

Membership from May 2022

Councillor Borda
Councillor De'Ath
Councillor Drummond
Councillor Ferries (Vice Chair)
Councillor Hall
Councillor Harvey
Councillor Hood
Councillor
Hulbert
Councillor
Jefferys
Councillor Lay
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 SERVICES (Assets & Services) COMMITTEE
to be held at
Memorial Hall, High Street, Newmarket, CB8 8JP
on **Monday 1st August 2022 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) To elect a Chairman** for the Community Services Committee for the municipal year 2022/2023
- 2) To elect a Vice Chairman** for the Community Services Committee for the municipal year 2022/2023
- 3) Chair to read** fire safety notice and announce that proceedings may be filmed or recorded.
- 4) Apologies** - To receive and accept apologies for absence
- 5) 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
- 6) Minutes of previous meeting held 6th June 2022**
 - a) To consider and adopt the minutes, as a true record of the proceedings
 - b) To consider any matters arising
- 7) 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.
- 8) Accounts** – To receive and note the accounts for Community Services for the previous month
- 9) Clock Tower** – To receive an update regarding the proposed refurbishment of the Jubilee Clock Tower
- 10) Market** – to receive an update and a recommendation for funding for a design phase for relocation
- 11) High Street** – to receive information regarding the Suffolk Inclusive Growth Investment Fund (SIGIF) for a Town Centre Pod
- 12) Cemetery** – To receive a report regarding the required safety repairs to the cemetery chapel (to follow)
- 13) Security** – To receive a recommendation regarding Intruder/Fire system monitoring/maintenance contracts at council buildings
- 14) Roadworks** – To discuss the ongoing issues on the A142 (verbal)
- 15) Correspondence**
- 16) Date of next meeting 3rd October 2022**

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

Signed: *CE Whitaker* Cathy Whitaker, Town Clerk

Date: 26th July 2022

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



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Community Services Committee **Held on Tuesday 6th June 2022 at 7:00 pm**

Attendance:

Councillor P Winter (Chairman)
Councillor J Borda
Councillor J De'Ath
Councillor A Drummond
Councillor J Ferries

Councillor D Hall
Councillor J Harvey
Councillor R Hood
Councillor P Hulbert
Councillor M Jefferys
Councillor K Yarrow

Also Present: C Whitaker – Town Clerk, T Symonds – Deputy Town Clerk, J Ashton – Minute Assistant and 1 Member of the Press.

Minute

The Chairman opened the meeting and sadly announced the death of Chris Barker, a former Town Councillor, and advised that she would be representing NTC at the funeral.

The Chairman gave thanks to all NTC staff for their help over the Jubilee weekend; especially for the amount of work put in by the Events Manager. Thanks were also given to Nick Patton for the loan of the beacon, Rob Achner and the team from The Jockey Club Estates for installation and lighting of the beacon, Love Newmarket, NHRM, Press and to all who contributed to this successful weekend.

C/22/06/1

To Elect a Chairman

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

C/22/06/1.01 Resolved

That Cllr Winter be elected as the Chairman of the Community Services Committee for the municipal year 2022/2023.

C/22/06/2

To Elect a Vice Chairman

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

C/22/06/2.01 Resolved

That Cllr Ferries be elected as the Vice Chairman of the Community Services Committee for the municipal year 2022/2023.

C/22/06/3

Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded

The fire safety notice was not required.

C/22/06/4

Apologies for Absence

Apologies were received from Cllr Lay.

Book number 1 2022 -2023

- C/22/06/5** **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. There were no requests for dispensations.
- C/22/06/6** **To Receive and Confirm for Accuracy the Minutes of the Community and Leisure Services Committee Meeting Held on Monday 3rd May 2022 and Any Matters Arising**
Members received the minutes of the Community and Leisure Services Committee meeting held on 3rd May 2022 and the following was agreed:
- C/22/06/6.01 Resolved**
That the minutes of the Community and Leisure Services Committee meeting held on 3rd May 2022 be adopted and signed as a true record by the Chairman of the Community Services Committee.
- There were no matters arising.
- C/22/06/7** **Public Open Session**
No members of the public wished to speak.
- C/22/06/8** **To Receive the Accounts**
The accounts for May 2022 were received and noted.
- C/22/06/9** **Clock Tower**
A report was presented on the proposed refurbishment. An Asbestos Survey has been completed and a full electric survey of the Clock Tower will be carried out. Whitworth will manage the tendering process and the results will be brought to Council for a final decision, including proposed funding details.
- C/22/06/10** **Cemetery**
A report on the safety of the buildings at the Cemetery was considered and quotes would be sought for the necessary remedial work on the Chapel.
- C/22/06/11** **Roadworks**
A verbal update was given on the issues on the A142 and although the work on the bridge had been completed, the road still needs a deep clean and remaining debris removal. There is a damaged sign needing replacement. The following was agreed:
- C/22/06/11.01 Recommendation**
That a Working Party be set up comprising of Cllrs Ferries, Drummond and Hulbert with a remit of looking to resolve the remaining issues on the A142 and to report back to the D&P Committee.
- C/22/06/12** **Correspondence**
None noted.
- C/22/06/13** **Date of Next Meeting**

