

Membership from May 2021

Councillor Anderson
Councillor Appleby
Councillor Borda
Councillor Crissall
Councillor De'Ath (ViceChair)
Councillor Drummond
Councillor Hall
Councillor Harvey
Councillor Hood
Councillor Hulbert
Councillor Jefferys
Councillor Winter (Chair)
Councillor Yarrow



Newmarket

TOWN COUNCIL

The Memorial Hall, High Street, Newmarket Suffolk CB8 8JP

You are hereby summoned to attend a meeting of the
COMMUNITY & LEISURE SERVICES COMMITTEE to be held at
Memorial Hall, High Street, Newmarket, CB8 8JP
on **Monday 5th July at 7.00pm**
or following on from the Development and Planning
Committee meeting, whichever is the later time

A G E N D A

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting.

Members of the public and press may not orally report or comment about a meeting as it takes place if present at a meeting of the Council, but otherwise may:

- a. film, photograph or make an audio recording of the meeting;
- b. use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;
- c. Report or comment on the proceedings in writing, during or after a meeting or orally after the meeting.

The Council will where possible facilitate such recording unless it is being disruptive. It will also take steps to ensure that children, the vulnerable and members of the public who object to being filmed are protected without undermining the broader purpose of the meeting

- 1) Chair to read** fire safety notice and announce that proceedings may be filmed or recorded.
- 2) Apologies** - To receive and accept apologies for absence
- 3) Declaration of interests**
 - a) Councillors are invited to raise any declarations of interest concerning items on the agenda
 - b) To consider any requests for dispensation
- 4) Minutes of previous meeting held 7th June 2021**
 - a) To consider and adopt the minutes, as a true record of the proceedings
 - b) To consider any matters arising
- 5) Public participation** – an invitation to members of the public to make representations to Councillors.
Resolutions can only be made on items on the agenda
Rules of public participation: no person may speak for no longer than 3 minutes in total. The maximum time permitted for this item is 15 minutes. This is the only opportunity during the meeting, for members of the public to address Councillors.
- 6) Accounts** – To receive and note the accounts for Community and Leisure for the previous month
- 7) Memorial Gardens** – to receive a report regarding replenishment of the safety bark and sand
- 8) Planting** – to receive an update regarding the mechanised bulb planting for autumn (verbal)
- 9) Memorial Bench/Tree** – to consider a request
- 10) Condition of Roads in Newmarket** – to receive a report, and authorise any actions (DH)
- 11) Remembrance Sunday** – To receive an update (verbal)
- 12) NTC Events – to receive an update and authorise any actions**
 - a) Queen's Platinum Jubilee / Festival of Suffolk (verbal)
 - b) Food & Drink Festival – request for use of Memorial Hall (verbal)
 - c) Soapbox Derby-update
 - d) Summer entertainment-update (verbal)
- 13) Correspondence**
 - a) Newmarket Library

To: Chairman and Members of Community & Leisure Services Committee, Other Council Members, The Press

b) Studland's Estate waste bins consultation

14) Date of next meeting – Monday 2nd August 2021

15) Items for the next agenda

16) Exclusion of the press & public - 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 relating to individuals

17) Memorial Gardens – to discuss security matters

18) Cemetery Matters – To consider a memorial application

Signed: 

Cathy Whitaker, Town Clerk

DATE: 29/06/2021



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Community & Leisure Services Committee **Held on Monday 7th June 2021 at 7:00 pm**

Attendance:

Councillor J Borda
Councillor A Appleby
Councillor A Drummond
Councillor D Hall
Councillor J Harvey

Councillor R Hood
Councillor P Hulbert
Councillor M Jefferys
Councillor P Winter
Councillor K Yarrow

Also Present: C Whitaker – Acting Town Clerk, C Argyroudi – Events Manager, J Ashton – Minute Assistant, Cllr O'Neill, M Walsh – Newmarket Community Network, – L Eatock - Newmarket Community Arts, 1 Member of the Press and 1 Member of the Public.

Minute

CL/21/06/1 To Elect a Chairman

Cllr Jefferys nominated Cllr Winter. There were no other nominations and a vote was taken. The following was agreed:

CL/21/06/1.01 Resolved

That Cllr Winter be elected as the Chairman of the C&L Committee for 2021/2022.

Cllr Winter took the Chair.

