



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Community & Leisure Services Committee **Held on Monday 6th September 2021 at 7:00 pm**

Attendance:

Councillor P Winter (Chairman)
Councillor A Appleby
Councillor J Borda
Councillor L Crissall
Councillor J D'Ath
Councillor A Drummond

Councillor D Hall
Councillor J Harvey
Councillor P Hulbert
Councillor M Jefferys
Councillor K Yarrow

Also Present: C Whitaker – Town Clerk, T Symonds – Deputy Town Clerk, C Argyroudi – Events Manager, J Ashton – Minute Assistant, Cllr O'Neill, 1 Member of the Press 1 member of the public, L Eatock and J Asker - Newmarket Community Arts

Minute

CL/21/09/1 Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded

The Chairman opened the meeting read out the fire safety briefing and announced that no fire alarm was planned and that the meeting may be filmed or recorded.

CL/21/09/2 Apologies for Absence

Apologies were received from Cllrs Anderson and Hood.

CL/21/09/3 Declaration of Member's Interests and to Remind Councillors of the Need to Keep up to Date Their Register of Member's Interests and to Consider Any Requests Received for Members Dispensation

Cllr Yarrow declared a non-pecuniary interest in item 11.

CL/21/09/4 To Receive and Confirm for Accuracy the Minutes of the Community and Leisure Services Committee Meeting Held on Monday 2nd August 2021 and Any Matters Arising

Members received the minutes of the Community and Leisure Services Committee meeting held on 2nd August 2021 and the following was agreed:

CL/21/09/4.01 Resolved

That the minutes of the Community and Leisure Services Committee meeting held on 2nd August 2021 be adopted and signed as a true record by the Chairman of the Community and Leisure Services Committee.

There were no matters arising.

CL/21/09/5 Public Open Session

No members of the public wished to speak.

CL/21/09/6 To Receive the Accounts

The accounts for August 2021 were received and noted.

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CL/21/09/7 Service Level Agreement

The Chairman gave an update on the SLA contract and the following was agreed:

CL/21/09/7.01 Recommendation

That 3 quotes be obtained to tender for the outside services SLA and a Working Group be set up consisting of the Town Clerk, Cllrs Winter, Jefferys, De'Ath, Hall and Crissall to negotiate a new SLA for April 2022

The Chairman proposed to bring forward item 15 and the following was agreed:

CL/21/09/7.01 Resolved

That item 15 – Weed Killer be brought forward.

Cllr Yarrow declared non-pecuniary interest in the following item.

CL/21/09/8 Weed Killer

The use of weed killer and glyphosate-formulated weed killers in Newmarket and the surrounding area with relation to harmful effects was discussed and the following was agreed:

CL21/09/8.01 Recommendation

That NTC requests that the bodies responsible for the SLA in the Newmarket area do not use glyphosate-based products to control the weeds. That the SLA Working Group explores the practicalities of the alternatives and their effectiveness.

CL/21/09/9 Horse Walks

The Chairman presented examples of the replacement fencing proposed for St Mary's Square area by Jockey Club Estates, who were looking for suitable material and costings.

CL/21/09/10 Memorial Gardens

Weekend litter and safety checks – historically this is carried out by the Town Keeper and Caretaker, but takes valuable hours away from those available during the week. A quote from WSC to provide a Saturday morning service and a proposal for volunteer Councillors was considered and the following was agreed:

CL/21/09/10.01 Recommendation

That a trial of volunteer Councillors be used to clear weekend litter and conduct safety checks in the Memorial Gardens starting from 11th September for a period of 2 months.

Special Needs Activity – the plan to offer exclusive use of the Memorial Hall Gardens for carers of special needs children and their siblings had stalled and needs to be taken forward. The following was agreed:

CL/21/09/10.02 Recommendation

That the Chairman takes forward the proposal to offer exclusive use of the

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Memorial Hall Gardens for carers of special needs children and their siblings for two hours one morning per week.

Inclusive equipment and activities - a sensory wall was installed and bark chippings were laid which were compatible with wheelchair and buggy access as part of the Memorial Garden Masterplan. The new splash-pad area and birds' nest swing that were installed are also special needs compliant, but more inclusive equipment is required and the following was agreed:

CL21/09/10.03 Recommendation

That a re-assessment of the small play area equipment and surfacing be carried out within the 2022-23 budget preparation.

Cllr O'Neill left the meeting

CL/21/09/11 Memorial Hall

A report on the street furniture at the front of the Memorial Hall and 3 quotes for essential window maintenance was presented and considered. The following was agreed:

CL/09/11.01 Recommendation

That a licence from SCC be obtained for £150 to move the street furniture and that the COVID-19 grant be used to install new cycle rings. That a plan and quotes be presented to the Community and Leisure Committee for approval. That the quote from Lister Decorators to paint the Memorial Hall windows for £2,285 be approved.

