

**Membership from May 2023**

Councillor Borda  
Councillor Crissall  
Councillor Harvey  
Councillor Hulbert  
Councillor Jarvis  
Councillor Kavanagh  
Councillor Nobbs (Chair)  
Councillor Winter (Vice Chair)

Members = 8

Quorum = 3



**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, CB8 8JP**

on **Monday 8<sup>th</sup> April 2024 at 7.15pm**

**or following on from the Development and Planning  
Committee meeting, whichever is the later time**

**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** the fire safety notice and announce that this meeting is being recorded and to ask whether anyone else intends to record the meeting
- 2) **Apologies** - To receive and accept apologies for absence
- 3) **Declaration of interests**
  - a) Councillors are invited to raise any declarations of interest concerning items on the agenda
  - b) To consider any requests for dispensation
- 4) **Minutes of the previous meeting held 5<sup>th</sup> February 2024**
  - a) To consider and adopt the minutes as a true record of the proceedings
  - b) To consider any matters arising
- 5) **Public participation** – an invitation to members of the public to make representations to Councillors.  
Resolutions can only be made on items on the agenda  
*Rules of public participation: no person may speak for no longer than 3 minutes in total. The maximum time permitted for this item is 15 minutes. This is the only opportunity during the meeting, for members of the public to address Councillors.*
- 6) **Accounts** – To receive and note the accounts for Leisure Services for the previous month
- 7) **Outdoor Gym** – to receive information regarding funding and a proposal for the installation of an outdoor gym facility at the Severals Grounds
- 8) **Events updates by the Events Manager**
  - i) **DD-80 Event 6/6/24**
  - ii) **MLF Twinning 70<sup>th</sup> Anniversary visit to Newmarket 2024**
  - iii) **Summer Entertainment (to follow)**
  - iv) **Christmas 2024**
  - v) **Carnival 2025**
- 9) **Venues** - To receive an update regarding the Town Council venues for M12
- 9) **Correspondence**
- 10) **Date of next meeting 3<sup>rd</sup> June 2024**

Signed: *CE Whitaker* Cathy Whitaker, Town Clerk

Date: 2<sup>nd</sup> April 2024

To: Chairman and Members of Community Services Committee, Other Council Members, The Press

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# Newmarket

## TOWN COUNCIL

### **Minutes of a Meeting of the Leisure Services Committee** **Held on Monday 5<sup>th</sup> February 2024 at 7:25pm**

#### **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, J Ashton – Minute Assistant, Cllr McHugh as an observer.  
Minute

- L/22/02/1 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/22/02/2 Apologies for Absence**  
Apologies were received from Cllr Crissall.
- L/22/02/3 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/22/02/4 To Receive and Confirm for Accuracy the Minutes of the Leisure Services Committee Meeting Held on Monday 4<sup>th</sup> December 2023 and Any Matters Arising**  
Members received the minutes of the Leisure Services Committee meeting held on 4<sup>th</sup> December 2023 and the following was agreed:  
**L/24/02/4.01 Resolved**  
**That the minutes of the Leisure Services Committee meeting held on 4<sup>th</sup> December 2023 be adopted and signed as a true record by the Chairman of the Leisure Services Committee.**  
  
There were no matters arising.
- L/22/02/5 Public Open Session**  
No members of the public wished to speak.
- L/22/02/6 To Receive the Accounts**  
The accounts for January 2024 were received and noted.
- L/22/02/7 Events Update**  
**Christmas 2023 Event** – A debrief report was presented and noted.

**MLF Twinning 70<sup>th</sup> Anniversary Visit to Newmarket 2024** – A date for the visit is

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Minutes of Leisure Services Committee held on Monday 5<sup>th</sup> February 2024

to be confirmed possibly in September 2024 and the itinerary will be presented to Council for approval.

**DD-80 Beacon Event** – A report on the plans for the event was discussed and the following was agreed:

**L/24/02/7.01 Recommendation**

**That booking continues and logistics are arranged with the Jockey Club for set up and timings.**

**Car Boot dates for 2024**

The following was agreed:

**L/24/02/7.02 Recommendation**

**That the number of dates for car boot sales for 2024 be approved, with delegation of actual dates to Events Manager, Town Clerk and Chair of LS Committee.**

**L/22/02/8 Newmarket Venues**

The income for November and December 2023 was presented to Committee.

The venue hire fees were reviewed and the following was agreed:

**L/24/02/8.01 Recommendation**

**That the restructured hire fees for Newmarket venues be published and set for 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025, with special consideration for local groups and local charities as necessary and a strategy to monitor at future Committee meetings.**

**L/22/02/9 Correspondence**

None noted.

**L/22/02/10 Date of Next Meeting**

Monday 8<sup>th</sup> April 2024 at the Memorial Hall.

Meeting closed at 8pm.