CL/21/06/2 To Elect a Vice Chairman

Cllr Winter nominated Cllr De'ath. There were no other nominations and a vote was taken. The following was agreed:

CL/21/06/2.01 Resolved

That Cllr De'Ath be elected as the Vice Chairman of the C&L Committee for 2021/2022.

CL/21/06/3 Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded

The Chairman opened the meeting read out the fire safety briefing and announced that no fire alarm was planned and that the meeting may be filmed or recorded.

CL/21/06/4 Apologies for Absence

Apologies were received from Cllrs Anderson, Crissall and De'Ath.

CL/21/06/5 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

None noted.

CL/21/06/6 To Receive and Confirm for Accuracy the Minutes of the Community and Leisure Services Committee Meeting Held on Tuesday 4th May 2021 and Any

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Matters Arising

Members received the minutes of the Community and Leisure Services Committee meeting held on 4th May 2021 and the following was agreed:

CL/21/06/6.01 Resolved

That the minutes of the Community and Leisure Services Committee meeting held on 4th May 2021 be adopted and signed as a true record by the Chairman of the Community and Leisure Services Committee.

There were no matters arising.

CL/21/06/7 Presentation on the Yellow Brick Road

Margo Walsh gave an update on the work of the Newmarket Community Network on Yellow Brick Road and gave a summary of future actions to improve the area including the following:

- A Litter Picking Event – West Suffolk Council to assist
- A Bulb Planting Event – NTC to organise
- A Christmas Trail Community Event

They were also fund raising for the following:

- Adding a pump track
- Tree planting for 'Tree-bilee'
- A BMX track
- To purchase gym equipment for the St Felix site

There will also be opportunities for education and they were working with the Academy.

The Mayor reported that sponsorship had been found for the Bulb Planting Event and the following was agreed:

CL/21/06/7.01 Recommendation

That NTC secure sponsorship and organise the Community Bulb Planting Event in October 2021.

The Chairman proposed that Item 15 – Summer Entertainment be brought forward and the following was agreed:

CL/21/06/7.02 Resolved

That item 15 – Summer Entertainment be brought forward.

Louise Eatock gave an update on the planned Summer entertainment in the Memorial Gardens by Community Arts which included the following:

- 5th August – Sculpture – Willow/Samba workshop
- 19th August – Performance – NOMADS/Newmarket School of Dance/Story telling
- 26th August – Carnival Crafts – Willow – Live Music Event

They planned to commission outside arts companies to run the Woodland Crafts/Eco Mosaics, Samba workshop, recycled arts, story teller and carnival crafts. Louise and at least 5 volunteers will run the Willow workshops.

Cllr O'Neill, Louise and Margo left the meeting.

Public Open Session

Resident, Ian Young, reported that the George Lambton playing fields were not being maintained and the grass was boot high. He asked NTC to pressure West Suffolk Council into keeping the grass cut.

The Chairman advised that this had already been reported to West Suffolk and she had been reassured that it would be cut within two weeks.

Ian left the meeting

CL/21/06/8 To Receive the Accounts

The accounts for May 2021 were received and noted.

CL/21/06/9 Memorial Gardens Annual Play Inspection Report

The Annual Play Inspection Report and recommendations were noted.

A report on the Aerial Runway Launch Pad was considered and the following was agreed:

CL/21/06/9.01 Recommendation

That the metal launch pad be purchased from Massey& Harris at a cost of £878 and a quote be sought from Pro-Scape to install it and to remove the grassy mound. The Acting Town Clerk will have delegated spending powers to action the work.

CL/21/06/10 Cemetery Matters

Acting Town Clerk reported that the new electric gates were still awaiting installation.

CL/21/06/11 Street Lighting

A report on the Studlands Park street lighting was considered and the following was agreed:

CL/21/06/11.01 Recommendation

That the quote from SCC to replace the damaged street lighting for £1,316.29 be approved.

Cllr O'Neill returned to the meeting.

CL/21/06/12 Clock Tower Project

Chairman advised that Pro-Scape would complete the jointing on 16th June and that a meeting would be held on 18th June to sign off phase 1.

CL/21/06/13 Pavilion

Two quotes considered from Pro-scape and Jockey Club Estates to jet wash and varnish the balustrade and uprights at the Pavilion were considered and the following was agreed:

CL/21/06/13.01 Recommendation

That the quote from Jockey Club Estates for £1,440 to jet wash and varnish the balustrade and uprights at the Pavilion be approved.

