

Membership from May 2023

Councillor Borda
Councillor Harvey
Councillor Hulbert
Councillor Jarvis
Councillor McHugh
Councillor Nobbs (Vice)
Councillor Winter (Chair)
Councillor Yarrow

Members = 8

Quorum = 3



Newmarket
TOWN COUNCIL

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

You are hereby summoned to attend a meeting of the
COMMUNITY SERVICES COMMITTEE

to be held at

Memorial Hall, High Street, Newmarket, CB8 8JP

on **Monday 1st July 2024 at 7.15pm**

**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) Election of Chair** – to the Community Services Committee for the municipal year 2024-2025
- 2) Election of Vice Chair** – to the Community Services Committee for the municipal year 2024-2025
- 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 7th May 2024**
 - 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) Outside Services** – to receive information regarding Government new regulations regarding hedge cutting
- 10) Correspondence**
- 11) Date of next meeting 2nd September 2024 at 7.15pm**

Signed: *CE Whitaker* Cathy Whitaker, Town Clerk

Date: 25th June 2024

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

THIS PAGE IS LEFT BLANK INTENTIONALLY



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Community Services Committee **Held on Tuesday 7th May 2024 at 7:15 pm**

Attendance:

Councillor P Winter (Chairman)
 Councillor J Borda
 Councillor P Hulbert

Councillor J Jarvis
 Councillor J McHugh
 Councillor S Perry
 Councillor K Yarrow

Also Present: C Whitaker – Town Clerk, J Ashton – Minute Assistant and Cllr Hood as an observer.
 Minute

C/24/05/1 Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded

The Chairman opened the meeting and advised that the fire safety notice was not required and confirmed that the meeting was being recorded by the Minute Assistant.

C/24/05/2 Apologies for Absence

Apologies were received from Cllrs Crissall, Harvey and Nobbs.

C/24/05/3 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/24/05/4 To Receive and Confirm for Accuracy the Minutes of the Community Services Committee Meeting Held on Monday 4th March 2024 and Any Matters Arising

Members received the minutes of the Community Services Committee meeting held on 4th March 2024 and the following was agreed:

C/24/05/4.01 Resolved

That the minutes of the Community Services Committee meeting held on 4th March 2024 be adopted and signed as a true record by the Chairman of the Community Services Committee.

There were no matters arising.

C/24/05/5 Public Open Session

No members of the public were present.

C/24/05/6 To Receive the Accounts

The accounts for April 2024 were received and noted.

C/24/05/7 Memorial Hall Lift

A quote to replace the lift was discussed and the following was agreed:

C/24/05/7.01 Recommendation

Book number 1 2024 -2025

That an Earmarked Reserve be created for funding for a new lift in the future.

C/24/05/8 Correspondence
None noted.

C/24/05/9 Date of Next Meeting
Monday 1st July 2024 at the Memorial Hall.

Meeting closed at 7:20pm.

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>C/24/05/7.01 Recommendation</u>	That an Earmarked Reserve be created for funding for a new lift in the future.

26/06/2024

Newmarket Town Council Current Year 24-25

Page 1

12:16

Detailed Income & Expenditure by Budget Heading as at 25/06/2024

Month No: 3

Committee Report Community Services DRAFT

	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	198	625	1,000	375		375	62.5%	
4039 Vehicle Costs	479	2,265	7,700	5,435		5,435	29.4%	
4326 Outside Services SLA	12,945	12,945	115,000	102,055		102,055	11.3%	
Outside Services :- Indirect Expenditure	13,622	15,835	123,700	107,865	0	107,865	12.8%	0
Net Expenditure	(13,622)	(15,835)	(123,700)	(107,865)				
<u>201 General Town Planting</u>								
1007 Sponsorship Income	0	0	4,830	4,830			0.0%	
1009 Roundabout Sponsorship	0	0	5,000	5,000			0.0%	
General Town Planting :- Income	0	0	9,830	9,830			0.0%	0
4037 R&M - Grounds	0	0	6,000	6,000		6,000	0.0%	
4100 Seasonal Planting	0	0	3,968	3,968		3,968	0.0%	
4101 Hanging Baskets	0	0	3,878	3,878		3,878	0.0%	
4102 Sponsored Roundabouts	0	0	5,000	5,000		5,000	0.0%	
General Town Planting :- Indirect Expenditure	0	0	18,846	18,846	0	18,846	0.0%	0
Net Income over Expenditure	0	0	(9,016)	(9,016)				
<u>202 Cemetery</u>								
1000 Burial Fees	6,808	6,808	29,000	22,192			23.5%	
1005 Misc Income	420	420	0	(420)			0.0%	
1020 Interment(Ashes) Income	1,176	1,176	4,000	2,824			29.4%	
1021 Monumental Income	2,188	2,188	4,000	1,812			54.7%	
1022 Grave Space Purchase Income	1,177	1,177	15,000	13,823			7.8%	
Cemetery :- Income	11,769	11,769	52,000	40,231			22.6%	0
4011 Rates	0	4,441	4,456	15		15	99.7%	
4012 Water Rates	0	70	1,000	930		930	7.0%	
4014 Electricity	86	581	1,600	1,019		1,019	36.3%	
4035 Equipment	0	0	100	100		100	0.0%	
4036 R&M - Buildings	0	0	8,000	8,000		8,000	0.0%	
4037 R&M - Grounds	259	1,436	22,000	20,564		20,564	6.5%	
4047 Grave Digging	2,436	2,436	11,500	9,064		9,064	21.2%	
4325 Cemetery SLA	3,122	3,122	12,666	9,544		9,544	24.7%	
Cemetery :- Indirect Expenditure	5,903	12,087	61,322	49,235	0	49,235	19.7%	0
Net Income over Expenditure	5,866	(318)	(9,322)	(9,004)				