Signed \_\_\_\_\_ Date \_\_\_\_\_

**Summary of Recommendations**

| Recommendation                            | Recommendation Wording                                                                                |
|-------------------------------------------|-------------------------------------------------------------------------------------------------------|
| <b><u>L/24/02/7.01 Recommendation</u></b> | <b>That booking continues and logistics are arranged with the Jockey Club for set up and timings.</b> |

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|                                           |                                                                                                                                                                                                                                                                                    |
|-------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b><u>L/24/02/7.02 Recommendation</u></b> | <b>That the number of dates for car boot sales for 2024 be approved, with delegation of actual dates to Events Manager, Town Clerk and Chair of LS Committee.</b>                                                                                                                  |
| <b><u>L/24/02/8.01 Recommendation</u></b> | <b>That the restructured hire fees for Newmarket venues be published and set for 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025, with special consideration for local groups and local charities as necessary and a strategy to monitor at future Committee meetings.</b> |

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02/04/2024

## Newmarket Town Council 2023-2024

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## Detailed Income &amp; Expenditure by Budget Heading as at 31/03/2024

Month No: 12

## Committee Report Leisure Services M12

|                                       | Actual<br>Current Mth | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent       | Transfer<br>to/from EMR |
|---------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| <b>Leisure Services</b>               |                       |                        |                       |                          |                          |                    |               |                         |
| <b>120 Memorial Hall</b>              |                       |                        |                       |                          |                          |                    |               |                         |
| 1001 Hall Hire Standard Rate          | 3,569                 | 34,218                 | 20,000                | (14,218)                 |                          |                    | 171.1%        |                         |
| 1005 Misc Income                      | 0                     | 625                    | 0                     | (625)                    |                          |                    | 0.0%          |                         |
| 1016 Refreshments Income              | 0                     | 235                    | 1,000                 | 766                      |                          |                    | 23.4%         |                         |
| Memorial Hall :- Income               | <b>3,569</b>          | <b>35,077</b>          | <b>21,000</b>         | <b>(14,077)</b>          |                          |                    | <b>167.0%</b> | <b>0</b>                |
| 4011 Rates                            | 0                     | 6,287                  | 6,287                 | (0)                      |                          | (0)                | 100.0%        |                         |
| 4012 Water Rates                      | 0                     | 3,808                  | 4,500                 | 692                      |                          | 692                | 84.6%         |                         |
| 4014 Electricity                      | 1,044                 | 6,862                  | 6,000                 | (862)                    |                          | (862)              | 114.4%        |                         |
| 4015 Gas                              | 2,806                 | 6,517                  | 6,000                 | (517)                    |                          | (517)              | 108.6%        |                         |
| 4016 Cleaning                         | 0                     | 1,730                  | 2,000                 | 270                      |                          | 270                | 86.5%         |                         |
| 4017 Fire Precautions                 | 0                     | 1,106                  | 510                   | (596)                    |                          | (596)              | 216.9%        |                         |
| 4020 Misc. Staff Costs                | (3)                   | 0                      | 0                     | 0                        |                          | 0                  | 0.0%          |                         |
