



Minutes of a Meeting of the Community Services Committee
Held on Monday 8th July 2019 at 6:00 pm at the Memorial Hall Newmarket

Attendance:

Councillor T Kerby (Chairman)
Councillor J De'Ath
Councillor A Drummond

Councillor R Hood
Councillor P Hulbert

Also Present: Bobby Bennett – TCM, Julie Ashton – Minute Assistant, Cllrs Borda, Jefferys and Yarrow, 1 Member of the Press and 1 Member of the Public.

Minute

**Action
by**

C/19/07/1	<u>CHAIRMAN TO READ FIRE SAFETY NOTICE AND ANNOUNCE THAT PROCEEDINGS MAY BE FILMED OR RECORDED</u> The Chairman opened the meeting and read out the Fire Safety Notice and announced that proceedings may be filmed or recorded.	
C/19/07/2	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from Cllrs Caesar and Lindsay.	
C/19/07/3	<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> None noted.	
C/19/07/4	<u>TO RECEIVE AND CONFIRM FOR ACCURACY THE MINUTES OF THE MEETING HELD ON MONDAY 10TH JUNE 2019 AND ANY MATTERS ARISING</u> Members received the minutes of the Community Services Committee meeting held on 10 th June 2019 and the following was agreed: <u>C/19/07/4.01 Resolved</u> That the minutes of the Community Services Committee meeting held on 10th June 2019 be adopted and signed as a true record by the Chairman of the Community Services Committee. Matters arising: 8 th April 2019 Minutes – page 2 – C/19/04/6.01 Recommendation – TCM advised that the resolution to transfer the surplus from the Community Services budget had not been possible to action and would be passed to the Finance & Policy Committee to action.	
C/19/07/5	<u>PUBLIC PARTICIPATION AN INVITATION TO MEMBERS OF THE</u>	

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

Cllr Jefferys spoke to item 8 Christmas lights and requested that the contractors for the lighting scheme this year meet the contractual obligations.

Cllr Jefferys spoke to item 16 British Legion and questioned the minute advising that NTC had been advised that the Remembrance Day event was the responsibility of NTC as it had always been organised by the British Legion.

Members were advised that a letter had been received last year advising that NTC were responsible for the Centenary event last year as a one off.

Cllr Borda spoke to item 11 – Open Door Food Bank had recommended that the Memorial Hall be allocated as an additional collection point.

C/19/07/6 TO RECEIVE THE ACCOUNTS FOR JUNE 2019

TCM advised that there was an overspend on the hanging baskets and that an allowance would need to be made for the Autumn planting scheme. The path at St Mary's Church had been resurfaced and was now safe to use. A recommendation would be required to transfer funds from the EMR. An error for 4995 – Cemetery Budget Reserve would be amended to read £3,000. A contractor had been used recently to clean the public conveniences and that the normal cleaning service would resume.

The accounts for June 2019 were received and noted.

C/19/07/7 TO RECEIVE AN UPDATE ON THE FOLLOWING

Yellow Brick Road – TCM advised that the CCTV had been installed and it had been reported that the bad odour had returned and would be monitored. Members were advised that the grass needed cutting and the area tidied up.

Skate Park Project – No update available

Newmarket Market – TCM advised that a 3 year package for 14% increase had been agreed with the stall holders. The BID were looking to install a permanent structure to enhance the appearance.

Clock Tower Project – The Chairman advised that three tenders were awaited for consideration.

Weatherby Crossing – Members were advised that Network Rail would not accept that the crossing was a public right of way and had requested a Public Inquiry. A meeting would be held 19th July 2019 to discuss the issue.

C/19/07/8 TO RECEIVE RECOMMENDATIONS FROM THE CHRISTMAS LIGHTS WORKING PARTY

TCM gave a short presentation on the recommendations from the BID/NTC

working group to permanently light up the Clock Tower and to put lights in the Memorial Hall windows. The recommendations were considered and the following was agreed:

19/07/8.01 Recommendation

That the recommendations from the Christmas Lights working group to permanently light up the Clock Tower and to hire lights for the Memorial Hall windows for a total cost of £13,937 be accepted subject to confirmation of the guarantee arrangements and terms.

C/19/07/9 NEWMARKET CEMETERY – TO ARRANGE A WORKING GROUP AND DATE FOR QUARTERLY INSPECTION

TCM requested volunteers for a working group to join the inspection of the headstones and the Chairman and Cllr De'Ath agreed to assist. Date of the inspection to be confirmed.

C/19/07/10 NEWMARKET CEMETERY – TO RECEIVE QUOTATIONS FOR HEADSTONE TESTING

The quotes were considered and the working group would identify the headstones that required the most attention on the inspection.

C/19/07/11 NEWMARKET OPEN DOOR - TO CONSIDER HOW BEST TO SUPPORT THE FOOD BANK

TCM advised that the new Chief Operations Officer for the Open Door Charity and made a request for the Memorial Hall to become an additional collection point for the food bank and the following was agreed:

C/19/07/11.01 Resolved

That the Memorial Hall be appointed as an additional collection point to the Open Door food bank and that NTC help to promote it on social media.

C/19/07/12 SUFFOLK HIGHWAYS - TO CONSIDER DETAIL REGARDING SUFFOLK HIGHWAYS SELF HELP SCHEME

The Chairman proposed that item 12 and 15 be discussed together and members were advised that Suffolk Highways only cut the grass on the verges once a year. They were introducing a training scheme and equipment to empower and support town and parish councils to carry out small load maintenance tasks in the communities. They aim to be clear about what services they can and cannot provide to enable communities to decide whether they would like to take up the options for self-help.

Cllr Hood joined the meeting

TCM advised that the obligations of the SLA contract were not being fully met and that compensation was being sought. There had been a change of staff at West Suffolk and pressure would be put on them to fulfil their obligations.

Members agreed that the Committee should be proactive regarding the self-help initiative and TCM agreed to seek information on the areas that Suffolk Highways would be responsible for and then seek volunteers from the

community.

C/19/07/13 WEST SUFFOLK COUNCIL – TO RECEIVE AN UPDATE ON MATTERS RAISED BY DISTRICT COUNCILLORS

Members were advised that a meeting had been held with West Suffolk regarding Queensbury Lodge and that all were committed to seeking a suitable resolution. Additional information would be obtained from the land owner and a further meeting would be held.

C/19/07/14 WEST SUFFOLK SLA – TO AGREE THE AUTUMN PLANTING SCHEME

TCM advised that there was a choice to be made between primulas and pansies for the Autumn planting scheme and advised that primulas had been planted last year and had provided a good display.

Members considered the choice and agreed the following:

C/19/07/14.01 Resolved

That the Autumn planting scheme for 2019 be the same as last year and that primulas be planted.

C/19/07/15 WEST SUFFOLK SLA – TO REPORT ON WORKS TO DATE

This item was discussed at item 12.

C/19/07/16 TO CONSIDER PLANS FOR THE BRITISH LEGION REMEMBRANCE 2019

Members were advised that NTC had been advised that they were responsible for the Centenary event last year but should make efforts to get more involved to assist the British Legion for future events. TCM was requested to contact the British Legion in Suffolk and offer NTC assistance.

C/19/07/17 CORRESPONDENCE

None noted.

C/19/07/18 DATE OF NEXT MEETING

Monday 9th August 2019 6:00pm at the Memorial Hall.

C/19/07/19 ITEMS FOR NEXT AGENDA

- Update on current projects
- British Legion
- SCC Street Lighting
- Christmas Lights

Meeting closed at 6:55pm

Signed _____ Date _____