A further two quotes from Lubron and Allied to replace and install the booster pump for the showers at the Pavilion were considered and the following was agreed:

CL/21/6/13.02 Resolved

That owing to the urgency of this work, the quote from Allied for £1,407.31 be approved and the work be carried out immediately.

CL/21/06/14 Update on Newmarket Events

The Events Manager reported on the following:

Soap Box Derby 2021 – Events Manager - reported that there were 10 teams entered and 541 ticket reservations. A meeting would be held with some of the teams from the 2019 race to get their feedback. The current breakdown of costs was presented.

Summer Entertainment – Events manager asked for views on the Event title either “Earth Arts Day” or “Summer Events for the Future”. The Committee delegated the decision for the title to the Events Manager.

The following additional events with costs were presented:

- Free inflatables/obstacle course – 2 members of staff £2,000 +VAT
- 29th July - Lion Learners - £208.33+VAT
- Newmarket Community Arts Centre - £1,200+VAT
- 12th August – Sharing Parenting – Clay craft Session

The report was considered and the following was agreed:

CL/21/06/14.01 Recommendation

That the quote from AAA Inflatables Ltd to provide inflatables for a cost of £2,000+VAT be approved.

Student Concert – a student concert will be held in the Memorial Gardens 10th July 2021 starting at 6:30pm

Online Twinning Event - Events Manager reported that the event had been well received and there were 60 attendees on the Zoom call. The Mayor gave thanks to the Events Manager for this very well organised and successful event.

Nomination of a Cllr to oversee Twinning – Cllr O'Neill was nominated and the following was agreed:

CL/21/06/14.02 Recommendation

That Cllr O'Neill be appointed to oversee the Twinning activities.

Other planned events – Events Manager reported that the Yoga sessions had been very popular and all sessions had sold out. A report was presented for an additional 4

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Yoga sessions and the following was agreed:

CL/21/06/14.03 Recommendation

That the request to add 4 new Yoga sessions in July for a cost of £180 be approved.

CL/21/06/15 Working Groups

The terms of reference for the current working groups were reviewed and confirmed as being correct.

A request to set up a Working Group for safety issues on Exning Road was considered and the following was agreed:

CL/21/06/15.01 Recommendation

That the Exning Road issues be referred to the Neighbourhood Plan Committee Parking Working Group with a remit of reviewing the safety issues on Exning Road.

CL/21/06/16 Newmarket Road

A report was not yet available and this item was deferred to the next meeting.

CL/21/06/17 Correspondence

A request from the RAF & Army Cadets to use the Severals during the summer was considered and the following was agreed:

CL/06/17.01 Recommendation

That the request from the RAF & Army Cadets to use the Severals during the summer be approved.

CL/21/06/18 Date of Next Meeting

Monday 5th July 2021 at the Memorial Hall.

CL/21/06/19 Items for Next Agenda

- Newmarket Roads report

Meeting closed at 7:57pm

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>CL/21/06/1.01 Resolved</u>	That Cllr Winter be elected as the Chairman of the D&P Committee for 2021/2022.
<u>CL/21/06/2.01 Resolved</u>	That Cllr De'Ath be elected as the Vice Chairman of the

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	D&P Committee for 2021/2022.
<u>CL/21/06/7.01 Recommendation</u>	That NTC secure sponsorship and organise the Community Bulb Planting Event in October 2021.
<u>CL/21/06/9.01 Recommendation</u>	That the metal launch pad be purchased from Massey& Harris at a cost of £878 and a quote be sought from Pro-Scape to install it and to remove the grassy mound.
<u>CL/21/06/11.01 Recommendation</u>	That the quote from SCC to replace the damaged street lighting for £1,316.29 be approved.
<u>CL/21/06/13.01 Recommendation</u>	That the quote from Jockey Club Estates for £1,440 to jet wash and varnish the balustrade and uprights at the Pavilion be approved.
<u>CL/21/06/13.01 Recommendation</u>	That owing to the urgency of this work, the quote from Allied for £1,407.31 be approved and the work be carried out immediately.
<u>CL/21/06/14.01 Recommendation</u>	That the quote from AAA Inflatables Ltd to provide inflatables for a cost of £2,000+VAT be approved.
<u>CL/21/06/14.02 Recommendation</u>	That Cllr O'Neill be appointed to oversee the Twinning activities.
<u>CL/21/06/14.03 Recommendation</u>	That the request to add 4 new Yoga sessions in July for a cost of £180 be approved.
<u>CL/21/06/15.01 Recommendation</u>	That the Exning Road issues be referred to the Neighbourhood Plan Committee Parking Working Group with a remit of reviewing the safety issues on Exning Road.
<u>CL/21/06/17.01 Recommendation</u>	That the request from the RAF & Army Cadets to use the Severals during the summer be approved.

