



# Newmarket

T O W N C O U N C I L

**Minutes of a Meeting of the Community Services Committee**  
**Held on Monday 12<sup>th</sup> February 2017 at 6:00 pm at the Memorial Hall Newmarket**

**Attendance:**

Councillor A Starkey (Chairman)	Councillor P Hulbert
Councillor J Clarke	Councillor M Jefferys
Councillor W Hirst	Councillor J Lay
Councillor R Hood	

Also Present: Bobby Bennett – Town Council Manager (TCM), Julie Ashton – Minute Assistant, 1 Member of the Press and 4 Members of the Public

Minute	Action by
<p><b><u>C/18/02/1 CHAIRMAN TO READ FIRE SAFETY NOTICE AND ANNOUNCE THAT PROCEEDINGS MAY BE FILMED OR RECORDED</u></b></p> <p>The Chairman opened the meeting and read out the Fire Safety Notice and announced that the meeting may be filmed or recorded.</p>	
<p><b><u>C/18/02/2 APOLOGIES FOR ABSENCE</u></b></p> <p>Apologies were received from Cllrs Anderson, Drummond, Morrey, Nobbs, O’Neill, Wadham, Winter and Wright. Cllr Appleby was absent.</p>	
<p><b><u>C/18/02/3 DECLARATION OF MEMBER’S INTERESTS AND TO REMIND COUNCILLORS OF THE NEED TO KEEP UP TO DATE THEIR REGISTER OF MEMBER’S INTERESTS AND TO CONSIDER ANY REQUESTS RECEIVED FOR MEMBERS DISPENSATION</u></b></p> <p>None noted.</p>	
<p><b><u>C/18/02/4 TO RECEIVE AND CONFIRM FOR ACCURACY THE MINUTES OF THE MEETING HELD ON MONDAY 15<sup>TH</sup> JANUARY 2018 AND ANY MATTERS ARISING</u></b></p> <p>Members received the minutes of the Community Services Committee meeting held on 15<sup>th</sup> January 2018 and the following amendments were made:</p> <p>Page 3 – C/18/01/12/.01 Recommendation FHDC Landscape scheme was changed to FHDC High Street Improvement scheme.</p> <p>Page 3 and 4 – typo corrected to read Weatherby.</p> <p>Subject to the amendments being made, the following was agreed:</p> <p><b><u>C/18/02/4.01 Resolved</u></b>  <b><u>That the minutes of the Community Services Committee meeting</u></b></p>	

held on 15<sup>th</sup> January 2018 be adopted and signed as a true record by the Chairman of the Community Services Committee.

Matters arising:

Page 4 – Items for next agenda – TCM confirmed that NTC did not have a contract with Carillion and this item was not added to the agenda.

**C/18/02/5 PUBLIC PARTICIPATION AN INVITATION TO MEMBERS OF THE PUBLIC TO PUT QUESTIONS/STATEMENTS OF NOT MORE THAN 3 MINUTES DURATION. NO RESOLUTIONS CAN BE MADE BUT COUNCILLORS ARE VERY HAPPY FOR MATTERS TO BE BROUGHT TO THEIR ATTENTION**

None noted.

**C/18/02/6 TO RECEIVE A PRESENTATION REGARDING THE CLOCK TOWER AREA DESIGN**

This item was deferred to the next meeting.

**C/18/02/7 RESOLUTIONS - TO REVIEW COMPLETED AND OUTSTANDING ACTIONS ACCOUNTS FOR THE FINANCIAL YEAR**

The list of resolutions were reviewed and a verbal update was given on the outstanding resolutions. Members noted that reviewing the resolutions for the year was good practice and recommended this to all Committees.

**C/18/02/8 TO RECEIVE QUOTES FOR REMOVAL OF A TREE AND TO DISCUSS REPAIR OF WALL AT THE CEMETERY**

The Chairman advised that the Cemetery wall near to a house in Dullingham Road had collapsed and needed repair. However a number of trees would need to be removed to allow for a trench to be dug to repair the wall. Four quotes were considered and the following was agreed:

**C/18/02/8.01 Recommendation**

**That delegated powers be given to the Chairman and TCM to check that the quotes are like for like and to select the most suitable quote.**

Two quotes had been received for the specialist work to repair the Cemetery wall and the following was agreed:

**C/18/02/8.02 Recommendation**

**That NTC proceed with the two quotes owing to the specialist nature of the work to repair the Cemetery wall as per Financial Regulation 11.1 vii.**

The two quotes were considered and the following was agreed:

**C/18/02/.03 Recommendation**

**That the quotes be checked for the inclusion of VAT, ongoing maintenance and the start date for the work to commence.**

**C/18/02/9 TO DISCUSS PROPOSED WORKS TO CEMETERY ENTRANCE**

The Chairman advised that there were a number of potholes at the Cemetery and rather than complete a temporary fix, discussions would be held with the Jockey Club Estates and SCC Highways to look at improving the entrance as a whole. Three quotes for this work were being sought.

