC).  
Christine Rush (FHDC)

## 2. Apologies

Bryn Griffiths (SCC)

## 3. Notes and Actions from last meeting 1 October, 2014

The notes from the last meeting were agreed as correct.

- RH reported that she has spoken to the manager of TK Max who was very understanding, but asks that any questions on the signage be referred to Head Office. RH will advise LW name. It was suggested that this is something Boyd Nicholas could take on, once the guide has been adopted. The lease on this property finishes in 2020.

## 4. Update from Delivery Groups and Equine Hub Focus Group

[http://westsuffolk.gov.uk/Council/Policies Strategies and Plans/newmarketvision.cfm](http://westsuffolk.gov.uk/Council/Policies_Strategies_and_Plans/newmarketvision.cfm)

### **Town Centre / Retail, Local Economy and Tourism Delivery Group**

The group will meet on Friday, 23 January. The original meeting was planned to meet earlier, but had to be changed due to room accommodation. WH has asked each Sub Group to give an update on their groups' activities tomorrow. On the 13 February meeting the Sub Groups are expected to update their progress for the spreadsheet.

**Equine Hub Focus Group** – minutes in the form of an action plan are on the website.

- Discover Newmarket Launch successful on 13 November and the marketing officer *Lucy Hope / Lizzie Hope* (?) has been given office space at the Jockey Club.
- William Gittus had been looking into the possibility of stable waste recycling, however RH reported the technology is not quite there as yet.

- RH stated the group had discussion on skills, local apprenticeships which RH and LW to follow up with Education Group. LC suggested meeting with Judith Mobbs. **Action:** LC to contact Judith Mobbs with a view of attending a future Equine Hub focus group meeting. LC would also attend if her diary permitted.

### Community Planning Delivery Group

- Neighbourhood Plan - RH stated that the NTC will be meeting on the evening of Monday 26 January and the Newmarket Neighbourhood Plan (NP) will hopefully be approved to take forward. With reference to an action from the last meeting: **RF to action:** if locality can provide support/advice – cross border cases on NPs.
- Open Spaces – John Smithson, West Suffolk Councils Parks Operations Manager has been incredibly helpful and progressing with the walk way, ecological corridor through the town.
- No. 1 drain - Jeff Horner, Suffolk County Council's Flood and Water Manager will be attending the delivery group tomorrow with potential ideas of how to prevent the drain being a fly-tip area.
- Shop Front Guide – scheduled to be adopted by FHDC in February.
- Housing – Kim Langley, West Suffolk Councils Strategic Housing and Enabling Officer joined the last meeting and explained that to be accepted on to the Housing Register certain criteria has to be met, one important fact that the applicant has to have is a local connection. Owners of empty homes are being encouraged to bring their houses back into use. KL stated that there is an insufficient amount of affordable housing.

### Royal Newmarket

RH reported that in order for Newmarket to apply for Royal Status it had to be ratified by the NTC. Hopefully this will be approved at Mondays Town Council meeting. Newmarket Journal has reported the article in the newspaper today. Sandra Easom has got the documentation together in a form of a book. RH will call Sandra to explain progress. RH and IB will take a small covering report to inform the NTC meeting. **Action:** RH will call Sandra Easom to advise progress.

### Transport Delivery Group

LC stated the last meeting was held on 20 January.

- LC mentioned a cycle network review and circulated a copy of a map showing cycling routes through Newmarket, local and national.
- LC asked if the Community Planning delivery group and Town Centre group would like to give feedback. **Action:** LC asked RF to supply copy for their respective next meetings, and a copy to be circulated to all members of the Steering Group. WH asked for a more detailed map to be produced. RH added that at a recent meeting at Studlands she saw a lot of young children cycling home from school and wondered why there is not a cycle route? LC commented that potentially Route 51 could be extended or marked more clearly.

- LW commented also that Rachel Wood has been working on maps, and thought it would be a good idea that she be included in the consultation. The group thought Horse Walks should be added to the map.
- WH requested that Peter Horn, SCC officer could attend a future meeting.

**Action:** RF to arrange.

- The delivery group conducted a survey of businesses in the Newmarket High Street asking what their needs and views were on parking provision and about the proposed NED art installations on the High Street.
  - 70 questionnaires were handed out, 58 replies received which is a response rate of 82%.
  - Primarily the parking bays were of general interest and comments received; 68% of businesses were sure that customers used the parking bays for visiting their shops.
  - When asked if businesses were aware of the NED project putting art on the High Street 31% said no and 19% said yes.
  - Also a high percentage did not think the art would increase the footfall.
  - Location and number of taxi ranks appropriate – 20% no and 25% yes.

**Action:** LC will arrange for the survey to be circulated to the Steering Group.

- Darren Dixon gave a verbal report on the capacity of car parks to the group, with a promise of a written report to follow. It is expected that 150 visitors per day to the museum. With current car park figures and expected museum visitors the group noted that there is only a year and a half time line to get this sorted.
- LW asked if there was a plan to survey visitors on the High Street. LC reported that this is the first element of the car parking strategy.
- Signage and tourism impact discussed.
- Fornham Road and Snailwell horse walks slight delay.
- LC felt it had been a good meeting, WH agreed.

### **Education Delivery Group**

LC reported that at the end of last year all the head teachers in Newmarket had agreed to report back within the next month what benefit they thought the Education delivery group could be to them, any support etc. LC and Howard Lay, Chair looking forward to the next meeting.