| 4036 R&M - Buildings                  | 4                     | 42,768                 | 15,599                | (27,169)                 |                          | (27,169)           | 274.2%        | 12,000                  |
| 4038 Furniture/Fixtures/Fittings      | 0                     | 2,650                  | 2,500                 | (150)                    |                          | (150)              | 106.0%        |                         |
| 4040 Trade Refuse Collections         | 0                     | 2,045                  | 2,000                 | (45)                     |                          | (45)               | 102.2%        |                         |
| 4044 Public Toilet Cleansing          | 0                     | 167                    | 200                   | 33                       |                          | 33                 | 83.4%         |                         |
| 4046 Opening/Closing Costs            | 0                     | 0                      | 500                   | 500                      |                          | 500                | 0.0%          |                         |
| 4078 Refreshment Costs-Venues         | 159                   | 1,339                  | 500                   | (839)                    |                          | (839)              | 267.7%        |                         |
| 4080 PWLB Loan Charges (CAP + INT)    | 0                     | 89,864                 | 89,864                | 1                        |                          | 1                  | 100.0%        |                         |
| Memorial Hall :- Indirect Expenditure | <b>4,010</b>          | <b>165,142</b>         | <b>136,460</b>        | <b>(28,682)</b>          | <b>0</b>                 | <b>(28,682)</b>    | <b>121.0%</b> | <b>12,000</b>           |
| <b>Net Income over Expenditure</b>    | <b>(441)</b>          | <b>(130,066)</b>       | <b>(115,460)</b>      | <b>14,606</b>            |                          |                    |               |                         |
| 6000 plus Transfer from EMR           | 0                     | 12,000                 |                       |                          |                          |                    |               |                         |
| <b>Movement to/(from) Gen Reserve</b> | <b>(441)</b>          | <b>(118,066)</b>       |                       |                          |                          |                    |               |                         |
| <b>301 Arts</b>                       |                       |                        |                       |                          |                          |                    |               |                         |
| 1005 Misc Income                      | 0                     | 500                    | 0                     | (500)                    |                          |                    | 0.0%          |                         |
| 1038 Income - Cinema Kit              | 0                     | 0                      | 200                   | 200                      |                          |                    | 0.0%          |                         |
| 1043 Income - Tea Dance               | 169                   | 1,436                  | 500                   | (936)                    |                          |                    | 287.2%        |                         |
| 1174 Grants Received SCC              | 0                     | 1,250                  | 0                     | (1,250)                  |                          |                    | 0.0%          |                         |
| 1181 Grant Received WSC               | 473                   | 3,473                  | 0                     | (3,473)                  |                          |                    | 0.0%          |                         |
| Arts :- Income                        | <b>641</b>            | <b>6,658</b>           | <b>700</b>            | <b>(5,958)</b>           |                          |                    | <b>951.2%</b> | <b>0</b>                |
| 4440 Costs - Childrens' Events        | 0                     | 11,399                 | 7,000                 | (4,399)                  |                          | (4,399)            | 162.8%        |                         |
| 4442 Costs - Cinema Kit               | 0                     | 0                      | 200                   | 200                      |                          | 200                | 0.0%          |                         |
| 4443 Costs - Tea Dance                | 130                   | 1,158                  | 1,800                 | 642                      |                          | 642                | 64.3%         |                         |
| Arts :- Indirect Expenditure          | <b>130</b>            | <b>12,557</b>          | <b>9,000</b>          | <b>(3,557)</b>           | <b>0</b>                 | <b>(3,557)</b>     | <b>139.5%</b> | <b>0</b>                |
| <b>Net Income over Expenditure</b>    | <b>511</b>            | <b>(5,899)</b>         | <b>(8,300)</b>        | <b>(2,401)</b>           |                          |                    |               |                         |

