

Membership from May 2025

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

Members = 10

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 6th July 2026 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. This is a public arena, therefore anything you say including your name if given, may be published by the press, social media and in Council committee minutes.

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 5th May 2026**
 - 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) Correspondence**
- 8) Date of next meeting Monday 7th September 2026 at 7.15pm**

Signed: *CE Whitaker* Cathy Whitaker, Town Clerk

Date: 30th June 2026

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 5th May 2026 at 7:15pm

Attendance:

Councillor P Winter (Chair)
Councillor J Borda
Councillor J Harvey
Councillor J Jarvis
Councillor S Kavanagh

Councillor J McHugh (Vice Chair)
Councillor R Nobbs
Councillor C Revitt
Councillor K Yarrow

Also Present: C Whitaker – Town Clerk

Minute

C/26/05/1 Chair to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded

The Chair opened the meeting and read out the Fire Safety Notice and asked if anyone intended on recording the meeting.

C/26/05/2 Apologies for Absence

Apologies were received from Cllr Hulbert.

C/26/05/3 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/26/05/4 To Receive and Confirm for Accuracy the Minutes of the Community Services Committee Meeting Held on Monday 2nd March 2026 and Any Matters Arising

Members received the minutes of the Community Services Committee meeting held on 2nd March 2026 and Cllr Winter made a proposal, seconded by Cllr Borda. A vote was taken which was unanimous and the following was agreed:

C/26/05/4.01 Resolved

That the minutes of the Community Services Committee meeting held on 2nd March 2026 be adopted and signed as a true record by the Chair of the Community Services Committee.

Matters arising:

C/26/03/71 – War Memorial Area – Town Clerk advised that the repainting of the cast iron fencing at the War Memorial has been completed.

C/26/03/83 – CCTV – Town Clerk advised that the CCTV is on the WSC schedule.

C/26/05/5 Public Open Session

No members of the public were in attendance.

Book number 1 2026 -2027

Minutes of Community Services Committee held on Tuesday 5th May 2026

C/26/05/6 To Receive the Accounts

The accounts for April 2026 were received and noted.

C/26/05/7 Planting of Trees

A proposal from a resident in Hethersett Close to plant trees on the highway was considered. Cllr Winter made a proposal, seconded by Cllr Nobbs. A vote was taken in which 5 were in favour, 2 against and 2 abstained and the following was agreed:

C/26/05/7.01 Recommendation

The Town Council cannot support this application.

C/26/05/8 Correspondence

None noted.

C/26/05/9 Date of Next Meeting

Monday 6th July 2026 at the Memorial Hall.

Meeting closed at 7:30pm.

Signed _____ Date _____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>C/26/05/4.01 Resolved</u>	That the minutes of the Community Services Committee meeting held on 2nd March 2026 be adopted and signed as a true record by the Chair of the Community Services Committee.
<u>C/26/05/7.01 Recommendation</u>	The Town Council cannot support this application.

Detailed Income & Expenditure by Budget Heading as at 30/06/2026

Month No: 3

Committee Report Community Services M3

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Community Services								
200 Outside Services								
4029 General Equipment	27	252	2,000	1,748		1,748	12.6%	
4039 Vehicle Costs	380	2,029	7,700	5,671		5,671	26.4%	
4095 Assets Purchased	0	149	0	(149)		(149)	0.0%	
4326 Outside Services SLA	0	18,483	135,500	117,017		117,017	13.6%	
Outside Services :- Indirect Expenditure	406	20,914	145,200	124,286	0	124,286	14.4%	0
Net Expenditure	(406)	(20,914)	(145,200)	(124,286)				
201 General Town Planting								
1007 Sponsorship Income	0	0	5,000	5,000			0.0%	
1009 Roundabout Sponsorship	0	0	5,000	5,000			0.0%	
General Town Planting :- Income	0	0	10,000	10,000			0.0%	0
4037 R&M - Grounds	0	0	6,000	6,000		6,000	0.0%	
4100 Seasonal Planting	2,559	2,559	5,000	2,441		2,441	51.2%	
4101 Hanging Baskets	2,688	2,688	4,000	1,312		1,312	67.2%	
4102 Sponsored Roundabouts	0	0	5,000	5,000		5,000	0.0%	
General Town Planting :- Indirect Expenditure	5,247	5,247	20,000	14,753	0	14,753	26.2%	0
Net Income over Expenditure	(5,247)	(5,247)	(10,000)	(4,753)				
202 Cemetery								
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	0	4,376	5,110	734		734	85.6%	
4012 Water Rates	0	85	1,000	915		915	8.5%	
4014 Electricity	68	241	2,500	2,259		2,259	9.6%	
4016 Cleaning	0	110	500	391		391	21.9%	
4036 R&M - Buildings	0	3,000	20,000	17,000		17,000	15.0%	
4037 R&M - Grounds	0	4,223	22,000	17,777		17,777	19.2%	
4047 Grave Digging	0	0	11,500	11,500		11,500	0.0%	
4325 Cemetery SLA	0	0	14,500	14,500		14,500	0.0%	
Cemetery :- Indirect Expenditure	68	12,033	77,110	65,077	0	65,077	15.6%	0
Net Income over Expenditure	(68)	(12,033)	(25,110)	(13,077)				

Detailed Income & Expenditure by Budget Heading as at 30/06/2026

Month No: 3

Committee Report Community Services M3

	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	395	895	6,000	5,105		5,105	14.9%	
Disused Churchyards :- Indirect Expenditure	395	895	6,000	5,105	0	5,105	14.9%	0
Net Expenditure	(395)	(895)	(6,000)	(5,105)				
204 Memorial - War,Cooper,Tutte								
4014 Electricity	35	103	450	347		347	22.8%	
4036 R&M - Buildings	2,750	2,750	1,500	(1,250)		(1,250)	183.3%	
4037 R&M - Grounds	0	8,715	11,500	2,785		2,785	75.8%	
Memorial - War,Cooper,Tutte :- Indirect Expenditure	2,785	11,568	13,450	1,882	0	1,882	86.0%	0
Net Expenditure	(2,785)	(11,568)	(13,450)	(1,882)				
205 Clocks								
4014 Electricity	23	48	600	552		552	7.9%	
4036 R&M - Buildings	0	207	1,000	794		794	20.6%	
4177 Clock Tower Expenses	125	375	1,800	1,425		1,425	20.8%	
Clocks :- Indirect Expenditure	148	629	3,400	2,771	0	2,771	18.5%	0
Net Expenditure	(148)	(629)	(3,400)	(2,771)				
206 Bus Shelters								
4036 R&M - Buildings	0	195	5,000	4,805		4,805	3.9%	
Bus Shelters :- Indirect Expenditure	0	195	5,000	4,805	0	4,805	3.9%	0
Net Expenditure	0	(195)	(5,000)	(4,805)				
207 General Town Maintenance								
4037 R&M - Grounds	0	250	12,000	11,750		11,750	2.1%	
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	836	1,000	164		164	83.6%	
General Town Maintenance :- Indirect Expenditure	0	1,086	23,500	22,414	0	22,414	4.6%	0
Net Expenditure	0	(1,086)	(23,500)	(22,414)				
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

Detailed Income & Expenditure by Budget Heading as at 30/06/2026

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Committee Report Community Services M3

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4012 Water Rates	0	0	1,000	1,000		1,000	0.0%	
4014 Electricity	66	207	1,400	1,193		1,193	14.8%	
4016 Cleaning	0	298	3,600	3,303		3,303	8.3%	
4036 R&M - Buildings	136	873	3,000	2,127		2,127	29.1%	
4044 Public Toilet Cleansing	0	3	0	(3)		(3)	0.0%	
4046 Opening/Closing Costs	246	774	4,400	3,626		3,626	17.6%	
Public Conveniences :- Indirect Expenditure	449	2,155	13,400	11,245	0	11,245	16.1%	0
Net Income over Expenditure	(449)	(2,155)	(10,100)	(7,945)				
<u>211 The Queens Statue</u>								
4037 R&M - Grounds	0	97	3,000	2,903		2,903	3.2%	
The Queens Statue :- Indirect Expenditure	0	97	3,000	2,903	0	2,903	3.2%	0
Net Expenditure	0	(97)	(3,000)	(2,903)				
<u>213 Public Realm</u>								
4116 Town Maintenance	0	0	25,000	25,000		25,000	0.0%	
4117 Town Improvement	0	3,400	33,000	29,600		29,600	10.3%	
Public Realm :- Indirect Expenditure	0	3,400	58,000	54,600	0	54,600	5.9%	0
Net Expenditure	0	(3,400)	(58,000)	(54,600)				
<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	20,000	20,000		20,000	0.0%	

Detailed Income & Expenditure by Budget Heading as at 30/06/2026

Month No: 3

Committee Report Community Services M3

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4811 CP - Christmas Lights Infrast	0	0	3,500	3,500		3,500	0.0%	
Christmas :- Indirect Expenditure	0	0	23,500	23,500	0	23,500	0.0%	0
Net Expenditure	0	0	(23,500)	(23,500)				
Community Services :- Income	0	0	66,200	66,200			0.0%	
Expenditure	9,498	58,220	428,560	370,340	0	370,340	13.6%	
Movement to/(from) Gen Reserve	(9,498)	(58,220)	(362,360)	(304,140)				
Grand Totals:- Income	0	0	66,200	66,200			0.0%	
Expenditure	9,498	58,220	428,560	370,340	0	370,340	13.6%	
Net Income over Expenditure	(9,498)	(58,220)	(362,360)	(304,140)				
Movement to/(from) Gen Reserve	(9,498)	(58,220)	(362,360)	(304,140)				