

Report to	Leisure Services Committee
Subject	Remembrance Arrangements
Purpose	Information
Classification	Unrestricted
Meeting date	5-09-2022
Item number	9
Written By	Events Manager

Summary: This report outlines the council's arrangements in conjunction with Newmarket Royal British Legion

Councillors are asked to **CONSIDER** and **APPROVE** the **RECOMMENDATIONS** outlined in this report:

1. Remembrance Sunday wreath laying and parade
2. Remembrance Service in Tattersalls
3. Remembrance Tea in Tattersalls

1.	Introduction
a.	The Council is responsible to organise the annual Remembrance service. This year we work closely with Newmarket Royal British Legion.
2.	Context
a.	Remembrance budget £1,000
3.	Proposal/Options
a.	After the Remembrance service in Tattersalls ring, refreshments to be served in Tattersalls restaurant. Free coffee and cakes for donations towards RBL.
b.	Create Eventbrite ticketing system for people to register for RBL coffee time
4.	Financial/Resource Implications
a.	Newmarket band £250
b.	Newmarket Choir - Free
c.	Catering : combination of food donations and paying food suppliers
d.	Tattersalls room hire – Free
5.	Next Steps/Recommendations
a.	RBL coffee time to be at Tattersalls

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Report to	Leisure Services Committee
Subject	Tea dance
Purpose	Decision
Classification	Unrestricted
Meeting date	05-09-2022
Item number	10
Written By	Events Manager

Summary: This report outlines the plan to reinstate the monthly tea dance in the Memorial Hall

Councillors are asked to **CONSIDER** and **APPROVE** the **RECOMMENDATIONS** outlined in this report:

1. Approve the reinstatement of the tea dance from November 2022
2. Consider the option of live music Vs recorded music
- 3.

1.	Introduction
a.	Tea dance was a long-lasting event in the Council's annual event calendar but it had to be stopped during Covid.
2.	Context
a.	It's an event delivered the last Friday on each month from 2pm to 4:30pm with music, dance, refreshments and raffle prizes from Heath Court Hotel. After the success of the Jubilee tea dance many people enquired about the restart of the event.
b.	Ticket price £4.50pp
3.	Proposal/Options
a.	Due to staffing issues, the first tea dance to take place on 25 th November.
b.	Live music by a keyboard player
c.	Recorded music - a playlist provided by professional dance group
4.	Financial/Resource Implications
a.	Live music - £100 per day
b.	Recorded music – free
c.	Refreshments – approximately £30 per event
5.	Next Steps/Recommendations
a.	Recorded music will provide a versatile playlist for people to dance
b.	Keep the ticket price £4.50pp

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Report to	Leisure Services Committee
Subject	Summer Wellbeing in the Memorial Gardens
Purpose	Information/decision
Classification	Unrestricted
Meeting date	05/09/2022
Item number	11b
Written By	Events Manager

Summary: This report outlines the outcome of the summer wellbeing programme in the Memorial Gardens and the possibility of continuing the wellbeing project in 2023.

Councillors are asked to **CONSIDER** and **APPROVE** the **RECOMMENDATIONS** outlined in this report:

1. Consider the attendance numbers of this year and last year.
2. Evaluate the success of this new event
3. To consider including the Wellbeing project into the town council events calendar in 2023