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Detailed Income & Expenditure by Budget Heading as at 28/06/2021

Month No: 3

Committee Report Community & Leisure DRAFT

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Community Services								
200 Outside Services								
4029 General Equipment	0	267	500	233		233	53.4%	
4039 Vehicle Costs	0	1,320	5,000	3,680		3,680	26.4%	
4095 Assets Purchased	0	1,499	0	(1,499)		(1,499)	0.0%	
4326 Outside Services SLA	0	0	74,878	74,878		74,878	0.0%	
Outside Services :- Indirect Expenditure	0	3,087	80,378	77,291	0	77,291	3.8%	0
Net Expenditure	0	(3,087)	(80,378)	(77,291)				
201 General Town Planting								
1007 Sponsorship Income	350	410	5,200	4,790			7.9%	
1009 Roundabout Sponsorship	0	0	5,200	5,200			0.0%	
General Town Planting :- Income	350	410	10,400	9,990			3.9%	0
4100 Seasonal Planting	0	0	3,300	3,300		3,300	0.0%	
4101 Hanging Baskets	0	0	4,300	4,300		4,300	0.0%	
General Town Planting :- Indirect Expenditure	0	0	7,600	7,600	0	7,600	0.0%	0
Net Income over Expenditure	350	410	2,800	2,390				
202 Cemetery								
1000 Burial Fees	0	0	29,000	29,000			0.0%	
1020 Interment(Ashes) Income	0	0	4,000	4,000			0.0%	
1021 Monumental Income	0	0	4,000	4,000			0.0%	
1022 Grave Space Purchase Income	0	0	12,000	12,000			0.0%	
1029 Income Commemorative Bench	0	0	1,500	1,500			0.0%	
Cemetery :- Income	0	0	50,500	50,500			0.0%	0
4011 Rates	404	1,214	3,700	2,486		2,486	32.8%	
4012 Water Rates	0	62	1,000	938		938	6.2%	
4014 Electricity	76	145	1,600	1,455		1,455	9.1%	
4016 Cleaning	0	0	100	100		100	0.0%	
4017 Fire Precautions	0	0	155	155		155	0.0%	
4035 Equipment	0	0	200	200		200	0.0%	
4036 R&M - Buildings	0	101	2,000	1,899		1,899	5.1%	
4037 R&M - Grounds	2,835	5,630	18,000	12,370		12,370	31.3%	
4040 Trade Refuse Collections	0	0	1,500	1,500		1,500	0.0%	
4047 Grave Digging	0	0	11,500	11,500		11,500	0.0%	
4325 Cemetery SLA	0	0	10,540	10,540		10,540	0.0%	
4995 Budgeted Reserve Amount	0	0	1,000	1,000		1,000	0.0%	
Cemetery :- Indirect Expenditure	3,315	7,152	51,295	44,143	0	44,143	13.9%	0
Net Income over Expenditure	(3,315)	(7,152)	(795)	6,357				

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Detailed Income & Expenditure by Budget Heading as at 28/06/2021

