



# Newmarket

## TOWN COUNCIL

**Minutes of a Meeting of the Leisure Services Committee**  
**held on Monday, 12<sup>th</sup> October 2009 at 7.15 pm at the Memorial Hall, Newmarket**

**Attendance :**

Councillor K Bovill, Chairman  
Councillor D Hudson, Vice-Chairman  
Councillor J Bailey  
Councillor C Brighty  
Councillor W Burch  
Councillor G Cole  
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

	<b>Minute</b>	<b>Action by</b>
L/09/10/1	<b><u>APOLOGIES</u></b> Apologies were received from Councillor R Fletcher.	
L/09/10/2	<b><u>DECLARATION OF MEMBERS INTERESTS &amp; CONSIDER UPDATE OF REGISTER OF INTEREST</u></b> None noted.	
L/09/10/3	<b><u>TO CONFIRM THE MEETING HELD ON 14<sup>th</sup> SEPTEMBER 09</u></b> Councillor Bovill signed the minutes of the Leisure Services Committee meeting held on Monday, 14 <sup>th</sup> September 09, as a correct record.	
L/09/10/4	<b><u>MATTERS ARISING</u></b> None noted.	
L/09/10/5	<b><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></b> No members of the public were present.	
L/09/10/6	<b><u>UPDATE ON PLAY EQUIPMENT FUNDING FOR MEMORIAL GARDENS</u></b> Councillor Bovill updated the Committee on the current situation:  Total cost of the project - £62,000 Funding secured to date - £50,000 from Play Builder Fund £1,000 from Cllr Chambers' Locality Budget	

This left a shortfall of £11,000, but an application for £10,000 had been submitted to Awards for All and a further application to Tesco for £4,000. A decision should be made on these applications before the end of December.

Councillor Bovill, Town Clerk and the Assistants to the Town Clerk were meeting Denise Causier on 16<sup>th</sup> October to discuss the Play Builder Grant - phasing of payments, any restrictions or conditions etc. Works on site would be scheduled for February 2010 and were expected to take a week to complete – the Assistant to the Town Clerk to write to the contractor and confirm that the work would be completed on schedule.

Asst to Town Clerk

Other funding sources were also being sought.

**L/09/10/7**      **REPORT FROM SPORT FOR THE SEVERALS SUB-COMMITTEE**

Councillor Hirst reported that work on the artificial wicket was going ahead and the pavilion was progressing. There had been some minor issues regarding vandalism and a debate with the contractor regarding the completion date should be resolved shortly.

**L/09/10/8**      **COMMITTEE FOR THE MANAGEMENT OF THE SEVERALS SPORTS FACILITIES**

Councillor Bovill suggested that a sub-committee be formed for the management of the pavilion to decide issues such as opening and locking the building, day-to-day management, budget, etc. The Business Plan stated that Sport Newmarket would be the custodians of the pavilion, which would be used by many local groups, including Newmarket Cricket Club, Newmarket Cycling Club, Joggers, Avenue Bowls Club, Exning Cricket Club, Badminton Club, etc.

After discussion, it was agreed that Town Clerk should forward a copy of the Business Plan to all Committee members.

Done on 21.10.09

**L/09/10/8.01 Recommendation**

**That the existing Sport on the Severals Sub-Committee should establish a new committee of management of the premises in consultation with Sport Newmarket to discuss responsibilities.**

Town Clerk

**L/09/10/9**      **REQUEST TO UNDERWRITE CARNIVAL ACCOUNTS FOR 2009**

Town Clerk confirmed that all Members had received a copy of the financial report covering the previous four years including the 2009 accounts. Town Clerk reported that the Carnival 2009 had incurred a deficit of £1,002.29. Cllr Bovill advised that Committee Chairman have a responsibility to ensure that the projects are delivered within the agreed budget and where this would not be possible that the relevant Chairman needs to seek authorisation for any over spend from the relevant Committee of the Council.

**L/09/10/9.01 Recommendation**

**That the Carnival Committee Accounts be underwritten by £1,003 subject to the Carnival Committee reviewing their procedures to enable them to work within their given budget.**

Town Clerk

**L/09/10/10 UPDATE ON URBAN ART PROJECT FOR NEWMARKET**

Councillor Bovill advised that the urban art would be displayed on the boarding to be erected round the Technical Institute/Conservative Club development site and he thanked Councillor Sadler for finding the site.

**L/09/10/11 TIMETABLE FOR ERECTION FOR CHRISTMAS LIGHTS & CHRISTMAS TREE**

Town Clerk reported that work on the Christmas Lights would commence on 2<sup>nd</sup> November and they would be switched on after 11<sup>th</sup> November.

Town Clerk and Events Manager would change all bulbs on 31<sup>st</sup> October. Town Clerk had been in touch with the electrical supplier and agreed siting of outside electrical units with various premises in the High Street.