## **5. Communications**

- LW reported that all being well the eNewsletter co-funded by Suffolk County Council and the District Council will go out at the end of January. Cycling already identified.
  - LW needs to follow up on car park information re museum.
  - WH will feedback to NED group outcome of the Newmarket High Street survey.
  - LW stated that the NED group needs to do more work with the retailers. A compromise may be the solution.

The Steering Group would like copies of the confirmed minutes to be added to the FHDC West Suffolk website:

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

**Action:** All to remind their groups to send dates of meetings and confirmed minutes to CAR, so that arrangements can be made for them to be posted on the website.

## 6. Neighbourhood Plan

As reported above, waiting approval on Monday at the NTC. Alex Munro awaiting instruction.

- Neighbourhood Planning Suffolk Masterclass event, Monday 9 March to be held at West Suffolk House - Isabelle Barrett and RH have signed up to attend.

## 7. Action Plan

LW will update the action plan after todays meeting. May need to go through the list of actions at the next meeting as there may be new actions to add from the community since the last review.

## 8. Studlands update

RB reported that the Studlands Residents Association met for the first time recently. The group of 12 will meet monthly. 50 people interested originally so there is a waiting list to become a member. The Terms of Reference of the group were agreed. The group will communicate via a 'Studlands Residents' facebook page, notice board and newsletter medias. RB will assist as little or as much as needed. The group has great potential. They are setting up a Community Watch. Keith Horton, Chairperson of Southgate Area Association has been asked to support the group. WH stated that the meeting also agreed to trim all shrubs etc.

## 9. Any other business

RH commented that she had received an email from Joanne Rogers, FHDC Town Centre Manager inviting RH, as Mayoress to attend a photo shoot Monday, 9<sup>th</sup> February at 12noon at the Guineas shopping centre to celebrate Newmarket's achievement as Newmarket is the first town in England to achieve World Host recognised destination status. Unfortunately due to the short notice, RH stated she was unable to attend the event. RH requested more lead time was needed to ensure her availability. LC was also not aware of the event. LW to advise JR for future reference.

RH stated that the efforts of the Skate Park meeting organised last year was disappointing as no young people attended even with the involvement of the Academy and FHDC. **Action:** LC will contact Nick Froy. LW to follow up with Simon Pickering.

RH also mentioned how disappointed she was and the NTC with the outcome of the FHDC Licencing Committee approval of the renewal of the Lap Dancing Club Licence. RH appreciated that this is not something the NV Steering Group could influence, as the decision was the ultimately that of the district council. RH just wanted it noted as it is in the High Street and potentially conflicts with the Prince's Trust suggestion of improvements of the High Street.

# Notes and Actions of the Newmarket Vision Steering Group Meeting

Monday, 9 February 2015 held at 9.30am  
at Newmarket Town Council

## 1. Attendees

Cllr Lisa Chambers, Chairman (SCC)  
Cllr Warwick Hirst (FHDC)  
Cllr Rachel Hood (NTC)  
Liz Watts (FHDC)  
Bryn Griffiths (SCC)  
Richard Baldwin (FHDC)

## 2. Apologies

Christine Rush (FHDC)

## 3. Notes and Actions from last meeting 22 January, 2015

RH updated on the skatepark at George Lambton Playing Fields. LC offered to speak with Nick Froy, Headteacher at Newmarket Academy to re-engage the school in a possible skatepark project. WH confirmed that John Smithson, Parks Manager for West Suffolk was conducting a safety review of the site.

RH updated that Newmarket Town Council had approved the approach to the Neighbourhood Plan and work had begun with the establishment of a broad based Neighbourhood Planning Group which would be supported by the Planning Consultant, Alex Munro.

RH confirmed that the Town Council had approved the submission of the 'Royal Newmarket' document.

### ACTIONS:

- RH to circulate what had been submitted by the Town Council
- LC to request written support from Cllr Mark Bee
- LW to request written support from Cllr Waters and Cllr Griffiths
- LC to discuss written support with Valerie Hill, Clerk to the Lord Lieutenant of Suffolk

The notes from the last meeting were agreed as correct.

### **B/F Actions:**

- RH to advise LW of contact name at TK Maxx
- LC to contact Judith Mobbs with view to attending future Equine Hub focus group meetings
- RF to update Community Planning Delivery Group on support / advice available from Locality in relation to examples of cross boarder Neighbourhood Plans.
- RF to invite Peter Horn to a future meeting of the Transport Delivery Group to discuss cycling routes.
- CR to send a reminder to Delivery Groups requesting that they send dates and confirmed minutes so that arrangements can be made for them to be posted on the website.
- LC to discuss with Nick Froy the possibilities of young people engaging in a project to renovate the skatepark at George Lambton Playing Fields.

#### 4. Action Plan Review

LW confirmed that the Action Plan had now been updated as far as possible, with the information available.

#### 5. Update from Delivery Groups and Equine Hub Focus Group

##### **Town Centre / Retail, Local Economy and Tourism Delivery Group**

Meeting taking place on Friday where the Action Plan would be updated. Action 3.8 relating to the Guineas was ongoing. LW to meet with the new owners of the Guineas to discuss potential opportunities. The Market re-launch would be part of 'Love your Market' week.