Continued over page

Detailed Income & Expenditure by Budget Heading as at 25/06/2024

Month No: 3

Committee Report Community Services 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	4,000	4,000		4,000	0.0%	
Disused Churchyards :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>4,000</u>	<u>4,000</u>	<u>0</u>	<u>4,000</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>0</u>	<u>(4,000)</u>	<u>(4,000)</u>				
204 Memorial - War,Cooper,Tutte								
4014 Electricity	27	80	200	120		120	39.9%	
4036 R&M - Buildings	0	0	1,000	1,000		1,000	0.0%	
4037 R&M - Grounds	0	0	1,000	1,000		1,000	0.0%	
Memorial - War,Cooper,Tutte :- Indirect Expenditure	<u>27</u>	<u>80</u>	<u>2,200</u>	<u>2,120</u>	<u>0</u>	<u>2,120</u>	<u>3.6%</u>	<u>0</u>
Net Expenditure	<u>(27)</u>	<u>(80)</u>	<u>(2,200)</u>	<u>(2,120)</u>				
205 Clocks								
4014 Electricity	41	123	250	127		127	49.2%	
4036 R&M - Buildings	0	0	1,000	1,000		1,000	0.0%	
4177 Clock Tower Expenses	120	360	1,590	1,230		1,230	22.6%	
Clocks :- Indirect Expenditure	<u>161</u>	<u>483</u>	<u>2,840</u>	<u>2,357</u>	<u>0</u>	<u>2,357</u>	<u>17.0%</u>	<u>0</u>
Net Expenditure	<u>(161)</u>	<u>(483)</u>	<u>(2,840)</u>	<u>(2,357)</u>				
206 Bus Shelters								
4036 R&M - Buildings	0	175	2,000	1,825		1,825	8.8%	
Bus Shelters :- Indirect Expenditure	<u>0</u>	<u>175</u>	<u>2,000</u>	<u>1,825</u>	<u>0</u>	<u>1,825</u>	<u>8.8%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(175)</u>	<u>(2,000)</u>	<u>(1,825)</u>				
207 General Town Maintenance								
4037 R&M - Grounds	1,230	1,683	2,500	818		818	67.3%	
4092 Infrastructure	0	0	2,500	2,500		2,500	0.0%	
4108 Town Centre Regeneration	0	0	8,000	8,000		8,000	0.0%	
4140 Dog Waste Collection/Disposal	0	765	995	230		230	76.9%	
General Town Maintenance :- Indirect Expenditure	<u>1,230</u>	<u>2,448</u>	<u>13,995</u>	<u>11,547</u>	<u>0</u>	<u>11,547</u>	<u>17.5%</u>	<u>0</u>
Net Expenditure	<u>(1,230)</u>	<u>(2,448)</u>	<u>(13,995)</u>	<u>(11,547)</u>				
208 Public Conveniences								
1181 Grant Received WSC	0	0	3,300	3,300			0.0%	
Public Conveniences :- Income	<u>0</u>	<u>0</u>	<u>3,300</u>	<u>3,300</u>			<u>0.0%</u>	<u>0</u>

