



Minutes of a Meeting of the Leisure Services Committee
Held on Monday 1st October 2018 at 7.15 pm at the Memorial Hall Newmarket

Attendance:

Councillor R Nobbs (Chairman)
Councillor J Clarke
Councillor A Drummond

Councillor W Hirst
Councillor R Hood
Councillor P Hulbert
Councillor M Jefferys

Also Present: Bobby Bennett – TCM, Julie Ashton – Minute Assistant, 3 Representatives from Kidzone, 1 Member of the Press and 1 Member of the Public

Minute	Action by
<p>L/18/10/1 <u>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 announcement that proceedings may be filmed or recorded.</p>	
<p>L/18/10/2 <u>APOLOGIES</u> Apologies were received from Cllrs Hudson, Lay and Wadham. Cllr Wright was absent.</p>	
<p>L/18/10/3 <u>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>L/18/10/4 <u>TO CONFIRM THE MINUTES OF THE MEETING HELD ON MONDAY 3RD SEPTEMBER 2018</u> Members received the minutes of the Leisure Services Committee meeting held on 3rd September 2018 and the following amendment was made:</p> <p>Page 3 – numbering of the recommendation was changed to read L/18/0910.01</p> <p>Subject to the amendment being made, the following was agreed:</p> <p><u>L/18/10/4.01 Resolved</u> That the minutes of the Leisure Services Committee meeting held on 3rd September 2018 be adopted and signed as a true record by the Chairman of the Leisure Services Committee.</p> <p>There were no matters arising.</p>	

L/18/10/5 PUBLIC PARTICIPATION ‘AN INVITATION TO MEMBERS OF 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.

The Chairman proposed that item 7 be brought forward and the following was agreed:

L/18/10/5.01 Resolved

That item 7 a presentation from Kidzone be brought forward.

L/18/10/6 TO RECEIVE A PRESENTATION FROM KIDZONE

The Committee was asked to help find a new base for the youth club with storage facilities and an outside space and to find new volunteers.

Members were advised that the youth club meets every Thursday between 6:30pm 8:30pm and had 30 members some with special needs. They were currently based at the academy but a new base was being sought with storage facilities for equipment such as a table tennis table and pool table with an outside space.

TCM would look at the options available and discuss these further with Kidzone. A notice would also be put on the NTC website for volunteers.

The representatives from Kidzone and Press left the meeting

L/18/10/7 TO REVIEW INCOME & EXPENDITURE FOR SEPTEMBER 2018

TCM advised that the Income and Expenditure report would be changed from year to date to the previous month and the Committee would review the Income and Expenditure report for September 2018 at the next meeting.

TCM advised that a structural survey had been carried out on the party wall in the Memorial Garden and that urgent action was required to make it safe. Three quotations had been obtained and Members considered the quotes for Harris fencing to be installed and the following was agreed:

L/18/10/7.01 Resolved

That Harris fencing be installed in the Memorial Garden for a cost of £270 + VAT for 2 months to allow for a permanent solution to be sought to make the wall safe.

L/18/10/8 DEBRIEF FROM THE CARNIVAL EVENT

The chairman advised that he and the Events Manager had met with the Carnival organisers on 27 September to look at the accounts. A couple of queries were raised and the accounts would be presented at the next meeting.

L/18/10/9 TO REVIEW BOOKINGS AND STAFF EVENT STAFFING

REQUIREMENTS

The Chairman advised that bookings were being made in the venues by agents who charge a commission.

L/18/10/10 PLAYGROUND INSPECTION REPORT

TCM advised that the risk assessment showed a low risk and that the water featured was closed today. The inspection report was noted.

L/18/10/11 TO RECEIVE A DEBRIEF FROM THE MARKET CHARTER CELEBRATION EVENT

TCM read out a report from the Events Manager giving details of the increase in footfall and that the event had created a great atmosphere. Good feedback had been received from stall holders and visitors. There were issues with the road closure, access for taxis and HGVs that would be looked at. An online feedback facility would be made available and marketing needed to be improved for future events. Planning for next year was underway and using the Severals for parking would be considered. The net cost for the event was £9375 and thanks were given to the team.

L/18/10/12 TO RECEIVE AN UPDATE ON THE LANTERN PARADE

The Chairman advised that the Workshops had been booked and that the flyers were ready to be distributed, social media activity has already commenced.

L/18/10/13 TO RECEIVE AN UPDATE RELATING TO BID CHRISTMAS EVENT

The Events Manager was working with the BID to agree arrangements for the Lantern Parade and Christmas lights switch on.

L/18/10/14 TO CONSIDER QUOTES FOR A TREE SURVEY

This item would be referred to the Community Services Committee.

L/18/10/15 CORRESPONDENCE

FHDC – Celebrate the Volunteer scheme was noted.

L/18/10/16 TO NOTE ANY ITEMS FOR NEXT MEETING

- Future of the Yummy Hut
- Carnival accounts

L/18/10/17 DATE OF NEXT MEETING

Monday 5th November 2018 in the Memorial Hall at 7:15pm.
Meeting closed at 8:09pm.

Signed _____ Date _____