



Minutes of a Meeting of the Leisure Services Committee
Held on Monday 1st April 2019 at 7.05 pm at the Memorial Hall Newmarket

Attendance:

Councillor D Hudson (Chairman)	Councillor Hulbert
Councillor J Clarke	Councillor M Jefferys
Councillor R Hood	

Also Present: Bobby Bennett – TCM, Christy Argyroudi – Events Manager, Julie Ashton – Minute Assistant and 1 Member of the Public.

Minute	Action by
<p>L/19/04/1 <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 the announcement that proceedings may be filmed or recorded.</p>	
<p>L/19/04/2 <u>APOLOGIES</u> Apologies were received from Cllrs, Drummond, Lay, Nobbs and Wadham. Cllrs Hirst and Wright were absent.</p>	
<p>L/19/04/3 <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/19/04/4 <u>TO CONFIRM THE MINUTES OF THE MEETING HELD ON MONDAY 4TH MARCH 2019</u> Members received the minutes of the Leisure Services Committee meeting held on 4th March 2019 and the was agreed:</p> <p><u>L/19/04/4.01 Resolved</u> That the minutes of the Leisure Services Committee meeting held on 4th March 2019 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><i>The Events Manager joined the meeting</i></p> <p>L/19/04/5 <u>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</u></p>	

ATTENTION

None noted.

L/19/04/6 TO REVIEW INCOME & EXPENDITURE FOR FEBRUARY 2019

The income and expenditure reports for February 2019 were noted.

L/19/04/7 TO CONSIDER PLANS FOR THE 2019 CARNIVAL

The Events Manager advised that an update on the 2019 Carnival was not available as the final accounts and bank statement for 2018 were still awaited. The following was agreed:

L/19/04/7.01 Recommendation

That a letter be sent to say that the Committee welcomed the enthusiasm to organise the 2019 Carnival, however clarity on the accounts and bank statement were required for 2018 in order to proceed.

The Events Manager asked the Committee to consider moving the Lantern workshop and Parade from winter to join the Carnival. The costs of the workshops would remain the same but savings would be made on the road closure and traffic management. The proposal was considered and the Events Manager was asked to establish the details of the Winter Wonderland in order to make an informed decision.

L/19/04/8 TO REVIEW THE BOOKINGS FOR MARCH 2019 AND STAFFING REQUIREMENTS

The Events Manager advised that the venues continued to be marketed on social media and in the Journal but bookings were slow due to the Easter Holiday. There were no staffing requirements.

L/19/04/9 TO RECEIVE AN UPDATE ON TWINNING

The Events Manager advised that 11 members had signed up for the next exchange and that 9 of them would need transport. Three quotes for a coach were considered but there were concerns that the trip would not be viable and that it required a minimum of 30 people. The following was agreed:

L/19/04/9.01 Recommendation

That delegated powers be given to the TCM to look at the numbers required to make the trip viable and for alternative transport options.

L/19/04/10 TO RECEIVE AN UPDATE ON THE MASTER PLAN PROGRESS

TCM advised that the inspection report had been received showing a few minor fixes and that the steepness of the slide access needed to be reduced. These would be completed before the opening. The water feature was up and running and all was progressing well.

L/19/04/11 CORRESPONDENCE

- AHT Art Trail – Bill Tutte booking – the request was considered and the following was agreed:

L/19/04/11.01 Recommendation

That the request to book the Bill Tutte site for two hours every Saturday between 10:00 and 12:00 from 20th July to 7th September 2019 be accepted. That the request to use the site 14th September be subject to a check being made to see if the Food Festival and BID had any plans to use the site.

L/19/04/11.02 Recommendation

That the request to use the flag pole on the High Street be accepted.

L/19/04/12 TO NOTE ANY ITEMS FOR NEXT MEETING

- Winter Wonderland
- Carnival
- Feedback on the Memorial Gardens opening event

A member of the public left the meeting.

L/19/04/13 EXCLUSION OF THE PRESS & PUBLIC

With the vote being unanimous, it was:

L/19/04/13.01 Resolved

To resolve that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters.

L/19/04/14 *TO CONSIDER TENDERS FOR THE KIOSK*****

The Committee considered the two tenders that had been received and the following was agreed:

*****L/19/04/14.01 Recommendation*****

That delegated powers be given to the TCM to select the most appropriate tender subject to full paperwork being presented.

L/19/04/15 DATE OF NEXT MEETING

Monday 13th May 2019 in the Memorial Hall

Meeting closed at 7:41pm.

Signed _____ Date _____