##### **Equine Hub Focus Group**

Latest meeting of the group had been cancelled but the Action Plan is up to date. SCC had received a number of FOI requests relating to the Horse Racing Industry in Newmarket. **ACTION: BG to forward FOI response to members of the Steering Group.**

##### **Community Planning Delivery Group**

Actions relating to open space had been updated. Need for an anticipated Neighbourhood Plan finish date to be included.

##### **Transport Delivery Group**

The group had delivered on a number of the actions although it was recognised that the group had a head start. Concerns around the number of High Street improvement projects had been identified. Officers felt that it was important that the 'street scene' was reviewed before confirmed plans were put forward. It was suggested that proposals for High Street improvements should be signed off at Delivery Group level before coming through to the Steering Group. The Officers' Group had recently been updated in relation to the forthcoming Parking Strategy which would take into account the Museum Development, review of residents parking and FHDC Pocket Car Parks. The importance of feeding the potential impact of the NED Project into discussions was noted.

## Education Delivery Group

The group will be meeting on the 12<sup>th</sup> March 2015 and will confirm the revised actions moving forward. Action R1 relating to strategic governing bodies was ongoing.

BG noted the importance that actions were recognised as being undertaken by Newmarket Vision. Could more work be done to ensure that actions were highlighted. LW suggested that Lead Officers on each group spot the opportunities for positive media.

No further updates.

## 6. Communications

The new e-newsletter was well received. LW confirmed that it had been circulated to over 400 people on the database of interested parties. The newsletter would be produced monthly based on the minutes from each of the Delivery Groups. There was an opportunity to place specific features as and when required.

## 7. Neighbourhood Plan

WH updated that the Town Council had received £9,000 from SCC towards the cost of the Neighbourhood Plan (NP). Although the Newmarket Town Council (NTC) were commissioning the work and were the decision making body they would work through the Newmarket Neighbourhood Plan Steering Group, who would then feed back to the Town Council. Terms of Reference have been developed and reviewed by the group which were approved at the NTC committee meeting on 26 January. Additional members have joined the Newmarket NP Steering Group in order to have additional key local partners on the group.

The issue of funding the Neighbourhood Plan was discussed and it was suggested that as further funds are required the Neighbourhood Plan Sub-Group approaches the Steering Group. LW confirmed that once the area covered by the plan had been finalised, Central Government funding which is channelled through the district council, could be accessed.

## 8. Studlands update

RB updated on the work being undertaken with the newly formed Studlands Residents Association. The recent meeting had focused around speeding on the estate. Police data suggested that speeding was not excessive however there were some exceptions. The Association had decided to go forward with a request for the estate to become a 20mph zone as well as establishing a 'Community Speed Watch Scheme. The group had signed off their constitution and opened a community bank account. District Council Councillors were supporting the group with Locality Budget which would be used to communicate with residents by producing a newsletter and installing community notice boards.

## 9. Any other business

The frequency of meetings was discussed and agreed to review following the General and Local Elections in May.



**Date and time of next meeting:** Monday 16<sup>th</sup> March 2015 at 9.30am

**Dates for 2015:** 9.30am unless otherwise stated

**Venue:** Newmarket Town Council Offices

16 Mar 2015 Mon		19 Nov 2015 Thurs
23 Apr 2015 Thurs 1.00-2.30pm ♦ <b>3pm</b> or another date ♦ <i>Thurs 22 April 1pm ?</i>	16 July 2015 Thurs 13 Aug 2015 Thurs 24 Sep 2015 Thurs 15 Oct 2015 Thurs	9 Dec 2015 Wed ♦2.00-4.00pm ♦
14 May 2015 Thurs		
24 Jun 2015 Wed		

#



# Notes and Actions of the Newmarket Vision Steering Group Meeting

Monday, 16 March 2015 held at 9.30am  
at Newmarket Town Council

## 1. Attendees

CLlr Lisa Chambers, Chairman (SCC)  
CLlr Warwick Hirst (FHDC)  
CLlr Rachel Hood (NTC)  
Liz Watts (FHDC)  
Bryn Griffiths (SCC)  
Christine Rush (FHDC)

## 2. Apologies

Richard Baldwin (FHDC)

## 3. Notes and Actions from last meeting 9 February, 2015

The notes from the last meeting were agreed as correct.

Royal Newmarket Update - discussions have reached ministerial level.

The statues of King Charles II and Queen Elizabeth have been approved by NTC. Exact positioning needs finalising, but thoughts were that they could be placed at either end of the High Street. It is hoped to get these in situ in time to coincide with the Queen's birthday celebrations and the opening of the new museum. LC commented statues undoubtedly will be of interest for tourists and visitors, and we will need to consider a safe place for their location. A discussion followed on planning permission and LW suggested that the project members of the statue group seek advice from Rachael Almond and any health and safety issues in particular in terms of sight lines if positioning on a roundabout for motorists and cyclists (seek advice from Highways). **Action** RH and NTC to action.

### **B/F Actions:**

- LC to write to Nick Froy the possibilities of young people engaging in a project to renovate the skatepark at George Lambton Playing Fields; copy to RH.
- BG to circulate Highways FOI response to the group.

## 4. Action Plan Review



The Action Plan has not changed since the last meeting. WH to supply update after the next TRET meeting and LC to supply update after the Education Delivery Group meet in April.

