



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Leisure Services Committee
held on Monday, 9th November 2009 at 7.15 pm at the Memorial Hall, Newmarket

Attendance :

Councillor K Bovill, Chairman
Councillor D Hudson, Vice-Chairman
Councillor J Bailey
Councillor W Burch
Councillor G Cole
Councillor R Fletcher
Councillor W Hirst
Councillor P Hulbert
Councillor M Jefferys
Councillor W Sadler
Councillor J Uney

Also Present: Isabelle Barrett – Town Clerk, Rosemary Foreman – Minute Assistant

	Minute	Action by
L/09/11/1	<u>APOLOGIES</u> There were no apologies.	
L/09/11/2	<u>ABSENT</u> Councillor C Brighty was absent.	
L/09/11/3	<u>DECLARATION OF MEMBERS INTERESTS & CONSIDER UPDATE OF REGISTER OF INTEREST</u> None noted.	
L/09/11/4	<u>TO CONFIRM THE MEETING HELD ON 12th OCTOBER 09</u> Councillor Bovill signed the minutes of the Leisure Services Committee meeting held on Monday, 12 th October 09, as a correct record.	
L/09/11/5	<u>MATTERS ARISING</u> None noted.	
L/09/11/6	<u>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</u> No members of the public were present.	
L/09/11/7	<u>ROSPA REPORT RELATED TO PLAY EQUIPMENT IN THE MEMORIAL GARDENS</u> Councillor Bovill advised that ROSPA had carried out a play area safety inspection in September and marked a number of items as medium risk. As some of the existing equipment would be replaced in the near future, the following recommendation was agreed:	

L/09/11/7.01 Recommendation

That remedial action be taken only on the items of play equipment in the Memorial Gardens which were not going to be replaced.

Town Keeper

L/09/11/8

UPDATE ON PLAY EQUIPMENT FUNDING FOR MEMORIAL GARDENS

Councillor Bovill advised that some minor changes had been made to the scheme, including softening of the edges at the rear of the play area and the provision of a disabled accessible swing, the cost of which was to be met by the contractor.

The Committee noted that the total cost of the scheme was £61,200 + VAT. Funding so far approved amounted to £51,000 and decisions on applications for further funding totalling £15,644.40 were awaited. Should these applications be unsuccessful, there were sufficient contingency funds available.

Work was due to start on the play area on 10th February 2010, with completion no later than 31st March 2010, meaning that the order must be placed with the contractor before Christmas. The contractor would fence off the area and it was agreed that warning notices should be erected and the Newmarket Journal asked to publicise the work.

L/09/11/8.01 Recommendation

That an order be placed with Play World immediately to carry out the refurbishment of the play area in the Memorial Gardens, work to commence on 11th February 2010 and be completed by 31st March 2010.

Town Clerk

L/09/11/9

REPORT FROM SPORT FOR THE SEVERALS SUB-COMMITTEE

Councillor Hirst reported that work was progressing well and the next site meeting would be held in two weeks.

L/09/11/10

INSTALLATION OF CHRISTMAS TREE & PURCHASE OF NEW CHRISTMAS TREE LIGHTS

Councillor Bovill advised that the Christmas Lights had been installed and switched on. New lights for the Christmas Tree had been sponsored by Councillor Lisa Chambers and Joanne Rogers (FHDC) and Elveden Estates had again sponsored a 25^{ft} Norwegian Spruce. It was not possible to erect the Christmas Tree near the Clock Tower this year as a manhole needed to be installed by SCC at a cost of £1,300.

DNA Electrical had sponsored both artificial Christmas trees with lights outside the Memorial Hall and new lights had been purchased for the Memorial Hall as the old ones were broken. SCC were due to inspect the installation of Christmas Lights during the week commencing 16th November.

The electricity connection had been moved from DeNiro's to the Masons' Lodge and would be sponsored by them. One retailer was unable to sponsor the electricity costs this year and would need to be reimbursed the cost (£100). Some of the electricity boxes had now been installed outside the premises and the remainder would be done after Christmas when the lights were being removed.