Book number 2 2022 -2023

Monday 1st August 2022 at 7:00pm at the Memorial Hall.

Meeting closed at 7:11pm.

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>C/22/06/1.01 Recommendation</u>	That Cllr Winter be elected as the Chairman of the Community Services Committee for the municipal year 2022/2023.
<u>C/22/06/2.01 Recommendation</u>	That Cllr Ferries be elected as the Vice Chairman of the Community Services Committee for the municipal year 2022/2023.
<u>C/22/06/11.01 Recommendation</u>	That a Working Party be set up comprising of Cllrs Ferries, Drummond and Hulbert with a remit of looking to resolve the remaining issues on the A142 and to report back to the D&P Committee.

Book number 3 2022 -2023

Minutes of Community & Leisure Services Committee held on Monday 6th June2022

21/07/2022

Newmarket Town Council Current Year 2022/2023

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Detailed Income & Expenditure by Budget Heading as at 30/6/22

Month No: 3

Committee Report Community Services

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Community Services</u>								
<u>200 Outside Services</u>								
4029 General Equipment	(35)	116	500	384		384	23.3%	
4039 Vehicle Costs	188	1,256	5,000	3,744		3,744	25.1%	
4326 Outside Services SLA	900	1,800	76,310	74,510		74,510	2.4%	
Outside Services :- Indirect Expenditure	1,053	3,172	81,810	78,638	0	78,638	3.9%	0
Net Expenditure	(1,053)	(3,172)	(81,810)	(78,638)				
<u>201 General Town Planting</u>								
1007 Sponsorship Income	515	5,345	5,200	(145)			102.8%	
1009 Roundabout Sponsorship	0	0	5,200	5,200			0.0%	
General Town Planting :- Income	515	5,345	10,400	5,055			51.4%	0
4037 R&M - Grounds	600	1,200	0	(1,200)		(1,200)	0.0%	
4100 Seasonal Planting	1,952	1,952	3,450	1,498		1,498	56.6%	
4101 Hanging Baskets	4,268	4,268	4,500	233		233	94.8%	
General Town Planting :- Indirect Expenditure	6,819	7,419	7,950	531	0	531	93.3%	0
Net Income over Expenditure	(6,304)	(2,074)	2,450	4,524				
<u>202 Cemetery</u>								
1000 Burial Fees	0	0	29,000	29,000			0.0%	
1005 Misc Income	111	111	0	(111)			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	111	111	50,500	50,389			0.2%	0
4011 Rates	0	4,042	4,608	566		566	87.7%	
4012 Water Rates	0	72	1,000	928		928	7.2%	
4014 Electricity	64	183	1,600	1,418		1,418	11.4%	
4016 Cleaning	0	138	500	362		362	27.6%	
4017 Fire Precautions	0	0	163	163		163	0.0%	
4035 Equipment	0	0	200	200		200	0.0%	
4036 R&M - Buildings	0	988	2,000	1,012		1,012	49.4%	
4037 R&M - Grounds	28,661	31,561	26,000	(5,561)		(5,561)	121.4%	23,020
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	10,837	10,837		10,837	0.0%	

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Detailed Income & Expenditure by Budget Heading as at 30/6/22

