



Meeting (No)	Meeting of the Council (2)
Time & Date	28 th July 2020 at 6.00pm
Location	Remotely via Zoom
Minutes	

Present: Cllr Warner (Mayor) Bolderson, Davies, Flockhart, Griffiths, Hudspeth, Hutt, Kynaston, Roe, Townsend and Wastell and T Godfrey (Finance Manager) and A Kunaj (Council Manager).

In attendance: One member of the public

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

15 Apologies for absence

Resolved to accept apologies from Cllrs Jones (personal), Roberts (personal)

16 Declarations of Acceptance: None.

17 Questions and comments from residents: None.

18 Co-option of members

Applications and nominations for co-option to the Council for the following wards were considered;

- i. Little Neston (one vacancy): **Resolved** to co-opt Mr P Jackson to the office of Ward Councillor for Little Neston ward for Neston Town Council.
- ii. Neston (one vacancy) **Resolved** to co-opt Miss M Hinks to the office of Ward Councillor for Neston ward for Neston Town Council.

The Mayor welcomed Miss Hinks to the Council.

- iii. Parkgate (two vacancies) **Resolved** to co-opt Mr N Lynch to the office of Ward Councillor for Parkgate ward for Neston Town Council.

19 Election of the Policy committee Chair

- a **Resolved** to elect Cllr P Kynaston as the Chairman of the Policy committee for the ensuing year.
- b Council appointed Cllr Wastell as a member to serve on the Policy committee

20 Committee Membership

Members noted that current committees would continue with the same members as nominated in 2019/20.

21 Minutes of the meeting

Resolved to approve the minutes of the meeting held on 19th May 2020 as a true and correct record.

The minutes will be signed at the next Full Council face to face meeting to be held.

22 Declarations of Interest: None.

Mayor's initial and date

22 JUN 2021

23 Mayor's Report and Allowance

- a The Mayor's report was received:

The Mayor has opened a 'Mayor of Neston' Facebook page that she is populating with interesting matters affecting Neston.

The Mayor is making masks for sale to the general public, all proceeds will go to her two chosen charities, Matthews Monk and Age UK.

Ladies Day was marked in this difficult time. A virtual Civic service and afternoon tea is planned for 4th October.

Disabled people have encountered additional communication difficulties and now available are disability awareness lanyards. These can be brought by using the link: <https://hiddendisabilitiesstore.com>

- b **Resolved** that an allowance of up to £1,000 be awarded to the Chairman to defray the expenses of office in the ensuing year.

24 Finance

- a) **Resolved** to approve current account expenditure from 01.05.20 to 30.06.20 for £39,630.10 net as authorised by the RFO, and Equals card payment of £183.72 net to 30.06.20 The Mayor will send confirmation of the approved figures to the Finance Manager for the Council's records.
- b) The income from 01.05.20 to 30.06.20 of £192.33 net was noted.
- c) **Resolved** that the reconciliation of the Council's current account, Equals card and savings account to the bank statements 30.06.20 balanced and were correct. The Mayor will send confirmation of the approved balancing figures to the Finance Manager for the Council's records.
- d) The budget and EMR current position was received and considered. Most of the £81K EMR funds were committed expenditure.
- e) The Finance Manager's report on financial position and the impacts of Covid-19 for Neston Town Council were read out for Council's consideration. The main financial consequence is the Resources Committee with a potential overspend of £34,348 for this financial year. Additional funding of £15K was being granted by CWaC reducing the potential shortfall to £19,348 which will have to come from General Reserves. Any increase in this overspend will leave the general reserve figure at an unacceptable level. A request was made for committees to, before they commit to any expenditure, scrutinise if it was necessary.

Members requested that this report and case be put to CWaC by the Finance Manager to enable him to seek financial support.

A note of thanks was given to the Finance Manager for his report and for attending at the meeting. The Finance Manager left the meeting.

25 Town Centre Re-Opening Safely Group report

- a. Report of meetings and actions taken by the CWaC 'Neston Town Centre Re-opening Safely' Group FC2/25a & 25b respectively were considered.
- b. Members nomination Cllrs Warner and Kynaston as NTC representatives to attend at the CWaC 'Town Centre Re-opening Safely' Group.

Mayor's initial and date



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26 Market Square – Alfresco Trading

- a. Members received two written reports FC2/26 of the fact finding meetings that had held on 15th, 17th and 24th July and received oral reports from Cllrs Warner and Kynaston.
- b. **Resolved** to approve that following completion of the Market Square hire agreements forms and confirmation of adherence to the terms and conditions of the hire of the Market Square, (the terms and conditions considered for this purpose further in item 26c below), to facilitate new alfresco ideas for the Market Square that the Market Square is hired out to Parkgatefest for this particular purpose.
- c. The terms and conditions for the hire of the Market Square to Parkgatefest were considered. The Mayor proposed variation of terms of hire as follows:

For items: -

11.1 That delegated authority is provided to the Council Manager in liaison with the Mayor for the negotiation of a charge to Parkgatefest for the hire of the Market Square on 29th & 30th August.

