



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Community Services Committee **Held on Monday 5th December at 7:15 pm**

Attendance:

Councillor P Winter (Chairman)
Councillor J Ferries

Councillor J Harvey
Councillor P Hulbert
Councillor M Jefferys

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

C/22/12/1 Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded

The Chairman opened the meeting, advised that the fire safety briefing was not required and announced that the meeting may be filmed or recorded.

C/22/12/2 Apologies for Absence

Apologies were received from Cllrs Borda, De'Ath, Drummond, Hood, Lay and Yarrow. Cllr Hall was absent.

C/22/12/3 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/22/12/4 To Receive and Confirm for Accuracy the Minutes of the Community Services Committee Meeting Held on Monday 3rd October 2022 and Any Matters Arising

Members received the minutes of the Community Services Committee meeting held on 3rd October 2022 and the following was agreed:

C/22/12/4.01 Resolved

That the minutes of the Community Services Committee meeting held on 3rd October 2022 be adopted and signed as a true record by the Chairman of the Community Services Committee.

The replacement of St Mary's Churchyard fencing was raised: this will be planned for the new financial year in April, with further quotes being brought to council.

C/22/12/5 Public Open Session

No members of the public wished to speak.

C/22/12/6 To Receive the Accounts

The accounts for November 2022 were received and noted.

C/22/12/7 Budget 2023/2024

A draft budget for 2023/2024 (version 2) was presented and considered. The following was agreed:

Book number 9 2022 -2023

C/22/12/7.01 Recommendation

That the draft budget for 2023/2024 (version 2) for the Community Services Committee be received and adopted.

C/22/12/8 Speed Indicator Devices

An update on the progress with investigations into the deployment of further SIDs/Locations was given and included the following:

- a. A SID is on order (solar powered) – this unit was included in the budget for the current year. A decision as to its location will be made once it is received.
- b. A request has been made to Cllrs Drummond and Hood for funding for a further unit; this unit potentially to be deployed on Fordham Road once approval is received.
- c. Self-assessment surveys are under way for the additional areas and requests will be made to the SCC Road Safety Management Team for approval of the locations.

A report on the latest data from the SIDs was noted.

C/22/12/9 Birdcage Walk Area

Town Clerk had sought advice from SCC Highways and was advised that not one but two drop kerbs would be required with a path linking them along with disabled parking bays. This proposal is not affordable and a metal ramp has been purchased to provide disabled access to the area as required.

C/22/12/10 Cemetery

Cemetery building repair work – an update on the work was given and Collaboration 23 were commended for the excellent work.

Soil and Spoil area and storage area – it was noted that these are now in place and working well.

CCTV Cameras – a proposal to install CCTV cameras at Birdcage Walk to monitor the Cemetery gates was considered and the following was agreed:

C/22/12/10.01 Recommendation

That the quote from TrueTech to install CCTV cameras at Birdcage Walk for £1,200+VAT be approved. That the WSC monitoring/maintenance fee of £1,000 per annum be added to the SLA.

C/22/12/11 Bulb/Tree Planting

A request, via SCC, from Newmarket Community Nature Reserve to plant bulbs and a tree was considered and the following was agreed:

C/22/12/11.01 Recommendation

NTC encourages planting around the Town and the request from the Newmarket Community Nature Reserve to plant crocus bulbs in the verges on Manderston Road and Valley Way; and the planting of two cherry trees on the corner of Valley Road and Rowley Drive be approved.

Book number 10 2022 -2023

C/22/12/12 Studlands Streetlighting

A WSC Decision report on the ownership of the Studlands streetlighting was noted and the Town Clerk was asked to write to WSC to request that they take ownership of all streetlighting in Newmarket.

C/22/12/13 Outside Services and Cemetery SLA

A report regarding the SLA and managing the Cemetery from April 2023 was considered and the following was agreed:

C/22/12/13.01 Recommendation

- **Cemetery and Burial Management - That a quote be requested from WSC Cemeteries Management.**
- **CCTV Monitoring & Maintenance - That a quote be requested from WSC CCTV Monitoring.**
- **Grounds Maintenance for the Cemetery, closed Churchyards and bin emptying - That a quote be requested from WSC Grounds Maintenance.**
- **Grounds Maintenance other areas – that tenders are requested from three providers.**
- **That the quote/tendering process commence in early January 2023 and that delegated powers be given to the Chairman and Town Clerk to take the process forward.**

C/22/12/14 Memorial Hall Offices

Three quotes to install air-conditioning units in the Clerk's office and the main office were considered and the following was agreed:

C/22/12/14.01 Recommendation

That the quote from Pitkin & Ruddock for £7,836 be approved and be funded by the provision in the 2023/2024 budget.

C/22/12/15 Correspondence

None noted.

C/22/12/16 Date of Next Meeting

Monday 6th February 2023 at the Memorial Hall.

Meeting closed at 7:45pm.

Signed: By the Chairman

Date: Monday 5th December 2022

Book number 11 2022 -2023

Minutes of Community Services Committee held on Monday 5th December 2022

Summary of Recommendations

Recommendation	Recommendation Wording
<u>C/22/12/7.01 Recommendation</u>	That the draft budget for 2023/2024 (version 2) for the Community Services Committee be received and adopted.
<u>C/22/12/10.01 Recommendation</u>	That the quote from TrueTech to install CCTV cameras at Birdcage Walk for £1,200+VAT be approved. That the WSC monitoring/maintenance fee of £1,000 per annum be added to the SLA.
<u>C/22/12/11.01 Recommendation</u>	NTC encourages planting around the Town and the request from the Newmarket Community Nature Reserve to plant crocus bulbs in the verges on Manderston Road and Valley Way; and the planting of two cherry trees on the corner of Valley Road and Rowley Drive be approved.
<u>C/22/12/13.01 Recommendation</u>	• Cemetery and Burial Management - That a quote be requested from WSC Cemeteries Management. • CCTV Monitoring & Maintenance - That a quote be requested from WSC CCTV Monitoring. • Grounds Maintenance for the Cemetery, closed Churchyards and bin emptying - That a quote be requested from WSC Grounds Maintenance. • Grounds Maintenance other areas – that tenders are requested from three providers. • That the quote/tendering process commence in early January 2023 and that delegated powers be given to the Chairman and Town Clerk to take the process forward.
<u>C/22/12/14.01 Recommendation</u>	That the quote from Pitkin & Ruddock for £7,836 be approved and be funded by the provision in the 2023/2024 budget.