Month No: 3

Committee Report Community Services

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4995 Budgeted Reserve Amount	0	0	1,000	1,000		1,000	0.0%	
Cemetery :- Indirect Expenditure	28,725	36,984	60,908	23,924	0	23,924	60.7%	23,020
Net Income over Expenditure	(28,615)	(36,873)	(10,408)	26,465				
6000 plus Transfer from EMR	23,020	23,020						
Movement to/(from) Gen Reserve	(5,595)	(13,853)						
<u>203 Disused Churchyards</u>								
4037 R&M - Grounds	0	330	2,000	1,670		1,670	16.5%	
Disused Churchyards :- Indirect Expenditure	0	330	2,000	1,670	0	1,670	16.5%	0
Net Expenditure	0	(330)	(2,000)	(1,670)				
<u>204 Memorial - War,Cooper,Tutte</u>								
4014 Electricity	0	22	100	78		78	21.6%	
4036 R&M - Buildings	0	0	500	500		500	0.0%	
4037 R&M - Grounds	0	330	1,000	670		670	33.0%	
Memorial - War,Cooper,Tutte :- Indirect Expenditure	0	352	1,600	1,248	0	1,248	22.0%	0
Net Expenditure	0	(352)	(1,600)	(1,248)				
<u>205 Clocks</u>								
4014 Electricity	40	40	250	210		210	15.9%	
4036 R&M - Buildings	530	825	500	(325)		(325)	165.0%	
4177 Clock Tower Expenses	115	345	1,400	1,055		1,055	24.6%	
Clocks :- Indirect Expenditure	685	1,210	2,150	940	0	940	56.3%	0
Net Expenditure	(685)	(1,210)	(2,150)	(940)				
<u>206 Bus Shelters</u>								
4036 R&M - Buildings	310	910	1,500	590		590	60.7%	
Bus Shelters :- Indirect Expenditure	310	910	1,500	590	0	590	60.7%	0
Net Expenditure	(310)	(910)	(1,500)	(590)				
<u>207 General Town Maintenance</u>								
4037 R&M - Grounds	80	320	2,000	1,680		1,680	16.0%	
4092 Infrastructure	3,360	3,360	2,500	(860)		(860)	134.4%	860
4108 Town Centre Regeneration	240	240	10,000	9,760		9,760	2.4%	
4140 Dog Waste Collection/Disposal	0	666	850	184		184	78.3%	
General Town Maintenance :- Indirect Expenditure	3,680	4,586	15,350	10,764	0	10,764	29.9%	860
Net Expenditure	(3,680)	(4,586)	(15,350)	(10,764)				
6000 plus Transfer from EMR	0	860						

Detailed Income & Expenditure by Budget Heading as at 30/6/22

Month No: 3

Committee Report Community Services

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Movement to/(from) Gen Reserve	(3,680)	(3,726)						
208 Public Conveniences								
1100 Grants Received	0	0	3,300	3,300			0.0%	
1181 Grant Received WSC	0	3,300	0	(3,300)			0.0%	
Public Conveniences :- Income	0	3,300	3,300	0			100.0%	0
4012 Water Rates	0	0	152	152		152	0.0%	
4014 Electricity	0	160	400	240		240	39.9%	
4016 Cleaning	0	0	300	300		300	0.0%	
4036 R&M - Buildings	0	146	900	754		754	16.2%	
4037 R&M - Grounds	166	166	0	(166)		(166)	0.0%	
4044 Public Toilet Cleansing	0	0	100	100		100	0.0%	
4046 Opening/Closing Costs	338	838	2,400	1,563		1,563	34.9%	
Public Conveniences :- Indirect Expenditure	504	1,309	4,252	2,943	0	2,943	30.8%	0
Net Income over Expenditure	(504)	1,991	(952)	(2,943)				
211 The Queens Statue								
1005 Misc Income	330	330	0	(330)			0.0%	
The Queens Statue :- Income	330	330	0	(330)				0
4012 Water Rates	0	0	200	200		200	0.0%	
4014 Electricity	0	0	300	300		300	0.0%	
4037 R&M - Grounds	275	605	1,000	395		395	60.5%	
The Queens Statue :- Indirect Expenditure	275	605	1,500	895	0	895	40.4%	0
Net Income over Expenditure	55	(275)	(1,500)	(1,225)				
215 Allotments								
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)				
220 Studlands								
4045 Street Lighting - Maint Cont	0	0	19,964	19,964		19,964	0.0%	
4052 Street Lighting - Repair	0	0	1,000	1,000		1,000	0.0%	
Studlands :- Indirect Expenditure	0	0	20,964	20,964	0	20,964	0.0%	0
Net Expenditure	0	0	(20,964)	(20,964)				

