



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Community Services Committee
Held on Monday 16th April 2018 at 6:00 pm at the Memorial Hall Newmarket

Attendance:

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

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

Minute	Action by
<p>C/18/04/1 <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/18/04/2 <u>APOLOGIES FOR ABSENCE</u></p> <p>Apologies were received from Cllrs Anderson, Berry, Drummond and Wright. Cllr Appleby was absent.</p>	
<p>C/18/04/3 <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>None noted.</p>	
<p>C/18/04/4 <u>TO RECEIVE AND CONFIRM FOR ACCURACY THE MINUTES OF THE MEETING HELD ON MONDAY 15TH JANUARY 2018 AND ANY MATTERS ARISING</u></p> <p>Members received the minutes of the Community Services Committee meeting held on 12th March 2018 and the following was agreed:</p> <p><u>C/18/04/4.01 Resolved</u> That the minutes of the Community Services Committee meeting held on 12th March 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>	
<p>C/18/04/5 <u>PUBLIC PARTICIPATION AN INVITATION TO MEMBERS OF</u></p>	

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/18/04/6 TO RECEIVE THE YEAR TO DATE ACCOUNTS

The accounts were received and Members were advised that income was up and there was an underspend on expenditure leaving a carry-over of £49,927 to Earmarked reserves. The following was agreed:

C/18/04/6.01 Recommendation

That £10,618 be transferred to Cemetery EMR, £24,309 be transferred to Town Centre Regeneration and £15,000 to the Memorial Gardens Masterplan.

The Chairman advised that the provision of toilets in the Memorial Gardens would be considered as part of the Memorial Gardens Masterplan and the following was agreed:

C/18/04/6.02 Recommendation

That the provision of toilets be moved from the High Street to the Memorial Gardens and be included in the Memorial Gardens Masterplan.

The achievements of the Committee was noted and the following was agreed:

C/18/04/6.03 Recommendation

That a vote of thanks be given to the Chairman and Vice Chairman for the positive achievements on costs.

C/18/04/7 TO DISCUSS OPTIONS FOR THE CEMETERY GATES

The Chairman advised that a meeting would be held with a company supplying automatic solar operated gates to control opening and closing times.

C/18/04/8 TO CONSIDER QUOTES FOR CEMETERY ENTRANCE WORKS

Members considered 4 quotes for the Cemetery entrance works and one of the quotes would be checked for kerbing and depth. If necessary a revised quote would be presented to Full Council.

C/18/04/9 CEMETERY CLEANING WORKS

The Chairman advised that the path in the old part of the Cemetery was uneven and dangerous and that work to clear it would be done under additional works as part of the SLA with West Suffolk. The following was agreed:

C/18/04/9.01 Recommendation

That the work to clear the Cemetery path be done as additional work as part of the SLA with West Suffolk for £1,506.94 + VAT.

C/18/04/10 UPDATED CEMETERY REGULATIONS

The Chairman advised that the request in correspondence for a headstone larger than the standard size had resulted in the need to strengthen the Cemetery Regulations. Some graves had become untidy with objects being placed that did not comply with the regulations. Letters would be sent requesting that items that did not comply be removed within one month. The following was agreed:

C/18/04/10.01 Recommendation

That the Cemetery Regulations be revised and that non-compliance be enforced.

A review meeting with West Suffolk for the Cemetery administration had identified that additional hours were required and the costs for this would be considered.

C/18/04/11 TO CONSIDER QUOTES FOR CLEANING THE BUS SHELTERS

TCM advised that 2 quotes had been received and that a third was awaited for cleaning the bus shelters and the following was agreed:

C/18/04/11.01 Recommendation

That the TCM be given delegated powers to select the most appropriate quote to clean the bus shelters.

C/18/04/12 TO CONSIDER A REQUEST FOR A NEW GRIT BIN

Members considered the request for a new grit bin in the car park to the rear of 55 Western Way and the Chairman advised that a site visit would be conducted to look for a suitable location. If a suitable site can be identified, a grit bin would be considered for installation in September.

C/18/04/13 TO CONSIDER THE STAND PIPE AT THE SEVERALS

The Chairman advised that there would be no cricket fixtures this year due to not being able to water the pitch. It was noted that a resolution had been made to install a stand pipe and that this had not been actioned. The following was agreed:

C/18/04/13.01 Recommendation

That the original resolution to install a stand pipe on the Severals be reinstated and actioned.

C/18/04/14 MEMORIAL GARDEN FLOWER BEDS

The Chairman advised that a proposal had been made to remove the edging of the flower beds at the side of the Memorial Hall to make room for the electric van to be charged. This area of the garden would be

considered in the Memorial Hall Masterplan for the long term and the options for the short term would be considered and brought back to the Committee.

C/18/04/15 **CORRESPONDENCE**

Email regarding a gravestone – this was included in item 10.

C/18/04/16 **DATE OF NEXT MEETING**

Monday 14th May 2018 at the Memorial Hall

C/18/04/17 **ITEMS FOR NEXT AGENDA**

- Revised Community Services Terms and Conditions
- Weatherby Crossing
- Allotments

Meeting closed at 6:59pm

Signed _____ Date _____