



Meeting (No) **MARKET & TOWN HALL COMMITTEE (4)**  
 Time & Date **10am Tuesday 18 October 2022**  
 Place **Neston Town Hall**  
 Document **Draft Minutes**

**Present:** Cllrs Jones (Chair), Hudspeth and Marple

**In attendance:** Miss A Duncan (Governance & Operations Manager) and Mrs N McMahon (Senior Markets & Support co-ordinator)

<b>PART 1: Items considered in the presence of the press and public</b>	
<b>49</b>	<b>Questions and comments from residents</b>
	There were no questions or comments from residents.
<b>50</b>	<b>Apologies for absence</b>
	Apologies were received from Cllr Samuel (personal) & Cllr Griffiths (personal) and the Committee <b>RESOLVED</b> to accept the reasons for absence.
<b>51</b>	<b>Declarations of Interest</b>
	No declarations were received.
<b>52</b>	<b>Minutes of the last meeting</b>
	<b>RESOLVED</b> to confirm as a correct record the minutes of the Market & Town Hall Committee meeting held on 27.09.22. The Chair signed the minutes.
<b>53</b>	<b>Committee Budget</b>
	<p>The budget and earmarked reserves were considered, including projected expenditure for the remainder of the financial year. It was noted that the Asset Management grant, budget line 1420, had not yet been received.</p> <p>The Committee agreed to submit a budget request for 23/24 as detailed in the budget report (MTH4/53) with the following additions/amendments:</p> <ul style="list-style-type: none"> <li>• Marketing and Promotion (4140) to be increased to £3,500 to cover the anticipated cost of an enhanced Friday market to mark the coronation;</li> <li>• Agency Staff (4405) to be increased to £8,000 to allow for additional staff for special events, as required;</li> <li>• Advertising (4420) to be incorporated into Marketing and Promotion (4140).</li> </ul> <p>As 23/24 NJC pay rates had not yet been agreed, the Committee requested that F&amp;A Committee consider budget 4401 (Salaries Town Centre NTC) should the updated NJC pay rates have been published prior to the November F&amp;A Committee meeting.</p>
<b>54</b>	<b>Tree Works</b>
	<p>The committee considered report MTH4/55. It was noted that quotations had been requested from four companies to carry out tree maintenance works on the trees at the entrance of Market Square but that only one quotation had been received and that this was a joint quotation from two of the companies that had been approached.</p> <p>(i) <b>RESOLVED</b> to appoint the joint contractors PDQ Landscape Maintenance and Burton Tree Surgery to carry out the tree works as detailed in report MTH4/54 at a cost of £540 + VAT from budget line 4417 Responsive Maintenance.</p>
Chair's initials and date:	

	<p>(ii) <b>RESOLVED</b> that the same contractors would be requested to carry out annual work to cut back new growth on both trees on an ongoing basis.</p> <p>(iii) <b>RESOLVED</b> that the maximum cost for the annual cut back of new growth would be £200 + VAT from budget line 4417 Responsive Maintenance.</p> <p>It was agreed that the 23/24 budget request for Responsive Maintenance (4417) should be increased to £4,400 to allow for annual tree pruning in autumn 2023.</p>
<b>55</b>	<b>Date of next meeting</b>
	It was noted that the next scheduled meeting would be held at 6pm on 21.02.23.

The meeting closed at 10.35am.

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