Continued over page

## Detailed Income &amp; Expenditure by Budget Heading as at 31/03/2024

Month No: 12

## Committee Report Leisure Services M12

|                                          | Actual<br>Current Mth | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent       | Transfer<br>to/from EMR |
|------------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| <b>302 Winter Event</b>                  |                       |                        |                       |                          |                          |                    |               |                         |
| 1059 Income - Winter Event               | 0                     | 117                    | 1,000                 | 883                      |                          |                    | 11.7%         |                         |
| 1181 Grant Received WSC                  | 0                     | 800                    | 0                     | (800)                    |                          |                    | 0.0%          |                         |
| Winter Event :- Income                   | <b>0</b>              | <b>917</b>             | <b>1,000</b>          | <b>83</b>                |                          |                    | <b>91.7%</b>  | <b>0</b>                |
| 4453 Cost - Winter Event                 | 0                     | 6,598                  | 10,000                | 3,402                    |                          | 3,402              | 66.0%         |                         |
| Winter Event :- Indirect Expenditure     | <b>0</b>              | <b>6,598</b>           | <b>10,000</b>         | <b>3,402</b>             | <b>0</b>                 | <b>3,402</b>       | <b>66.0%</b>  | <b>0</b>                |
| <b>Net Income over Expenditure</b>       | <b>0</b>              | <b>(5,681)</b>         | <b>(9,000)</b>        | <b>(3,319)</b>           |                          |                    |               |                         |
| <b>303 Entertainments</b>                |                       |                        |                       |                          |                          |                    |               |                         |
| 4095 Assets Purchased                    | 0                     | 19                     | 0                     | (19)                     |                          | (19)               | 0.0%          |                         |
| 4098 SoapBox Derby - costs               | 0                     | 0                      | 8,000                 | 8,000                    |                          | 8,000              | 0.0%          |                         |
| 4179 Events/Entertainment General        | 0                     | 1,402                  | 3,000                 | 1,598                    |                          | 1,598              | 46.7%         |                         |
| Entertainments :- Indirect Expenditure   | <b>0</b>              | <b>1,421</b>           | <b>11,000</b>         | <b>9,579</b>             | <b>0</b>                 | <b>9,579</b>       | <b>12.9%</b>  | <b>0</b>                |
| <b>Net Expenditure</b>                   | <b>0</b>              | <b>(1,421)</b>         | <b>(11,000)</b>       | <b>(9,579)</b>           |                          |                    |               |                         |
| <b>304 Tourism</b>                       |                       |                        |                       |                          |                          |                    |               |                         |
| 4311 Christmas Tree                      | 0                     | 460                    | 1,000                 | 540                      |                          | 540                | 46.0%         |                         |
| Tourism :- Indirect Expenditure          | <b>0</b>              | <b>460</b>             | <b>1,000</b>          | <b>540</b>               | <b>0</b>                 | <b>540</b>         | <b>46.0%</b>  | <b>0</b>                |
| <b>Net Expenditure</b>                   | <b>0</b>              | <b>(460)</b>           | <b>(1,000)</b>        | <b>(540)</b>             |                          |                    |               |                         |
| <b>305 Carnival</b>                      |                       |                        |                       |                          |                          |                    |               |                         |
| 1026 Carnival income                     | 0                     | 917                    | 500                   | (417)                    |                          |                    | 183.3%        |                         |
| Carnival :- Income                       | <b>0</b>              | <b>917</b>             | <b>500</b>            | <b>(417)</b>             |                          |                    | <b>183.3%</b> | <b>0</b>                |
| 4312 Newmarket Carnival                  | 0                     | 16,555                 | 10,000                | (6,555)                  |                          | (6,555)            | 165.6%        |                         |
| Carnival :- Indirect Expenditure         | <b>0</b>              | <b>16,555</b>          | <b>10,000</b>         | <b>(6,555)</b>           | <b>0</b>                 | <b>(6,555)</b>     | <b>165.6%</b> | <b>0</b>                |
| <b>Net Income over Expenditure</b>       | <b>0</b>              | <b>(15,638)</b>        | <b>(9,500)</b>        | <b>6,138</b>             |                          |                    |               |                         |
| <b>306 Memorial Gardens</b>              |                       |                        |                       |                          |                          |                    |               |                         |
| 4012 Water Rates                         | 0                     | 1,572                  | 2,500                 | 928                      |                          | 928                | 62.9%         |                         |
| 4016 Cleaning                            | 357                   | 2,477                  | 2,000                 | (477)                    |                          | (477)              | 123.9%        |                         |
| 4037 R&M - Grounds                       | 2,283                 | 4,784                  | 5,000                 | 216                      |                          | 216                | 95.7%         |                         |
| 4041 R&M - play-equipment                | 0                     | 12,792                 | 10,000                | (2,792)                  |                          | (2,792)            | 127.9%        | 3,000                   |
| 4046 Opening/Closing Costs               | 380                   | 3,347                  | 3,500                 | 153                      |                          | 153                | 95.6%         |                         |
| 4112 Water Feature                       | 1,287                 | 3,539                  | 6,000                 | 2,461                    |                          | 2,461              | 59.0%         |                         |
| 4142 Memorial Garden Kiosk               | 0                     | 0                      | 500                   | 500                      |                          | 500                | 0.0%          |                         |
| Memorial Gardens :- Indirect Expenditure | <b>4,307</b>          | <b>28,511</b>          | <b>29,500</b>         | <b>989</b>               | <b>0</b>                 | <b>989</b>         | <b>96.6%</b>  | <b>3,000</b>            |
| <b>Net Expenditure</b>                   | <b>(4,307)</b>        | <b>(28,511)</b>        | <b>(29,500)</b>       | <b>(989)</b>             |                          |                    |               |                         |
| 6000 plus Transfer from EMR              | 0                     | 3,000                  |                       |                          |                          |                    |               |                         |