Detailed Income & Expenditure by Budget Heading as at 25/06/2024

Month No: 3

Committee Report Community Services DRAFT

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4014 Electricity	0	242	500	258		258	48.5%	
4016 Cleaning	306	912	3,000	2,089		2,089	30.4%	
4036 R&M - Buildings	60	390	1,500	1,110		1,110	26.0%	
4046 Opening/Closing Costs	339	681	4,000	3,319		3,319	17.0%	
Public Conveniences :- Indirect Expenditure	705	2,225	9,000	6,775	0	6,775	24.7%	0
Net Income over Expenditure	(705)	(2,225)	(5,700)	(3,475)				
<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	73	3,000	2,928		2,928	2.4%	
The Queens Statue :- Indirect Expenditure	0	73	3,500	3,428	0	3,428	2.1%	0
Net Expenditure	0	(73)	(3,500)	(3,428)				
<u>213 Public Realm</u>								
4116 Town Maintenance	0	0	25,000	25,000		25,000	0.0%	
4117 Town Improvement	0	0	33,000	33,000		33,000	0.0%	
Public Realm :- Indirect Expenditure	0	0	58,000	58,000	0	58,000	0.0%	0
Net Expenditure	0	0	(58,000)	(58,000)				
<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	850	1,500	650		650	56.7%	
Allotments :- Indirect Expenditure	0	850	1,500	650	0	650	56.7%	0
Net Income over Expenditure	0	(850)	(600)	250				
<u>220 Studlands</u>								
4045 Street Lighting - Maint Cont	0	0	30,500	30,500		30,500	0.0%	
4052 Street Lighting - Repair	0	0	5,000	5,000		5,000	0.0%	
Studlands :- Indirect Expenditure	0	0	35,500	35,500	0	35,500	0.0%	0
Net Expenditure	0	0	(35,500)	(35,500)				
<u>308 Christmas</u>								
4310 Christmas Lights	0	0	17,500	17,500		17,500	0.0%	

Detailed Income & Expenditure by Budget Heading as at 25/06/2024

Month No: 3

Committee Report Community Services DRAFT

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4811 CP - Christmas Lights Infrast	0	0	2,500	2,500		2,500	0.0%	
4995 Budgeted Reserve Amount	0	0	1,000	1,000		1,000	0.0%	
Christmas :- Indirect Expenditure	0	0	21,000	21,000	0	21,000	0.0%	0
Net Expenditure	0	0	(21,000)	(21,000)				
Community Services :- Income	11,769	11,769	66,030	54,261			17.8%	
Expenditure	21,648	34,254	357,403	323,149	0	323,149	9.6%	
Movement to/(from) Gen Reserve	(9,879)	(22,485)						
Grand Totals:- Income	11,769	11,769	66,030	54,261			17.8%	
Expenditure	21,648	34,254	357,403	323,149	0	323,149	9.6%	
Net Income over Expenditure	(9,879)	(22,485)	(291,373)	(268,888)				
Movement to/(from) Gen Reserve	(9,879)	(22,485)						



Rural Payments Agency

Our ref: Hedgerow Reg enter CRM reference v1.0

SBI: 108617093

Business Name: Jockey Club Estates Limited

Dear Sir or Madam

New hedgerow regulations

We are writing to let you know that new regulations have been approved for the management of hedgerows on agricultural land.

What the regulations mean for you

The new regulations require:

- a 2 metre buffer strip, measured from the centre of a hedgerow, where a green cover must be established and maintained
- no cultivation or application of pesticides or fertilisers within the 2-metre buffer strip
- a hedgerow cutting and trimming ban from 1 March to 31 August (inclusive)

The cutting and trimming ban will start immediately. This is to protect nesting birds up to the end of August 2024.

The buffer strip rules will begin:

- from 1 July 2024 for land not currently being used for crop production
- from the first harvest after 1 July 2024 for land which is currently being used for crops

Applying the regulations

RPA will be the regulator for these new regulations. We will take an advice-led approach wherever possible and will apply the regulations in a fair and proportionate way. Stronger action will only be taken where absolutely necessary.

We will also have civil sanctions available to us, but only after formally consulting on the use of these. Further details on the consultation will be published in due course.

Where you can find more information

You can find guidance on these rules and exemptions by searching [Hedgerow management rules: cutting](#) and [trimming and Hedgerow management rules: buffer strips](#) on GOV.UK.

Further details on how to get involved in hedgerow management and creation offers can be found at [Funding for farmers, growers and land managers](#) on GOV.UK.

If you have any questions about this email

You can email ruralpayments@defra.gov.uk or call us on 03000 200 301 (Monday to Friday, 8.30am to 5pm). Please tell us your SBI if applicable which you can find at the bottom of this email.

Yours faithfully

Paul Caldwell

Chief Executive, RPA

Rural Payments Agency | PO Box 352 | WORKSOP | S80 9FG
ruralpayments@defra.gov.uk | 03000 200 301 | www.gov.uk/rpa

Follow us on Twitter @Ruralpay

Data Protection

For information on how we handle personal data go to GOV.UK and search for '[Rural Payments Agency personal information charter](#)'.

About this email

This email has been sent to you because the email address has been provided to us. If you no longer wish to be contacted electronically, please let us know. If you have done this recently please allow for this to take effect.

Security

Please be on your guard against emails that request any of your security details. We will never ask you by email to enter (or record) these details. If you receive an email like this, you should not respond.