New planters will require sourcing and costs to be included in the 2022/23 budget.

CL/21/09/12 Newmarket Community Arts

A request for bookings at the Memorial Hall and Pavilion was considered and the following was agreed:

CL/21/09/12.01 Recommendation

That the request from Newmarket Community Arts to be given free use of the Pavilion for 16+ Samba and adult dance classes be approved; this for a maximum of one year, with a review after six months.

CL/21/09/12.02 Recommendation

That the request to use the Memorial Hall for lantern making workshops in November 2021 be approved.

The proposal for NTC to lease a property on the High Street from Jockey Club Estates for a Community Arts hub was considered and the following was agreed:

CL/21/09/12.03 Recommendation

That NTC enters into discussions with Jockey Club Estates regarding the lease of a High Street premises for £1.00pa for Newmarket Community Arts to use as an Arts Centre.

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CL/21/09/13 Queen's Platinum Jubilee

A report from a 2018 survey report and recommendations for work to be carried out at the Clock Tower was considered and the following was agreed:

CL/21/09/13.01 Recommendation

That quotes be sought to carry out the recommended refurbishment work at the Clock Tower.

Proposals for a new Platinum Jubilee flower bed in the Memorial Gardens and a planting scheme for the hanging baskets and Town planting was considered and the following was agreed:

CL/21/09/13.02 Recommendation

That a new Platinum Jubilee flower bed be created in the Memorial Gardens and that the hanging baskets and High Street planting be planted in the Queen's racing colours of red, purple and yellow.

CL/21/09/14 Newmarket Clock Tower

A report to upgrade the lighting system at the Clock Tower was considered and the following was agreed:

CL/21/09/14.01 Recommendation

That the Clock Tower Lighting system be upgraded and that further quotes be obtained.

CL/21/09/15 Speeding

This item was deferred to the next meeting.

CL/21/09/16 Update on Newmarket Events

Soap Box Derby 2021 Debrief – Events Manager presented a report on the event detailing income, expenditure and feedback, and although it had been a successful event there were some safety issues that need to be addressed. There were many positive public comments received. However, going forward, the need to consider whether the Council has the capacity to put on such a large event with no income being received was recognised. The Committee were very grateful for the support from Jockey Club Estates and the following was agreed:

CL/21/09/16.01 Recommendation

That a letter of thanks be sent to Jockey Club Estates for their support with the Soapbox Derby event.

Summer Entertainment Debrief - Events Manager presented a report on the feedback from the Market Place team and Newmarket Community Arts on the successful Summer entertainment programme and the following was agreed:

CL/21/09/16.02 Recommendation

That the Summer Entertainment event for next year be rebranded to "Earth Arts Festival" and that the organisation and running of the event be assigned to Market Place and Newmarket Community Arts.

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CL/21/09/16.03 Recommendation

That the Summer entertainment budget for 2022/23 be increased by £3,450 to cover production costs.

A member of the public left the meeting

Yoga/Pilates Debrief - Events Manager presented a report on this new Wellbeing event and the following was agreed:

CL/21/09/16.04 Recommendation

That free yoga classes be added to the 2022 Event calendar and that 1 class per week be booked from May to the end of August 2022 with the Pavilion/Memorial Hall being used as a back-up venue for inclement weather.

Remembrance Day Arrangements – The Chairman reported that NTC would be organising the arrangements this year. A short service will be held at the War Memorial where wreaths will be laid followed by a parade down the High Street to a Service at Tattersalls. Refreshments are usually served at the Bowls Club after the Service and a proposal to discontinue this was considered. The following was agreed:

CL/21/09/16.05 Recommendation

That refreshments are not served following the Service at Tattersalls.

YBR Planting Event – The Community daffodil bulb planting event will be held on Saturday 2nd October 2021 on the green and around the sump at the Yellow Brick Road.

Christmas 2021 – Events Manager reported that the event will be held 18th December 2021 and a proposal was made to move the event from Memorial Gardens to the George Lambton playing fields. This would give more space for a bigger event and be linked to the lantern parade on the Yellow Brick Road from 11:00am – 6:00 pm and the Newmarket Community Network play. Events manager was requested to provide a detailed proposal with costs.

A member of the public left the meeting

CL/21/09/17 Correspondence

Use of the Bill Tutte Memorial for Events – A request from Hughes Electrical to use the Bill Tutte Memorial to mark their 100 year anniversary was considered and the following was agreed:

CL/21/09/17.01 Recommendation

That the request from Hughes Electrical to use the Bill Tutte Memorial be approved, with a condition that the surfacing be left undamaged

Note of thanks from Newmarket Charitable Foundation – the kind note of thanks for organising the Newmarket Summer Night Walk was welcomed and noted.

A suggestion to consider a mural to mark the Platinum Jubilee – deferred to next meeting

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Fund-raising event on the Severals – the request was referred to the Town Clerk.