## Detailed Income &amp; Expenditure by Budget Heading as at 31/03/2024

Month No: 12

## Committee Report Leisure Services M12

|                                                           | Actual<br>Current Mth | Actual Year<br>To Date  | Current<br>Annual Bud   | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent       | Transfer<br>to/from EMR |
|-----------------------------------------------------------|-----------------------|-------------------------|-------------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| <b>Movement to/(from) Gen Reserve</b>                     | <b>(4,307)</b>        | <b>(25,511)</b>         |                         |                          |                          |                    |               |                         |
| <u>307 Twinning</u>                                       |                       |                         |                         |                          |                          |                    |               |                         |
| 4189 MLF twinning expenses                                | 0                     | 0                       | 695                     | 695                      |                          | 695                | 0.0%          |                         |
| Twining :- Direct Expenditure                             | <u>0</u>              | <u>0</u>                | <u>695</u>              | <u>695</u>               | <u>0</u>                 | <u>695</u>         | <u>0.0%</u>   | <u>0</u>                |
| 4181 LEXLINK twinning expenses                            | 0                     | 1,305                   | 1,305                   | (0)                      |                          | (0)                | 100.0%        |                         |
| Twining :- Indirect Expenditure                           | <u>0</u>              | <u>1,305</u>            | <u>1,305</u>            | <u>(0)</u>               | <u>0</u>                 | <u>(0)</u>         | <u>100.0%</u> | <u>0</u>                |
| <b>Net Expenditure</b>                                    | <u><b>0</b></u>       | <u><b>(1,305)</b></u>   | <u><b>(2,000)</b></u>   | <u><b>(695)</b></u>      |                          |                    |               |                         |
| <u>310 The Severals Sports Facilities</u>                 |                       |                         |                         |                          |                          |                    |               |                         |
| 1002 Sports Hire Income                                   | 39                    | 4,682                   | 20,000                  | 15,318                   |                          |                    | 23.4%         |                         |
| 1016 Refreshments Income                                  | 0                     | 406                     | 0                       | (406)                    |                          |                    | 0.0%          |                         |
| The Severals Sports Facilities :- Income                  | <u>39</u>             | <u>5,088</u>            | <u>20,000</u>           | <u>14,912</u>            |                          |                    | <u>25.4%</u>  | <u>0</u>                |
| 4011 Rates                                                | 0                     | 611                     | 611                     | (0)                      |                          | (0)                | 100.0%        |                         |
| 4012 Water Rates                                          | 0                     | 1,217                   | 2,000                   | 783                      |                          | 783                | 60.8%         |                         |
| 4014 Electricity                                          | 138                   | 1,389                   | 2,500                   | 1,111                    |                          | 1,111              | 55.5%         |                         |
| 4015 Gas                                                  | 578                   | 1,532                   | 3,045                   | 1,513                    |                          | 1,513              | 50.3%         |                         |
| 4016 Cleaning                                             | 0                     | 0                       | 500                     | 500                      |                          | 500                | 0.0%          |                         |
| 4017 Fire Precautions                                     | 0                     | 149                     | 100                     | (49)                     |                          | (49)               | 148.9%        |                         |
| 4036 R&M - Buildings                                      | 0                     | 9,626                   | 6,839                   | (2,787)                  |                          | (2,787)            | 140.7%        | 3,000                   |
| 4037 R&M - Grounds                                        | 0                     | 38                      | 8,000                   | 7,962                    |                          | 7,962              | 0.5%          |                         |
| 4038 Furniture/Fixtures/Fittings                          | 0                     | 0                       | 1,000                   | 1,000                    |                          | 1,000              | 0.0%          |                         |
| 4040 Trade Refuse Collections                             | 0                     | 699                     | 700                     | 1                        |                          | 1                  | 99.8%         |                         |
| 4044 Public Toilet Cleansing                              | 0                     | 53                      | 75                      | 22                       |                          | 22                 | 70.2%         |                         |
| The Severals Sports Facilities :- Indirect<br>Expenditure | <u>716</u>            | <u>15,313</u>           | <u>25,370</u>           | <u>10,057</u>            | <u>0</u>                 | <u>10,057</u>      | <u>60.4%</u>  | <u>3,000</u>            |
| <b>Net Income over Expenditure</b>                        | <u><b>(677)</b></u>   | <u><b>(10,225)</b></u>  | <u><b>(5,370)</b></u>   | <u><b>4,855</b></u>      |                          |                    |               |                         |
| 6000 plus Transfer from EMR                               | 0                     | 3,000                   |                         |                          |                          |                    |               |                         |
| <b>Movement to/(from) Gen Reserve</b>                     | <u><b>(677)</b></u>   | <u><b>(7,225)</b></u>   |                         |                          |                          |                    |               |                         |
| Leisure Services :- Income                                | 4,249                 | 48,657                  | 43,200                  | (5,457)                  |                          |                    | 112.6%        |                         |
| Expenditure                                               | <u>9,162</u>          | <u>247,863</u>          | <u>234,330</u>          | <u>(13,533)</u>          | <u>0</u>                 | <u>(13,533)</u>    | <u>105.8%</u> |                         |
| <b>Net Income over Expenditure</b>                        | <u><b>(4,913)</b></u> | <u><b>(199,206)</b></u> | <u><b>(191,130)</b></u> | <u><b>8,076</b></u>      |                          |                    |               |                         |
| plus Transfer from EMR                                    | 0                     | 18,000                  |                         |                          |                          |                    |               |                         |
| <b>Movement to/(from) Gen Reserve</b>                     | <u><b>(4,913)</b></u> | <u><b>(181,206)</b></u> |                         |                          |                          |                    |               |                         |

|                                | Actual<br>Current Mth | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent | Transfer<br>to/from EMR |
|--------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| Grand Totals:- Income          | 4,249                 | 48,657                 | 43,200                | (5,457)                  |                          |                    | 112.6%  |                         |
| Expenditure                    | 9,162                 | 247,863                | 234,330               | (13,533)                 | 0                        | (13,533)           | 105.8%  |                         |
| Net Income over Expenditure    | (4,913)               | (199,206)              | (191,130)             | 8,076                    |                          |                    |         |                         |
| plus Transfer from EMR         | 0                     | 18,000                 |                       |                          |                          |                    |         |                         |
| Movement to/(from) Gen Reserve | (4,913)               | (181,206)              |                       |                          |                          |                    |         |                         |

