

Membership as from May 2019

Councillor De'Ath - Chairman
Councillor Cooke - Vice Chairman
Councillor Borda
Councillor Drummond,
Councillor Hirst
Councillor Hood,
Councillor Hulbert,
Councillor Jeffreys
Councillor Lay



Newmarket

TOWN COUNCIL

The Memorial Hall, High Street, Newmarket, Suffolk CB8 8JP

You are hereby summoned to attend a meeting of the

LEISURE SERVICES COMMITTEE to be held at

Memorial Hall, High Street, NEWMARKET on

Monday 2nd September 2019 at 7.15pm

A G E N D A

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting.

Members of the public and press may not orally report or comment about a meeting as it takes place if present at a meeting of the Council, but otherwise may:

- a. film, photograph or make an audio recording of the meeting;
- b. use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;
- c. report or comment on the proceedings in writing, during or after a meeting or orally after the meeting.

The Council will where possible facilitate such recording unless it is being disruptive. It will also take steps to ensure that children, the vulnerable and members of the public who object to being filmed are protected without undermining the broader purpose of the meeting.

1. Chair to read fire safety notice and announce that proceedings may be filmed or recorded
2. **APOLOGIES** To receive and accept apologies for absence
3. **REGISTER OF INTERESTS** Declaration of Members' Interests & to remind Councillors of the need to keep up to date their Register of Members' Interests and to consider any requests received for Members Dispensation
4. **MINUTES OF PREVIOUS MEETING** To receive and confirm for accuracy the Minutes of the Meeting held on 5th August 2019 and any matters arising
5. **PUBLIC PARTICIPATION** 'An invitation to members of the public to put questions/statements of not more than 3 minutes duration. Resolutions can only be made on items on the agenda, but Councillors are very happy for matters relating to the Town to be brought to their attention.
6. **FINANCE** – To review the Income and Expenditure (budget enclosed)
7. **BOOKINGS, EVENT STAFFING AND REQUIREMENTS** – To timetable fee reviews
8. **WEST SUFFOLK** – Play Safety Report
9. **NEWMARKET SOAPBOX DERBY** - To receive a report
10. **CARNIVAL 2019**– To receive a report
11. **SUN LANE**
12. **A TASTE OF CHRISTMAS** - To consider plans for 2019
13. **CHRISTMAS TREE STAND**
14. **OKTOBERFEST**
15. **TOWN EVENTS** – To review the programme for 2020
16. **HIRE FEES** – To review the hire fees
17. **CORRESPONDENCE**
18. Items for next Agenda:
19. **DATE OF NEXT MEETING: Monday 7th October 2019**

Signed

Roberta Bennett, Town Council Manager, 28th August 2019

Distribute to the following for information: County & District Councillors, The Press, Newmarket Town Council
Notice Boards & the Web-site

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Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Leisure Services Committee
Held on Monday 5th August 2019 at 7.15 pm at the Memorial Hall Newmarket

Attendance:

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

Councillor Hulbert
Councillor J Lay

Also Present: Bobby Bennett – TCM, Julie Ashton – Minute Assistant, Cllr Jefferys and 1 Member of the Public.

Minute	Action by
L/19/08/1 <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.	
L/19/08/2 <u>APOLOGIES</u> Apologies were received from Cllrs Cooke, Hirst, Hood and Lindsay.	
L/19/08/3 <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/19/08/4 <u>TO CONFIRM THE MINUTES OF THE MEETING HELD ON MONDAY 1ST JULY 2019</u> Members received the minutes of the Leisure Services Committee meeting held on 1 st July 2019 and the following amendment was made: Page 3 – L/19/07/13 – typo amended to read flower boxes. Subject to the amendment being made, the following was agreed: <u>L/19/08/4.01 Resolved</u> That the minutes of the Leisure Services Committee meeting held on 1st July 2019 be adopted and signed as a true record by the Chairman of the Leisure Services Committee. There were no matters arising.	
L/19/08/5 <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</u>	

**MADE BUT COUNCILLORS ARE VERY HAPPY FOR MATTERS
RELATING TO THE TOWN TO BE BROUGHT TO THEIR
ATTENTION**

Cllr Jefferys referred to the minutes of the last meeting regarding item L/19/07/6 – Cricket Facilities and advised that the English and Welsh Cricket Boards had approved the Severals as a suitable site for cricket and that there were no health and safety issues. The Newmarket Cricket Club had regularly played on the Severals and the wicket was still there although it had not been maintained. Every effort should be made to bring cricket back to the heart of Newmarket.