1.	Introduction																																																																										
a.	Free Yoga classes attendance in the Memorial Gardens																																																																										
b.	Continue the Wellbeing project in 2023																																																																										
2.	Context																																																																										
a.	<table><tr><th>Dates 2022</th><th>Participants</th><th></th><th>Dates 2021</th><th>Participants</th></tr><tr><td>12 May</td><td>21</td><td></td><td>21 June</td><td>10</td></tr><tr><td>26 May</td><td>27</td><td></td><td>1 July</td><td>12</td></tr><tr><td>9 June</td><td>12</td><td></td><td>5 July</td><td>11</td></tr><tr><td>16 June</td><td>20</td><td></td><td>8 July</td><td>10</td></tr><tr><td>23 June</td><td>22</td><td></td><td>15 July</td><td>10</td></tr><tr><td>30 June</td><td>Cancelled</td><td></td><td>19 July</td><td>7</td></tr><tr><td>8 July</td><td>19</td><td></td><td>22 July</td><td>12</td></tr><tr><td>14 July</td><td>16</td><td></td><td>2 Aug</td><td>12</td></tr><tr><td>28 July</td><td>15</td><td></td><td>165 Aug</td><td>8</td></tr><tr><td>11 August</td><td>9</td><td></td><td>Total</td><td>92</td></tr><tr><td>18 August</td><td>12</td><td></td><td></td><td></td></tr><tr><td>25 August</td><td>8</td><td></td><td></td><td></td></tr><tr><td>Total</td><td>181</td><td></td><td></td><td></td></tr></table>					Dates 2022	Participants		Dates 2021	Participants	12 May	21		21 June	10	26 May	27		1 July	12	9 June	12		5 July	11	16 June	20		8 July	10	23 June	22		15 July	10	30 June	Cancelled		19 July	7	8 July	19		22 July	12	14 July	16		2 Aug	12	28 July	15		165 Aug	8	11 August	9		Total	92	18 August	12				25 August	8				Total	181			
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b.	We received reports that a group of teenagers were interfering with the yoga class. The PCSO was called to observe the class and prevent any obstructions. For safety reasons we decided to lock the gardens at 6pm each day of the class.																																																																										
c.	Total cost: £600																																																																										
3.	Next Steps/Recommendations																																																																										
a.	To continue with the Yoga classes in 2023 and to be included in next year's budget.																																																																										
b.	Open the registration to 70 tickets per class																																																																										
c.	Lock the gardens at 6:00pm on those days																																																																										

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Report to	Leisure Services Committee
Subject	Community bulb planting
Purpose	Decision
Classification	Unrestricted
Meeting date	05-09-2022
Item number	11c
Written By	Events Manager

Summary: This report outlines the plans for the 2nd Community bulb planting

Councillors are asked to **CONSIDER** and **APPROVE** the **RECOMMENDATIONS** outlined in this report:

1. Consider plans
2. Approve cost

1.	Introduction
a.	The 2 nd Community bulb planting is scheduled on 22 nd October at Munchkin's Green
2.	Context
a.	Invite the community to take part (local groups, resident associations, local organisations and children). All bulbs and equipment will be provided by the town council.
b.	
3.	Proposal/Options
a.	Bulbs will be provided by Lubbe & Sons as previously
b.	Free refreshments
c.	Children's activity: painting pots and planting seeds by a local organisation (to be confirmed)
4.	Financial/Resource Implications
a.	Bulb planting machine hire £110
b.	Refreshments £50
c.	
5.	Next Steps/Recommendations
a.	Approve spending for this event

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Report to	Leisure Services Committee
Subject	Christmas events 2022
Purpose	Decision
Classification	Unrestricted
Meeting date	5-09-2022
Item number	11d
Written By	Events Manager

Summary: This report outlines the council's Christmas plans for 2022

Councillors are asked to **CONSIDER** and **APPROVE** the **RECOMMENDATIONS** outlined in this report:

1. Approve the duration and date of the Christmas event
2. Approve the location
3. Consider the Christmas activities

1.	Introduction
a.	This year's Christmas planning involves a 3-day event in the Memorial Gardens.
b.	
2.	Context
a.	The council received a covid funding of £7,000 from West Suffolk. This funding was allocated to NTC specifically for an outdoor ice rink.
b.	The council's Christmas budget is £8,000
c.	
3.	Proposal/Options
a.	Dates: 9-11 December 2022 – Time: 10am to 5pm
a.	Location: Memorial Gardens
b.	Activities: Synthetic Ice rink, snow globe, music, small Christmas market, other activities
4.	Financial/Resource Implications
a.	Odin events: £8,500 Ice rink 12x8m (suitable for 22 - 25 skaters) fully staffed and insured
b.	ISK8: £5,130 10mx10x (Suitable for 35 skaters) fully staffed and insured
c.	Other activities to be confirmed
5.	Next Steps/Recommendations
a.	Odin events to provide the ice rink
b.	

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Report to	Leisure Services Committee
Subject	Newmarket Venues
Purpose	Information
Classification	Unrestricted
Meeting date	05/09/2022
Item number	12a
Written By	Events Manager

Summary: This report outlines the room hire revenue for July & August 2022 and provides a brief description of September's & October's meetings/events in Newmarket Venues.

