



Minutes of a Meeting of the Leisure Services Committee
Held on Monday 8th January 2018 at 7.15 pm at the Memorial Hall Newmarket

Attendance:

Councillor D Hudson (Chairman)
Councillor J Clarke
Councillor A Drummond
Councillor W Hirst

Councillor P Hulbert
Councillor M Jefferys
Councillor J Wadham

Also Present: Bobby Bennett – TCM, Christy Argyroudi – Events Manager and Julie Ashton – Minute Assistant.

| Minute | Action by |
|---|-----------|
| <p><u>L/18/01/1 CHAIRMAN TO READ FIRE SAFETY NOTICE AND ANNOUNCE THAT PROCEEDINGS MAY BE FILMED OR RECORDED</u> The Chairman opened the meeting and read out the Fire Safety briefing and the announcement that the meeting may be filmed or recorded.</p> | |
| <p><u>L/18/01/2 APOLOGIES</u> Apologies were received from Cllrs Anderson, Berry, Hood, Lay, Morrey, Nobbs, O'Neill and Wright.</p> | |
| <p><u>L/18/01/3 DECLARATION OF MEMBERS INTERESTS & TO REMIND COUNCILLORS OF THE NEED TO KEEP UP TO DATE THEIR REGISTER OF MEMBER'S INTERESTS AND TO CONSIDER ANY REQUESTS RECEIVED FOR MEMBER'S DISPENSATION</u> None noted.</p> | |
| <p><u>L/18/01/4 TO CONFIRM THE MINUTES OF THE MEETING HELD ON MONDAY 11TH DECEMBER 2017</u> Members received the minutes of the Leisure Services Committee meeting held on 11th December 2017 and the following amendment was made: Page 1 – Time of the meeting was changed to read 6:00pm. Subject to the amendment being made, the following was agreed: <u>L/18/01/4.01 Resolved</u> That the minutes of the Leisure Services Committee meeting held on 11th December 2017 be adopted and signed as a true record by the Chairman of the Leisure Services Committee.</p> | |
| <p>There were no matters arising:</p> | |
| <p><u>L/18/01/5 PUBLIC PARTICIPATION 'AN INVITATION TO MEMBERS OF</u></p> | |

THE PUBLIC TO PUT QUESTIONS/STATEMENTS OF NOT MORE THAN 3 MINUTES DURATION. NO RESOLUTIONS CAN BE MADE BUT COUNCILLORS ARE VERY HAPPY FOR MATTERS RELATING TO THE TOWN TO BE BROUGHT TO THEIR ATTENTION

None noted.

L/18/01/6 TO REVIEW BOOKINGS FOR DECEMBER 2017

The Events manager advised that bookings were improving and income was up £2,804.07 on last year. Bookings for next year included 2 weddings, 1 engagement party and 2 Christmas parties. There was £400 left in the marketing budget and this would be used to promote the venues for weddings.

The new Murder Mystery event would now be held on 24th March 2018 and 60 bookings were required to cover costs. Tickets will cost £35 and Members were asked to promote the event.

Dates for Car Boot Sales and Tea Dances had been agreed however an existing client would no longer be using the venues from January 2018 due to a small necessary increase in the rates. Overall the bookings were looking promising for 2018.

L/18/01/7 TO DISCUSS EVENT STAFFING LEVELS AND REQUIREMENTS

TCM advised that a rota would be set up to provide cover for weekend bookings.

L/18/01/8 PLAYGROUND INSPECTION REPORT

This item was deferred to the next meeting.

L/18/01/9 TO CONSIDER THE BUDGET FOR 2018/2019

Members considered the draft budget and it was noted that item 4080 – PWLB Loan Charges was new to the Leisure Services budget. TCM agreed to look into the costs for item 4040 – Trade Refuse Collections. After further discussion the following was agreed:

L/18/01/9.01 Recommendation

That the draft budget for the Leisure Services Committee 2018/2019 be accepted

L/18/01/10 MAINTENANCE AND EQUIPMENT

1. To consider quotes for redecoration of the Memorial Hall Entrance Hall
2. To consider quotes for the redecoration of the Severals Pavilion Main Room – Members considered the quotes for both venues and the following was agreed:

L/18/01/10.01 Recommendation

That the quote from Newmarket Decorators Ltd be accepted for the

Memorial Hall and the Severals.

3. To consider purchasing 15 round tables – Members considered the quotes and the Events Manager was asked to arrange a sample table from Office Furniture.

L/18/01/11 CORRESPONDENCE

None noted

L/18/01/12 TO NOTE ANY ITEMS FOR NEXT MEETING

None noted.

L/18/01/13 DATE OF NEXT MEETING

Monday 5th February 2018 in the Memorial Hall at 7:15pm.

Meeting closed at 7:43pm.

Signed _____ Date _____