Detailed Income & Expenditure by Budget Heading as at 30/6/22

Month No: 3

Committee Report Community Services

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
308 Christmas								
4310 Christmas Lights	0	427	15,500	15,073		15,073	2.8%	
4811 CP - Christmas Lights Infrast	0	0	8,000	8,000		8,000	0.0%	
4995 Budgeted Reserve Amount	0	0	1,000	1,000		1,000	0.0%	
Christmas :- Indirect Expenditure	<u>0</u>	<u>427</u>	<u>24,500</u>	<u>24,073</u>	<u>0</u>	<u>24,073</u>	<u>1.7%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(427)</u>	<u>(24,500)</u>	<u>(24,073)</u>				
Community Services :- Income	955	9,085	65,100	56,015			14.0%	
Expenditure	42,050	57,303	225,984	168,681	0	168,681	25.4%	
Net Income over Expenditure	<u>(41,095)</u>	<u>(48,218)</u>	<u>(160,884)</u>	<u>(112,666)</u>				
plus Transfer from EMR	23,020	23,880						
Movement to/(from) Gen Reserve	<u>(18,075)</u>	<u>(24,338)</u>						
Grand Totals:- Income	955	9,085	65,100	56,015			14.0%	
Expenditure	42,050	57,303	225,984	168,681	0	168,681	25.4%	
Net Income over Expenditure	<u>(41,095)</u>	<u>(48,218)</u>	<u>(160,884)</u>	<u>(112,666)</u>				
plus Transfer from EMR	23,020	23,880						
Movement to/(from) Gen Reserve	<u>(18,075)</u>	<u>(24,338)</u>						



Report to	Community Services Committee
Subject	Jubilee Clock Tower refurbishment project
Purpose	Information
Classification	Unrestricted
Meeting date	1st August 2022
Item number	9
Written By	Cathy Whitaker CLERK

Summary: This report gives an update on the progression of plans for the refurbishment of the Jubilee Clock Tower.

1.	Introduction
a.	The project is still in the tender stage.
2.	Context
a.	Whitworths (dealing with the tender process) has received two tender applications and a third will be received on 3 rd August.
b.	If acceptable, work could start mid to late September and be completed by Christmas.
3.	Proposal/Options
a.	Once all three tenders are in, and to speed up the process, I suggest that the recommendation to accept a tender and proceed with the project be brought to full council on 22 nd August.
4.	Financial/Resource Implications
a.	Based on an initial estimate (which was then transferred to the budget within the tender request), the project is estimated to be in the vicinity of £72,000.
b.	<u>Draft proposal:</u> £10,000 from current year budget (account 4108/207 Town Centre Regeneration) £41,000 from ear-marked reserve (account 313 Town Centre Regeneration EMR) - Balance of £21,000 could be funded from a PWLB (Public Works Loan Board) loan: the current interest rate when writing this report would be 2.76% over 10 years (equating to £2,158 p.a.) or 3.11% over 20 years (equating to £1,083 p.a.).
c.	Grant funding options to be investigated to off-set the above draft proposal.
d.	SCC Councillor Locality Budget funding to be investigated to off-set the above draft proposal.
5.	Next Steps/Recommendations
a.	To receive a full recommendation at Full Council meeting on 22 nd August, with a view to proceed with the refurbishment project.



Report to	Community Services Committee
Subject	Market
Purpose	Information/Decision
Classification	Unrestricted
Meeting date	1st August 2022
Item number	10
Written By	Cathy Whitaker CLERK

Summary: This report gives an update on the progression of plans to bring the market back to the High Street.

1.	Introduction
a.	Following discussions with WSC, the aspiration to relocate the market to the High Street was confirmed; dependent on safety feasibility and costs.
2.	Context
a.	WSC leadership team and members are on board with this plan.
b.	Commissioning of a design phase by SCC Highways is the next step; then procurement procedure.
3.	Proposal/Options
a.	NTC to consider a financial contribution to the cost of the design phase.
b.	NTC to consider details that it would like built into the design brief (eg: style of barriers.)
4.	Financial/Resource Implications
a.	The design phase will cost WSC £7,000.
b.	A contribution by NTC would be funded from account 4117/209 Town Improvement.
5.	Next Steps/Recommendations
a.	To agree a contribution of £2,000 towards the design phase for the market relocation plan.
b.	To agree details for input towards the design brief.



20th July 2022

Suffolk Growth Partnership

Suffolk Inclusive Growth Investment Fund (SIGIF) Bid by Newmarket Town Council for the Town Centre Pod Scheme – “A Shared Community Space”.

Newmarket Town Council would like to put in a bid for the SIGIF Town Centre Pod Scheme.

- **What**

An upcycled container from Suffolk-based Portable Spaces, a leading supplier of shipping containers and conversions for small space use – permanent, temporary and re-locatable. The Town Council has recently purchased a container for storage from this company and the service, installation and aftercare was extremely good with the company being relatively local.

The container would be painted green, with floor to ceiling front glazing and access doors.

This is an ideal way of creating a space using a container which has been used already, so minimising construction costs and reducing the carbon footprint.