## 5. Update from Delivery Groups and Equine Hub Focus Group

### **Equine Hub Focus Group**

- Judith Mobbs, Assistant Director responsible for skills and education and Grant Harris, Chief Executive of the British Racing School attended the meeting held on 25 February.
- Both keen to involve employers going into schools and making arrangements for apprenticeships and work experience.
- Housing for students and stable staff was discussed.
- It is hopeful that Matt Mancini will be able to attend the next meeting 13 May with regards to updating the meeting and the need for a flexible crèche service for stable staff.
- Art Gallery, who are pushing ahead to convert the station masters house in Bury St Edmunds.

### **Town Centre / Retail, Local Economy and Tourism Delivery Group**

- The delivery group last met 13 February.
- A subgroup covering the future Ipswich Cambridge railway line has been set up.
- Agreed programme, banners, carnival for July Fest coming in to the High Street.
- Deloitte's study due at the end of March commissioned by FHDC. Action: LW to check exactly when the report will be available.
- Business Improvement District (BID) progressing. Getting people to sign up to scheme.
- Tourism heavily involved in getting people to Newmarket and looking at signage, for those people visiting and getting around once they have arrived. WH stated that the Transport group are working on the latter.
- Meeting with Mark Walsh, Head of Operations on Wednesday 18 March in the morning to discuss litter concerns.
- Meeting on Friday 20 March to update the TRET action plan.

### **Community Planning Delivery Group**

RH reported that John Smithson had been incredibly helpful with his Landscape Management Plan which is assisting moving things on in 4.15 of the action plan. Damian Parker has taken over the Sports Strategy since Neil Anthony's departure and RH will be inviting DP to attend a delivery group meeting to give an update. Quentin Cass has emailed William Gittus regarding the possibility of a 'single public estate' opportunity (for a public sector joint office), but has not seen a reply as yet.

### **Neighbourhood Plan**

RH reported that Isabelle Barratt has not received a response from the consultants asking for a meeting and a timeline to work towards. RH stated that she had recently attended a NP information group at WS House and it was really informative.



## Education Delivery Group

LC reported a really good positive meeting was had on 12 March. Sub group – Governors network organising a conference. Pre-school Primary/ Secondary and businesses to be invited. Encourage businesses to be governors. A very positive response from a recent survey. WS College and Academy, working together on a programme known as 'the Zoo' level 2 and 3 courses on animal care, developing project. LC was not sure if vet practices are being involved. Should create great opportunities. RH suggest flag up with Animal Hospital etc. **Action:** LC and Nick Froy.

Suzanne Pearson of Sharing Parenting gave an inspiring presentation about what she is doing in Mildenhall. Primary Heads spoke very highly of her as she has very good techniques with staff and children.

Presentation from Primary Heads was received. 'List of asks' that LC was looking for was not quite ready but they gave a very good presentation on challenges they are dealing with. Just need exactly what they want drawn out from them.

Clarity sought on the schools vision is SCC's next step. LC confirmed that there is certainly an opportunity to improve business links with schools - businesses in the community would welcome that.

## Transport Delivery Group

LC was disappointed with comms over Fornham Road junction, particularly since so much consultation had been undertaken. This and other schemes had been considered for months and no concerns raised by the group made up with members from the racing industry, local authority, police elected members, chamber of commerce. However, LC noted that we need to learn from this experience, since there are a number of further schemes in the pipeline.

## 6. Communications

No feedback received from the February Newsletter, but all agreed it was informative, and supported the 6 month pilot.

## 7. Neighbourhood Plan

As noted above.

## 8. Studlands update

RB had circulated a note prior to the meeting:

- £1,700 of Locality Budget has been awarded to the Association to help them launch and 'connect' with residents (newsletters and notice boards).
- SCC and NTC have kindly agreed to place notice boards in the bus stops on the estate for the sole use of the Association.
- The Association will be writing to Persimmon Homes with regards to the untidy and overgrown land off Exning Road and onto Brickfields Avenue.



- The Association will be approaching Laureate Primary School to run a competition to design a logo.
- John Smithson, Parks and Open Spaces Manager at West Suffolk will be invited to the April Meeting.
- The 30mph road circles had been welcomed. However, the Association will be requesting the Town Council to support a 20mph speed restriction on the estate.
- The Association will be holding a 'clean up' day on Saturday 4<sup>th</sup> April alongside an Easter egg hunt!

RB reported (in writing) that overall things are progressing well with the Association.

WH added that he had attending the meeting and reported the progress of the group was generally positive - 800 people were signed up to Facebook page, a newsletter is being written and as RB mentioned they are to have their own logo.

## 9. Any other business

## 10. Date and time of next meeting

It was agreed by all that the next meeting would be on Friday, 24 April, 2015 at 9.00am.

**Dates for 2015:** 9.30am unless otherwise stated

**Venue:** Newmarket Town Council Offices

24 Apr 2015 Friday ◇ 9.00am ◇	13 Aug 2015 Thurs	9 Dec 2015 Wed ◇ 2.00-4.00pm ◇
14 May 2015 Thurs	24 Sep 2015 Thurs	
24 Jun 2015 Wed	15 Oct 2015 Thurs	
16 July 2015 Thurs	19 Nov 2015 Thurs	



**Newmarket Vision Steering Group**  
**Minutes of the meeting held on**  
**Thursday 3 September, 2015 at 9.30am**  
**at Bedford Lodge, Bury Room, Newmarket**

1. Present

Robin Millar  
Warwick Hirst  
Liz Watts  
Sara Blake  
Robert Feakes  
Christine Rush

2. Apologies

Sarah Stamp  
Bryn Griffiths

3. Appointment of Chair and Deputy Chair

RM nominated SS as Chair of the Steering Group.

