



Meeting (No) **PEOPLE COMMITTEE (4)**
Time & Date **6pm 18 July 2017**
Place **Town Hall**
Document **Minutes**

Present: Cllrs Griffiths (Chair), Chambers (substitute for Cllr Barker), Clayton and Fleetwood.

In attendance: Miss Duncan (Governance & Operations Manager), Mrs Evans (Assets & Events Manager) and Cllr Kynaston.

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

RESOLVED to appoint Cllr Griffiths as Chair for the duration of the meeting.

25 Questions and comments from residents: none.

26 Apologies for absence

RESOLVED to accept apologies from Cllrs Barker (business) and Lloyd (business).

The absence of Cllr Cray was noted.

27 Declarations of Interest

There were no declarations of interest.

28 Minutes of the last meeting

RESOLVED to approve minutes of the meetings held on 06.06.17 and 14.06.17. The Chair signed the minutes.

29 Governance & Operations Manager's report

The Committee considered report PE4/29 and noted that contact had been made with relevant grant recipients and accounts outstanding should be submitted by September.

30 Budgets

- a The Committee considered budgets and decided that no further action was required.
- b **RESOLVED** to retrospectively approve expenditure of £73.80 (including VAT) for the production of two A1 laminated car park closure signs for Ladies Day 2017.

31 Strategic objectives

The Committee considered its objectives for 2017/18 and made the following updates:

- i *8. Broaden the range of grant applications*

Outcome: increased community impact by supporting a greater number of voluntary groups.

- ii *8. Increase engagement with community groups*

Outcome: increased capacity and co-ordination of groups working with vulnerable sections of the community.

Measures: (a) establish a Task & Finish Group; (b) create a priority list; (c) develop and implement an engagement plan.

Chairman's initials and date:

GM. 31/10/17

RESOLVED to establish a Task and Finish Group to formulate a draft priority list, develop a draft engagement plan and then report back to Committee. Cllrs Clayton, Fleetwood and Griffiths (lead) appointed as members of group.

iii *9. Develop the concept of a Youth Council*

Objective: increased engagement of young people with local democracy.

Action steps: delete community engagement officer liaison and add establish a junior council.

Measures: (a) make contact with four junior schools and discuss joint working to develop a junior council; (b) agree a framework and timetable for a junior council.

32 Events programme

The Assets and Events Manager gave an oral update on the proposed Neston Teenage Market and Young Entrepreneurs' Project. The Committee agreed that, due to time constraints and current pressure on resources, the project should be put on hold and revisited in January 2018.

33 Grant applications

RESOLVED to make the following grant awards:

- a £1,418 to the Royal Airforce Cadets, 2371 (Neston) Squadron for the construction of a slight simulator (strategic objective 9).
- b £2,047.97 to All about Women for the introduction of a new mental health peer support group in Neston (strategic objective 8)
- c £2,350 to Amber Button for a Neston Work Club. The Committee agreed to fund this project for a six month period in the first instance (strategic objective 8).

34 End of grant accounts

RESOLVED to approve final accounts for the grant of £10,106 to Neston Nomads in respect of the FA Community Standard project.

35 Neston Country Trail leaflet

RESOLVED to provide delegated authority to the Governance & Operations Manager to order a further 2000 copies of the Country Trail leaflet from the same supplier as used previously at a maximum cost of £250 from budget line 4304 (information leaflets/guides).

36 Junior Mayor & Deputy Junior Mayor invitations

The Committee considered the proposal contained in report PE4/36.

RESOLVED:

1. That the decision to invite the Junior Mayor/Deputy Junior Mayor to functions should be made in consultation with the Town Council Mayor/Deputy Mayor and event organiser.
2. That written permission to attend events must be received from parents/guardians of the Junior Mayor/Deputy Junior Mayor and that parents/guardians must be made aware of the details/format of each event prior to permission being given.
3. That, where it is necessary to provide refreshments for the Junior Mayor/Deputy Junior Mayor at an event, these expenses should be paid for from the Mayor's allowance.

Chairman's initials and date:

CL 31/10/17.

37 Christmas lights

RESOLVED to enter into a three year agreement with the current Christmas lighting contractor to supply and install Christmas decorations in Neston at a cost of £15,825+VAT per annum to include:

- a) installation of Town Council-owned decorations in Parkgate, Little Neston and Market Square;
- b) supply and installation in Market Square of a 15ft artificial cone tree, lights for the in-situ tree and icicle lights on the back on the Town Hall;
- c) supply and installation of six large LED Snowflake decorations to the front of the Town Hall;
- d) supply and installation of three battery-operated wreaths to the lampposts directly outside the West Vale shops.

38 Flag flying

The Committee noted that written permission had been received from Cheshire West and Chester Council for the continuous flying of the Union flag.

RESOLVED to fly on a permanent basis the Union flag outside the Town Hall, the only exception being the flying of alternative flags for specific commemorations.

39 Laying of VC commemorative paving stone

The Committee considered report PE4/39 and agreed that it would be necessary to meet with CWaC representatives at the earliest opportunity in order to determine the financial and resource implications of organising the laying of the commemorative stone and associated ceremony.

RESOLVED to establish a Task and Finish Group to meet with CWaC representatives and report back to the next Committee meeting. Cllrs Chambers, Fleetwood (lead), Kynaston and Griffiths were appointed to the Group and the Assets and Events Manager agreed to attend.

The Committee decided to wait until it had received the Task and Finish Group report before considering making a recommendation to Policy Committee on how and what staff resources could be applied to this project.

40 Neston Music Festival 2018

The Committee noted that the Neston Music Festival 2018 budget of £2,000, agreed by the Society & Culture Committee on 28.02.17 (minute 118), had been apportioned as follows:

- £1,000 for music festival marketing support, and
- £1,000 to underwrite the event.

Payment to be made from budget line 4360 (grants and donations).

41 Other items: none.

42 Next meeting

The next scheduled meeting was noted as 6pm on 31 October 2017.

43 Exclusion of the Press and Public

RESOLVED to exclude the public and press for the remaining items because of likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.

Chairman's initials and date:

CL. 31/10/17

PART 2: Item considered in the absence of the press and public

- 44** The Committee considered report PE4/44 providing a breakdown of staff costs for the Neston Victorian Christmas event.

The meeting closed at 8pm.

Signed *augu* Date 31/10/17