



Meeting (No) **Community & Environment Committee (5)**
 Time & Date **6pm, Tuesday 11 October 2022**
 Place **Neston Town Hall**
 Document **Draft Minutes**

Present: Cllrs Marple (Chair), Davies, Griffiths and Wastell

In attendance: Miss A Duncan (Governance & Operations Manager) and three residents

PART 1: Items considered in the presence of the press and public

51	Questions and comments from residents
	A resident raised concern about planning application 22/03052/FUL (agenda item 63a) on the grounds that the proposed extension would be positioned within 21 metres of a neighbour's rear patio doors, that removal of trees would further reduce loss of privacy for neighbours and that the application did not contain a coal mining risk assessment which was a significant omission in an area with capped mine shafts.
Three residents left the meeting.	
52	Apologies for absence
	The Committee received apologies from Cllr Samuel (personal) and RESOLVED to accept the reason for absence.
53	Declarations of Interest
	No declarations were received.
54	Minutes of the last meeting
	RESOLVED to confirm as a correct record the minutes of the Community & Environment Committee meetings held on 07.07.22 and 23.08.22. The Chair signed the minutes.
55	Governance & Operations Manager's report & officer delegated decisions
a	The Committee considered the Governance & Operations Manager's report (CE5/55) and it was noted that a payment of £11,250 from EMR 325 (de-silting) had been made to CWaC towards the cost of marsh dredging/pool creation scheduled for autumn 2022.
b	Report CE5/55b was considered and it was noted that since the last meeting two officer delegated decisions had been taken, both of which related to Christmas lights 2022: <ul style="list-style-type: none"> • five contractors had been invited to quote for installation of Christmas lights and one quotation was received. Continuity Electrical Contractors was appointed at a cost of £21,678+VAT; • access to CWaC's control management system was agreed for 2022 only at a cost of £297.84+VAT.
56	Exceptions report
	The Committee reviewed the exceptions report (CE5/56). It was noted that, as the 2023 Christmas Lights Task & Finish Group had failed to meet and had not made contact with stakeholders or produced a costed plan, it would not be possible to include any significant variation for Christmas lights funding in the 23/24 budget request.
Chair's initials and date:	

57	Environmental & Sustainability Sub-committee
a	The Committee received minutes of the Sub-committee meeting held on 06.09.22.
b	RESOLVED that a specific environment and sustainability budget be included in the Community & Environment Committee's budget request for 23/24.
c	RESOLVED that the Environmental & Sustainability Sub-committee be provided with delegated spending powers for the environment and sustainability budget and to amend the Sub-committee's terms of reference accordingly.
d	RESOLVED to approve Cllr Marple's request to become a member of the Environmental & Sustainability Sub-committee.
58	Water supply to Marshlands Road allotment site
	The Committee considered report CE5/58 and agreed to commit a sum in the 23/24 budget request to install mains water to the Marshlands Road site. Should the request be successful, the Committee would then progress to obtaining groundworks quotations and make a final decision on whether to approve the project based on the overall cost. It was agreed that in the meantime the views of tenants should be sought on options for paying for water usage/standing charges.
59	Defibrillators
a	<u>Councillor proposal (Cllr Samuel)</u> The Committee considered paper CE5/59a and RESOLVED to purchase and install a defibrillator and accessories on the outside wall of the Town Hall at a total cost (purchase and installation) of £1,850+VAT and delivery from budget 4360.
b	The Committee considered report CE5/59b regarding provision of defibrillators and publicising locations of existing defibrillators. RESOLVED to update the Grants Policy to state that grants would only be provided to install defibrillators on an external wall with 24-hour access and that all defibrillators purchased with Town Council grant funding must be registered with The Circuit. RESOLVED that the Town Council would not maintain a local list of defibrillators but would instead publicise The Circuit and encourage all owners of defibrillators to register.
c	The Committee considered report CE5/59c about offering free of charge community training in the use of defibrillators. It was agreed that the Chair would research options for progressing this project, including investigation of the availability of professional trainers, and report findings to a future meeting.
60	Grants
a	The status of current grant awards was considered. It was agreed that whenever councillors engaged with projects that had received grant awards, they would provide photographs and a short narrative for inclusion in the latest news section of the Town Council's website.
b	RESOLVED to award a grant of £1,235 to Rotary (Wirral & Neston Hub) to purchase a Christmas float.
c	RESOLVED to award a grant of £2,450 to Hip & Harmony for Music Zone (a youth project) and for an adult outreach project (care homes and dementia support groups).
d	RESOLVED to award a grant of £2,500 to Neston Community Cybercentre to purchase replacement computers.
Chair's initials and date:	

