



Newmarket

T O W N C O U N C I L

Minutes of a Meeting of the Community Services Committee
Held on Monday 14th May 2018 at 6:00 pm at the Memorial Hall Newmarket

Attendance:

Councillor P Winter (Chairman)	Councillor P Hulbert
Councillor M Anderson	Councillor R Nobbs
Councillor J Clarke	Councillor C O'Neill
Councillor A Drummond	Councillor A Starkey
Councillor W Hirst	Councillor J Wadham
Councillor R Hood	Councillor D Wright

Also Present: Bobby Bennett – Town Council Manager (TCM) and Julie Ashton – Minute Assistant.

Minute	Action by
<p>C/18/05/1 <u>CHAIRMAN TO READ FIRE SAFETY NOTICE AND ANNOUNCE THAT PROCEEDINGS MAY BE FILMED OR RECORDED</u></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>C/18/05/2 <u>APOLOGIES FOR ABSENCE</u></p> <p>Apologies were received from Cllrs Berry, Jefferys, Lay and Morrey. Cllr Appleby was absent.</p>	
<p>C/18/05/3 <u>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></p> <p>Cllrs O'Neill and Wright declared an interest in item 9 (Allotments) and Cllr Starkey declared an interest in item 12 (Correspondence).</p>	
<p>C/18/05/4 <u>TO RECEIVE AND CONFIRM FOR ACCURACY THE MINUTES OF THE MEETING HELD ON MONDAY 16TH APRIL 2018 AND ANY MATTERS ARISING</u></p> <p>Members received the minutes of the Community Services Committee meeting held on 16th April 2018 and the following was agreed:</p> <p><u>C/18/05/4.01 Resolved</u> That the minutes of the Community Services Committee meeting held on 16th April 2018 be adopted and signed as a true record by the Chairman of the Community Services Committee.</p> <p>There were no matters arising.</p>	

C/18/05/5 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/18/05/6 TO RECEIVE THE ACCOUNTS FOR APRIL 2018

Members were advised that this was the first time that income had been above expenditure and that it was in line with expectations.

C/18/05/7 TO CONSIDER AN UPDATE TO THE TERMS OF REFERENCE

The Chairman presented the revised terms of reference and the following was agreed:

C/18/05/7.01 Recommendation

That the revised terms of reference be received and adopted.

C/18/05/8 UPDATE FRIM THE WEATHERBY CROSSING ENQUIRY

Members were advised that the case for keeping the crossing open had been put to the Inspector. A final hearing would be held on 24/25 May 2018 at Ipswich and thanks were given to SCC and FHDC for their support on this issue.

Cllrs O'Neill and Wright declared an interest in the following item.

C/18/05/9 TO APPROVE THE ALLOTMENTS LEASE

The Chairman advised that the lease for the allotments was due for renewal and the following was agreed:

C/18/05/9.01 Recommendation

That the lease between NTC and Newmarket Allotments Association for a period of 7 years from 1st October 2018 to 30th September 2024 be approved.

C/18/05/10 TO APPROVE THE FIELD TERRACE WAY LICENCE

The Chairman advised that the licence for the use of land at 45 Field Terrace Way was due for renewal and the following was agreed:

C/18/05/10.01 Recommendation

That the licence for the use of land at 45 Field Terrace Way for a period of 4 years from 4th November 2017 to 3rd November 2021 be approved.

C/18/05/11 TO RECEIVE THE REPORT AND RECOMMENDATIONS FOR THE 2018 CHRISTMAS LIGHTING SCHEME

The report and recommendations on the 2018 Christmas Lighting Scheme were received and the following was agreed:

C/18/05/11.01 Recommendation

That an additional amount of £5,950 + VAT be added to the Christmas Lights budget from the operating budget.

C/18/05/11.02 Recommendation

That £1,950 + VAT be transferred from the Christmas Lights EMR to cover additional infrastructure costs.

Cllr Starkey declared an interest in the following item.

C/18/05/12 CORRESPONDENCE

Request from the Racecourse and Discover Newmarket to install banners on Barbara Stradbroke Avenue. The design of the banners would be approved by NTC. TCM was asked to send a response informing them that the Committee agreed in principle and that the request would be passed to the D&P Committee for consideration. In return, NTC would request that the wooden structure for displaying signs at Rowley Drive be removed and that the damaged “Welcome to Newmarket” sign be replaced.

Two emails regarding the defibrillator training noting that it was well received and delivered. There had been a good attendance rate and the Committee gave thanks to the Administration Officer for organising, advertising and facilitating the training.

C/18/05/13 DATE OF NEXT MEETING

Monday 11th June 2018 at the Memorial Hall

C/18/05/14 ITEMS FOR NEXT AGENDA

- Weatherby Crossing

C/18/05/15 *EXCLUSION OF THE PRESS & PUBLIC*****

With the vote being unanimous, it was:

C/18/05/15.01 Resolved

To resolve that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters.

The Public left the meeting

C/18/05/16 *CLOCK TOWER SCHEME DETAILS*****

The Chairman advised that the planting scheme would need to be simplified and this item was deferred to the next meeting.

C/18/05/17 *TO APPOINT A DESIGNER FOR THE MEMORIAL GARDEN PROJECT*****

Members were advised that a number of meetings had been held and a master plan had been produced detailing the work involved. FHDC had offered to assist with the tender process for the groundworks and a design brief had been produced with costings. The design brief was

considered and the following was agreed:

C/18/05/17.01 Recommendation

That Mia Witham be appointed as the designer for the Memorial Gardens project and that the Chairman and RFO be given delegated power to manage the associated fees.

C/18/05/18 *TO AGREE THE PREFERRED PLAY EQUIPMENT PROVIDER FOR THE MEMORIAL GARDEN PROJECT*****

Members considered quotes for the provider of play equipment and the following was agreed:

C/18/05/18.01 Recommendation

That Massey & Harris be appointed as the providers of play equipment for the Memorial Garden project.

C/18/05/19 *TO APPOINT A SURVEYOR FOR TOPOGRAPHICAL AND SERVICES SURVEY FOR THE MEMORIAL GARDEN PROJECT*****

Members considered quotes for a topographical surveyor and the following was agreed:

C/18/05/19.01 Recommendation

That Survey Solutions be appointed as the topographical surveyor for the Memorial Garden project.

C/18/05/20 *TO CONSIDER A BUDGET AND FINANCING OPTIONS FOR THE MEMORIAL GARDEN PROJECT*****

Members considered a range of options for financing the project and all options would be explored further including possible 106 money and excluding borrowing.

Meeting closed at 7:12pm

Signed _____ Date _____