



*Meeting (No)* **PEOPLE COMMITTEE (6)**  
*Time & Date* **6pm 31 October 2017**  
*Place* **Town Hall**  
*Document* **Minutes**

**Present:** Cllr Lloyd (Chair), Clayton, Cray, Fleetwood, Griffiths and Howe.

**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**

**52 Questions and comments from residents:** none.

**53 Apologies for absence**

**RESOLVED** to accept apologies from Cllr Barker (business).

**54 Declarations of Interest**

Cllr Kynaston (in attendance only – not a committee member) declared a non-pecuniary interest in agenda item 61b).

**55 Minutes of the last meeting**

**RESOLVED** to approve minutes of the meetings held on 18.07.17 and 27.07.17. The Chair signed the minutes.

**56 Governance & Operations Manager's report**

The Committee considered the Governance & Operations Manager's report noting in particular the arrangements and timetable for the Christmas lights switch-on event.

The report also informed councillors that ChALC was currently seeking assurances from the Police and Crime Commissioner and Principal Authorities that rural areas would not be overlooked in the ongoing consultations about the future of policing and that concern already raised, including manning levels and deployment of staff (including PCSOs) to deal with issues in rural areas, would be comprehensively addressed.

**57 Budgets**

- a The Committee considered the Committee's budgets. The budgets were accepted without alteration.
- b The Committee considered the People Committee's requirements for financial year 2018/19 and agreed to recommend the RFO's draft budget without alteration. In relation to budget line 4371 (engagement with young people), the Committee agreed that in 2018/19 there should be a broader approach to the committee's engagement with young people.

**58 Strategic objectives**

- a The Committee received an oral report of the Task & Finish Group established to move forward the committee objective to increase engagement with community groups which focus on support of vulnerable people.

The Group had produced a priority list focusing on organisations supporting elderly people but the Committee agreed that this should be extended to include a broader range of vulnerable people.

Chairman's initials and date:

CL 5/12/17

The Governance and Operations Manager was requested to engage with the identified groups to ensure that they were aware that the Committee was prioritising support for vulnerable people within its grant awards.

- b The Committee considered the People Committee's objectives for 2017/18. In relation to establishing a junior council, it was noted that initial contact was being made with schools with a view to formulating a workable plan to be implemented in 2018/19.

Agenda items 64, 65 and 66 were brought forward by common consent.

#### **64 Neston Music Festival 2018**

The committee requested that Council appoint a councillor representative to act as a focal point for the 2018 Neston Music Festival event co-ordination. The Committee also requested further details of what this role would entail.

The Committee requested that the Festival Group provide a point of contact for the Assets and Events Manager to discuss marketing requirements for the festival.

#### **65 VC Commemorative paving stone**

- a The Committee considered the report and recommendations of the Task and Finish Group.
- b The Committee agreed that, rather than leading on this project, it would be preferable for the Town Council to work in partnership with CWaC to organise the stone laying ceremony. The Committee agreed to defer a decision on council involvement to allow time for officers to discuss with CWaC the option of collaborative working and to investigate the financial implications of the project.
- c The Committee agreed that there was currently insufficient detail to make any recommendations to the Policy Committee relating to the application of staff resources for this project.

The Committee requested that the Council Manager and Assets and Events Manager make a recommendation about resource requirements (recommendation to be made following discussions with CWaC officers).

Cllr Cray left the meeting.

#### **66 Victorian Christmas Market**

- a The Committee considered the volunteer requirements for the Victorian Christmas Market.

The Committee requested that the Assets and Events Manager call councillors individually to request support for the event. In addition, the Committee suggested that the Assets and Events Manager ask community groups for support for specific tasks.

The Committee agreed to recommend to Council that a £700 contingency from budget line 4360 (grants and donations) be agreed to employ additional agency workers should there be insufficient volunteer support.

- B The Committee noted that a performance licence application had been submitted for the Christmas event on 2 December.

Mrs Evans left the meeting.

#### **59 Risk Assessments**

**RESOLVED** to approve the 2017 Christmas Market risk assessment.

Chairman's initials and date:

CL 5/12/17

## **60 End of grant accounts**

- a **RESOLVED** to approve end of grant accounts from Hip & Harmony, Ladies Day 2017 Entertainment (£3,984.17).
- b **RESOLVED** to approve end of grant accounts from Neston and District Art Society, NADAS Annual Exhibition 2017 (£475).

## **61 Grant applications**

- a **RESOLVED** to provide a grant of £445 to Neston and District Art Society in support of the Society's 2018 Annual Art Exhibition.
- b **RESOLVED** to provide a grant of £300 to Ellesmere Port & Neston Community Transport in support of the cost of insuring the vehicles serving Neston residents.

## **62 Poppy wreath**

The Committee noted a donation of £100 to the Royal British Legion from budget line 4360 (grants and donations) for the purchase of a poppy wreath for Remembrance Sunday.

## **63 End of grant reports/accounts**

**RESOLVED** to give delegated authority to the Governance and Operations Manager, in liaison with the Committee Chair/Vice Chair or Council Manager/RFO, to approve end of grant reports/accounts on behalf of the People Committee for any grant awards up to and including £3,000.

Agenda items 64, 65 and 66 were considered after agenda item 58.

## **67 Parkgate Carnival 2017**

- a The Committee considered a report from the Carnival organisers and chose not to submit any feedback.
- b **RESOLVED** to purchase a 2018 Parkgate Carnival gold sponsorship package at a cost of £250 from budget line 4360 - grants and donations.

## **68 Project Rural Matters**


It was noted that Cllr Lloyd has been nominated as Council representative to attend meetings of Project Rural Matters and report back to the People Committee.

## **69 Other items:** none.

## **70 Next meeting**

The next scheduled meeting was noted 6pm on 5 December 2017. It was also noted that there would be an extraordinary meeting at 10.30am on 3 November 2017.

The meeting closed at 7.30pm.

Signed  Date 5/12/17