



# Newmarket

## TOWN COUNCIL

**Minutes of a Meeting of the Community Services Committee**  
**held on Monday, 5<sup>th</sup> October 2009 at 7.15 pm at the Memorial Hall, Newmarket**

**Attendance :**

Councillor W Hirst (Chairman)  
Councillor J Bailey  
Councillor W Burch  
Councillor A Drummond  
Councillor G Edge

Councillor R Fletcher  
Councillor M Jefferys  
Councillor P Hulbert  
Councillor G Jaggard  
Councillor J Uney

Also Present: Isabelle Barrett –Town Clerk, Rosemary Foreman – Minute Assistant, 1 Member of the Press

Minute	Action by
<p><b>C/09/10/1 <u>APOLOGIES</u></b> Apologies were received from Councillor G Cole.</p>	
<p><b>C/09/10/2 <u>DECLARATION OF MEMBERS INTERESTS &amp; CONSIDER UPDATE OF REGISTER OF INTEREST</u></b> None noted.</p>	
<p><b>C/09/10/3 <u>TO CONFIRM THE MINUTES OF THE MEETING HELD ON 7<sup>th</sup> SEPTEMBER 09</u></b> C/09/09/8 – Recommendation deleted at Town Council meeting.</p> <p>C/09/09/9.01 – add <i>and any capital expenditure envisaged in the future.</i></p> <p>C/09/09/16 – amend final sentence to read <i>It was possible that the Friends of the Royal British Legion could contribute 50% of the cost ...</i></p> <p>With these amendments, Councillor Hirst signed the minutes of the Community Services Committee meeting held on Monday, 7<sup>th</sup> September 09, as a correct record.</p>	
<p><b>C/09/10/4 <u>MATTERS ARISING</u></b> C/09/09/13 – Town Clerk had met with Simon Batey and been advised that the new signs would include the Memorial Gardens, the NOMADS and signs from the Railway Station to the town. A sign would also be put on the Memorial Gardens gates giving directions to the NOMADS when the gates were locked.</p>	
<p><b>C/09/10/5 <u>AN INVITATION TO MEMBERS OF THE PUBLIC TO PUT QUESTIONS/STATEMENTS OF NOT MORE THAN 3 MINUTES DURATION RELATING TO ITEMS LISTED IN THE PUBLIC PART OF THE AGENDA ONLY</u></b> None noted.</p>	

**C/09/10/6 REQUEST THAT CLLR HUDSON BE A MEMBER OF COMMUNITY SERVICES COMMITTEE**

The Committee noted the request that Councillor Hudson be a member of the Community Services Committee and made the following recommendation:

**C/09/10/6.01 Recommendation**

**That Councillor Hudson be a member of the Community Services Committee.**

**C/09/10/7 UPDATE ON PROPOSED ALLOTMENTS FOR STUDLANDS PARK**

The Committee received the report from the Assistant to the Town Clerk and noted that a very positive response had been received from Studlands residents, with 81 residents so far interested in having an allotment. As the land currently being considered for use as allotment space would only allow for 20-25 half-plots (5 rod), it would appear there could be a demand for further allotments to be supplied. The land could be divided into some smaller plots (just over 3 rod) and FHDC had advised that from past experience many people who rented a plot later changed their minds. It could therefore be a good idea to have a two year plan, when turnover of people having an allotment could meet the demand. Otherwise, it would be necessary to explore the possibility of sourcing more land and providing more allotment space. Many residents showed concern regarding security of the site and some concerns had been expressed regarding parking, but this could hopefully be resolved with the provision of an off road car park on the site.

Two quotes had been received for the works needed to prepare the proposed land for allotment space.

Town Clerk advised that she had arranged a meeting with Ian Shipp to discuss the allotments and after discussion the Committee made the following recommendation:

**C/09/10/7.01 Recommendation**

**That Town Clerk discuss with Ian Shipp the possibilities of FHDC preparing the land ready for allotment use or granting sufficient funds for NTC to carry out the work at no cost to NTC.**

Town Clerk

**C/09/10/8 UPDATE ON PROPOSED SEVERALS TRAINERS CAR PARK**

Councillor Fletcher advised that a planning application had been submitted. The lease drawn up and agreed by the Solicitors and sub-committee would be signed once planning approval had been granted. The Jockey Club had agreed to pay all NTC legal fees and it was hoped the project could be completed before the onset of winter.

