

Membership from May 2023

Councillor Borda
Councillor Harvey
Councillor Hulbert
Councillor Jarvis
Councillor McHugh (Vice)
Councillor Nobbs
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 Tuesday 6th May 2025 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) 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 3rd March 2025**
 - 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 Services for the previous month
- 7) Cooper Bartholomew Memorial** – To consider a quote for cleaning works
- 8) Correspondence**
- 9) Date of next meeting Monday 7th July 2025 at 7.15pm**

Signed: *CE Whitaker* Cathy Whitaker, Town Clerk

Date: 29th April 2025

THIS PAGE IS LEFT BLANK INTENTIONALLY



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Community Services Committee **Held on Monday 3rd March 2025 at 7:30pm**

Attendance:

Councillor P Winter (Chair)
Councillor J Borda
Councillor J Harvey

Councillor P Hulbert
Councillor J Jarvis
Councillor J McHugh
Councillor K Yarrow

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

Minute

C/25/03/1 Chair to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded

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

C/25/03/2 Apologies for Absence

Apologies were received from Cllr Nobbs.

C/25/03/3 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/25/03/4 To Receive and Confirm for Accuracy the Minutes of the Community Services Committee Meeting Held on Monday 6th January 2025 and Any Matters Arising

Members received the minutes of the Community Services Committee meeting held on 6th January 2025 and Cllr Winter made a proposal seconded by Cllr Yarrow. A vote was taken which was unanimous and the following was agreed:

C/25/03/4.01 Resolved

That the minutes of the Community Services Committee meeting held on 6th January 2025 be adopted and signed as a true record by the Chair of the Community Services Committee.

There were no matters arising.

C/25/03/5 Public Open Session

No members of the public were present.

C/25/03/6 To Receive the Accounts

The accounts for February 2025 were received and noted.

C/25/03/7 Cemetery

The revised Cemetery Regulations for Newmarket Cemetery for 2025/2026 were

considered and Cllr Winter made a proposal seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

C/25/03/7.01 Recommendation

That subject to an amendment, the revised Cemetery Regulations for Newmarket Cemetery for 2025/2026 be approved and adopted.

C/25/03/8 Public Conveniences

Closure of the Town Council owned conveniences due to misuse and safety concerns were considered and Cllr Harvey made a proposal seconded by Cllr McHugh. A vote was taken which was unanimous and the following was agreed:

C/25/03/8.01 Recommendation

That the public conveniences be closed from 1st April 2025 and only open when events are running in the Memorial Gardens and Town events.

C/25/03/9 Speed Indicator Devices

A proposal was made to transfer these assets to the Development and Planning Committee and Cllr Winter made a proposal seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

25/03/9.01 Recommendation

That the Speed Indicator Devices be transferred to the Development and Planning Committee.

C/25/03/10 Correspondence

None noted.

C/25/03/11 Date of Next Meeting

Tuesday 6th May 2025 at the Memorial Hall.

Meeting closed at 7:43pm.

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>C/25/03/7.01 Recommendation</u>	That subject to an amendment, the revised Cemetery Regulations for Newmarket Cemetery for 2025/2026 be approved and adopted.
<u>C/25/03/8.01 Recommendation</u>	That the public conveniences be closed from 1st April 2025 and only open when events are running in the Memorial Gardens and Town events.
<u>C/25/03/9.01 Recommendation</u>	That the Speed Indicator Devices be transferred to the Development and Planning Committee.

30/04/2025

Newmarket Town Council Current Year 2025-2026

Page 1

10:11

Detailed Income & Expenditure by Budget Heading as at 29/04/2025

Month No: 1

Committee Report DRAFT FIGURES

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Community Services</u>								
<u>200 Outside Services</u>								
4029 General Equipment	53	53	1,500	1,448		1,448	3.5%	
4039 Vehicle Costs	1,290	1,290	7,700	6,410		6,410	16.8%	
4326 Outside Services SLA	0	0	121,000	121,000		121,000	0.0%	
Outside Services :- Indirect Expenditure	1,343	1,343	130,200	128,857	0	128,857	1.0%	0
Net Expenditure	(1,343)	(1,343)	(130,200)	(128,857)				
<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	4,200	4,200		4,200	0.0%	
4101 Hanging Baskets	0	0	4,000	4,000		4,000	0.0%	
4102 Sponsored Roundabouts	0	0	5,000	5,000		5,000	0.0%	
General Town Planting :- Indirect Expenditure	0	0	19,200	19,200	0	19,200	0.0%	0
Net Income over Expenditure	0	0	(9,370)	(9,370)				
<u>202 Cemetery</u>								
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	15,000	15,000			0.0%	
Cemetery :- Income	0	0	52,000	52,000			0.0%	0
4011 Rates	4,441	4,441	4,900	459		459	90.6%	
4012 Water Rates	35	35	1,000	965		965	3.5%	
4014 Electricity	229	229	2,000	1,771		1,771	11.5%	
4016 Cleaning	0	0	500	500		500	0.0%	
4036 R&M - Buildings	5,250	5,250	20,000	14,750		14,750	26.3%	
4037 R&M - Grounds	50	50	22,000	21,950		21,950	0.2%	
4047 Grave Digging	0	0	11,500	11,500		11,500	0.0%	
4325 Cemetery SLA	0	0	12,802	12,802		12,802	0.0%	
Cemetery :- Indirect Expenditure	10,005	10,005	74,702	64,697	0	64,697	13.4%	0
Net Income over Expenditure	(10,005)	(10,005)	(22,702)	(12,697)				

