



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Leisure Services Committee
Held on Monday 3rd February 2020 at 6.00 pm at the Memorial Hall Newmarket

Attendance:

Councillor J De'Ath (Chairman)
Councillor J Borda
Councillor A Drummond
Councillor W Hirst

Councillor R Hood
Councillor P Hulbert
Councillor M Jefferys
Councillor I Kirk

Also present: Cathy Whitaker - RFO, Christy Argyroudi – Events Manager, Julie Ashton – Minute Assistant, Cllrs Appleby and O'Neill, Treasurer of a bookings client, 2 Representatives of Cricket and 1 Member of the Press.

Minute	Action by
L/20/02/1 <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 confirmed that proceedings may be filmed or recorded.	
L/20/02/2 <u>APOLOGIES</u> Apologies were received from Cllrs Fitzgerald and Lay.	
L/20/02/3 <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.	
L/20/02/4 <u>TO CONFIRM THE MINUTES OF THE MEETING HELD ON MONDAY 6TH JANUARY 2020</u> Members received the minutes of the Leisure Services Committee meeting held on 6 th January 2020 and the following was agreed: <i>Cllr O'Neill joined the meeting.</i> <u>L/20/02/4.01 Resolved</u> That the minutes of the Leisure Services Committee meeting held on 6th January 2020 be adopted and signed as a true record by the Chairman of the Leisure Services Committee. There were no matters arising. The Chairman proposed to bring forward items 7 & 14 and the following was agreed: <u>L/20/02/4.02 Resolved</u>	

That Items 7 & 14 be brought forward.

L/20/02/5 BOOKINGS, EVENT STAFFING AND REQUIREMENTS

The Events Manager advised that a hinge on a toilet cubicle at the Pavilion had been broken for the fourth time and there was additional damage to the cubicle. The Treasurer of the group involved explained that the incident had been reported and discussed with the group and it could be down to not knowing which way the door opened and if opened the wrong way then this is how the hinge gets damaged. Now that the group were aware, it should not happen again but clear signage would help.

Members discussed the costs and responsibility to carry out repairs and the following was agreed:

L/20/02/5.01 Resolved

That the hinge and toilet cubicle at the Pavilion be repaired and that clear signage be displayed for the operation of the door. That any further incidents be reported immediately.

The Treasurer of the group left the meeting.

L/20/02/6 TO DISCUSS THE CRICKET PITCH

Cllr Jefferys introduced Frank Stennett who made a proposal to reintroduce cricket at the Severals with the use of the facilities at the Pavilion. He advised that if and when West Suffolk install a sports hub, the established clubs could move to the new facilities. He asked NTC to support a request to establish and maintain a cricket pitch at the Severals with an aim to have teams playing in the 2021 league.

The request was considered and the following was agreed:

L/20/02/6.01 Recommendation

That, subject to further discussions with the Acting TCM and Events Manager about the constraints of the Severals, the principle of reintroducing cricket to Newmarket was supported.

Two Cricket Representatives left the meeting.

L/20/02/7 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.

L/20/02/8 FINANCE – TO REVIEW THE INCOME AND EXPENDITURE FOR DECEMBER 2019 & JANUARY 2020

RFO presented the income and expenditure reports for December 2019 and January 2020 and advised that the invoice for CCTV equipment in the Memorial Gardens had been paid and she was looking into the next steps.

The separate lines for Twinning had now been merged into one line. The income and expenditure reports for December 2019 and January 2020 were noted.

L/20/02/9 BOOKINGS, EVENT STAFFING AND REQUIREMENTS (ITEM 7 REVISITED)

The Events Manager advised that the Tea Dance on Friday had been the most successful to date with 54 people in attendance. She had discussed the results of the survey that showed 7% had answered no to recommending the dance to friends. She was advised that this was not the case and to ignore this result, they were very happy with the event. A dance teacher had been trialled but it was felt that she favoured ballroom dancing whereas the members preferred sequence dancing. The Events Manager would stop looking for a dance teacher. The comments regarding the raffle prizes had been noted and alternatives had been supplied. Waitrose had been approached to donate prizes.

A new long term booking had been secured at the Pavilion for a Martial Arts class every Friday.

Parking issues at the Pavilion had been reported by parents waiting for children to finish their club. It was noted that this had always been an issue and the Chairman and Events Manager would look into it further and report back at the next meeting.

Cllr O'Neill left the meeting.

L/20/02/10 MEMORIAL GARDENS

- Play Safety Report – was noted. RFO would contact the contractor for a launch platform for the zip wire.
- CCTV – equipment and solicitors fee had been paid for and a grant was awaited from West Suffolk. Next steps would be looked into.