4. Roles of Steering Group and Delivery Groups

LW gave a verbal report of how the Steering Group and Delivery Groups were originally formed and progress made to date.

- Projects naturally owned by the various councils.
- Four delivery groups (one of which has created four sub groups to focus on specific elements of delivery).
- All working though list of Princes Foundation Priorities.
- Spreadsheet of the Actions is kept updated.
- Delivery groups have frequently expanded their original actions to include further ideas and proposals.
- Representation on groups is varied and wide and interest has been maintained.

LW is to report the work of NV to the Forest Heath District Council Overview and Scrutiny Committee in September and interestingly from looking at the make-up of the groups it was found that 28% of members are from non-horse-racing industry businesses.

A discussion followed as to how to progress the Newmarket Vision work, which included consideration of organising the groups around agreed projects/actions rather than themes.

## 5. Working Groups Progress and Priorities

### Education Delivery Group

Are meeting up early in September linking with a Head Teachers' group meeting to look at how and where working together could be achieved.

- The Steering Group recognised Lisa Chambers' commitment to this group and working with Howard Lay.
- RM stated that he had seen the emerging focus on animal care and science coming through.
- The Racecourse tours and work with Primary Schools, led by Amy Starkey, has been welcomed and very positively received, and it was noted that the expansion of the off curriculum week to include local history characters, led by Rachel Wood, had been a tremendous success.
- RM stated that Locality Budgets are being used to assist with funding for much of these types of activities.

### Community Planning Delivery Group

Has now developed into two groups, one still Community Planning, the other Newmarket Neighbourhood Plan Steering Group (NNPSG). It was noted that the latter should be driven and owned by the Newmarket Town Council and Terms of Reference have been drawn up at the conception of the group by the Town Council and formally adopted. WH stated that the Town Council will have additional representation on the NNPSG to widen the membership and cross section of the group.

- The green corridor (which follows the water course) through town is developing with Forest Heath DC's John Smithson's management plan, working with Go Wild and liaising with SCC's flood defence group. (4.12 and 4.15 of the original action).
- Other priorities (2.1 to 2.4) of the Community Planning Delivery Group have been linked with the NNPSG.
- 4.13 improving existing and new landscape assets (e.g. sports pitches) – sports strategy to be adopted in September.
- **Action:** RM to write letter to John Berry re NNPSG confirming leadership of NNPSG by Newmarket Town Council.
- The commitment and work that Rachel Hood and her team has been involved with in the Community Planning Delivery Group was noted.

### Town Centre/Retail, Local Economy and Tourism Delivery Group

(TRET) meeting tomorrow on Friday, 4 September. Sub Groups to be discussed as to whether they regroup into one large group. Potentially, the green corridor could be passed to the Tourism sub group or wider group.

WH reported that the TRET Delivery Group were heavily involved with the enhancement of the High Street, from statues to street furniture and planting. Members had been asked to look at the Haverhill Masterplan document to assist with ideas and suggestions for consideration of the group.

- The Tourism group have been involved with promoting the local sausage in schools and food and drinks festival held at the racecourse. Publication of historical document, banners in the High Street, music festival to name but a few.
- The Retailers group involved with the BID process.
- Newmarket Market repositioning on trial basis and new market regulations which have recently been approved.

### **Traffic/Highways Delivery Group**

Was established before the Newmarket Vision Steering Group was set up, but had become a formal delivery group within the Newmarket Vision. This group's main focus has been on horse walks and aspirations of local people. There is a lot of cross over work with the other delivery groups. LW stated that this group had largely finished what it had originally set out to achieve. The car park strategy is linked to the museum, but not only linked to the Traffic/Highways group; it cuts across all groups. RM suggested amalgamating the Traffic/Highways group and TRET group. SB suggested that the Traffic/Highways Delivery Group support other groups. SB will update Councillor James Finch, Chair of the delivery group and Suzanne Buck, Transport Policy Specialist who supports this group.

### **Equine Hub Focus Group**

After NV was set up, FHDC had initiated a meeting with the horse racing industry to consider their role in Newmarket Vision, specifically with actions relating to the industry. From this initial meeting, a Focus Group was established, which now regularly meets up every two months and has an action plan which can be found on West Suffolk Councils' website under Newmarket Vision.

## **6. Communications and wider engagement, paper attached**

All agreed the e-Newsletter is an excellent and very useful communication tool. **Action:** LW will ask the current author to continue producing a newsletter every month for the next six months. A member of the Comms Team will edit after LW's departure from FHDC. £100 per month shared cost between SCC and FHDC as the last six months arrangement.

## **7. Any Other Business**

### **Newmarket High Street Improvement Projects report**

(Circulated previously) was discussed. WH thought this was the same work that the TRET group were doing. There was a discussion as to whether the Traffic/Highways Delivery Group could take ownership of this or a working group with representatives from both delivery groups.

### **Room Bookings**

NV Steering Group wanted it noted in the minutes that the group were very appreciative of all the past, present and future room bookings that Newmarket Town Council have provided for the Steering Group, Delivery Groups and sub groups free of charge.



## Newmarket Vision Highlights

RM suggested an info-graphics on what has been achieved by Newmarket Vision – showing:

- the wide range of people engaged
- industries
- projects NV involved in
- E-Newsletters.

