

	<i>Meeting (No)</i>	<b>Full Council Meeting (7)</b>
	<i>Time &amp; Date</i>	<b>29<sup>th</sup> November 2023 at 6.00pm</b>
	<i>Location</i>	<b>Neston Town Hall</b>
<b>AGENDA</b>		

Notice is hereby given that –

A meeting of Neston Town Council will be held at **Neston Town Hall** on **Tuesday 29<sup>th</sup> November at 6pm** for the purpose of transacting the business set out on the agenda below.

Yours sincerely

A Kunaj  
Council Manager 23.11.2022

Members of the public and the press are welcome to attend except for any “Part 2” items in which confidential information will be discussed and only Councillors and reporting officers may be present.

### **AGENDA**

#### **PART 1: Items to be considered in the presence of the press and public**

		Document reference
<b>95</b>	<b>Apologies for absence</b>	
	To receive and consider acceptance, and to note other absences.	
	<b>Questions and comments from residents</b> or representatives to a maximum of 3 minutes per person and an overall limit of 30 minutes	
A	on any item of business included in the agenda	
B	with the Chairman’s permission to seek information from the Council about matters of particular significance to the people of Neston.	
<b>96</b>	<b>Minutes of the meeting</b>	
	To consider and approve the minutes of the meetings held on 4 <sup>th</sup> October 2022 & 9 <sup>th</sup> November 2022	<b>FC7/96</b>
<b>97</b>	<b>Declarations of Interest</b>	
	Members are invited to declare non-pecuniary and pecuniary interests in items on the agenda. It is a requirement that declarations from a member include the nature of the interest and whether it is non-pecuniary or pecuniary.	
<b>98</b>	<b>Casual Vacancy for Little Neston</b>	
	To note that the candidate for Little Neston Ward did not sign his declaration of acceptance and so did not officially take on the role. The two vacancies remain for Little Neston. Vacancies will not be advertised for the preceding 6 months of the May 2023 elections.	

<b>99</b>	<b>Mayor's Report</b>	
	To receive the Mayor's report.	
<b>100</b>	<b>Council Manager's report</b>	
	To receive the Council Manager's report FC7/100	<b>FC7/100</b>
	Questions to, and comments by, the Council Manager relating to progress of items decided at the last meeting of the Council.	
<b>101</b>	<b>Officer Delegated Decisions and Exceptions report</b>	
a	To consider Delegated Decisions report FC7/101a	<b>FC7/101a</b>
b	To note the Exceptions report FC7/101b	<b>FC7/101b</b>
<b>102</b>	<b>Budget (Financial Reporting)</b>	
	To receive the monthly budget report for whole Council FC7/102	<b>FC7/102</b>
	To note that the final decision regarding the Council's precept requirement will be recommended by the Finance & Admin Committee on 13.12.2022, for consideration at the Council's Budget meeting scheduled for 24 <sup>th</sup> January 2023.	
<b>103</b>	<b>External Audit Report</b>	
	<p>a. To receive the final external audit report 2021/22.</p> <p>b. To consider 'other matters not affecting in their opinion but which is drawn to the attention of this authority';</p> <p>PKF Littlejohn LLP received challenge correspondence in relation to the 2021/22 AGAR which they considered before completing their work. The authority (NTC) has received an additional invoice totalling £355.00 in relation to this additional work.</p>	<b>FC7/103a</b>
<b>104</b>	<b>Privacy Notices</b>	
	<p>To approve revised General, Staff, Councillors and Role holders and Website and Social Media Privacy Notices:</p> <p>a. General Privacy Notice</p> <p>b. Staff, Councillor and Role holders Privacy Notice</p> <p>c. Website &amp; Social Media Policy</p>	<p><b>FC7/104a</b></p> <p><b>FC7/104b</b></p> <p><b>FC7/104c</b></p>
<b>105</b>	<b>Council Policies and Procedures</b>	
a	<i>Health &amp; Safety Policy:</i> To approve updated Health & Safety Policy as produced by our H&S advisers Terrain HR.	<b>FC7/105a</b>
b	<i>Disciplinary Policy:</i> To approve revised policy and procedure.	<b>FC7/105b</b>
c	<i>Grievance Procedure:</i> To approve revised procedure.	<b>FC7/105c</b>
d	<i>Personal Data Complaints Policy:</i> To approve this policy and note that there is a draft bill to change data protection legislation (both DPA 2018 and PECR). The draft policy reviews the main areas where this could impact on local councils. The draft bill incorporates a new vexatious clause for refusing a SAR and includes reasons to match with as to why a SAR is regarded as vexatious. No clear timetable as	<b>FC7/105d</b>

	to if and when the draft bill becomes law as yet, but it has been through at least one reading of parliament. It seems sensible to have this policy in place in preparation of the changes.	
e	<i>Risk Management Policy:</i> To approve the Council's Risk Management scheme/policy.	<b>FC7/105e</b>
<b>106</b>	<b>To note the minutes of the committee meetings</b>	
a	<i>Finance and Admin 01.11.2022</i>	<b>FC7/106a</b>
b	<i>Community and Environment 11.10.2022 &amp; 08.11.2022</i>	<b>FC7/106b</b>
c	<i>Market and Town Hall 18.10.2022 &amp; 01.11.2022</i>	<b>FC7/106c</b>
<b>107</b>	<b>Recommendations from Committees/Subcommittee</b>	
1.1	<p><i>Finance and Admin Committee 01.11.22 item 38 a &amp; b respectively</i></p> <p>a. That Council adopts the draft 2022-23 Delivery Plan.</p> <p>b. That the Council approves the following priority of projects to progress:</p> <ol style="list-style-type: none"> <li>1. Defines and introduces a Ranger Service to work alongside CWAC.</li> <li>2. Supports the continuance of significant public events, focusing of the proclamation of King Charles III.</li> <li>3. Works to maintain and enhance the provision of allotments in the town. Marshlands allotment to take priority; extension to be investigated.</li> <li>4. Neighbourhood Plan; Council to agree priorities to progress in 2023-24.</li> <li>5. Digital Notice Board; to provide one in the town – the cost and budget to be investigated in time for adding to the budget meeting.</li> </ol>	
1.2	Delivery Plan – Neston Town Council's Action Plan: To approve the action plan for current year as detailed in item 107 b (1-5).	
2	<i>Community &amp; Environment 11.10.2022</i>	
	<i>Environmental Policy:</i> To approve the Town Council's Environmental Policy (C&E item 64)	<b>FC7/107.2</b>
<b>109</b>	<b>Next Meeting</b>	
a	To approve an additional Full Council meeting. Suggested for 5pm on Tuesday December 6 <sup>th</sup>	
b	To note the date of the next scheduled meeting is 24.01.2023.	
<b>110</b>	<b>Any other Items</b>	
	That the Chairman determines are urgent for discussion, or noting for the next agenda.	

*"We are creating a sustainable market town with a vibrant centre for Neston, its residents, businesses and visitors by fostering a strong community spirit."*