Continued over page

Detailed Income & Expenditure by Budget Heading as at 29/04/2025

Month No: 1

Committee Report DRAFT FIGURES

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
203 Disused Churchyards								
4037 R&M - Grounds	0	0	6,000	6,000		6,000	0.0%	
Disused Churchyards :- Indirect Expenditure	0	0	6,000	6,000	0	6,000	0.0%	0
Net Expenditure	0	0	(6,000)	(6,000)				
204 Memorial - War,Cooper,Tutte								
4014 Electricity	27	27	400	373		373	6.7%	
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	27	27	2,400	2,373	0	2,373	1.1%	0
Net Expenditure	(27)	(27)	(2,400)	(2,373)				
205 Clocks								
4014 Electricity	46	46	500	454		454	9.2%	
4036 R&M - Buildings	0	0	1,000	1,000		1,000	0.0%	
4177 Clock Tower Expenses	120	120	1,700	1,580		1,580	7.1%	
Clocks :- Indirect Expenditure	166	166	3,200	3,034	0	3,034	5.2%	0
Net Expenditure	(166)	(166)	(3,200)	(3,034)				
206 Bus Shelters								
4036 R&M - Buildings	0	0	2,000	2,000		2,000	0.0%	
Bus Shelters :- Indirect Expenditure	0	0	2,000	2,000	0	2,000	0.0%	0
Net Expenditure	0	0	(2,000)	(2,000)				
207 General Town Maintenance								
4037 R&M - Grounds	0	0	12,000	12,000		12,000	0.0%	
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	800	800	995	195		195	80.4%	
General Town Maintenance :- Indirect Expenditure	800	800	23,495	22,695	0	22,695	3.4%	0
Net Expenditure	(800)	(800)	(23,495)	(22,695)				
208 Public Conveniences								
1181 Grant Received WSC	0	0	3,300	3,300			0.0%	
Public Conveniences :- Income	0	0	3,300	3,300			0.0%	0

10:11

Detailed Income & Expenditure by Budget Heading as at 29/04/2025

Month No: 1

Committee Report DRAFT FIGURES

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4014 Electricity	83	83	1,400	1,317		1,317	5.9%	
4016 Cleaning	0	0	3,600	3,600		3,600	0.0%	
4036 R&M - Buildings	177	177	2,000	1,823		1,823	8.8%	
4046 Opening/Closing Costs	0	0	4,400	4,400		4,400	0.0%	
Public Conveniences :- Indirect Expenditure	260	260	11,400	11,140	0	11,140	2.3%	0
Net Income over Expenditure	(260)	(260)	(8,100)	(7,840)				
<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	3,000	3,000		3,000	0.0%	
The Queens Statue :- Indirect Expenditure	0	0	3,500	3,500	0	3,500	0.0%	0
Net Expenditure	0	0	(3,500)	(3,500)				
<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	0	2,000	2,000		2,000	0.0%	
Allotments :- Indirect Expenditure	0	0	2,000	2,000	0	2,000	0.0%	0
Net Income over Expenditure	0	0	(1,100)	(1,100)				
<u>220 Studlands</u>								
4045 Street Lighting - Maint Cont	0	0	30,000	30,000		30,000	0.0%	
4052 Street Lighting - Repair	0	0	5,000	5,000		5,000	0.0%	
Studlands :- Indirect Expenditure	0	0	35,000	35,000	0	35,000	0.0%	0
Net Expenditure	0	0	(35,000)	(35,000)				
<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 29/04/2025

Month No: 1

Committee Report DRAFT FIGURES

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4811 CP - Christmas Lights Infrast	0	0	3,500	3,500		3,500	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	0	0	66,030	66,030			0.0%	
Expenditure	12,600	12,600	392,097	379,497	0	379,497	3.2%	
Movement to/(from) Gen Reserve	(12,600)	(12,600)	(326,067)	(313,467)				
Grand Totals:- Income	0	0	66,030	66,030			0.0%	
Expenditure	12,600	12,600	392,097	379,497	0	379,497	3.2%	
Net Income over Expenditure	(12,600)	(12,600)	(326,067)	(313,467)				
Movement to/(from) Gen Reserve	(12,600)	(12,600)	(326,067)	(313,467)				