This could be used as a promotional flyer. **Action:** LW to draft.

## Deloitte Report

An independent report commissioned by FHDC detailing what Newmarket means to local people and stakeholders. This report is an embargoed confidential report. RM stated that this report recognises the national and international significance of Newmarket as a sporting asset and that it could be used as a tool to take to the Government to obtain important infrastructure funding in Newmarket. **Action:** SB to brief SS, MPs, Councillors, Princes Foundation, all partners/organisations, and stakeholders will be briefed on the impact of the report and its key objectives. After the launch there will be a link added to the West Suffolk Councils website to view the document.

## 8. Future Dates

**Dates for 2015:** 9.30am unless otherwise stated

**Venue:** Newmarket Town Council Offices

24 Sep 2015 Thurs  
15 Oct 2015 Thurs  
19 Nov 2015 Thurs

9 Dec 2015 Wed  
◇ 2.00-4.00pm ◇



**Newmarket Vision Steering Group**  
**Minutes of the meeting held on**  
**Thursday, 24 September, 2015 at 9.45am at Newmarket Town**  
**Council,**  
**Sir Ernest Cassel Meeting Room**

1. Present

Sarah Stamp, Chair  
Robin Millar  
Warwick Hirst  
Robert Feakes  
Christine Rush

2. Apologies

Bryn Griffiths  
Liz Watts  
Sara Blake  
Simon Phelan

3. Minutes of the last Meeting, 3 September 2015

The minutes of the last meeting were agreed as correct.

4. Roles of Steering Group and Delivery Groups

The two areas of work developed by the NV Community Planning Delivery Group (NVCPDG) are ready for passing to different bodies:

- a) the Green Corridor, supported by FHDC John Smithson, should be moved to the NV TRET Delivery Group's Tourism Sub-Group; and
- b) the Newmarket Neighbourhood Plan, supported by FHDC Marie Smith, should be the responsibility of the Newmarket Town Council.

This will support efforts of the Town Council to clarify ownership of the Neighbourhood Plan. WH mentioned that more Town Councillors will be added to the Newmarket Neighbourhood Plan group.

With no outstanding work, the NVCPDG will be disbanded. LW has recently met with Rachel Hood, current chair of the NVCPDG, to discuss this and relinquishing this work which that group had successfully nurtured from the Princes Foundation priority list over the last year.

The Chairs of the other NV Delivery Groups will be asked to consider their workloads (see next Item).

**Actions:**

- Letters to be drafted to RH and the NVCPDG with sincere thanks (LW);
- A letter to Town Council regarding the Neighbourhood Plan (LW);
- A note to TRET Delivery Group (LW).

**The role of the Steering Group**

Governance will be improved with a proper strategic link to the remaining Delivery Groups and the Equine Hub Focus Group. Therefore the following Chairs will be invited to join the Steering Group:

Chair	NV Group
Noel Byrne	NV Town Centre/Retail, Local Economy and Tourism Delivery Group
Howard Lay	NV Education Delivery Group
James Finch	NV Traffic/Highways Delivery Group
William Gittus	Equine Hub Focus Group

Clarification will be sought from the Newmarket Town Mayor, Cllr John Berry, on representation of the Town Council on this Group.

SS can represent James Finch if necessary.

**5. Working Groups Progress and Priorities**

The remaining Delivery Groups will be asked to consider their workloads, update on priorities, achievements to date, obstacles and ongoing support requirements.

It was agreed the next meeting date 15 October should be cancelled. This will give the DGs time to meet, so the Chairs can report to the next meeting (19 November).

**Action**

- Invitation email to be drafted to above mentioned Chairs to join the NVSG and attend on 19 November with their updates.

**6. Communications**

- **E-Newsletter:** The current author has agreed to continue to produce the monthly e-Newsletter, as last six months arrangement.
- Mark Beaumont, FHDC Comms member will edit the e-Newsletter.
- **Info-graphics:** LW sent first draft to RM, but after the November meeting will have more achievements to add, so Comms can capture Newmarket Vision achievements and produce info-graphic.



**Action:** B/F to December meeting.

- **Social Media:** Mark Beaumont tweets Newmarket Vision material.
- **Deloitte Report:** The meeting agreed the report received great coverage, a good economic story for Newmarket. All supportive reviews by TV and Newspapers. RM stated we now have a formal report that can be used to plug an evidence gap of what the wider impact of racing in Newmarket is (e.g. feeds into the evidence base of Local Plan).
- **NV Conference:** Discussion to be taken forward to November meeting but potentially late January/early February a good time to hold a conference / celebration of what has been achieved by the local community involved.

**Action:** A half day NV Conference for NV Groups with workshops B/F.

## 7. Any Other Business

Appreciation for the support of LW in progressing the NV was noted and good wishes for future.

## 8. Future Dates

**Dates:** 19<sup>th</sup> November 2015  
9<sup>th</sup> December 2015 (2 – 4pm)  
**Time:** 9.30am unless otherwise stated  
**Venue:** Newmarket Town Council Offices



**Newmarket Vision Steering Group**  
**Minutes of the meeting held on**  
**Thursday, 19 November, 2015 at 9.30am at Newmarket Town**  
**Council,**  
**Sir Ernest Cassel Meeting Room**

## 1. Present

Sarah Stamp, Chair  
Bryn Griffiths  
Warwick Hirst  
Noel Byrne  
Howard Lay  
William Gittus  
Simon Phelan  
Christine Rush  
Will Partridge Student, King Edward Upper School

## 2. Apologies

Robin Millar  
James Finch  
Rachel Hood  
Sara Blake  
Robert Feakes  
Isabelle Barrett

## 3. Welcome to Delivery and Focus Group Chairs

SS welcomed all to the first whole group meeting and stressed how pleased she was to have NB, HL, WAG and JF as part of the Vision Steering Group. SS stated that she was really pleased to be the Chair of this group and it is her desire to improve communications across the board and work on bringing everyone together to deliver what is best for Newmarket.