**C/18/02/10 TO AGREE THE PROPOSED CEMETERY FEES AND CHARGES FOR 2018/2019**

The Chairman advised that the Cemetery fees and charges had been reviewed to bring them into line with those of others and the following was agreed:

**C/18/02/10.01 Recommendation**

**That the new Cemetery fees and charges be accepted and commence on 1<sup>st</sup> April 2018.**

**C/18/02/11 TO CONSIDER ADDITIONAL TOWN CENTRE PLANTERS FOR THE HIGH STREET**

The Chairman advised that the costs to install an additional planter in the High Street had been looked at and this would now be rolled into the High Street Improvement scheme.

**C/18/02/12 TO RECEIVE AN UPDATE ON THE BUDGET AND PLANS FOR 2018/2019**

Handouts for a “Let’s make Newmarket Blooming Marvellous” presentation were circulated at the meeting and a copy would be put on the website. The Chairman advised that the Terms of Reference would be reviewed. The completed projects were noted and the planned income and expenditure for future projects were looked at. It was noted that the Cemetery figures in the presentation were different to those in the actual budget. This was due to the Cemetery income and expenditure not being up to date. TCM would request weekly accounts to improve this moving forward.

**C/18/02/13 TO RECEIVE THE YEAR TO DATE ACCOUNTS**

The accounts were received and TCM advised that there were some outstanding invoices for the Outside SLA, Cemetery income and expenditure and Roundabout Sponsorship. These would be brought up to date for the next meeting.

**C/18/02/14 TO RECEIVE AN UPDATE ON THE WEATHERBY RAILWAY CROSSING**

Members were advised that a hearing would take place on 13<sup>th</sup> and 14<sup>th</sup> March 2018 in the Memorial Hall. A meeting was being sought with FHDC, SCC and their legal advisers to be held prior to the hearing to go

over the points that would be put to the hearing.

The Chairman thanked Cllrs Hirst and Hulbert for their work on this issue.

**C/18/02/15 TO RECEIVE AN UPDATE REGARDING LEASING OF AN ELECTRIC VAN**

TCM advised that the leasing was ready to go ahead and full costs would be presented to full Council. It was noted that charging points were located at the Guineas and the Rowley Mile Racecourse and that there were plans for more to be added to the All Saint's carpark. However it was noted that a charging point was required to be installed at the Memorial Hall and the following was agreed:

**C/18/02/15.01 Recommendation**

**That subject to full Council accepting the costs to lease an electric van, that a charging point be installed at the Memorial Hall.**

**C/18/02/16 TO RECEIVE AN UPDATE ON THE FLAGPOLE**

TCM advised that a planning application had been submitted and a decision was awaited.

**C/18/02/17 TO CONSIDER WORKS TO THE VERGE AT THE QUEEN'S STATUE**

The Chairman advised that the verge had been damaged due to an accident and would cost £150 to repair. It was noted that the new kerbing had been installed but that it had not been continued all the way around the statue. Cllr Hood agreed to take this up with SCC Highways.

**C/18/02/18 TO DISCUSS ISSUES REGARDING SNAILWELL ROAD**

Members were advised that there were three main issues as follows:

- Horse walk drainage issues – Jockey Club Estates were working to improve this
- Removing 0.5m of concrete to widen a section of the road – SCC would do this work later in the year
- The verge by the post box being damaged by cars parking on it to post letters – waiting for SCC to put in temporary posts and tape to prevent cars from parking on the verge.

The Chairman proposed that a small group of residents be set up to look at the area and discuss possible solutions. The following was agreed:

**C/18/02/18.01 Recommendation**

**That a small group of residents from Snailwell Road be set up to look at the area in dispute and work with NTC to discuss possible solutions.**

*Three members of the public left the meeting*

**C/18/02/19 TO RECEIVE THE LEGIONELLA RISK ASSESSMENT AND**

**NOTE ACTIONS**

TCM advised that the Risk Assessment had been carried out and that a copy of the report could be provided by email. The report would be passed to the F&P Committee to look at along with the Health & Safety report.

**C/18/02/20** **CORRESPONDENCE**

Email regarding the SOS bus from Town Pastors – The Committee supported the initiative and were grateful for being informed. Permission for the site of the bus would need to be sought from SCC Highways

**C/18/02/21** **DATE OF NEXT MEETING**

Monday 12<sup>th</sup> March 2018 at the Memorial Hall

**C/18/02/22** **ITEMS FOR NEXT AGENDA**

- Clock Tower Design
- Christmas Lights

Meeting closed at 7:08pm

Signed \_\_\_\_\_ Date \_\_\_\_\_