61	Donations
a	The Committee considered the status of current community event donations and donations for Jubilee celebrations.
b	RESOLVED to provide publicity support for the spring 2023 Neston Music Festival to a maximum value of £1,000 from budget 4363 (community event donations). It was noted that some of this expenditure would occur in the current financial year.
c	The Committee considered an event outline from Hip & Harmony for the 2022 Christmas lights switch-on. RESOLVED to make a payment of £7,600 from budget 4363 (community event donations) to Hip & Harmony to provide a Christmas lights switch-on event for 2022.
d	RESOLVED to approve end of event expenditure breakdowns from: <ul style="list-style-type: none"> • Hip & Harmony – Ladies Day entertainment 2022 • Friends of West Vale Park – West Vale Park Family Fun Day 2022 • Hip & Harmony – Big Jubilee Lunch.
e	RESOLVED that end of project expenditure breakdowns for any Jubilee celebration donations of less than £1,000 should be approved under delegated authority by officers in liaison with the Committee Chair.
62	Committee budgets
a	The budget and earmarked reserves were considered, including projected expenditure for the remainder of the financial year.
b	The Committee agreed to submit a budget request for 23/24 as detailed in the budget report (CE5/62a) with the following additions/amendments: <ul style="list-style-type: none"> • allotment expenditure (4180) to be increased to £5,500 to cover the anticipated cost of remedial drainage work at The Ropewalk site and the installation of mains water at the Marshlands Road site; • noticeboards (4315) to be increased to £3,000 to allow for replacement of Town Council noticeboards in Parkgate and West Vale that are in a poor state of repair; • Remembrance Sunday - create a budget line with an annual budget of £1,500 to pay for road closure costs; • create an Environment & Sustainability budget line with an annual budget of £1,000; • Create a Coronation Celebrations budget of £10,000.
63	Planning applications
a	The Committee reviewed planning application 22/03052/FUL , 27 Quayside Little Neston – two storey side extension with rear dormer and recessed roof terrace. RESOLVED to respond to the Planning Authority that Neston Town Council understands that there are capped mine shafts in close proximity to the proposed development. As no coal mining risk assessment was included with the application, a full investigation and appropriate reports need to be produced and assessed.
b	The Committee considered planning decisions for the applications to which the Town Council submitted comments.
64	Environmental Policy
	The Committee considered the draft Environmental Policy and the revisions suggested by the Environmental & Sustainability Sub-committee (paper CE5/64).
Chair's initials and date:	

	It was agreed to recommend to Council approval of the draft Environmental Policy as amended by the Environmental & Sustainability Sub-committee.
65	Neston Looking Better Group
	The Committee received notes of the Neston Looking Better Group meeting held on 21.07.22.
66	Community Safety Charter
	The Committee considered report CE5/66 and RESOLVED that Neston Town Council should sign up to the Community Safety Charter.
67	Risk management
	RESOLVED to approve without amendment the Community & Environment Committee's risk assessment as detailed in paper CE5/67. The Chair signed the risk assessment.
68	Youth Innovation Fund
	RESOLVED that Cllr Marple would be Neston Town Council's representative at future Youth Innovation Fund meetings (meetings to be organised by CWaC).
69	Date of next meeting
	It was noted that the next scheduled meeting would be held on 07.02.23 at 6pm. The Committee decided that no additional meetings were required.
70	Exclusion of the Press and Public
	RESOLVED that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the items (paragraph 3 – financial or business affairs of any particular person).
PART 2: Items considered in the absence of the press and public	
71	Contract for the provision of floral maintenance
	The Committee considered report CE5/71 and RESOLVED that the level of insurance cover required for the 1.10.22-30.09.25 contract would be £5,000,000.
72	Contract for installation of Christmas lights 2022
	RESOLVED to approve the contract for installation of Christmas lights 2022 as detailed in paper CE5/72.

The meeting closed at 7.50pm.

Signed _____ Date _____