SS extended her thanks to Liz Watts who was instrumental in the forming of this group.

Will Partridge who is the head of a politics group at King Edward Upper School is shadowing SS today as part of National Takeover Day to give young people an insight into local politics.

## 4. Minutes of the last Meeting, 24 September 2015

The minutes of the last meeting were agreed as correct.



## 5. Update on Newmarket Neighbourhood Plan

Unfortunately Rachel Hood, the guest speaker from the Newmarket Neighbourhood Plan Steering Group (NNPSG), was unable to make the meeting. WH gave a brief update in her place. He reported there had been more town councillors co-opted onto the NNPSG with an aim of producing a Neighbourhood Plan (NP) for Newmarket. The Terms of Reference have been updated and will be agreed on Monday 23 November at the Town Council meeting.

Referendum, WH would be interested to know who pays for this, he is hoping FHDC, but needs this confirmed.

3 November NNPSG held a consultation in the Town Hall on the proposed key objectives to be included in the NP. Initially the area covered by the NP included the cemetery; however it is now the Town Council boundary – Severalls, Studlands, St Mary’s and All Saints - excluding the Exning cemetery and those areas that overlap into East Cambs.

1 December, 10am to 2pm NNPSG Public Consultation on the Objectives at the Guineas Shopping Centre; plus one other potentially to be held at Tattersalls which is currently being organised.

**ACTION:** All to advise groups of the consultations and raise awareness.

### NNPSG Seven objectives:

Objective 1:		to promote and maintain the character of the town
Objective 2A:	Housing	to ensure sustainable development within the boundary of the designated area
Objective 2B:	Transport	to ensure sustainable development within the boundary of the designated area
Objective 3A:		Newmarket High Street to ensure a vibrant town centre
Objective 3B:	Market	to ensure a vibrant town centre
Objective 3C:	Information and Parking	to ensure a vibrant town centre
Objective 4A:	Sites	to promote the town’s economy and employment
Objective 4B:	Diversity	to promote the Town’s Economy and Employment
Objective 4C:	Education and Skills	to promote the town’s economy and employment
Objective 5:		to promote the town as a Tourist Destination
Objective 6:		to value our environment
Objective 7:		to promote health and well being

## 6. Delivery and Focus Group Updates

### NV Town Centre/Retail, Local Economy and Tourism Delivery Group (TRET)

NB gave an account of the last meeting held on 6 November; discussions on

- The High Street Project  
A working group has been formed to take the project forward. Boyd Nicholas convened a meeting on 22 October with various members of the different sub groups. Main points discussed were the area boundary; guidance and best practice; funding with possible Heritage Lottery money and S106 money.
- Newmarket Market  
The market is not moving to the front of the Guineas, further work to identify a solution Cllr David Bowman had reported.
- Alcohol Free Zone  
Newmarket is covered by a Designated Public Place Order (DPPO), however due to changes in the anti-social behaviour legislation this is due to change to a Public Spaces Protection Order (PSPO). Tom Wright, Licencing Manager/Helen Lindfield, Families and Communities Officer both FHDC, will ensure that any DPPOs currently in place are still fit for purpose as part of the Night Time Economy Group.
- Underground Survey  
An underground survey has been commissioned for various projects for the High Street and is now available.
- Car Park Signage  
NB advised provisional plan in progress, but need Tourism integrated signage so as not to double up on signs.
- Green Corridor  
John Smithson, FHDC Officer gave a very interesting presentation to the group of his ecological management plan for this area which starts from Exeter Road meandering over 17 bridges to Hyperion Way. Mike Jefferys has been given the job as project manager as he is keen to see this community project materialise. John and Mike have met on 11 November and propose to approach Tescos who are interested in funding community projects in town. Anglian Water will also be approached. Mark Pendlington, Group Director's name was given as a starting point of contact (Chairman of New Anglia Local Enterprise Partnership).  
WAG added that the route from the Laundry goes under the Jockey Club car park and reappears in Tattersalls land. NB suggested also sponsor a bridge funding idea. It was agreed that this project sits very nicely with the Tourism Sub Group.
- Business Improvement District (BID)  
240 business have been contacted with another 240 to be seen. Postal vote will take place end of January 2016; NB hoping for a positive vote and then a board can be formed.
- Town Centre and Traffic Group working together on signage.
- Tourism constantly working on initiatives. Cycling e-map - NB has agreed to run a working group to identify a plan for more wider cycling routes. Newmarket Hilly Cycle group want to do more. Renting bikes is a thought. In talks with SCC Colin Grogan, Sport Health and Inclusion Development Manager. BG suggests Suzanne Buck gets involved. Network Rail - NB spoke about adopting disused railway lines as done in Ireland, for leisure routes to attract visitors to the area.