L/20/02/11 NEWMARKET CALENDAR

The Events Manager advised that the meeting to discuss the Calendar had gone well. The format had been discussed with a recommendation for NTC to use the same calendar format as Discover Newmarket. The different formats were looked at and the Committee preferred the current NTC format, although it was noted that NTC used the same format as Discover Newmarket for bigger events. The flyer to promote the Calendar had also been discussed and there had been objections to the use of the NTC logo. Members felt that as the flyer was promoting the NTC Calendar the logo should be displayed. The Events Manager would contact Cllr Starkey to seek further advice.

L/20/02/12 VE DAY

The Events Manager advised that NTC should put on an event to support the 75th Anniversary of VE Day. It was suggested that the Town Cryer could do a reading for peace around the world at 7:00pm to start the event along with all of the Church bells being rung. This could be followed by

Street parties or a film and picnic in the Memorial Gardens. Other entertainment options would be looked at and the following was agreed:

L/20/02/10.01 Resolved

That NTC supports an event to mark the 75th Anniversary of VE Day and delegated powers be given to the Chairman and Events Manager to look at the options and book suitable entertainment for the event.

L/20/02/13 CHRISTMAS 2020 EVENT

The Events manager advised that the date for the Christmas 2020 event would be Saturday 12th December 2020 and the following was agreed:

L/20/02/11.01 Resolved

That the Christmas 2020 event be held on Saturday 12th December 2020.

L/20/02/14 CARNIVAL 2020 UPDATE

The Events Manager advised that Carnival Committee had recommended that the theme of the event would be A Carnival for the Future and the nominated charity would be Suffolk Wildlife. The Committee were looking at the details for the event including a solar powered stage for local bands to provide music in the evening.

L/20/02/15 TWINNING

The Events Manager advised that the Maisons-Laffitte contingent would be visiting Newmarket 30th -31st May 2020. So far 18 had registered for the visit and the maximum number was 25. Registration will close at the end of February when final numbers would be known but more accommodation was required. Anyone who could accommodate visitors over this weekend should contact the Events Manager. Activities and visits were being arranged including a welcome reception, visits to the Museum and Audley End House in Cambridge. All Cllrs would be invited to attend the welcome reception.

L/20/02/16 TO DISCUSS THE CINEMA

Members were advised that owing to the delays of West Suffolk providing a cinema, NTC should start looking at alternative providers as residents had been waiting for a cinema for years. Members were advised that West Suffolk were committed to providing a cinema and that funding was being looked into following the 1% increase to public works loans impacting on plans. After further debate the following was agreed:

L/20/02/16.01 Resolved

That continued pressure be put on West Suffolk and that Cllr Drummond provides an update on timescales at the next full Council Meeting. If the update is unacceptable, NTC to start looking at viable alternatives.

L/20/02/17 COUNCIL CHAMBER FURNITURE

A number of quotes and styles were considered but none were a perfect match for the current furniture. Further efforts would be made to establish the provider of the current furniture. The details of the provider could be held in storage records.

L/20/02/18 TO REVIEW THE MEETING START TIME

Members were advised that the D&P meeting held before the Leisure Services meeting often finished before 7.15pm and that the start time of the Leisure Services meeting should change to start at 7:00pm or directly following the D&P meeting if finishing later than 7:00pm. The proposal was considered and the following was agreed:

L/20/02/18.01 Resolved

That the start time of the Leisure Services Committee be changed to start at 7:00pm or directly following the preceding D&P Committee meeting.

L/20/02/19 CORRESPONDENCE

Newmarket & Neighbours letter to request the use of the Bill Tutte area for a stall to promote UK Aid, International Development and climate change was considered and the following was agreed:

L/20/02/19.01 Resolved

That Newmarket & Neighbours be allowed to use the Bill Tutte area on Saturday 15th February 2020 for a street stall to promote UK Aid, International Development and climate change.

L/20/02/20 MEMORIAL HALL ROOF REPAIRS

RFO advised that the previous quotes were not like for like and could not be compared. It was suggested that a Structural Engineer should conduct a survey to establish the work to be carried out and the following was agreed:

L/20/02/20.01 Resolved

That delegated power be given to the Acting TCM and RFO to arrange for a Structural Engineer to conduct a survey of the Memorial Hall roof with the cost being up to £1,000.

L/20/02/21 TO NOTE ANY ITEMS FOR NEXT MEETING

- Twinning
- Carnival 2020
- Bombing Exhibition
- VE Day
- Memorial Gardens – canopy for the sensory wall
- Parking at the Pavilion

L/20/02/22 DATE OF NEXT MEETING

Monday 2nd March 2020 in the Memorial Hall

Meeting closed at 7:32pm.

Signed _____

Date _____

DRAFT