Month No: 3

Committee Report Community & Leisure DRAFT

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
203 Disused Churchyards								
4037 R&M - Grounds	0	0	2,000	2,000		2,000	0.0%	
Disused Churchyards :- Indirect Expenditure	0	0	2,000	2,000	0	2,000	0.0%	0
Net Expenditure	0	0	(2,000)	(2,000)				
204 Memorial - War,Cooper,Tutte								
4014 Electricity	0	(1)	100	101		101	(1.0%)	
4036 R&M - Buildings	0	0	500	500		500	0.0%	
4037 R&M - Grounds	0	1,300	1,000	(300)		(300)	130.0%	
Memorial - War,Cooper,Tutte :- Indirect Expenditure	0	1,299	1,600	301	0	301	81.2%	0
Net Expenditure	0	(1,299)	(1,600)	(301)				
205 Clocks								
4014 Electricity	48	48	250	202		202	19.0%	
4036 R&M - Buildings	0	150	500	350		350	30.0%	
4177 Clock Tower Expenses	115	225	1,400	1,175		1,175	16.1%	
Clocks :- Indirect Expenditure	163	423	2,150	1,727	0	1,727	19.7%	0
Net Expenditure	(163)	(423)	(2,150)	(1,727)				
206 Bus Shelters								
4036 R&M - Buildings	50	50	1,500	1,450		1,450	3.3%	
Bus Shelters :- Indirect Expenditure	50	50	1,500	1,450	0	1,450	3.3%	0
Net Expenditure	(50)	(50)	(1,500)	(1,450)				
207 General Town Maintenance								
4092 Infrastructure	0	0	2,500	2,500		2,500	0.0%	
4108 Town Centre Regeneration	6,178	40,119	8,000	(32,119)		(32,119)	501.5%	
4140 Dog Waste Collection/Disposal	0	641	850	209		209	75.4%	
General Town Maintenance :- Indirect Expenditure	6,178	40,759	11,350	(29,409)	0	(29,409)	359.1%	0
Net Expenditure	(6,178)	(40,759)	(11,350)	29,409				
208 Public Conveniences								
1100 Grants Received	0	0	3,300	3,300			0.0%	
Public Conveniences :- Income	0	0	3,300	3,300			0.0%	0
4011 Rates	0	1,472	1,520	48		48	96.8%	

Detailed Income & Expenditure by Budget Heading as at 28/06/2021

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Committee Report Community & Leisure DRAFT

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4012 Water Rates	0	0	152	152		152	0.0%	
4014 Electricity	0	44	400	356		356	11.1%	
4016 Cleaning	0	0	300	300		300	0.0%	
4036 R&M - Buildings	0	55	900	845		845	6.1%	
4044 Public Toilet Cleansing	0	0	100	100		100	0.0%	
4046 Opening/Closing Costs	0	280	2,400	2,120		2,120	11.7%	
Public Conveniences :- Indirect Expenditure	0	1,852	5,772	3,921	0	3,921	32.1%	0
Net Income over Expenditure	0	(1,852)	(2,472)	(621)				
<u>211 The Queens Statue</u>								
4012 Water Rates	0	0	200	200		200	0.0%	
4014 Electricity	0	0	300	300		300	0.0%	
4037 R&M - Grounds	0	0	1,000	1,000		1,000	0.0%	
The Queens Statue :- Indirect Expenditure	0	0	1,500	1,500	0	1,500	0.0%	0
Net Expenditure	0	0	(1,500)	(1,500)				
<u>215 Allotments</u>								
1010 Allotment Fees	0	0	900	900			0.0%	
Allotments :- Income	0	0	900	900			0.0%	0
4037 R&M - Grounds	0	0	1,500	1,500		1,500	0.0%	
Allotments :- Indirect Expenditure	0	0	1,500	1,500	0	1,500	0.0%	0
Net Income over Expenditure	0	0	(600)	(600)				
<u>220 Studlands</u>								
4045 Street Lighting - Maint Cont	0	0	17,825	17,825		17,825	0.0%	
4052 Street Lighting - Repair	0	0	1,000	1,000		1,000	0.0%	
Studlands :- Indirect Expenditure	0	0	18,825	18,825	0	18,825	0.0%	0
Net Expenditure	0	0	(18,825)	(18,825)				
<u>308 Christmas</u>								
4310 Christmas Lights	0	0	15,500	15,500		15,500	0.0%	
4811 CP - Christmas Lights Infrast	0	34	10,000	9,966		9,966	0.3%	
4995 Budgeted Reserve Amount	0	0	1,000	1,000		1,000	0.0%	
Christmas :- Indirect Expenditure	0	34	26,500	26,466	0	26,466	0.1%	0
Net Expenditure	0	(34)	(26,500)	(26,466)				
Community Services :- Income	350	410	65,100	64,690			0.6%	
Expenditure	9,705	54,655	211,970	157,315	0	157,315	25.8%	
Movement to/(from) Gen Reserve	(9,355)	(54,245)						

Detailed Income & Expenditure by Budget Heading as at 28/06/2021

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Committee Report Community & Leisure DRAFT