Town Clerk advised that two lights had been removed from Old Station Road during the Clock Tower junction improvements and replacement lights would be purchased after Christmas.

L/09/11/10.01 Recommendation

That a manhole cover be installed near the Clock Tower in February 2010 at a cost of £1,300 to enable the Christmas Tree to be erected there in future.

Town Clerk

L/09/11/10.02 Recommendation

That the retailer be reimbursed for the cost of electricity for the Christmas lights connected to his premises, at an estimated cost of £100.

Town Clerk

L/09/11/11 SCHEDULE OF EVENTS

The Committee received and noted the schedule of events up to July 2010.

L/09/11/12 LATE NIGHT SHOPPING EVENT, 1st DECEMBER 2009

Town Clerk reported that Joanne Rogers had asked if NTC could continue to organise the Best Dressed Window and Best Dressed Staff competitions. The High Street would not be closed this year but there would be entertainers in the street, with a fair in the Market Square and possibly an ice rink. It was also planned to have Father Christmas in a sledge on Rutland Hill handing out sweets to children.

L/09/11/12.01 Recommendation

That £100 be allocated to purchase sweets for distribution to children during the late night shopping event on 1st December.

Town Clerk

L/09/11/13 OLYMPIC & PARALYMPIC SUB-COMMITTEE REPORT

Councillor Jefferys reported that the sub-committee met on 4th November and were inviting all businesses and Town and Parish Councillors to a Reception on 26th November, when the sub-committee's plans for sports competitions would be explained. There would be small-scale competitions (including schools) in 2010, increasing in number in 2011 and again in 2012. The sub-committee would be liaising with the July Festival Committee and Councillor Hulbert had agreed to help with arrangements for the Paralympics.

L/09/11/14	<u>DEBRIEF ON HALLOWEEN CHILDREN'S PARTY</u>	Town Clerk advised that the Children's Halloween Party had been very well attended, successful and self-funding.	Events Manager
	<u>L/09/11/14.01 Recommendation</u>	That a Children's Halloween Party be held in October 2010.	
L/09/11/15	<u>CHRISTMAS REMEMBER WHEN SHOW & CHILDREN'S PARTY</u>	Town Clerk advised that all arrangements were in hand for the Christmas Remember When Show and the Children's Party, which would be publicised in the Newsletter being sent out on 18 th November. Both events were free of charge and various local businesses had donated prizes. Further raffle prizes were needed.	All
L/09/11/16	<u>SECOND DRAFT BUDGET FOR THE 2010/2011 FINANCIAL YEAR</u>	The Committee received and analysed the 2 nd draft budget for 2010/2011 and after discussion made the following recommendation:	
	<u>L/09/11/16.01 Recommendation</u>	That the 2nd draft budget for the Leisure Services Committee for 2010/2011 be accepted subject to the following amendments:	Town Clerk
		4037 Severals Sports Facilities - R&M Grounds: Reduce to £1,300 and add £6,500 to the Contingency Fund	
		4037 Memorial Gardens – R&M Grounds: To be discussed at next meeting	
L/09/11/17	<u>TOWN KEEPER'S REPORT</u>	Town Clerk advised that the Town Keeper had maintained the play equipment in the Memorial Gardens. A quote of £250 had been received for trimming all the trees but many of them were in need of pollarding and it was agreed that Town Clerk should obtain a quote for pollarding before any action was taken to trim the trees.	Town Clerk
L/09/11/18	<u>CORRESPONDENCE RECEIVED</u>	None noted.	
L/09/11/19	<u>DATE OF NEXT MEETING</u>	Monday, 11 th January 2010 at 7.15 pm.	
L/09/11/20	<u>EXCLUSION OF THE PRESS & PUBLIC</u>	With the vote being unanimous, it was	

L/09/11/20.01 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 8.00 pm.

Signed _____ Date _____