



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Community Services Committee **Held on Monday 7th July 2025 at 7:35pm**

Attendance:

Councillor J McHugh (Chair)
Councillor J Borda
Councillor J Harvey

Councillor P Hulbert
Councillor J Jarvis
Councillor R Nobbs
Councillor K Yarrow

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

Minute

C/25/07/1 To Elect a Chair for the Meeting

Town Clerk requested nominations for a Chair for the meeting due to the absence of the outgoing Chair. Cllr Harvey nominated Cllr McHugh, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

C/25/07/1.01 Resolved

That Cllr McHugh be elected as Chair for the meeting tonight.

C/25/07/2 To Elect a Chair

Cllr Harvey nominated Cllr Winter, seconded by Cllr Nobbs. There were no other nominations, a vote was taken, and the following was agreed:

C/25/07/2.01 Resolved

That Cllr Winter be elected as the Chair of the Community Services Committee for 2025/2026 Municipal Year.

C/25/07/3 To Elect a Vice Chair

Cllr Harvey nominated Cllr McHugh, seconded by Cllr Nobbs. There were no other nominations, a vote was taken, and the following was agreed:

C/25/07/3.01 Resolved

That Cllr McHugh be elected as the Vice Chair of the Community Services Committee for 2025/2026 Municipal Year.

C/25/07/4 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/25/07/5 Apologies for Absence

Apologies were received from Cllr Winter.

C/25/07/6 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

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Received for Members Dispensation

None noted. There were no requests for dispensations.

C/25/07/7 To Receive and Confirm for Accuracy the Minutes of the Community Services Committee Meeting Held on Monday 6th May 2025 and Any Matters Arising

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

C/25/07/7.01 Resolved

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

Matters arising:

Page 1 – C/25/05/7 – Daniel Cooper Bart Memorial – Town Clerk reported she had used Delegated Powers to select a contractor, and the work had been carried out.

C/25/07/8 Public Open Session

No members of the public wished to speak.

C/25/07/9 To Receive the Accounts

The accounts for June 2025 were received and noted.

C/25/07/10 Public Conveniences

A report on the options available to upgrade the facilities with quotes was considered. Cllr Nobbs made a proposal, seconded by Cllr McHugh. A vote was taken which was unanimous and the following was agreed:

C/25/07/10.01 Recommendation

That option one from Focus Washrooms to upgrade the existing building with access from the High Street (which as well as being convenient may also enable access to specific funding sources) be approved to progress by pursuing detailed quotes, lead times as to when the project may be completed and any other relevant information.

C/25/07/11 Bus Shelters

A report on upgrading 2 bus shelters on the High Street was considered. The living roof option, whilst being of environmental benefit, appeared expensive and issues of ongoing maintenance and how the company would benefit from the arrangement were discussed. So Cllr Hulbert made a proposal, seconded by Cllr McHugh. A vote was taken which was unanimous and the following was agreed:

25/07/11.01 Recommendation

That other options be considered and further quotes be obtained.

C/25/07/12 Correspondence

None noted.

C/25/07/13 Date of Next Meeting

Monday 1st September 2025 at the Memorial Hall.

Meeting closed at 8:11pm.

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>C/25/07/1.01 Resolved</u>	That Cllr McHugh be elected as Chair for the meeting tonight.
<u>C/25/07/2.01 Resolved</u>	That Cllr Winter be elected as the Chair of the Community Services Committee for 2025/2026 Municipal Year.
<u>C/25/07/3.01 Resolved</u>	That Cllr McHugh be elected as the Vice Chair of the Community Services Committee for 2025/2026 Municipal Year.
<u>C/25/07/7.01 Resolved</u>	That the minutes of the Community Services Committee meeting held on 6th May 2025 be adopted and signed as a true record by the Chair of the Community Services Committee.
<u>C/25/07/10.01 Recommendation</u>	That option one from Focus Washrooms to upgrade the existing building with access from the High Street (which as well as being convenient may also enable access to specific funding sources) be approved to progress by pursuing detailed quotes, lead times as to when the project may be completed and any other relevant information.
<u>25/07/11.01 Recommendation</u>	That other options be considered and further quotes be obtained.

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