Current Year.

July Revenue: £3,773.78

August Revenue: £4,572.63

Year to date: **£16,767.57**

Previous Year.

July Revenue: £1,615.21

August Revenue: £2,902.02

Year to date: **£18,167.41**

September bookings:

4 x meetings £347.75

1 x dance event £120

1 x Free event

1 x outdoor fitness £66.64

1x Sport Pavilion daily meetings £1,833.26

1x Sport Pavilion weekly meetings £54

October bookings:

2x meetings £62.50

1xJob fair £185

2x blood donations £720

1x Comedy night £203

1x Halloween staff party £250

1 x dance event £120

1 x kids theatre workshop (2days) £166

1x New weekly dance workshop £380

1 x outdoor fitness £83.30

1x Sport Pavilion daily meetings £1,749.93

1x Sport Pavilion weekly meetings £67.50

Prices exclude VAT

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Report to	Leisure Services Committee
Subject	Pavilion booking for October 2022 to October 2023
Purpose	Information/Decision
Classification	Unrestricted
Meeting date	5th September 2022
Item number	12b
Written By	Cathy Whitaker CLERK

Summary: This report outlines a request for further use of the Pavilion by a community group.

1.	Introduction
a.	The Newmarket Community Arts has been using the Pavilion on Wednesday evenings for two hours each week for a community Samba band.
b.	The Town Council agreed one-year free of charge, which has now expired, to assist with the setting up of the group.
2.	Context
a.	The group has requested to continue to use the Pavilion venue free of charge for one further year.
3.	Proposal/Options
a.	To agree a further year free of charge – equivalent to estimated income value of £1,435.20 including VAT (hire fee charged at the community rate) – giving Net income of £1,196.00
b.	To agree a discounted rate of hire for the year i) 50% discount on the community rate would be £717.60 including VAT – Net of £598 ii) 58% discount on the community rate would be £600.00 including VAT – Net of £500 iii) 75% discount on the community rate would be £358.80 including VAT – Net of £299
4.	Financial/Resource Implications
a.	As above.
5.	Next Steps/Recommendations
a.	To consider approval of option ii) - £600 hire fee for the year October 2022 to October 2023 for the hire of the Pavilion by Newmarket Community Arts Samba Band group.

Proposal from Newmarket Community Arts for the Town Council to continue with its generous subsidy of venue hire costs for New Samba – Newmarket's Samba band.

As chair of community arts, I would like to put forward the above proposal to enable our voluntary organisation to continue to offer affordable, quality arts opportunities to residents of the town.

Newmarket Samba Band – New Samba – formed in September 2021 and is lead by Anthony Paul who is an experienced and professional percussionist. The group has attracted a wide and diverse group of residents with an age range from early 20s to 77 years old.

To keep the group affordable and accessible to all, we charge £6 per session full-price or £3 for over 60s and under 18s and this has been crucial to the group's success. The group is just about breaking even with the current arrangement and I feel that if the Town Council could offer free venue hire for another year, from September 2022 to September 2023, every Wednesday from 18:00 to 20:00. It would really help us to keep the group going and to attract more players.

New Samba performed at Newmarket's Jubilee parade and brought a carnival atmosphere to the event and we also performed at Ely Eel Day.

The group is full of wonderful and enthusiastic people and really provides a positive uplifting experience to all those taking part and plays a crucial role in member's well-being.

Comments from band members:

"As a member of several clubs, I can say with all honesty that New Samba is the most encouraging and, inclusive and enthusiastic group I've had the pleasure of being part of. I always look forward to Wednesday evenings as I know regardless of how bad my week is, I'll come away feeling energised and positive" – Tom

"The Samba group has given me a sense of community that I have felt for the first time since moving to the area over 10 Years ago" – Tina

"Such a friendly and welcoming group and as absolutely life affirming hour and a half on a Wednesday evening. We need to keep being able to offer this to the people of Newmarket and beyond." Jean

"I'm not sure I have ever had so much fun! It's cathartic bashing away for an hour and a half and then to do it with the most wonderful, welcoming people makes it a real keeper." Heather