



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Leisure Services Committee **Held on Monday 2nd October 2023 at 7:25 pm**

Attendance:

Councillor R Nobbs (Chairman)
Councillor J Borda
Councillor L Crissall
Councillor J Harvey

Councillor P Hulbert
Councillor E Kavanagh
Councillor P Winter

Also Present: C Whitaker – Town Clerk, T Symonds – Deputy Town Clerk, J Parsons – Event Manager, J Ashton – Minute Assistant, Cllr McHugh as an observer, and 1 Member of the Public.
Minute

L/23/10/1 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/23/10/2 Apologies for Absence

Apologies were received from Cllr Jarvis.

L/23/10/3 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 no requests for dispensation.

L/23/10/4 To Receive and Confirm for Accuracy the Minutes of the Leisure Services Committee Meeting Held on Monday 3rd July 2023 and Any Matters Arising

Members received the minutes of the Leisure Services Committee meeting held on 3rd July 2023 and the following was agreed:

L/23/10/4.01 Resolved

That the minutes of the Leisure Services Committee meeting held on 3rd July 2023 be adopted and signed as a true record by the Chairman of the Leisure Services Committee.

Matters arising:

L/23/07/6.02 – There will not be a temporary installation for the wooden crosses on the fence around the War Memorial, they will now be planted directly into the soil.

L/23/10/5 Public Open Session

No members of the public wished to speak.

L/23/10/6 To Receive the Accounts

The accounts for September 2023 were received and noted.

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L/23/10/7 Memorial Gardens

The WSC Memorial Gardens safety report was received and noted. A channel on the Crawling Tunnel was replaced but is not fit for purpose and needs to be replaced again at no extra cost. The issue will be investigated further.

L/23/10/8 Events Update

Summer Entertainment – The Chairman congratulated the Events Manager for her work on the Summer Entertainment and achievements.

The Events Manager gave a debrief report on the successful summer entertainment and wellbeing programme. The issues with the popular face painting and long queues were mitigated by getting an extra face painter, reduced painting designs and a controlled queue system. Extra dates were added for the Yoga and there were more attendees.

The successful event was noted, and thanks were given to the Events manager and all who helped.

Christmas 2023 Event – A proposal for the Christmas event was considered and the following was agreed:

L/23/10/8.01 Recommendation

That the proposal for a 3-day Christmas programme of events on 9th, 16th and 21st December 2023 and related costs be approved and that delegated power be given to the Chairman, Vice Chairman and Events Manager to finalise and cost the activities.

DD-80 Beacon Event – The arrangements for the D-Day 80 Beacon event on 6th June 2024 were considered and the following was agreed:

L23/10/08.02 Recommendation

That the arrangements for the D-Day 80 Beacon event on 6th June 2024 to include the Town Crier Proclamation, entertainment, lighting the beacon by the Jockey Club and food stalls and related costs be approved.

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

L/23/10/8.03 Recommendation

That the following events be held in 2024:

- **Summer Entertainment** – summer activities in the Memorial Gardens on the 1st, 3rd and 5th Thursdays for under 13s and the 2nd and 4th Thursdays for older children.
- **October half term** – Halloween Scavenger Hunt in Memorial Gardens.
- **February half term** – a pocket cinema in the Memorial Hall subject to costings,
- **Easter 2024** – two Easter craft activity workshops in Memorial Hall details to be confirmed.
- **Summer half term** - activity workshops in Memorial Hall details to be

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confirmed.

Other smaller events will be considered but putting on a single largescale event was discussed, and the following was agreed:

L/23/10/8.04 Recommendation

That a single largescale event (e.g., Soap Box Derby or Carnival) is not held in 2024.

A possible event for St George's Day would be considered for 2024 or 2025.

L/23/10/9 Newmarket Venues

July 2023 – Memorial Hall £2,453, Pavilion £422 **Total £2,875**

August 2023 – Memorial Hall £1,886, Pavilion £488 **Total £2,374**

Year to date totals £15,182.

L/23/10/10 Remembrance Day

The arrangements were noted as follows:

Saturday 11th November 11:00am – short Act of Remembrance at the War Memorial

Sunday 12th November – 1:45pm to 2:15pm Act of Remembrance at the War

Memorial with civic wreath laying, 2:15pm to 2:45pm Parade along the High Street to

Tattersalls, 3:45pm reception for invited guests at the Green Room, Tattersalls, other

guests at the Memorial Hall.

L/23/10/11 Correspondence

None noted.

L/23/10/12 Date of Next Meeting

Monday 4th December 2023 at the Memorial Hall.

Meeting closed at 8:40pm.

Signed: By the Chairman

Date: Monday 2nd October 2023

Summary of Recommendations

Recommendation	Recommendation Wording
<u>L/23/10/8.01 Recommendation</u>	That the proposal for a 3-day Christmas programme of events on 9th, 16th and 21st December 2023 and related costs be approved and that delegated power be given to the Chairman, Vice Chairman and Events Manager to finalise and cost the activities.
<u>L/23/10/8.02 Recommendation</u>	That the arrangements for the D-Day 80 Beacon

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	event on 6 th June 2024 to include the Town Crier Proclamation, entertainment, lighting the beacon by the Jockey Club and food stalls and related costs be approved.
<u>L/23/10/8.03 Recommendation</u>	That the following events be held in 2024: • Summer Entertainment – summer activities in the Memorial Gardens on the 1st, 3rd and 5th Thursdays for under 13s and the 2nd and 4th Thursdays for older children. • October half term – Halloween Scavenger Hunt in Memorial Gardens. • February half term – a pocket cinema in the Memorial Hall subject to costings, • Easter 2024 – two Easter craft activity workshops in Memorial Hall details to be confirmed. • Summer half term - activity workshops in Memorial Hall details to be confirmed.
<u>L/23/10/8.04 Recommendation</u>	That a single largescale event (e.g., Soap Box Derby or Carnival) is not held in 2024.