



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Leisure Services Committee **Held on Monday 3rd July 2023 at 7:20 pm**

Attendance:

Councillor R Nobbs (Chairman)
Councillor J Borda
Councillor J Harvey
Councillor P Hulbert

Councillor J Jarvis
Councillor E Kavanagh
Councillor P Winter

Also Present: C Whitaker – Town Clerk, T Symonds – Deputy Town Clerk, J Ashton – Minute Assistant, Cllr McHugh as an observer, 1 Member of the Press and 1 Member of the Royal British Legion.

Minute

L/23/07/1 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 the meeting was being recorded.

L/23/07/2 Apologies for Absence

Apologies were received from Cllr Crissall.

L/23/07/3 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

None noted. There were two requests for dispensation from Cllrs Nobbs and Winter regarding item 13 and the following was agreed:

L/23/07/3.01 Resolved

That the applications for dispensation from Cllrs Nobbs and Winter be approved.

L/23/07/4 To Receive and Confirm for Accuracy the Minutes of the Leisure Services Committee Meeting Held on Monday 19th June 2023 and Any Matters Arising

Members received the minutes of the Leisure Services Committee meeting held on 19th June 2023 and the following was agreed:

L/23/07/4.01 Resolved

That the minutes of the Leisure Services Committee meeting held on 19th March 2023 be adopted and signed as a true record by the Chairman of the Leisure Services Committee.

There were no matters arising.

L/23/07/5 Public Open Session

Julie Mallows – Newmarket RBL Poppy Appeal Organiser made the following proposals to do something different for this year for Remembrance Day:

1. To plant a triangle of 312 Memorial crosses on the grass at Birdcage Walk from 3rd and 4th November.
2. To install a temporary structure at the War Memorial for Memorial crosses for the unnamed fallen.

The Chairman proposed that item 13 be brought forward, and the following was agreed:

L/23/07/5.01 Resolved

That item 13 – Remembrance Day be brought forward.

Cllrs Jarvis and Kavanagh joined the meeting.

L/23/07/6 Remembrance Day

The proposals from the RBL Poppy Appeal Organiser were considered and the following was agreed:

L/23/07/6.01 Recommendation

That photos and the design layout for the proposed Printed Remembrance Cross Wooden Tribute installation at Birdcage walk to be sent to Cllr Winter to discuss with the Queens Statue Committee.

L/23/07/6.02 Recommendation

That permission is granted for a temporary installation of Printed Remembrance Cross Wooden Tributes at the Newmarket War Memorial by the Severals. This being on the exterior of the small metal fence around the Memorial. That they be installed 1 week prior to 11th November and removed 1 week after.

A report on the arrangements for Remembrance Day included the following:

A member of the press left the meeting

Saturday 11th November at 11:00 – A short Remembrance Service at the War Memorial.

Sunday 12th November at 2:00pm - Remembrance Service at the War Memorial followed by a parade down the High Street to Tattersalls for a service and invited guests only reception for a maximum of 80 people. All other guests will be received at the Memorial Hall for refreshments. A full compliment of Councillors to represent the Council is expected.

The following was agreed:

L/23/07/6.03 Recommendation

That the arrangements for a split reception for Remembrance Day be approved at the Green Room at Tattersalls for 80 maximum invited only guests and at the Memorial Hall for all other guests; refreshments provided.

L/23/07/6.04 Recommendation

That a virement be made of £1,000 from 4114/101 (other expenses) to 4079/101 Remembrance Day expenses.

Book number 8 2023 -2024

L/23/07/7 To Receive the Accounts

The accounts for June 2023 were received and noted.

L/23/07/8 Memorial Gardens

The WSC Memorial Gardens safety report was received and noted.

A report on mulch options for the Memorial Garden was considered and the following was agreed:

L/23/07/8.01 Recommendation

That quotes be sought for a more durable hardwood mulch material to fully replenish the area and some for a top up and that the Town Clerk and Deputy Town Clerk have delegated powers to find a contractor.

L/23/07/9 Events Update

Summer Entertainment – Five days of activities will be provided over the summer holidays from 1:00pm to 4:00pm as follows:

27 July: magic show, circus skills workshop, face painting, bird & dragon mask art workshop, wellbeing and mindfulness session, bouncy castle, buzz...a bee-riliant adventure featuring puppetry and a giant honeycomb set.