Town Clerk advised that it was hoped the Christmas tree could be erected near the Clock Tower provided there were no Highways issues.

**L/09/10/12 DEBRIEF ON TEA DANCE**

Town Clerk advised that 38 people had attended the Tea Dance and she thanked Councillor Uney for all her help with the event. Attendees had requested regular Tea Dances and future events had been scheduled for the 2<sup>nd</sup> Friday in each month. They had also requested a Ballroom Dance on a Saturday night, when the cost of the small Galaxy Band would be £650. Councillor Brighty suggested that the event should be widely publicised to ensure its financial success.

After discussion, the following recommendation was agreed:

**L/09/10/12.01 Recommendation**

**That a Ballroom Dance be organised on a Saturday night and the Galaxy Band hired at a cost of £650.**

Town Clerk

**L/09/10/13 OLYMPIC & PARALYMPICS SUB-COMMITTEE**

Councillor Jefferys advised that the sub-committee met on 16<sup>th</sup> September and aimed to hold a Festival of Sport in Newmarket in 2010, 2011 and 2012 as a build-up to the Olympics. The events would coincide with the July Festival. Representatives from local Parish Councils and businesses were being invited to a Launch Reception at the Leisure Centre on 26<sup>th</sup> November and he hoped representatives from NTC would attend. There was also a development plan for school competitions and Peter Lane, School Sports Partnership, would be attending the next sub-committee meeting on 4<sup>th</sup> November.

**L/09/10/14**    **THEATRE PRODUCTION IN THE MEMORIAL HALL**  
Town Clerk suggested that the Eastern Angles be invited to bring their new production – Long Way Home – to the Memorial Hall in Spring 2010 and after discussion the Committee agreed the following recommendation:

**L/09/10/14.01 Recommendation**

**That the Eastern Angles production of Long Way Home be staged in the Memorial Hall in Spring 2010.**

Following a request by Councillors, Town Clerk agreed to send a schedule of events to all Committee members and also put it on the website.

Town Clerk

Advised Events  
Manager on  
13.10.09

**L/09/10/15**    **HALLOWEEN CHILDREN'S PARTY**  
Town Clerk advised that sale of tickets for the Halloween party on 30<sup>th</sup> October was slow and it was agreed that handouts should be sent to schools again and posters distributed around the town.

**L/09/10/16**    **CHRISTMAS REMEMBER WHEN SHOW AND CHILDREN'S PARTY**  
Town Clerk advised that arrangements for the Christmas Remember When Show and the Children's Party were all in hand.

**L/09/10/17**    **FIRST DRAFT BUDGET FOR THE 2010/2011 FINANCIAL YEAR**  
The Committee received and analysed the 1<sup>st</sup> draft budget for 2010/2011.

Discussion took place regarding Twinning Expenses and it was agreed that Town Clerk should contact the Treasurer for a copy of their accounts and seek clarification of Councillor Sadler's position on their committee.

The Committee also discussed the budget for the Severals Sports Facilities and Town Clerk advised that she was seeking quotes for insurance etc. It was agreed that she and Councillor Bovill should set a more realistic budget for this project.

After discussion, the following recommendation was agreed:

**L/09/10/17.01 Recommendation**

**That the 1<sup>st</sup> draft budget for the Leisure Services Committee for 2010/2011 be accepted subject to the following amendments:**

- 4312 Newmarket Carnival – Increase grant to £2,500 plus £1,000 contingency for licence to close/divert road.**
- 4802 New Play Equipment – reduce to £62,000**

Town Clerk

Town Clerk/  
Cllr Bovill

Town Clerk

**L/09/10/18**    **TOWN KEEPER'S REPORT**

The Committee noted that the Town Keeper had maintained the Memorial Gardens and carried out the ROSPA inspection. Trees had not been cut satisfactorily by the contractor and Town Clerk had asked for a site meeting with him to discuss the situation.

In reply to a question from Councillor Sadler, Town Clerk confirmed that the Town Keeper was in the process of obtaining a pressure washer and the War Memorial area would be cleaned as soon as possible. Councillor Hirst advised that NIB would plant the flower beds as soon as weather permitted.

**L/09/10/19**    **LIBERTE FITNESS**

After discussion, it was agreed that the Town Clerk should inform Liberte Fitness that the Memorial Gardens were not suitable for her class.

**L/09/10/20**    **CORRESPONDENCE RECEIVED**

None noted.

**L/09/10/21**    **DATE OF NEXT MEETING**

Monday, 9<sup>th</sup> November 2009 at 7.15 pm.

**L/09/10/22**    **EXCLUSION OF THE PRESS & PUBLIC**

With the vote being unanimous, it was

**L/09/10/22.01 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 8.43 pm.

Signed \_\_\_\_\_ Date \_\_\_\_\_