The container would have boards/vinyls attached to the exterior to allow it to be personalised for Newmarket with images relating to the area (e.g. clock tower, horses, local events, etc.). Also included would be some advertising space for the council and stakeholders and a community noticeboard.

The aim would be to provide a bright, unique Newmarket-related facility to enhance the area.

- **Where**

The container would be located on the High Street, in the wide paved area between the iconic Jubilee Clock Tower (currently being refurbished for the Platinum Jubilee year) and the Bill Tutte Memorial area.

This is a popular area which already is developing a cosmopolitan feel, with some outside dining in the area of the Clock Tower, and which has been recently enhanced with new flowerbeds.

The installation of this community space, in conjunction with a probable return of the Newmarket market to the High Street, will aid an increase in footfall to the area's existing retailers – market traders and existing shops.

The area is owned by Suffolk Highways and permission will be sought for this installation.

The area has some trees which are overgrown and damaging the paved area and the installation of this container would require the removal of these trees; something that the Town Council has been wishing to do for some time. The removal of the trees will be offset with replanting in a more appropriate place (i.e. The Severals and Memorial Gardens).

New low maintenance raised flowerbeds and refurbished seating would be installed to enhance and enliven the area.

The landscaping of this area would be funded from an existing Town Improvement Ear-Marked Reserve.

- **Costs for the Pod**

Container (including delivery and installation)	£15,846
Electricity connection	£1,000
Internet connection	£500
Air-Conditioning	£1,000
Blinds	£1,500
Furniture & Fittings	£1,500
Possible solar panels on roof	To be confirmed
Insurance	£1,000
Fire Protection Equipment	£500
Security System	£500
Cladding boards – image/notice/advertising	To be confirmed
Licence to place on highway (SCC)	To be confirmed
Planning permission (WSC)	To be confirmed
Ongoing future maintenance & operating costs	Remaining balance of £?? will be put into an Ear-Marked reserve for the pod

- **Plan for Operation**

The container would be a community space: to be maintained and let for use by the Town Council and would be used for many activities including, but not limited to:-

- o Community coffee mornings
- o Workshops
- o Arts & Crafts events
- o Short-term lets by traders
- o Ad-hoc office space
- o Museum exhibitions
- o Other exhibitions/presentations
- o Charity events
- o Town stakeholder use for promotions (i.e. Discover Newmarket, BID, Jockey Club, WSC)
- o Town Council small events/promotions
- o Locality Network initiatives (i.e. Bereavement café / Meetup Mondays to address isolation)

Bookings will be taken by the Town Council and rates will be at the discretion of the Council and variable, dependent on use.

The Council's Community Rate would be applied to Community Groups and Charities, with free use being considered as required for some activities.

Ongoing maintenance would be built into the council budgets with an ear-marked reserve set up for future funding resilience.



Report to	Community Services
Subject	Building Security Monitoring
Purpose	Decision
Classification	Unrestricted
Meeting date	1st August 2022
Item number	12
Written By	Tracey Symonds Deputy Town Clerk

Summary: This report outlines the proposal for replacing our current monitoring service

1.	Introduction
a.	We currently have Business Watch/Remote Monitoring Services engaged to monitor both our intruder and fire alarm systems
2.	Context
a.	We have had issues with Business Watch calling ex-employees, and current staff out of hours (3am one day last week, Sunday afternoon this week), despite repeated updates of call lists (Abbey Security should be their first port of call for non-office hours)
b.	They are not particularly helpful over the telephone, and they often need to send an engineer the following day to sort problems – we have had an alarm going all night previously as they could not assist us over the phone to silence it, and an engineer was not available
c.	We have to telephone them to arrange times to test the alarms every week
3.	Proposal/Options
a.	Replace Business Watch with Libra Security, who we already have engaged to replace our CCTV – they are a local company, appear more responsive to call outs, and which would give us fewer suppliers to co-ordinate. We would have our own log-in to set the systems to test, giving greater flexibility
b.	Libra could also maintain our Disabled Call points and Communication points at the Hall and pavilion. There does not appear to be any maintenance agreement in place for these currently
4.	Financial/Resource Implications
a.	Initial costs to upgrade/take over both systems £480
b.	Yearly costs for monitoring and maintenance £1390 (currently paying £1752)
c.	Additional annual charges to maintain disabled systems £280
5.	Next Steps/Recommendations
a.	Approve Libra to service and monitor the intruder and fire alarm systems at both the Memorial Hall and pavilion
b.	Add in additional maintenance of the disabled call points which have not been previously maintained