03 August: face painting, wellbeing and mindfulness session, bouncy castle, treasure box art workshop, magic show, poems, pop-up stall, pirates and fairies' storytelling.

10 August: face painting, wellbeing and mindfulness session, bouncy castle, magic wands art workshop, magic show, school sports day, Wizard of Oz storytelling times.

17 August: face painting, wellbeing and mindfulness session, bouncy castle, magic show, mini tops hats art workshop, Cinderella storytelling times.

24 August: face painting, wellbeing and mindfulness session, bouncy castle, mobile twigs art workshop, butterfly rock painting, animal experience, magic show 13:30pmm – 14:00pm, theatre performance: Alice Through the Looking Glass.

Sponsored and targeted advertising on FaceBook.

The new Events Manager will be joining the team 24th July 2023.

Town Clerk gave feedback on the butterfly workshop which had over 60 children in attendance and was well received.

Future Events – ideas for future events were considered and the following was agreed:

L/23/07/9.01 Recommendation

That an event be held on the Several to celebrate “6th June D Day 80” to include entertainment, lighting the beacon and food stalls to celebrate National Fish &

Book number 9 2023 -2024

Chip Day.

The Christmas event will be looked at with the new Events Manager along with ideas for other smaller events.

Cllr McHugh left the meeting

L/23/07/10 Newmarket Venues

A report on the bookings for May and June was presented, noting that £2,742.88 income was received in May and £2,945.87 in June 2023: £9,933.61 Year-To-Date.

It was noted that this report will no longer be required in this format and that a summarised verbal update will suffice.

The report was received.

L/23/07/11 LOTT (Legends of the Turf)

This item was deferred to the next meeting.

L/23/07/12 Cinema Kit

This item was deferred and will be brought back should it be required in the future.

L/23/07/13 The Severals

The rules regarding charity/community banners on the Severals were considered and the following was agreed:

L/23/07/13.01 Recommendation

That the size of banners be standardised and be installed by NTC; only four banners at a time and only displayed for two weeks. That the relevant infrastructure be installed to facilitate a banner display at the Severals.

L/23/07/14 Correspondence

None noted.

L/23/07/15 Date of Next Meeting

Monday 2nd October 2023 at the Memorial Hall.

Meeting closed at 8:15pm.

Signed: By the Chairman

Date: Monday 3rd July 2023

Book number 10 2023 -2024

Minutes of Leisure Services Committee held on Monday 3rd July 2023

Summary of Recommendations

Recommendation	Recommendation Wording
<u>L/23/07/6.01 Recommendation</u>	That photos and the design layout for the proposed Printed Remembrance Cross Wooden Tribute installation at Birdcage walk to be sent to Cllr Winter to discuss with the Queens Statue Committee.
<u>L/23/07/6.02 Recommendation</u>	That permission is granted for a temporary installation of Printed Remembrance Cross Wooden Tributes at the Newmarket War Memorial by the Severals. This being on the exterior of the small metal fence around the Memorial. That they be installed 1 week prior to 11 th November and removed 1 week after.
<u>L/23/07/6.03 Recommendation</u>	That the arrangements for a split reception for Remembrance Day be approved at the Green Room at Tattersalls for 80 maximum invited only guests and at the Memorial Hall for all other guests; refreshments provided.
<u>L/23/07/6.04 Recommendation</u>	That a virement be made of £1,000 from 4114/101 (other expenses) to 4079/101 Remembrance Day expenses.
<u>L/23/07/8.01 Recommendation</u>	That quotes be sought for a more durable hardwood mulch material to fully replenish the area and some for a top up and that the Town Clerk and Deputy Town Clerk have delegated powers to find a contractor.
<u>L/23/07/9.01 Recommendation</u>	That an event be held on the Severals to celebrate “6 th June D Day 80” to include entertainment, lighting the beacon and food stalls to celebrate National Fish & Chip Day.
<u>L/23/07/13.01 Recommendation</u>	That the size of banners be standardised and be installed by NTC; only four banners at a time and only displayed for two weeks. That the relevant infrastructure be installed to facilitate a banner display at the Severals.