



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Community Services Committee
Held on Monday 15th January 2017 at 6:00 pm at the Memorial Hall Newmarket

Attendance:

Councillor A Drummond (Chairman)	Councillor M Jefferys
Councillor M Anderson	Councillor J Lay
Councillor W Hirst	Councillor J Morrey
Councillor P Hulbert	Councillor J Wadham

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

Minute	Action by
<p>C/18/01/1 <u>ELECTION OF A CHAIRMAN</u></p> <p>TCM advised that apologies had been received from the Chairman and Vice Chairman and a proposal was made for the Mayor to Chair the meeting. The following was agreed:</p> <p><u>C/18/01/01 Resolved</u> That the Mayor be the Chairman for the meeting.</p>	
<p>C/18/01/2 <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/18/01/3 <u>APOLOGIES FOR ABSENCE</u></p> <p>Apologies were received from Cllrs Berry, Clarke, Hood, Nobbs, O’Neill, Starkey, Winter and Wright. Cllr Appleby was absent.</p>	
<p>C/18/01/4 <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>None noted.</p>	
<p>C/18/01/5 <u>TO RECEIVE AND CONFIRM FOR ACCURACY THE MINUTES OF THE MEETING HELD ON MONDAY 13TH NOVEMBER 2017 AND ANY MATTERS ARISING</u></p> <p>Members received the minutes of the Community Services Committee meeting held on 13th November 2017 and the following was agreed:</p> <p><u>C/18/01/4.01 Resolved</u> That the minutes of the Community Services Committee meeting</p>	

held on 13th November 2017 be adopted and signed as a true record by the Chairman of the Community Services Committee.

There were no matters arising:

C/18/01/6 **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/18/01/7 **ACCOUNTS**

Month 10 accounts were reviewed and it was noted that the budget for the SLA for outside services had been budgeted for the whole year but it had started in June 2017 and would leave an underspend. Roundabout sponsorship was being sought and a large invoice for street lighting was expected towards the end of the financial year.

A member of the Public joined the meeting

Public conveniences was amended to read £3,300 for a contribution expected from FHDC and TCM was requested to look at the contract with Carillion for servicing the street lights.

Overall an underspend circa £50,000 was expected and a proposal was made to ring fence it and place it in an earmarked reserve and the following was agreed:

C/18/01/7.01 Recommendation

That any underspend be placed in an earmarked reserve to fund projects for the War Memorial, Clock Tower and play area in the Memorial Gardens.

C/18/01/8 **BUDGET – TO CONSIDER THE DRAFT BUDGET FOR 2018/19**

The draft budget for 2018/19 was considered and an amendment was made to 1100 Grants received. The following was agreed:

C/18/01/8.01 Recommendation

That subject to the amendment being made, the draft Community Services budget for 2018/19 be received and accepted.

C/18/01/9 **BUILDINGS AND MAINTENANCE**

- a. To receive the Clock Tower Survey – TCM advised that the survey had been received today and was better than expected and the structure would require some maintenance. TCM was requested to email the survey to Members.
- b. Verbal update on the Legionella Risk Assessment – TCM advised that quotes had been received and the Risk Assessment would be carried out on 22nd January 2018.

C/18/01/10 TO RECEIVE AN UPDATE ON THE WETHERBY RAILWAY CROSSING

Members were advised that a hearing would take place on 13th and 14th March 2018 in the Memorial Hall. Discussions were being held on the presentations to ensure that there was no overlap. Points being made include Community severance, the disputed length of the diversion route, parking obstacles on the diversion route, loss of footfall in Town and an increase of traffic and emissions.

It was noted that following a recent campaign, 70 letters objecting to the closure had been received with none indicating support.

C/18/01/11 TO RECEIVE AN UPDATE REGARDING LEASING OF AN ELECTRIC VAN

RFO advised that she had been looking at the options for a replacement vehicle with the Environmental Officer at West Suffolk. Further quotes were awaited with maintenance costs included but an electric van was looking to be the cheaper option. Grants were being looked at for installing a charging point from the Government Workplace Charging scheme and West Suffolk Greener Business scheme for purchasing a vehicle.

C/18/01/12 CLOCK TOWER AREA DESIGN

The proposal to improve the planting at the Clock Tower were considered and the following was agreed:

C/18/01/12.01 Recommendation

That subject to consultation with the FHDC landscape scheme, that the designer Thomas Hoblyn be appointed to provide a design scheme for the planting at the Clock Tower for an initial cost of £1,600.

C/18/01/13 TO RECEIVE AN UPDATE ON THE FLAGPOLE

TCM advised that the FHDC Planning Officer had been consulted regarding the planning permissions required and in the interim, an emergency flag pole could be hired if required.

C/18/01/14 TO RECEIVE AN UPDATE ON THE QUEEN'S STATUE

The Chairman advised that there had been an incident of a vehicle driving over the grass leaving tyre mark damage and that posts and rails may be need to be considered to prevent further incidents.

C/18/01/15 CORRESPONDENCE

None noted.

C/18/01/16 DATE OF NEXT MEETING

Monday 12th February 2018 at the Memorial Hall

C/18/01/17 **ITEMS FOR NEXT AGENDA**

- Snailwell Road Improvements
- Wetherby Rail Crossing
- Carillion contract

Meeting closed at 6:43pm

Signed _____ Date _____