**C/09/10/9 REPORT RELATED TO CLOCK TOWER ROUNDABOUT MEETING WITH ROD SORE**

Town Clerk reported that Rod Sore's report would be available for the November Community Services meeting. Cllr Fletcher expressed concern that the matter had originally been raised at the Town Meeting in May 09, followed by a site visit in July, and to date no reports or action had been seen.

Councillor Hirst advised that filming of the junction etc had been carried out and it was agreed that Town Clerk should request Mr Sore's report on pedestrian safety at the Clock Tower and also write to Councillors Chambers and Sadler to ask for their written review on the operation of the Clock Tower junction.

Town Clerk

**C/09/10/10 REPORT FROM NEWMARKET IN BLOOM**

The Committee received the Judges' Report for Newmarket's entry in the Anglia in Bloom competition and congratulated NIB on their Medium Silver Gilt Award.

Councillor Jefferys expressed concern at the untidy state of the industrial area between Exning Road and Willie Snaith Road and asked whether NIB could do some landscaping to make it more attractive.

Councillor Hirst agreed to raise the matter at the next NIB meeting.

Cllr Hirst

**C/09/10/11 REPORT FROM SNT MEETING**

The Committee received and noted the report from the SNT meeting.

**C/09/10/12 NEED FOR A PCSO**

The Committee discussed the proposal that NTC pay half the cost of a match funded PCSO, who would be dedicated to the Council and not taken away for other duties. Councillors expressed concern at the cost involved and discussed the possibility of sharing a PCSO with another local Parish Council.

**C/09/10/12.01 Recommendation**

**That NTC agree in principle to a match funded PCSO subject to satisfactory financial arrangements and Town Clerk seek information from SALC regarding the experiences of other local Councils who were match funding a PCSO. (Councillor Burch voted against the recommendation)**

Town Clerk

**C/09/10/13 LEASE OF 45 FIELD TERRACE ROAD**

Councillor Fletcher advised that the lease on the land adjoining 45 Field Terrace Road would expire on 3<sup>rd</sup> November and reminded the Committee that consideration had previously been given to selling the land, together with the land adjoining 41 Field Terrace Road. After discussion, the Committee made the following recommendation:

**C/09/10/13.01 Recommendation**

**That the lease on the land adjoining 45 Field Terrace Road be extended for a further six months.**

Town Clerk

**C/09/10/14 TO DISCUSS THE 1<sup>st</sup> DRAFT BUDGET FOR THE FINANCIAL YEAR 2010/2011**

The Committee discussed and analysed the 1<sup>st</sup> draft budget and agreed to the following recommendation:

**C/09/10/14.01 Recommendation**

**That the 1<sup>st</sup> draft budget for 2010/2011 for the Community Services Committee be accepted.**

**C/09/10/15 EMERGENCY PLAN FOR THE TOWN COUNCIL**

Councillor Drummond suggested that NTC should develop an emergency plan for a community evacuation in the event of, for example, a flood, aircraft crash, etc, using the Memorial Hall as a shelter providing food and warmth. As an FHDC representative on the Joint Emergency Planning Unit, he felt it was important for NTC to develop a local plan to support the district plan.

Councillor Hirst advised that NTC had a draft emergency plan and it was agreed that Town Clerk should bring this to the February meeting of the Community Services Committee for discussion.

Town Clerk

**C/09/10/16 SCC PROPOSALS FOR ENHANCED BUS SERVICES IN FHDC AREA INCLUDING NEWMARKET**

The Committee received SCC's proposals for enhanced bus services in the FHDC area and noted that new journeys were planned between Bury St Edmunds, Risby, Cavenham, Red Lodge and Newmarket.

**C/09/10/17 REQUEST FOR A BENCH AT THE CEMETERY**

The Committee discussed the request for a bench at the cemetery and made the following recommendation:

**C/09/10/17.01 Recommendation**

**That NTC approve the request from Mrs H Palmer for a bench to be installed in the PDK section of the Cemetery in memory of her mother, all costs to be met by Mrs Palmer.**

Town Clerk

**C/09/10/18 REPORT FROM CLEANUP CAMPAIGN**

Councillor Bailey advised that the Campaign committee were awaiting a timetable from SCC/FHDC for the letters regarding A-boards and reminded Councillors that a Litter Pick had been arranged for 24<sup>th</sup> October.