15.1 That should Parkgatefest wish to sell alcohol that this is approved provided that Parkgatefest confirm that the relevant the licences held to enable them to do this.

15.2 That Parkgatefest be allowed to hold a licenced bar in the Square, if required, and

15.3 That persons on the Square shall not be allowed to bring their own alcohol.

Resolved to approve the amendments.

Resolved to approve the General Conditions of hire for use on 29th and 30th August by Parkgatefest as amended.

27 Local councils Coronavirus recovery package

- a. The contents of the letter issued by the SLCC to the Secretary of State regarding financial support for Local Councils was considered.
- b. Council agreed that it wished to write to Neston's local MP to lend its voice to the representations made by NALC on 30th June using the contents of the letter as a guide for our own submission.
- c. Members noted that CWaC have said that if NTC put a report together to identify its shortfalls they will consider this, there would be no actual application form to complete (see reports and note above item 24e).

28 Recommendations from Committees

- a. *Places committee 03.03.20 item 122 b & c and 126 c respectively*
- i. *Transport: **Resolved:** That the Sustainable Connectivity for Neston be adopted (superseding the Neston Rail Position Statement, Transport Charter and Transport Standard).*

Mayor's initial and date



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ii. **Resolved:** To an acknowledgement of the work of the former TWG Chair to improving public transport in Neston in the Council minutes and that a letter of thanks, signed by the Mayor, be sent to Dr Lloyd.

iii. *Neighbourhood Plan:* Members considered the recommendations. That;

- the Town Council should not undertake a Neighbourhood Plan review;

The Mayor proposed that 'at this time' be added to the recommendation.

Resolved: That;

- the Town Council should not undertake at this time a Neighbourhood Plan review; and
- the focus of monitoring should be on planning applications and be undertaken by the Places Committee.

b. *Policy committee 18.02.20 item 68b, 02.03.20 items 87a-c and 21.07.20 item 14b respectively.* That;

1. *Strategic Objectives:* **Resolved** that the revised strategic objectives template be adopted with effect from the start of the New Council year.
2. *Committee Structure:* Council considered that effective from the new Council year 2020/21, starting and effective from the Annual Meeting of the Council, that the Places and People committee merge and a new committee the 'Places and People committee' be established, comprising of nine members to deal with the issues currently within their terms of reference. And note the option to set up sub committees.

Resolved: To merge the Places and People committee with immediate effect.

Resolved to accept the new committee structure, Policy, Resources and Places and People committee.

Note: The Council chair or deputy Chair of the Council for first item of the newly formed committee must take the chair, standing order 15f.

3. *Committee ToR:* **Resolved:** To approve the Place and People committee terms of reference.

Concerns were raised regarding the number of members that had to be present for the Quorum, the Council Manager confirmed that the legal requirement was one third of the committee (3). This will be considered further by the new committee at its first meeting.

4. *Council Meetings:* **Resolved:** That with immediate effect Full Council meeting will start from 6pm, in line with committee meetings.
5. *Policy Subcommittee:* Council members noted that the Council Policy committee had establish a Policy sub-committee to deal specifically with HR issues.
6. *Media:* **Resolved:** To approve that the Mayor be authorised to use part of the Mayor's allowance, for promotion by way of advertisement in local media outlets, various Town Council activities and Civic functions.

Mayor's initial and date



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c. People committee 10.06.20

Next meeting date: Council deferred to item 29b the selection of a date for the Places and People committee meeting to take place.

A request for the Places and People committee to consider the establishment of a Transport sub-committee with delegated authority along with terms of reference, including membership and nominations of membership was made.

This will be reviewed at the Annual meeting of the Council 2021.

One member of the public left the meeting.

d. Resources committee 24.06.20

Sale of double gazebos to community organisations.

A request was made to the Council Manager for the addition of the wording to the sale agreement forms "not to be sold for a period of 5 years".

Standing orders were suspended to enable council to complete the business transactions.

Resolved: To offer the opportunity to purchase gazebos to;

Gazebos (8)	Organisation	Conditions
1	Neston nomads – (girls under 14 team)	None
1	Air Cadets	None
2	Neston Rotary	To make available to the Neston Village Fair committee
1	Woodfall Primary school	None
1	Wirral Riding Centre	None
2	Parkgatefest	To make available to other community organisations

Cllr Townsend left the meeting

29 Schedule of meetings

- a Members noted that following the Council's decision on their committee structure, a schedule of meetings can now be formulated.
- b **Resolved** to, on this occasion, provide delegated authority to the Council Manger in liaison with the Mayor to set out the schedule of meeting for the remaining council year.

30 Council Manager's report

The Council Manger's report was received. Supporting and favourable comments regarding Terrain, the Council's health & safety advisor were endorsed. The increased premium was noted.

31 Any other items: None.

32 Date of next meeting will be confirmed along with the schedule of meetings.

Meeting closed at 8.10pm

Signed  Dated 22 JUN 2021