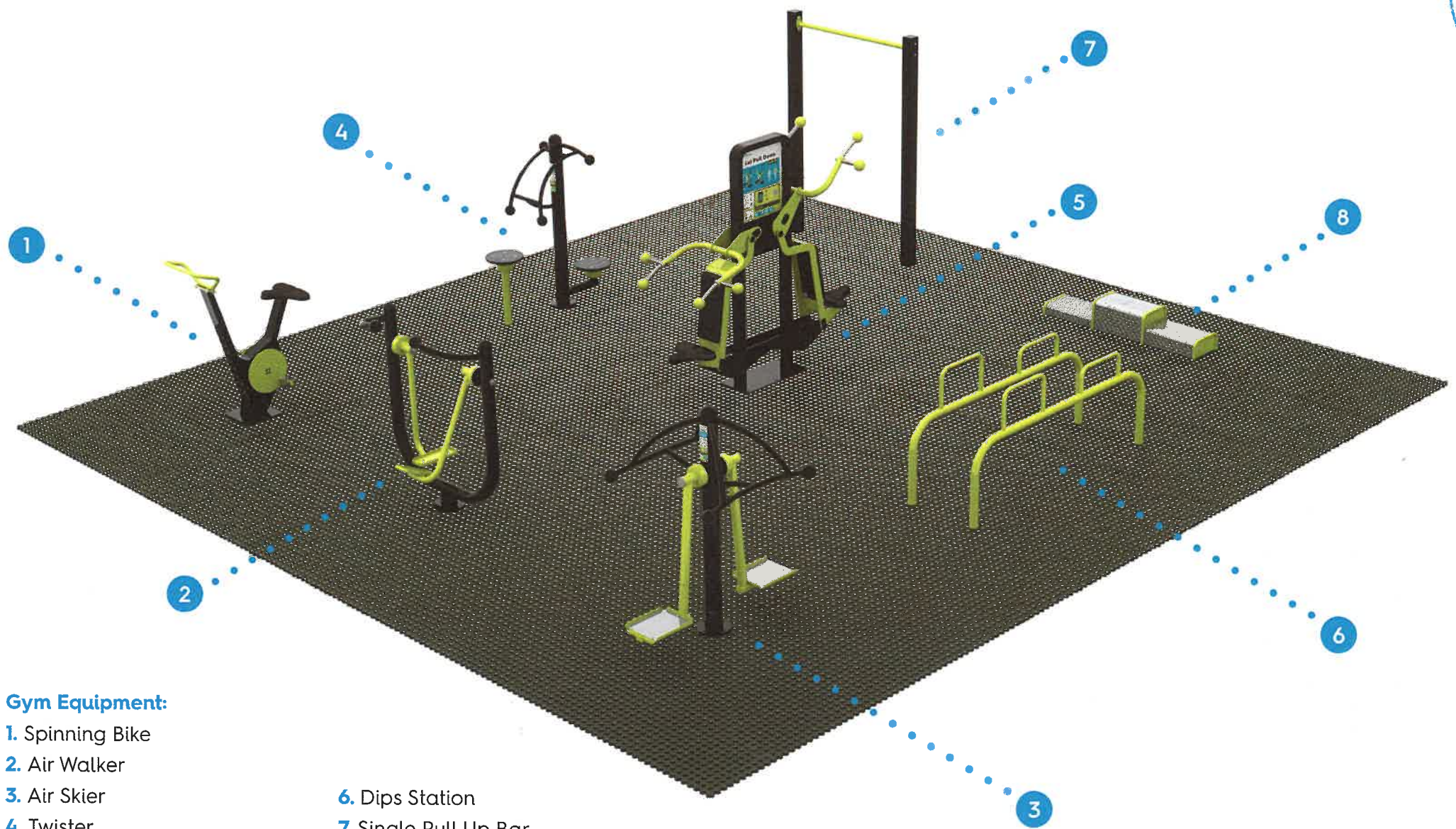


|                |                                   |
|----------------|-----------------------------------|
| Report to      | <b>Leisure Services Committee</b> |
| Subject        | <b>Outdoor Gym proposal</b>       |
| Purpose        | <b>Information</b>                |
| Classification | <b>Unrestricted</b>               |
| Meeting date   | <b>8<sup>th</sup> April 2024</b>  |
| Item number    | <b>7</b>                          |
| Written By     | <b>Cathy Whitaker CLERK</b>       |

**Summary:** This report outlines a previous project for an Outdoor Gym and presents a proposal for an installation of an outdoor gym onto the Severals grounds by NTC collaborating with NCF (Newmarket Charitable Foundation).

|    |                                                                                                                                                                                                                        |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Introduction                                                                                                                                                                                                           |
| a. | Following the pandemic, there was some discussion by the Newmarket Community Network and WSC regarding the installation on GL Playing Field of an outdoor gym. Some research was done, which did not come to fruition. |
| b. | There is some funding available for this from the NCF and this information has been passed now to NTC. This funding came from Aviva Insurance via one of NCF trustees and is ring-fenced for an outdoor gym facility.  |
| 2. | Context                                                                                                                                                                                                                |
| a. | This equipment would fit with NTC's Health & Well-Being Strategy by providing a safe space to exercise.                                                                                                                |
| 3. | Proposal/Options                                                                                                                                                                                                       |
| a. | Updated quote proposals have been requested from 3 companies.                                                                                                                                                          |
| b. | Attached is a draft image for information only.                                                                                                                                                                        |
| 4. | Financial/Resource Implications                                                                                                                                                                                        |
| a. | WSC has confirmed that it would be responsible for the monthly and annual safety inspections.                                                                                                                          |
| b. | NTC would own the assets and would maintain and insure the equipment.                                                                                                                                                  |
| c. | NCF has £20K for the project which will be donated to NTC; this may need to be supplemented by NTC – from the Play Equipment EMR currently standing at £32.5K.                                                         |
| 5. | Next Steps/Recommendations                                                                                                                                                                                             |
| a. | That NTC installs an outdoor gym facility on the Severals grounds.                                                                                                                                                     |
| a. | Quotes to be brought to next LS agenda in June 2024 for a decision.                                                                                                                                                    |