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Leisure Services								
120 Memorial Hall								
1001 Hall Hire Standard Rate	0	12,708	7,000	(5,708)			181.5%	
1016 Refreshments Income	0	0	500	500			0.0%	
Memorial Hall :- Income	0	12,708	7,500	(5,208)			169.4%	0
4011 Rates	599	1,795	6,170	4,375		4,375	29.1%	
4012 Water Rates	0	488	5,000	4,512		4,512	9.8%	
4014 Electricity	329	679	5,000	4,321		4,321	13.6%	
4015 Gas	0	0	6,000	6,000		6,000	0.0%	
4016 Cleaning	1,122	2,960	2,000	(960)		(960)	148.0%	
4017 Fire Precautions	0	0	510	510		510	0.0%	
4036 R&M - Buildings	12	1,762	4,000	2,238		2,238	44.1%	
4038 Furniture/Fixtures/Fittings	0	406	2,500	2,094		2,094	16.2%	
4040 Trade Refuse Collections	0	1,860	1,950	90		90	95.4%	
4044 Public Toilet Cleansing	0	0	200	200		200	0.0%	
4078 Refreshment Costs Hall Hire	0	0	800	800		800	0.0%	
4080 PWLB Loan Charges (CAP + INT)	44,932	44,932	89,864	44,932		44,932	50.0%	
Memorial Hall :- Indirect Expenditure	46,993	54,882	123,994	69,112	0	69,112	44.3%	0
Net Income over Expenditure	(46,993)	(42,174)	(116,494)	(74,320)				
301 Arts								
4440 Costs - Childrens' Events	1,800	1,800	3,500	1,700		1,700	51.4%	
4443 Costs - Tea Dance	0	0	1,800	1,800		1,800	0.0%	
Arts :- Indirect Expenditure	1,800	1,800	5,300	3,500	0	3,500	34.0%	0
Net Expenditure	(1,800)	(1,800)	(5,300)	(3,500)				
302 Winter Event								
1059 Income - Winter Event	0	0	3,000	3,000			0.0%	
Winter Event :- Income	0	0	3,000	3,000			0.0%	0
4453 Cost - Winter Event	0	0	11,000	11,000		11,000	0.0%	
Winter Event :- Indirect Expenditure	0	0	11,000	11,000	0	11,000	0.0%	0
Net Income over Expenditure	0	0	(8,000)	(8,000)				
303 Entertainments								
1172 SoapBox Derby - income	42	125	10,000	9,875			1.3%	
Entertainments :- Income	42	125	10,000	9,875			1.3%	0

Detailed Income & Expenditure by Budget Heading as at 28/06/2021

Month No: 3

Committee Report Community & Leisure DRAFT

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4098 SoapBox Derby - costs	0	5,913	10,000	4,087		4,087	59.1%	
4179 Entertainment	0	0	5,000	5,000		5,000	0.0%	
Entertainments :- Indirect Expenditure	0	5,913	15,000	9,087	0	9,087	39.4%	0
Net Income over Expenditure	42	(5,788)	(5,000)	788				
<u>304 Tourism</u>								
4311 Christmas Tree	0	0	1,000	1,000		1,000	0.0%	
Tourism :- Indirect Expenditure	0	0	1,000	1,000	0	1,000	0.0%	0
Net Expenditure	0	0	(1,000)	(1,000)				
<u>305 Carnival</u>								
1026 Carnival income	0	0	1,000	1,000			0.0%	
Carnival :- Income	0	0	1,000	1,000			0.0%	0
4312 Newmarket Carnival	0	0	10,000	10,000		10,000	0.0%	
Carnival :- Indirect Expenditure	0	0	10,000	10,000	0	10,000	0.0%	0
Net Income over Expenditure	0	0	(9,000)	(9,000)				
<u>306 Memorial Gardens</u>								
1004 Kiosk Income	0	0	1,200	1,200			0.0%	
Memorial Gardens :- Income	0	0	1,200	1,200			0.0%	0
4012 Water Rates	0	0	200	200		200	0.0%	
4014 Electricity	0	0	105	105		105	0.0%	
4037 R&M - Grounds	898	1,998	5,000	3,002		3,002	40.0%	
4041 R&M - play-equipment	0	0	10,000	10,000		10,000	0.0%	
4046 Opening/Closing Costs	0	300	4,500	4,200		4,200	6.7%	
4112 Water Feature	0	0	6,000	6,000		6,000	0.0%	
4142 Memorial Garden Kiosk	0	0	1,000	1,000		1,000	0.0%	
Memorial Gardens :- Indirect Expenditure	898	2,298	26,805	24,507	0	24,507	8.6%	0
Net Income over Expenditure	(898)	(2,298)	(25,605)	(23,307)				
<u>307 Twinning</u>								
4181 Twinning Expenses	500	513	3,500	2,987		2,987	14.6%	
Twinning :- Indirect Expenditure	500	513	3,500	2,987	0	2,987	14.6%	0
Net Expenditure	(500)	(513)	(3,500)	(2,987)				