The Chairman agreed and members were advised that the Rugby and Hockey Clubs were in favour of developing a sports hub at the George Lambton Playing Fields to cover a range of sports and this item would be deferred to the next meeting.

Cllr Jefferys left the meeting

L/19/08/6 TO REVIEW INCOME & EXPENDITURE FOR JULY 2019

TCM advised that the income and expenditure reports for July 2019 would be circulated following the close down of the end of the month.

L/19/08/7 TO REVIEW THE BOOKINGS EVENT STAFFING AND REQUIREMENTS

TCM advised that bookings for August were very slow and that one wedding had been booked for 2020. There were no staffing requirements.

L/19/08/8 WEST SUFFOLK PLAY SAFETY REPORT

TCM advised that items identified were all low risk and action had been taken to clear them. The report would be circulated after the meeting. There had been an issue with children climbing up the side of the slide and pictorial signs had been installed. The issue would be monitored.

L/19/08/9 TO RECEIVE A REPORT ON THE CARNIVAL 2019

TCM advised that the organisers had given feedback and that the numbers attending had been lower than last year which could have been due to the rain. There had been fewer floats and the accounts would be submitted soon.

It was noted that more effort was required to gain support for the Carnival and TCM would invite the BID Board and Discover Newmarket to a meeting to discuss working in partnership and to look at future options.

L/19/08/10 SUN LANE

Members were advised that plans had been drawn up to install 6 slim flower boxes and benches in Sun Lane. The installation of wrought iron arches was being discussed with West Suffolk and TCM would contact Suffolk Highways, emergency services and the BID to seek approval.

L/19/08/11 TO CONSIDER PLANS FOR A TASTE OF CHRISTMAS 2019

TCM advised that 15 Alpine huts had been booked for the Memorial Gardens

for the event on 14th December 2019. The lights and decorations were being looked at and the Events Manager would be asked to enquire about the Walking Nativity activity to be added to the event.

L/19/08/12 TO RECEIVE AN UPDATE ON TWINNING

TCM read out a letter of thanks from two Newmarket students who had clearly enjoyed and appreciated all of the activities, hosting and hospitality that had been provided. Members were advised that the Rugby and Hockey clubs were in favour of playing French teams and further enquiries would be made.

L/19/08/13 TO RECEIVE AN UPDATE ON THE TEA DANCE

TCM advised that the numbers attending had dropped over the summer and that it had made a loss of £30.00. The efforts to increase attendance was noted and the following was agreed:

L/19/08/13.01 Resolved

That NTC continue to subsidise the Tea Dance.

L/19/08/14 CORRESPONDENCE

• Oktoberfest Newmarket – The request to bring the Oktoberfest to Newmarket was welcomed and the following was agreed:

L/19/08/14.01 Resolved

That the request to bring the Oktoberfest to Newmarket be accepted and NTC would explore the provision of an Oom Pah band to support the event

L/19/08/15 TO NOTE ANY ITEMS FOR NEXT MEETING

- Carnival 2019
- Sun Lane
- Taste of Christmas
- Oktoberfest
- Programme of Town events for 2020
- Review of hire fees

L/19/08/16 DATE OF NEXT MEETING

Monday 2nd September 2019 in the Memorial Hall

Meeting closed at 8:08pm.

Signed _____ Date _____

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Tea dance 2019

Date	Coffee/Tea	Food	DJ	Total Cost	Total revenue	Profit/Loss	PAX
25 January		£18	£160.00	£178	£206.25	+£28.25	43
22 February		£15	£160.00	£175	£195.42	+£20.42	44
29 March		£18.66	£160.00	£178.66	£137.92	-£40.74	32
26 April		£13.92	£160.00	£173.92	£181.25	+£7.33	42
31 May		£9.50	£160.00	£169.50	£141.67	-£27.83	34
28 June		£12	£160.00	£172.00	£160.42	-£11.58	37
26 July		£12.90	£160.00	£172.90	£141.25	-£31.65	33
9 August		£11.82	£160.00	£171.82	£136.25	-£35.57	31
27 September			£160.00				
25 October -Silver Sunday			£160.00				
29 November			£160.00				
13 December			£160.00				

** VAT is excluded**

Ticket price: £3.6 plus raffle tickets £1 each