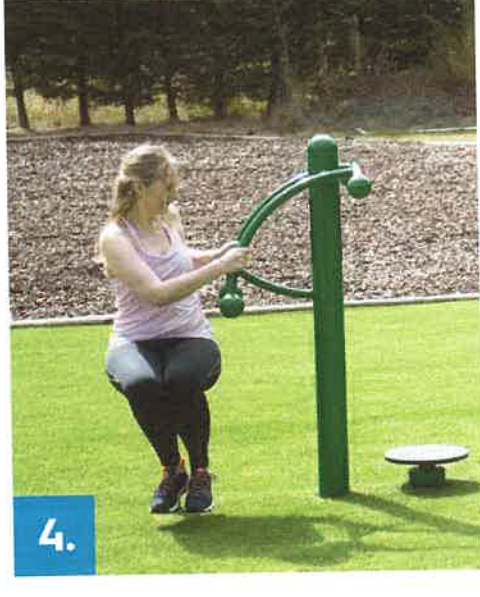
# Gym Equipment Suffolk Tender



## Gym Equipment:

- 1. Spinning Bike
- 2. Air Walker
- 3. Air Skier
- 4. Twister
- 5. Lat Pull Down/Shoulder Press
- 6. Dips Station
- 7. Single Pull Up Bar
- 8. Triple Step Up

# Gym Equipment Suffolk Tender



**Blank**



|                |                                   |
|----------------|-----------------------------------|
| Report to      | <b>Leisure Services Committee</b> |
| Subject        | <b>D-Day 80 Beacon Event</b>      |
| Purpose        | <b>Information</b>                |
| Classification | <b>Unrestricted</b>               |
| Meeting date   | <b>8-04-2024</b>                  |
| Item number    | <b>8i</b>                         |
| Written By     | <b>Events Manager</b>             |

**Summary:** This report outlines the council's D-Day 80 event

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Introduction                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| a. | 6 <sup>th</sup> June 2024 – Severals from 5.30pm with the Beacon Lighting to finish the event at 9.15pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| b. | <ul style="list-style-type: none"> <li>To coincide with National Fish and Chips day – ‘Pimp my Fish’ to provide a van for public to purchase from or own picnics can be brought</li> <li>All Saints Church providing hot and cold refreshments for donations</li> <li>Stage and sound company</li> <li>3 music acts / 1940's war time music (6-7pm, 7-8pm and 8-9pm)– ‘Glenn Miller’ style band, close harmony act and Newmarket Choir – unable to get Bury St Edmunds Sea Cadets Band due to the timing of an evening event.</li> <li>Marquee – people to bring own chairs/blankets</li> <li>Local History Society and Bottisham/Burwell museums to have a stall/ provide any WWII memorabilia. RBL with a stall and Paul Hunt (Military History Exhibitions WWI/WWII) Sandra Essom (Local History Society)</li> <li>9pm reading of the International tribute –Town crier to start off with then Academy students/ stakeholders to read</li> <li>9.15pm Beacon lighting by the Jockey Club</li> <li>D-DAY wreath to be placed at the beacon</li> </ul> |
| 2. | Next Steps/Recommendations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| a. | To continue confirming and booking and arrange the logistics with the Jockey Club with set up timings                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |



|                |                                                 |
|----------------|-------------------------------------------------|
| Report to      | <b>Leisure Services Committee</b>               |
| Subject        | <b>MLF Twinning 70<sup>th</sup> Anniversary</b> |
| Purpose        | <b>Decision</b>                                 |
| Classification | <b>Unrestricted</b>                             |
| Meeting date   | <b>8-04-2024</b>                                |
| Item number    | <b>9ii</b>                                      |
| Written By     | <b>Events Manager</b>                           |