Detailed Income & Expenditure by Budget Heading as at 28/06/2021

Month No: 3

Committee Report Community & Leisure DRAFT

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
310 The Severals Sports Facilities								
1002 Sports Hire Income	0	491	5,000	4,509			9.8%	
The Severals Sports Facilities :- Income	0	491	5,000	4,509			9.8%	0
4011 Rates	0	0	2,450	2,450		2,450	0.0%	
4012 Water Rates	0	53	1,300	1,247		1,247	4.1%	
4014 Electricity	0	173	1,000	828		828	17.3%	
4015 Gas	2,716	2,716	1,200	(1,516)		(1,516)	226.3%	
4017 Fire Precautions	0	77	250	173		173	30.6%	
4036 R&M - Buildings	775	1,406	1,500	94		94	93.7%	
4037 R&M - Grounds	0	0	600	600		600	0.0%	
4038 Furniture/Fixtures/Fittings	0	0	1,000	1,000		1,000	0.0%	
4040 Trade Refuse Collections	304	304	200	(104)		(104)	151.8%	
4044 Public Toilet Cleansing	0	0	100	100		100	0.0%	
4995 Budgeted Reserve Amount	0	0	500	500		500	0.0%	
The Severals Sports Facilities :- Indirect Expenditure	3,794	4,727	10,100	5,373	0	5,373	46.8%	0
Net Income over Expenditure	(3,794)	(4,236)	(5,100)	(864)				
Leisure Services :- Income	42	13,324	27,700	14,376			48.1%	
Expenditure	53,985	70,132	206,699	136,567	0	136,567	33.9%	
Movement to/(from) Gen Reserve	(53,944)	(56,808)						
Grand Totals:- Income	392	13,734	92,800	79,066			14.8%	
Expenditure	63,691	124,787	418,669	293,882	0	293,882	29.8%	
Net Income over Expenditure	(63,299)	(111,053)	(325,869)	(214,816)				
Movement to/(from) Gen Reserve	(63,299)	(111,053)						



Newmarket Town Council

admin@newmarket.gov.uk

Gemma Colby

Burnside
Bury Road
Whepstead
Suffolk

IP29 4SZ

01284 735779

enquiries@pro-scape.co.uk

Location - Newmarket Memorial Gardens

Job No - 9959

Qty	Unit	Description	Size	@	Rate	Total
1	Item	Supply and install play bark top up to soft fall areas - material specification as previously supplied		@	9,772.20	9,772.20
1	Item	Supply and install play sand to top up sand pit area - material specification as previously supplied		@	1,149.98	1,149.98

TOTAL:	£ 10,922.18
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All the above prices are exclusive of VAT, which should be added at the current rate

This quotation is valid for 60 days

Good Afternoon Cathy,

As per our conversation on the phone earlier please find a breakdown as requested.

Welfare facilities	£220
Banksman to provide safe crossing of public highway	£500
Health and Safety allowance	£400
360 Excavator to load bark, dumper and teleporter to transport bark inc delivery and collection of machines	£1,500
Labour to spread including machine operators	£2,800
Play Bark required 90m3 plus allowance for bulking up due to being a loose fill material = 120m3	£4,853
Product – Cushion Fall from Giffords	
Play Sand 5 tonnes	£650
Total	£10,923

Potential savings -

I have spoken with the office and potential savings could be made on the following –

Welfare – if toilet facilities were available onsite	£220
Machinery – we have allowed for hired machines, if a date was agreed in advance when our own machines would be available we could remove the hire costs and just charge for fuel. We would need to set the date to tie in with our schedule.	£1,300
Revised total if the above would be possible	£9,403

All figures are subject to 20% VAT

We have just had a delivery of 40m3 Bark Mulch in our yard for planting I have attached a picture below so you can get a feel for the volume of bark you would be looking at, it would be up to 3 times this pile.

Kind Regards

James Lovick



Sent from my iPhone

From: [REDACTED]
To: [Admin](#)
Subject: Memorial Bench/Tree
Date: 07 June 2021 10:53:21

Dear Gemma, thankyou again for your help.

I have spoken to Suzanne Macdonald, and she deals with cemetery matters, and my family were hoping to place a bench or tree in town.