A member of the public left the meeting

CL/21/09/18 Date of Next Meeting

Monday 4th October 2021 at the Memorial Hall.

CL/21/09/19 Items for Next Agenda

- Memorial Gardens Security Report
- Speeding Report
- Platinum Jubilee Mural
- Clock tower lighting and refurbishment
- Christmas Event

CL/21/09/20 Exclusion of the Press & Public

With the vote being unanimous, it was:

CL/21/09/20.01 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.

The press left the meeting.

CL/21/09/21 *Opening times of the Memorial Gardens**

The arrangements for the opening and closing of the Memorial Gardens was discussed and the following was agreed:

*****CL/21/09/21.01 Recommendation*****

That the current agreement for opening and closing the Memorial Gardens be terminated and that the duties be covered by the Town Keeper/Abbey Security.

The 2022/23 budget will need to reflect the new costs and a presentation for a vote of thanks will be arranged for the current provider.

Meeting closed at 8:43pm

Signed: By the Chairman

Date: 04/10/2021

Summary of Recommendations

Recommendation	Recommendation Wording
<u>CL/21/09/7.01 Recommendation</u>	That 3 quotes be obtained to tender for the outside services SLA and a Working Group be set up consisting of the Town Clerk, Cllrs Winter, Jefferys, De'Ath, Hall and Crissall to

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	negotiate a new SLA for April 2022.
<u>CL/21/09/8.01 Recommendation</u>	That NTC requests that the bodies responsible for the SLA in the Newmarket area do not use glyphosate-based products to control the weeds. That the SLA Working Group explores the practicalities of the alternatives and their effectiveness.
<u>CL/21/09/10.01 Recommendation</u>	That a trial of volunteer Councillors be used to clear weekend litter and conduct safety checks in the Memorial Gardens starting from 11th September for for a period of 2 months.
<u>CL/21/09/10.02 Recommendation</u>	That the Chairman takes forward the proposal to offer exclusive use of the Memorial Hall Gardens for carers of special needs children and their siblings for two hours one morning per week.
<u>CL/21/09/10.03 Recommendation</u>	That a re-assessment of the small play area equipment and surfacing be carried out within the 2022-23 budget preparation.
<u>CL/21/09/11.01 Recommendation</u>	That a licence from SCC be obtained for £150 to move the street furniture and that the COVID-19 grant be used to install new cycle rings. That a plan and quotes be presented to the Community and Leisure Committee for approval. That the quote from Lister Decorators to paint the Memorial Hall windows for £2,285 be approved.
<u>CL/21/09/12.01 Recommendation</u>	That the request from Newmarket Community Arts to be given free use of the Pavilion for 16+ Samba and adult dance classes be approved; this for a maximum of one year, with a review after six months.
<u>CL/21/09/12.02 Recommendation</u>	That the request to use the Memorial Hall for lantern making workshops in November 2021 be approved.
<u>CL/21/09/12.03 Recommendation</u>	That NTC enters into discussions with Jockey Club Estates regarding the lease of a High Street premises for £1.00pa for Newmarket Community Arts to use as an Arts Centre.
<u>CL/21/09/13.01 Recommendation</u>	That quotes be sought to carry out the recommended refurbishment work at the Clock Tower.
<u>CL/21/09/13.02 Recommendation</u>	That a new Platinum Jubilee flower bed be created in the Memorial Gardens and that the hanging baskets and High Street planting be planted in the Queen's racing colours of red, purple and yellow.
<u>CL/21/09/14.01 Recommendation</u>	That the Clock Tower Lighting system be upgraded and that further quotes be obtained.
<u>CL/21/09/16.01 Recommendation</u>	That a letter of thanks be sent to Jockey Club

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	Estates for their support with the Soapbox Derby event.
<u>CL/21/09/16.02 Recommendation</u>	That the Summer Entertainment event for next year be rebranded to “Earth Arts Festival” and that the organisation and running of the event be assigned to Market Place and Newmarket Community Arts.
<u>CL/21/09/16.03 Recommendation</u>	That the Summer entertainment budget for 2022/23 be increased by £3,450 to cover production costs.
<u>CL/21/09/16.04 Recommendation</u>	That free yoga classes be added to the 2022 Event calendar and that 1 class per week be booked from May to the end of August 2022 with the Pavilion/Memorial Hall being used as a back-up venue for inclement weather.
<u>CL/21/09/16.05 Recommendation</u>	That refreshments are not served following the Service at Tattersalls.
<u>CL/21/09/17.01 Recommendation</u>	That the request from Hughes Electrical to use the Bill Tutte Memorial be approved, with a condition that the surfacing be left undamaged.
<u>***CL/21/09/21.01 Recommendation***</u>	That the current agreement for opening and closing the Memorial Gardens be terminated and that the duties be covered by the Town Keeper/Abbey Security.