**Summary:** This report outlines the council's MLF Twinning 70<sup>th</sup> Anniversary Event

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

1. . Approve the duration and date of the provisional twinning event
2. . Consider activities

|    |                                                                                                                                                                                                |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Introduction                                                                                                                                                                                   |
| a. | To hold the MLF Twinning on the weekend of 20 <sup>th</sup> September 2024                                                                                                                     |
|    | We last hosted in 2022, had 18 including hosts                                                                                                                                                 |
| 2. | Context                                                                                                                                                                                        |
| a. | The council's MLF Twinning budget is £4,000 if needed                                                                                                                                          |
|    |                                                                                                                                                                                                |
| 3. | Proposal/Options                                                                                                                                                                               |
| a. | 20 <sup>th</sup> - Welcome dinner and drinks at the Memorial Hall, the idea for a Fish and Chips van and a trio of traditional puddings, a film in the background of the local area and racing |
| b. | 21 <sup>st</sup> - Tour of Jockey Club with Tea and biscuits in the morning, evening with hosts                                                                                                |
| c. | 22 <sup>nd</sup> - Cambridge and punting, provide transport, free to explore Cambridge, Carvery at Heath Court Hotel in the evening                                                            |
|    | The above itinerary as a guideline of activities to take place                                                                                                                                 |
| 4. | Financial/Resource Implications                                                                                                                                                                |
| a. | Fish and Chips avg £15 pp (Deep Blue) Puddings £6.00 PH (Victoria Sponge, Banoffee Pie, Cheesecake) Sparr Catering                                                                             |
| b. | JC Tour £TBA                                                                                                                                                                                   |
| c. | Punting £TBA, transport £TBA Carvery at £17.50                                                                                                                                                 |
|    |                                                                                                                                                                                                |
| 5. | Next Steps/Recommendations                                                                                                                                                                     |
| a. | Council to approve the above, giving Town Clerk/Chair of LS Cttee to authorise any further necessary costs within the current year budget.                                                     |
| a. | Event Manager to confirm and book                                                                                                                                                              |

|                |                                   |
|----------------|-----------------------------------|
| Report to      | <b>Leisure Services Committee</b> |
| Subject        | <b>Venues</b>                     |
| Purpose        | <b>Information</b>                |
| Classification | <b>Unrestricted</b>               |
| Meeting date   | <b>8-04-2024</b>                  |
| Item number    | <b>8iii</b>                       |
| Written By     | <b>Events Manager</b>             |

**Summary:** This report outlines the room hire revenue income for March 2024

March: £3,608

Year to Date totals as at 31/03/2024 - £38,900

Prices exclude VAT



|                |                                   |
|----------------|-----------------------------------|
| Report to      | <b>Leisure Services Committee</b> |
| Subject        | <b>Christmas 2024</b>             |
| Purpose        | <b>Decision</b>                   |
| Classification | <b>Unrestricted</b>               |
| Meeting date   | <b>8-04-2024</b>                  |
| Item number    | <b>8iv</b>                        |
| Written By     | <b>Events Manager</b>             |

**Summary:** This report outlines the council's Christmas plans for 2024

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 different activities taking place in the run up to Christmas                                                                                                             |
| 2. | Context                                                                                                                                                                                                          |
| a. | The council's Christmas budget is £10,000                                                                                                                                                                        |
| 3. | Proposal/Options                                                                                                                                                                                                 |
| a. | Lantern workshops at the Memorial Hall on Saturday's during November                                                                                                                                             |
| b. | 30 <sup>th</sup> of November craft fair in the Memorial Hall                                                                                                                                                     |
| c. | Saturday 8 <sup>th</sup> December Lantern parade down the High Street, Carols in the Memorial Gardens and Live Nativity                                                                                          |
|    | Winter Wonderland – 14 <sup>th</sup> and 15 <sup>th</sup> December, similar to past years with activities in the garden and, instead of a craft fair along-side, a mini panto taking place in the Memorial Hall. |
|    | Monday 23 <sup>rd</sup> December 11am-3pm Story Time with Santa and Crafts                                                                                                                                       |
| 4. | Financial/Resource Implications                                                                                                                                                                                  |
| a. | HAF funding from SCC and WSC already approved of £555                                                                                                                                                            |
| 5. | Next Steps/Recommendations                                                                                                                                                                                       |
| a. | Council to approve the above in principle                                                                                                                                                                        |
| a. | Event Manager to work out costings for next meeting                                                                                                                                                              |



|                |                         |
|----------------|-------------------------|
| Report to      | <b>Leisure Services</b> |
| Subject        | <b>Carnival 2025</b>    |
| Purpose        | <b>Information</b>      |
| Classification | <b>Unrestricted</b>     |
| Meeting date   | <b>8-04-2024</b>        |
| Item number    | <b>8v</b>               |
| Written By     | <b>Events Manager</b>   |

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

1. The date and times of the event
2. The budget

|           |                                                                                                                                                                                           |
|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1.</b> | <b>Introduction</b>                                                                                                                                                                       |
| a.        | Carnival takes place every two years, the Carnival in recent years has been replaced with Royal events                                                                                    |
| <b>2.</b> | <b>Context</b>                                                                                                                                                                            |
| a.        | To confirm to plan and hold a Carnival for 2025. The Carnival is a popular town event. Through Carnival, the Town Council encourages the involvement of the whole community of Newmarket. |

**Blank**