She suggested you may be able to put forward locations, for evaluation to the town council.

We would greatly appreciate if somewhere on either Bury Road, heading out passed St Agnes Church, or Moulton Road up towards the Heath/Plantation.

I look forward to hearing from you, kind regards, [REDACTED]

Item 12c

Report to	Community and Leisure Services Committee
Subject	Soapbox Derby 2021
Purpose	Update as of 29/06/2021
Classification	Unrestricted
Meeting date	5th July 2021
Item number	
Written By	Event Manager

Teams enter the race: **13**

Ticket's registration: **894**

Food & Drink vendors: **8**

Event Production: £12,645 plus vat

Road closure application: **£50**

West Suffolk Road Closure: **£1000**

Traffic management: **Free-** Sponsored by Pheonix Events

Safety: **£2.200 plus vat**

Radio hire: **Free** – Sponsored by Jockey Club

8 Security officers: **£720 plus vat**

20 Waste bins: **£640 plus vat**

Toilets: **£2.600 plus vat**

First Aid: **£690 plus vat**

Event Fences: **£1,118 plus vat**

Videography/Photos: **£500 plus vat**

Samba band: **£200 plus vat**

Flyer update **£75 plus vat**

Newmarket Flyer promotion: **£370 plus vat**

Banners: **£80 plus vat**

DJ: **£250** plus Generator: **to be confirmed**

3x Fun Fair rides: partially subsidise **£450**

Print Soapbox program: **£882 plus vat**

Print sponsors banners: **£300 plus vat**

Shavings bales: **£520**

Item 12c

Estimate revenue: £4,450

Estimated revenue from food/drink vendors: **£700** Sponsorship revenue: **£3,750**

Estimated revenue from team's entry: **Free of charge**

Newmarket Library is seeking council's support until building works are completed in September

From: Zara <zara@newmarketlibraries.co.uk>

Sent: 16 June 2021 12:16

To: Christy Argyroudi <Christy.Argyroudi@newmarket.gov.uk>

Subject: Use of The Memorial Hall

Hello Christy,

We did wonder, if it might be possible for Newmarket Library to have use of The Memorial Hall to run our Top Time sessions. These are our older vulnerable people that previously met weekly, in two different groups. There used to be a maximum of 18 of them from both groups together. However, there may be fewer now another year has passed.

I would need two members of my staff to run this group, if it was possibly and will also supply a risk assessment.

Ideally, we are looking at Thursday mornings from 10:30am - 11:30am, if that is possible?

We would like to start from Thursday 15th July, so the dates would be as follows:

15th July

22nd July

29th July

5th August

19th August

26th August

2nd September (possibly, just depends on buildings work. Ideally, we do hope to be moving back by then.)

If you can please let me know Christy, i would be most grateful.

Look forward to hearing back from you soon.

Kind regards

Zara Hamilton
Interim Library Manager
Newmarket Library
Tel: 01638 661216

Brickfields – Proposed Litter and Dog Bin Changes

- We have received a limited amount of funding for litter and dog bins in West Suffolk and propose to upgrade bins at several locations around the estate
- The new bins (as seen below) will be for combined dog waste and litter



- They will reduce the need for two separate bins as both types of waste can be and are already mixed for disposal
- The bins will be larger, containing a 240-litre capacity wheelie bin (some current bins only have a 50-60 litre capacity)
- Locations have been selected to reduce the number of separate bins but the actual capacity available will still increase
- Proposed locations for the new bins are listed below and on the map on next page:
 - 1. Shops** – Remove 3 existing litter bins
 - 2. Green by Garage Block 1** – Remove concrete bins from garage blocks 1,2,3
 - 3. Parkers Walk** – Replace existing dog bin
 - 4. Hanover Close** – Replace existing dog bin
 - 5. Pinza Close** – Remove existing dog bin and litter bin
 - 6. Hyperion Way (Sports Court)** – Remove existing 2 litter bins
 - 7. Aureole Way** – Remove 2 existing dog bins
- We would also propose to remove all bins from wash down bays (Those in garage blocks 13,14 and 15 bins are already missing)

These bins are not in the right locations to target litter or dog waste and several of them are being used for the disposal of domestic waste or packaging which can be easily disposed of within householder's wheelie bins.

Having larger bins increasing the emptying efficiency and the capacity, even when removing 2 or 3 existing bins there will still be more capacity in a new bin housing.

Map of new bin housing locations:

