



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Leisure Services Committee
held on Monday, 16th June 2008 at 7.15 pm at the Memorial Hall, Newmarket

Attendance :

Councillor M Jefferys, Chairman
Councillor D Hudson, Vice Chairman
Councillor K Bovill
Councillor Mrs C Brighty
Councillor W Burch
Councillor G Cole
Councillor A Drummond
Councillor R Fletcher
Councillor W Hirst
Councillor P Hulbert
Councillor J Uney
Councillor C Turner, Town Mayor
Councillor J Bailey, Deputy Town Mayor

Also Present: Isabelle Barrett –Town Clerk, Rosemary Foreman – Minute Assistant, 1 Member of the Press

Minute	Action by
L/08/06/1 <u>APOLOGIES</u> There were no apologies.	
L/08/06/2 <u>ABSENT</u> Councillor J Richer was absent.	
L/08/06/3 <u>ELECTION OF CHAIRMAN</u> Councillor Burch proposed Councillor Jefferys. Councillor Turner seconded the proposal. Councillor Hulbert proposed Councillor Hudson Councillor Hirst seconded the proposal. Following a vote, Councillor Jefferys was duly elected Chairman of the Leisure Services Committee for the year 2008/09.	
L/08/06/4 <u>ELECTION OF VICE CHAIRMAN</u> Councillor Hirst proposed Councillor Hudson. Councillor Bovill seconded the proposal. Councillor Hudson was duly elected Vice Chairman of the Leisure Services Committee for the year 2008/09.	

L/08/06/5 **DECLARATION OF MEMBERS INTERESTS & CONSIDER
UPDATE OF REGISTER OF INTEREST**

None noted.

TO CONFIRM THE MEETING HELD ON 12th MAY 2008

08/05/8 – Councillor Bovill advised that the minute should be amended to read: *Sponsorship was coming through together with a grant from FHDC Youth Projects Fund.*

With this amendment, Councillor Jefferys signed the minutes of the Leisure Services Committee meeting held on Monday, 12th May 2008, as a correct record.

L/08/06/6 **MATTERS ARISING**

08/05/8 – Town Clerk advised that Cllr Mrs Chambers had agreed to contact SCC to establish what financial grant were available from SCC for the BOB 08.

08/05/13 – Councillor Fletcher suggested that a Newmarket Sausage Festival could be held in the Memorial Hall as part of the Food Festival 2008. As this would have to be organised by NTC at a very busy time of year, the following recommendation was agreed that an item be placed on the March 09 Agenda in preparation for the 2009 Food Festival.

Town Clerk advised that only two applications had been received for the Treasure Trail. The Committee agreed that the event should be re-visited next year.

Town Clerk

L/08/06/7 **AN INVITATION TO MEMBERS OF THE PUBLIC TO PUT
QUESTIONS/STATEMENTS OF NOT MORE THAN 3 MINUTES
DURATION RELATING TO ITEMS LISTED IN THE PUBLIC
PART OF THE AGENDA ONLY**

No members of the public were present.

L/08/06/8 **PROPOSAL TO RESCIND RESOLUTIONS 08/06/14.02 AND
08/06/14.03**

Councillor Jefferys confirmed that a detailed report had been mailed out with the Agenda. Cllr Jefferys explained the reasons for the necessity to rescind resolutions 08/06/14.02 and 08/06/14.03 and the Committee made the following recommendation:

L/08/06/8.01 Recommendation

That resolutions 08/06/14.02 and 08/06/14.03 be rescinded under Standing Order 36.1.

L/08/06/9 **CONSTITUTION OF A SUB COMMITTEE OF LEISURE SERVICES TO DELIVER SPORT FACILITIES ON THE SEVERALS**

After discussion, the Committee made the following recommendation:

L/08/06/9.01 Recommendation

That, in accordance with Standing Orders 42 and 46, a properly constituted Sub-Committee of the Leisure Services Committee be formed to enable the Sub Committee to deliver the Sporting Facilities on the Severals.

L/08/06/10 **GRANTING OF DELEGATED POWERS TO THE SUB COMMITTEE OF THE LEISURE SERVICES COMMITTEE TO DELIVER SPORT FACILITIES ON THE SEVERALS**

After discussion, the Committee made the following recommendation:

L/08/06/10.01 Recommendation

That delegated powers be devolved to the Sub-Committee of the Leisure Services Committee for the sole purpose of handling the day-to-day running of the project to enable the delivery of the Sporting Facilities on the Severals.

L/08/06/11 **PROPOSAL THAT THE TOWN COUNCIL PROCURE THE SERVICES OF AN ARCHITECT, PROJECT MANAGER AND QUANTITY SURVEYOR TO DELIVER SPORTING FACILITIES ON THE SEVERALS**

Councillor Jefferys advised that recommendations from the Sub-Committee would be discussed at the Leisure Services Committee, who would then make recommendations to the full Council. However, in the event of time restrictions not allowing for this procedure, recommendations from the Sub Committee could be made directly to full Council.

Town Clerk advised that based on the legal advice she had received it would be advisable to suspend Standing Orders whilst procuring the services of specialist services as the Council would not be working in conjunction with a framework agreement or tender process.

After further discussion, the following recommendation was agreed:

L/08/06/11.01 Recommendation

That Standing Orders be suspended to enable the procurement of Project Manager, Architect and QS.

- L/08/06/12** **PROPOSAL THAT THE TOWN COUNCIL APPROVE THE TERMS OF REFERENCE IN RESPECT OF THE QUANTITY SURVEYOR, ARCHITECT AND PROJECT MANAGER**
Town Clerk advised that Terms of Reference in respect of the Quantity Surveyor, Architect and Project Manager would be received and reviewed by the Sporting Group and Mr Henry Martin by 20th June. The documents would be mailed to all Councillors on 25th June.
- L/08/06/12.01 Recommendation**
That the Terms of Reference in respect of the Quantity Surveyor, Architect and Project Manager be resolved by the full Council at their meeting on 30th June 08.
- L/08/06/13** **PROPOSAL THAT THE TOWN COUNCIL DETERMINES THE PROJECT BUDGET, TIMETABLE AND MAIN CONTRACTOR**
Cllr Hirst advised that the Town Council should determine the project budget, timetable and construction contractor for the Sporting Facilities on the Severals. As information was not currently available, the Committee made the following recommendation:
- L/08/06/13.01 Recommendation**
That the Town Council will determine the project budget, timetable and main contractor for the Sporting Facilities on the Severals project.
- L/08/06/14** **REPORT FROM THE CARNIVAL COMMITTEE**
Councillor Hirst outlined the arrangements made for the Carnival on 5th July and asked Councillors for their help on the Severals from 10 a.m. and the Race Course from 9 a.m. Cllrs that would be able to assist should contact the assistant to the Town Clerk.
- Councillor Jefferys agreed to recruit litter pickers to clear the Race Course after the event.
- L/08/06/15** **REPORT FROM THE BOB COMMITTEE**
Councillor Bovill reported that all key arrangements had now been organised. Heats would be held on 20th September, 27th September and 4th October with the Final on 18th October. The sum of £2750 had been promised so far and the BOB Committee were seeking further sponsors. Flyers had been printed to attract bands and two flags ordered.
- L/08/06/15.01 Recommendation**
That the two flags advertising the Battle of the Bands be displayed on the flag poles on the Memorial Hall.
- L/08/06/16** **ORGANISATION OF ST GEORGE'S DAY CELEBRATIONS IN NEWMARKET FOR 2009**
Councillor Hudson suggested that events should be held in Newmarket to celebrate St George's Day. After discussion, the following
- Minutes of the Leisure Services Committee Meeting held on 16th June 2008

All

All Cllrs

Cllr Jefferys

recommendation was agreed:

L/08/06/16.01 Recommendation

That NTC agree in principle to stage events to celebrate St George's Day 2009. Councillors to bring ideas to the next meeting of the Leisure Services Committee.

Town Clerk

L/08/06/17 TOWN KEEPER'S REPORT

The Committee noted that the Town Keeper had maintained the Memorial Gardens. Town Clerk advised that problems with sand in the water feature were expected and, as the underground box which housed the electrics was not water proof. Cllr Cole advised that he might be able to assist with this problem and agreed to meet with the Town Clerk to assess the problems.

L/08/06/17.01 Recommendation

That the Committee pay a site visit to the Memorial Gardens at the next meeting to look at the problems associated with the water feature and the electrics.

L/08/06/18 CORRESPONDENCE RECEIVED

None noted.

L/08/06/19 SUCH OTHER BUSINESS WHICH, IN THE OPINION OF THE CHAIRMAN, SHOULD BE CONSIDERED AS A MATTER OF URGENCY TO BE SPECIFIED IN THE MINUTES. [LGA 1972 Section 100 (4) (B) (16)]

None noted.

L/08/06/20 DATE OF NEXT MEETING

Monday, 14th July 2008 at 7.15 pm.

L/08/06/21 EXCLUSION OF THE PRESS AND PUBLIC

With the vote being unanimous, it was

L/08/06/21.01 RESOLVED

That, under section 100a(4) of the Local Government Act 1972, the press and public should be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as prescribed in Part 1 of Schedule 12a of the Local Government Act 1972 and indicated against each item and, in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The meeting closed at 8.04 pm.

Signed _____ Date _____