All

Town Clerk reported problems with litter accumulating in the Memorial Gardens, The Severals, War Memorial Gardens and Birdcage Walk due to contractor's staffing problems and it was agreed that she should write to the contractor asking to be notified of any absences to enable the Town Keeper to litter pick on such occasions.

Town Clerk

Town Clerk advised of problems with litter on private property in the New Cut area and Councillor Jaggard agreed to raise this matter with FHDC.

Cllr Jaggard

**C/09/10/19 UPDATE ON FHDC 'NO EXCUSES' CAMPAIGN**

The Committee noted that FHDC had been targeting different types of litter and had been undertaking awareness raising activities across the district. During September the campaign had focussed on fly-tipping and FHDC had purchased covert surveillance equipment to deploy at various fly-tipping hotspots throughout the district.

**C/09/10/20 SCHEDULE OF REPAIRS FROM ALL SAINTS CHURCH**

The Committee noted that a cherry tree in the church grounds had died and the Church had asked if it could be removed. Following major repair works done to the exterior of the building on the All Saints Road side of the Church, ground water drainage works were now needed which would disturb the footpath around that side of the Church. As the footpath was extremely uneven and needed to be completely rebuilt, it seemed that now would be an ideal opportunity to replace the path.

Town Clerk advised that she would arranged a meeting with the Church Warden to look at the site and would be seeking quotes for the work.

Town Clerk

**C/09/10/21 REQUEST FOR ADVISORY DISABLED PARKING BAY**

The Committee noted that SCC had received a request for an advisory disabled parking bay outside 89 Freshfields. However, it was not clear whether the location of the parking bay fell within land owned by FHDC or NTC.

**C/09/10/21.01 Recommendation**

**That Town Clerk advise FHDC that NTC own no land at Freshfields and that no objections be voiced to the proposed application for an advisory disabled parking bay at 89 Freshfields Newmarket.**

Town Clerk

**C/09/10/22 CORRESPONDENCE RELATED TO THE SCHOOL REVIEW**

The Committee received SCC's letter regarding the proposed change from a 3-tier system to a 2-tier system and noted that, if approved by the Schools Adjudicator, the changes in the Newmarket area would take effect from the published date of September 2012. A Schools Organisation Review meeting would be held at Newmarket College on 8<sup>th</sup> October at 6.00 pm.

**C/09/10/23 TOWN KEEPER'S REPORT**

Town Clerk advised that the Town Keeper had carried out his normal duties in the town.

**C/09/10/24 CORRESPONDENCE**

The Committee noted the following correspondence:

- 1 FHDC – Overview and Scrutiny Committee Evaluation
- 2 FHDC – Monitoring of Air Quality. Councillor Edge agreed to attend the meeting in November.

**C/09/10/25 DATE OF NEXT MEETING**

Monday, 2<sup>nd</sup> November 09 at 7.15 pm.

**C/09/10/26 REPORT RELATED TO THE HORTICULTURAL CONTRACT**

Councillor Hirst advised that FHDC had renewed the contract with SP Landscapes for one year subject to negotiations. There would be no changes for Newmarket.

***EXCLUSION OF THE PRESS & PUBLIC***

**C/09/10/27 TO CONSIDER WHETHER UNDER SECTION 100A (4) OF THE LOCAL GOVERNMENT ACT 1972, THE PRESS AND PUBLIC SHOULD BE EXCLUDED FROM THE MEETING FOR THE FOLLOWING ITEMS OF BUSINESS ON THE GROUNDS THAT THEY INVOLVE THE LIKELY DISCLOSURE OF EXEMPT INFORMATION AS PRESCRIBED IN PART 1 OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND INDICATED AGAINST EACH ITEM \*\*\***

Following a vote, it was agreed that the press and public should be excluded from the meeting for the following items of business.

**C/09/10/27.01 Resolved**

That the Public and Press be excluded from the meeting for the following items of business on the grounds that they may involve the likely disclosure of exempt information.

The meeting closed at 8.38 pm.

Signed : \_\_\_\_\_

Date: \_\_\_\_\_