- Local Economy Group working on new businesses start up packs.
- Shop Front Policy – several new retailers coming into town. Not sure how this communicated. How does FHDC enforce the policy? Rachel Hood is going to write to other retailers to ask them to be more subtle in a heritage landmark. One retailer has toned their shop front down quite successfully. Newmarket would like to see shop fronts that are elegant and sophisticated.

**ACTION:** SP to take this concern back to FHDC ask for note on enforcement of new retailers coming into Newmarket.

### **NV Education Delivery Group**

HL stated that the progress of establishing trust within the group has been slow and finding common ground to build a vision. However HL reported the aims and agreed actions of the delivery group were:

Aims:

- Raise Aspirations
- Building Confidence
- Creating Responsibility

10 Agreed Actions:

- English Language as additional language/
- Support disadvantaged children
- Work with Local Community Projects
- Clarity and leads with Business People
- Governance – need to be strategic
- Common Programmes between Maths and English
- Celebration – awards idea
- Focus on Families and Parents
- Wider learning opportunities – enrichment
- Early years provision – of which there is a lack of, but working with SCC how to open up more spaces. Not enough Primary provision.

### **NV Traffic/Highways Delivery Group**

SS gave apologies from JF.

**Action:** Update to be brought forward to the next meeting.

## **7. Equine Hub Focus Group**

WAG reported that:

- Discover Newmarket going well – ongoing discussions to focus on marketing.
- Signage is an issue for them also.

- Royal Newmarket status – not sure when results will be communicated. Statue to celebrate Queen’s birthday next year. WH stated that planning application had been received; needs registering followed by a consultation.
- Equine infrastructure – a new uphill gallop for various training reasons in racecourse side of town. Jockey Club Estates working on this project and funding sought.
- Key worker housing issue for racing industry, mainly from Racing School as young people away from home, once they leave the school it is difficult for them to find accommodation that is affordable. Dawn Goodfellow, CEO of Racing Welfare heavily involved and will provide some accommodation. The Jockey Club are aiming to create and provide 140 racing related units.
- Crèche facilities and a refurbished gym specific to the racing industry - Dawn Goodfellow working closely with BHA and looking at sites near the Racing Centre, based on a French model of running crèches for racing staff e.g. 6.00am start – gap in the middle of the day when childcare not required and then further childcare available in the afternoon.
- Transport and traffic, WAG stated, is the biggest frustration not just for the racing industry but for town in general. WAG attended the Traffic/Highways Delivery Group meeting and gave a presentation of traffic issues and concerns. WAG was extremely disappointed that he has not received any feedback from the group. SS and BG were very concerned to hear this.

**Action:** WG and NB asked to send a briefing note to JF so that he can discuss with Suzanne Buck who supports the Traffic/Highways Delivery Group.

**Action:** SS, JF, BG, WAG, NB to meet to discuss new strategy/ way forward.

**Action:** SS/BG will give an update at the next meeting of what needs to be achieved.

## 8.High Street Design Governance

A note from RF had been received prior to the meeting:

- ‘Representatives from the Town Centre, Transport and Retail Groups met on 22 October to discuss the scope of a High Street Design Brief.
- The intention was to identify the physical area which the Design Brief should cover, along with the topics it should deal with, in order to commission work by an urban designer or similar specialist.
- The meeting concluded that the Brief should address the area from the Clock Tower in the north to the last businesses in the BID area to the south, with the buildings facing the High Street

and entrances to the side streets off the High Street also included to the east and west.

- The principle objective was identified as 'to improve the public realm of the High Street in a holistic and integrated manner.'
- Topics for consideration in the brief should include: location and layout of street furniture, signage, paving / hard landscaping, street crossings, traffic calming, parking, taxi ranks, public open space, planting / soft landscaping and lighting.
- It is suggested that the Group remains small, with officer and public representation from the TRET and Transport Groups, but Governance remains an issue.
- The Group's work is relevant to transport, retail, town centre, tourism and neighbourhood planning work. To whom should the Group report? The Steering Group appears to be an obvious candidate for simplicity and to cover a broad range of issues, though the TRET Group also has a strong claim.'

The Steering Group agreed that the High Street Project Working Group should report to the NV TRET Delivery Group.

## 9. Communications

- **NV Conference:** A half day celebration of achievements and progress event with key speakers giving an update from each group. An opportunity to discuss objectives and goals for the future. It would be an event held at the end of March / or beginning of April specifically for attendees of all the groups involved.

**Action:** CAR to circulate some dates and book NTC for venue.

## 10. Any Other Business

Appreciation for the support of LW in progressing the NV was noted and good wishes for future.

### **Street Statues Project**

BG asked about this project. WH said that this project has been 'parked' until further notice. The Traffic/Highways Delivery Group had suggested a High Street Survey and as a result it had received a negative response due to restrictive parking if statues were in place.

### **Railway**

WAG reported good progress being made with Abellio. Amy Starkey has been involved and a ticket machine is to be installed at some point in the future.



**Support** - NB reported that the support from CAR was really important taking minutes and raising agendas of the NV TRET Delivery Group and SS agreed that it should be minuted CAR is an intrinsic link who keeps everyone on track.

### **NV Agreed Priorities list**

**Action:** CAR to circulate the list for each group to update individual sections; return to CAR for collation in readiness for the next meeting.

## 11. Future Dates

**Dates:** 13 January 2016

**Time:** 1.00 pm to 3.00 pm

**Venue:** Newmarket Town Council Offices